TKM Institute of Technology, Musaliar Hills, Karuvelil, Kollam- 691505, Kerala

Minutes of 7th Meeting of the Governing Body

Date: June 29, 2024, 1.30 PM

Venue: Boardroom, TKM College of Engineering, Kollam

Minutes of the Meeting

1. **Welcome and Introduction**

   The Honourable Chairman Jb. T.K. Shahal Hassan Musaliar welcomed the members and provided opening remarks.

2. **Confirmation of Previous Minutes**

   The minutes of the 6th Governing Body meeting held on June 24, 2023, were confirmed.

3. **Review of Action Taken Report from 6th Governing Body Meeting**

   The Governing Body reviewed the actions taken on the decisions made in the previous meeting:

   3.1 **Academic Support and Student Development**
   - Noted the implementation of remedial classes for academically weak students.
   - Acknowledged the organization of motivational talks for students.
   - Reviewed the industrial and placement training initiatives.

   3.2 **Faculty Development and Achievements**
   - Appreciated the encouragement given to faculty for attending international conferences and FDPs.
   - Noted the significant increase in faculty members pursuing Ph.D. programs.
   - Discussed the introduction of the "Characterization Fund" to support research activities.

   3.3 **International Seminar and Interactions**
   - Commended the organization of NABICON '23 by the Biomedical Engineering department.
   - Noted the international faculty interactions in the Food Technology department.

   3.4 **New Courses / Increase Intake**

- Discussed the new B.Tech. course in Electronics and Computer Engineering (Intake 60 seats).

- Noted the increase in Computer Science and Engineering intake from 60 to 120 seats.

- Acknowledged the new Computer Science and Engineering (Artificial Intelligence) course with 60 seats.

3.5 Accreditation

- Reviewed the steps taken for NBA accreditation for Biomedical Engineering, Computer Science and Engineering, and Food Technology departments.

- Noted the initiation of the NAAC accreditation process.

3.6 Placement Improvement

- Acknowledged the increase in placed students from 97 in 2022-23 to 107 in 2023-24.

- The Governing Body suggested to take steps to invite more reputed companies for the campus recruitments.

3.7 Collaborations and Infrastructure
- Reviewed the new MoUs signed with various organizations.
- Noted the installation of a weather station by the Indian Meteorological Department.

- Acknowledged the re-initiation of the American Society for Civil Engineers Chapter.

- Noted the inauguration of the Computer Society Student Chapter.
- Discussed the seminars organized by various student chapters.

4. **Review of the Activities of the College**

   The Governing Body reviewed various activities conducted during the 2022-23 academic year.

   Faculty and Student Achievements: The Governing Body also reviewed the noteworthy accomplishments of faculty and students during the 2022-2023 academic years.

5. **Audited Accounts of Statement and Balance Sheet for the Year 2022-2023**

   Governing Body discussed the audited financial statements for the academic year 2022-2023 and approved the same.

6. **Budget for the Financial Year 2024-2025**

   The Governing Body reviewed and approved the proposed budget for the academic year 2024-2025.

7. **Suggestions and Future Actions**

   7.1 **Result Improvement**
   - Critically analyze the drop in university ranking from 26th to 37th out of 128 colleges.
   - Suggested setting target results for individual subjects, departments, and the college.
   - Recommended peer-to-peer meetings between faculty and Governing Body members.
   - Advised special attention to Mathematics, Physics, Mechanics, and Basic Engineering Courses.
   - Suggested implementing bridge courses to reduce arrears.

   7.2 **Ranking and Admission**
   - Set a target to attain a position among the top 20 colleges affiliated with APJKTU
   - Appreciated achieving full admission intake of 360 seats for the 2023-2027 batches.
   - The Governing Body decided to hold the admissions for the B.Tech. Electronics and Computer Engineering program for the academic year 2024 due to a lack of admission inquiries for this branch.
   - Suggested gradually increasing intake to 500 in the upcoming years based on new course sanctions.

   7.3 **Fee Structure**
   - Recommended implementing a revised fee structure for the 2025-2029 academic year admission.

   7.4 **Industry Collaboration and Department Strengthening**
   - Advised increasing industry-academia collaboration, especially in Food Technology and Biomedical Engineering.
   - Suggested establishing more MoUs with relevant industry and research labs.

- o Recommended strengthening the Mechanical Engineering, Food Technology, and Biomedical Engineering departments.
- o Discussed the need for specialized faculty in Food Technology and Biomedical Engineering.

7.5 Establishment of PG Programs and Departmental Excellence

- o The Governing Body suggested exploring the possibility of starting PG courses in Food Technology and Biomedical Engineering.
- o This initiative could be coupled with efforts to enhance these departments and develop them into centres of excellence.

7.6 Conferences and Research

- o Suggested conducting international/national level conferences in each department.

8. **Vote of Thanks**

   Jb. Afsal Musaliar J. delivered the vote of thanks, appreciating the achievement of full admission intake. The Principal also expressed his sincere gratitude to the Governing Body members for their valuable guidance and suggestions.

9. **Conclusion**

   The meeting concluded at 3:00 PM.

PRINCIPAL
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