

Minutes of the Governing Council meeting of CMS College Kottayam (Autonomous) held at 9.30 am on 23rd January 2017 in the IQAC Conference Hall of CMS College Kottayam.

Members Present

- 1) Rt. Rev. Thomas K Oommen, Manager – CMS College Kottayam (Chairman)
- 2) Dr. Varghese C Joshua, Vice Principal - CMS College Kottayam (Nominee – Teacher from the College)
- 3) Prof. Dr. Soma Bandopadhyay, Registrar – University of Calcutta (UGC Nominee)
- 4) Dr. Tomy Mathew, HOD – Commerce (Nominee – Teacher from the College)
- 5) Dr. Mini Chacko, HOD – Botany (Nominee – Teacher from the College)

Also present Dr. Roy Sam Daniel, Principal (Ex-officio Secretary)

Inconvenience of Mr. M.R. Unni, Registrar - M.G University, to attend the meeting was recorded.

The meeting was presided over by Most. Rev. Thomas K Oommen, Chairman of Governing Council and Manager of the College and Moderator of Church of South India..

Principal welcomed the members.

The Chairman in his presidential address called upon for excellence in all sphere of academic activities..

Dr. Roy Sam Daniel, Ex-officio Secretary read the minutes of previous meeting and the members approved the same, proposed by Dr. Varghese C Joshua and seconded by Dr. Mini Chacko.

Matters arising out of minutes.

It was reported that:

- The approved budget for the year 2016 – 2017 for the release of autonomy grant was sent to University Grants Commission.
- The process of curriculum revision was initiated.

AGENDA ITEMS

Agenda item 1 – Curriculum revision and Academic regulations.

Secretary reported that the process of curriculum revision is in progress and invited Dr. Varghese C Joshua, Convener – Curriculum Revision Committee to make a brief presentation about the developments in curriculum revision.

Dr. Varghese C Joshua, reported that the process of curriculum revision was started by organizing a seminar in the leadership of Prof. A.P. Thomas. He pointed that the strength and weakness of existing syllabus is to be identified and explained that effective revision of curriculum requires ample time.

The following decisions were made as per the recommendations of the Curriculum Revision Committee.

- It is decided to follow the existing syllabus of Mahatma Gandhi University for the admissions in the academic year 2017 – 2018 since the curriculum revision process takes more time.

➤ It is decided to form a subcommittee with the following members to draft academic regulations.

- Dr. Roy Sam Daniel, Principal
- Dr. Varghese C Joshua, Vice Principal
- Dr. Joji John Panicker (Convener)
- Dr. Tomy Mathew
- Dr. Mini Chacko
- Adv. Sibin Mathew Medayil

The draft academic regulations shall be presented before the Curriculum Revision Committee before Feb 15, 2017.

- It was reported that as per the latest University regulations, the revised curriculum and Academic regulations should be submitted to the University before August 31, 2017.
- It was decided that each department shall organize one or more workshops/seminars by inviting experts from respective subjects for curriculum revision, especially for formation of curriculum objectives, content analysis, identification of reference books, designing teaching methodology and for the formation of model question paper.
- It was decided that the departments should complete the curriculum revision process and submit the final draft after the approval from Board of Studies on or before August 10, 2017

Agenda item 2 – *Constituting of Examination Committee.*

It was reported that the Examination Committee consisting of following members was constituted for the smooth conduct of end semester examinations.

Dr. Roy Sam Daniel, Chairman

Dr. Varghese C Joshua, Vice Chairman

Dr. Mini Chacko, Convener

Dr. Tomy Mathew, Member

Dr. Joji John Panicker, Member.

After discussion the council decided to ratify the formation of this committee. The council also authorized Principal, CMS College Kottayam to constitute non statutory committees on need basis.

Agenda item 3 – *Declaration of results.*

It was reported that the end semester examination of UG and PG programs were conducted as per the academic calendar, and the scheduled dates of publishing result of UG Sem I is 23rd January 2017 and PG Sem I is 23rd February 2017. Dr. Tomy Mathew, Controller of Examinations was invited for the presentation of result of UG Sem I.

Dr. Tomy Mathew made a detailed presentation about the valuation process and circulated following consolidated statement of result of UG Sem I.

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CMS COLLEGE KOTTAYAM (Autonomous)
Total Result -UG Sem-1-November-2016

Programmes	Total Students Registered	Total Students Appeared	A +	A	B	C	D	F	Passed	Percentage
B.A. Communicative English	35	35	0	2	7	9	2	15	20	57.14
B.A. Economics	37	36	1	7	12	2	2	12	24	64.86
B.A. English	48	48	1	15	16	5	1	10	38	79.17
B.A. History	48	48	2	1	4	11	0	30	18	37.50
B.A. Malayalam	18	18	0	1	1	2	2	12	6	33.33
B.Sc. Biotechnology	38	38	2	4	11	8	1	12	26	68.42
B.Sc. Botany	45	45	0	9	13	6	1	16	29	64.44
B.Sc. Chemistry	38	38	7	14	6	2	0	9	29	76.32
B.Sc. Food & Community Science	36	35	0	1	6	7	1	20	15	41.67
B.Sc. Physics	44	44	8	15	11	4	0	6	38	86.36
B.Sc. Mathematics	45	45	2	11	12	8	1	11	34	75.56
B.Sc. Zoology	43	43	3	12	9	2	1	16	27	62.79
BCA	36	36	1	1	9	4	0	21	15	41.67
B.Com Finance & Taxation -Aided	51	51	10	17	7	5	0	12	39	76.47
B.Com Finance & Taxation - Self Financing	57	57	2	21	12	9	1	12	45	78.95
B.Com Marketing	46	46	1	7	11	9	1	17	29	63.04
Total	665	663	40	138	147	93	14	231	432	64.96

Members appreciated Dr. Tomy Mathew, Controller of Examinations and his team for their dedicated hard work for the timely publishing of results.

After analyzing the results the council noted that pass percentage of BA Malayalam program is comparatively low. Secretary pointed out that majority of the students in BA Malayalam failed in English course. The council recommended Principal to make arrangements for remedial coaching, if necessary to those weak students.

Dr. Roy Sam Daniel, Principal invited Most. Rev. Thomas K Oommen, Manager to publish result of UG Sem I program in the college website. Most. Rev. Thomas K Oommen declared the result of UG Sem I November 2016 examinations.

The council also decided to authorize Principal to publish the results of PG Sem I January 2017 Examinations as per the academic calendar after sending the consolidated statement of result via e-mail to the council members for consensus.

Out of Agenda.

No matters arise from the floor.

Dr. Roy Sam Daniel, Ex-officio Secretary proposed vote of thanks.

The meeting came to a close at 10.30am.

Sd/-

Dr. Roy Sam Daniel

(Ex-Officio Secretary)