

**Minutes of the Governing Council meeting of CMS College Kottayam (Autonomous) (GC/18.01) held at 11.00 am on 15<sup>th</sup> February 2018 in the IQAC Conference Hall, CMS College Kottayam.**

**Members Present**

- 1) Very. Rev. Daniel George, Bishops Commissary – CSI Madhya Kerala Diocese, Kottayam
- 2) Dr. K.K Damodaran, Govt. Nominee, Assoc. Prof., Govt. Arts College, Thiruvananthapuram
- 3) Rev. John Issac, Clergy Secretary – CSI Madhya Kerala Diocese, Kottayam
- 4) Rev. Thomas Paikad, Treasurer - CSI Madhya Kerala Diocese, Kottayam
- 5) Sri. Jacob Philip Monkuzhy, Member & Secretary – Higher Education Board
- 6) Dr. Varghese C Joshua, Member & Vice Principal - CMS College Kottayam
- 7) Dr. Tomy Mathew, Member & HOD – Commerce
- 8) Dr. Mini Chacko, Member & HOD – Botany

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

Inconvenience of Rev. Jacob George, Bursar - CMS College Kottayam to attend the meeting was recorded.

The meeting was presided over by Very. Rev. Daniel George, Bishops Commissary – CSI Madhya Kerala Diocese, Kottayam.

Principal welcomed the members and expressed special greetings and welcome to Dr. K.K. Damodaran, Assoc. Prof., Govt. Arts College, Thiruvananthapuram who is the Government nominee to Governing Council of CMS College Kottayam.

Chairman delivered introductory speech.

Dr. Roy Sam Daniel, Ex-officio Secretary read the minutes of previous meeting (GC/17.05 dated 10.11.2017) and the members unanimously approved the same with the following correction.

***Fee for Betterment / Supplementary examinations per course is Rs. 100/-.***

**Action Taken:**

**1) Curriculum Revision**

Three levels of Curriculum Revision workshop have been conducted and it is expected to complete the curriculum revision process by 1<sup>st</sup> week of March.

**2) Department Accreditation**

Dr. Varghese C Joshua is assigned with the responsibility of framing the necessary parameters to assess the Departments. Frame work for assessment will be completed by March 15<sup>th</sup> and peer review will be done by 1<sup>st</sup> week of July.

**3) Publication of In house journal**

The work on Publication of In house journal is in progress. Now in the initial stage it is planned to publish the first volume with the articles of teachers and researchers within the College.

**AGENDA ITEMS****Agenda item 1 – Declaration of Results.****❖ 3<sup>rd</sup> Semester UG (2016 Admission)**

Dr. Tomy Mathew, COE made a presentation about the result and circulated the following consolidated statement of result of 3<sup>rd</sup> semester UG (2016 Admission).

**CMS COLLEGE KOTTAYAM ( Autonomous)**  
**Total Result -UG -Semester 111 -October-2017**

<b>Programmes</b>	<b>Total Students Registered</b>	<b>Total Students Appeared</b>	<b>A +</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>	<b>Passed</b>	<b>Sem 3 Oct 2017</b>	<b>Sem 2 April 2017</b>	<b>Sem 1 Nov 2016</b>
<b>B.A. Communicative English</b>	33	33	2	17	8	3	0	3	30	<b>90.91</b>	65.71	57.14
<b>B.A. Economics</b>	37	37	1	6	13	0	1	16	21	<b>56.76</b>	54.05	64.86
<b>B.A. English</b>	48	48	0	16	13	3	0	16	32	<b>66.67</b>	81.05	79.17
B.A. History	38	38	0	3	6	4	1	24	14	<b>36.84</b>	35	37.5
<b>B.A. Malayalam</b>	17	17	0	1	4	0	0	12	5	<b>29.41</b>	41.18	33.33
<b>B.Sc. Biotechnology</b>	37	37	2	9	12	8	1	5	32	<b>86.49</b>	73.68	68.42
<b>B.Sc. Botany</b>	40	40	1	10	8	6	3	12	28	<b>70.00</b>	52.27	64.44
<b>B.Sc. Chemistry</b>	36	36	5	10	9	2	0	10	26	<b>72.22</b>	75	76.32
<b>B.Sc. Family &amp; Community Science</b>	33	33	0	3	4	6	1	19	14	<b>42.42</b>	44.12	41.67
<b>B.Sc. Physics</b>	44	44	6	12	9	8	0	9	35	<b>79.55</b>	61	86.36
<b>B.Sc. Mathematics</b>	43	43	5	10	7	6	2	13	30	<b>69.77</b>	50	75.56
<b>B.Sc. Zoology</b>	39	39	3	8	8	6	0	14	25	<b>64.10</b>	61.9	62.79
<b>BCA</b>	30	29	1	3	7	8	2	8	21	<b>72.41</b>	50	41.67
<b>B.Com Finance &amp; Taxation -Aided</b>	51	51	12	17	5	4	1	12	39	<b>76.47</b>	80.39	76.47
<b>B.Com Finance &amp; Taxation - Self Financing</b>	56	56	2	16	19	6	3	10	46	<b>82.14</b>	82.14	78.95
<b>B.Com Marketing</b>	45	45	2	8	13	9	6	7	38	<b>84.44</b>	65.22	63.04

<b>Total</b>	<b>627</b>	<b>626</b>	<b>4</b> <b>2</b>	<b>14</b> <b>9</b>	<b>14</b> <b>5</b>	<b>7</b> <b>9</b>	<b>2</b> <b>1</b>	<b>19</b> <b>0</b>	<b>436</b>	<b>69.</b> <b>65</b>	<b>62.6</b> <b>9</b>	<b>64.9</b> <b>6</b>
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After analyzing the result the council pointed out that the pass percentage of various courses viz. BA Malayalam, BA History and B.Sc Family & Community Science is very low. The council entrusted the Principal to start a remedial program to bring up the students who are weak in English and to take necessary steps to increase the pass percentage.

After discussion, the Chairman declared the result of 3<sup>rd</sup> semester UG (2016 Admission).

❖ **1<sup>st</sup> Semester UG (2017 Admission)**

Dr. Tomy Mathew, COE made a presentation about the result and circulated the following consolidated statement of result of 1<sup>st</sup> semester UG (2017 Admission).

**CMS COLLEGE KOTTAYAM ( Autonomous)**

**Total Result -UG - Sem 1 November-2017**

<b>Programmes</b>	<b>Total Students Registered</b>	<b>Total Students Appeared</b>	<b>A+</b>	<b>A</b>	<b>B+</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>F</b>	<b>Passed</b>	<b>Pass Percentage Oct -2017</b>	<b>1st Semester Nov-2016</b>
<b>B.A. Communicative English</b>	33	33	0	1	7	9	4	0	12	21	<b>63.64</b>	57.14
<b>B.A. Economics</b>	40	40	1	9	5	10	3	1	11	29	<b>72.50</b>	64.86
<b>B.A. English</b>	46	46	0	12	13	7	5	0	9	37	<b>80.43</b>	79.17
B.A. History	46	46	1	4	7	8	5	0	21	25	<b>54.35</b>	37.5
<b>B.A. Malayalam</b>	23	23	0	4	5	5	1	0	8	15	<b>65.22</b>	33.33
<b>B.Sc. Biotechnology</b>	32	32	0	5	9	5	6	0	7	25	<b>78.13</b>	68.42
<b>B.Sc. Botany</b>	46	46	0	6	15	11	1	0	12	34	<b>73.91</b>	64.44
<b>B.Sc. Chemistry</b>	37	37	1	14	13	3	0	0	6	31	<b>83.78</b>	76.32
<b>B.Sc. Family &amp; Community Science</b>	28	28	0	0	0	2	1	0	25	3	<b>10.71</b>	41.67
<b>B.Sc. Physics</b>	42	42	2	17	8	8	2	0	5	37	<b>88.10</b>	86.36
<b>B.Sc. Mathematics</b>	40	40	4	16	10	2	3	0	5	35	<b>87.50</b>	75.56
<b>B.Sc. Zoology</b>	44	44	1	5	7	13	1	0	17	27	<b>61.36</b>	62.79
<b>BCA</b>	31	31	0	1	5	7	5	0	13	18	<b>58.06</b>	41.67

<b>B.Com Finance &amp; Taxation -Aided</b>	54	54	3	9	20	12	3	0	7	47	<b>87.04</b>	76.47
<b>B.Com Finance &amp; Taxation - Self Financed (A)</b>	58	58	1	6	19	19	5	1	7	51	<b>87.93</b>	78.95
<b>B.Com -Self Financed-(B)</b>	40	40	0	7	11	7	5	0	10	30	<b>75.00</b>	63.04
<b>Total</b>	<b>640</b>	<b>640</b>	<b>4</b>	<b>11</b>	<b>15</b>	<b>12</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>17</b>	<b>46</b>	<b>64.96</b>

After analyzing the result the council pointed out that the pass percentage of B.Sc Family & Community Science is low. The council recommended the Principal to initiate remedial action in this regard.

After discussion, the Chairman declared the result of 1<sup>st</sup> semester UG (2017 Admission).

❖ 3<sup>rd</sup> Semester PG (2016 Admission)

Dr. Tomy Mathew, COE made a presentation about the result and circulated the following consolidated statement of result of 3<sup>rd</sup> semester PG (2016 Admission).

**CMS COLLEGE KOTTAYAM ( Autonomous)**

**Consolidated Result -PG Sem-III-November2017**

S.I No	Programmes	Total Students Registered	Total Students Appeared	A	B	C	D	F	Passed	PG Sem 3 Dec 2017	PG Sem 2 April 2017	PG Sem 1 Jan 2017
1	<b>MA English</b>	23	23	2	17	2	0	2	21	<b>91.30%</b>	100.00 %	91.30%
2	<b>MA Malayalam</b>	13	13	2	4	0	0	7	6	<b>46.15%</b>	35.71%	64.29%
3	<b>MA Sociology</b>	21	21	1	15	1	0	4	17	<b>80.95%</b>	76.19%	68.18%
4	<b>MA History</b>	10	10	0	4	2	0	4	6	<b>60.00%</b>	54.55%	45.45%
5	<b>M.Com</b>	17	17	3	13	0	0	1	16	<b>94.12%</b>	88.24%	82.35%
6	<b>M.Sc Physics</b>	13	13	0	11	0	0	2	11	<b>84.62%</b>	61.54%	53.85%
7	<b>M.Sc Applied Physics</b>	7	7	0	6	1	0	0	7	<b>100.00 %</b>	57.14%	100%
8	<b>M.Sc Botany</b>	10	10	0	8	0	0	2	8	<b>80.00%</b>	70.00%	50%
9	<b>M.Sc Biotechnology</b>	9	9	1	6	1	0	1	8	<b>88.89%</b>	66.67%	66.67%
10	<b>M.Sc Chemistry</b>	12	12	1	8	2	0	1	11	<b>91.67%</b>	83.33%	91.67%
11	<b>M.Sc Applied Chemistry</b>	15	15	1	9	1	0	4	11	<b>73.33%</b>	60.00%	80%
12	<b>M.Sc Analytical Chemistry</b>	13	13	0	11	1	0	1	12	<b>92.31%</b>	100.00 %	85.71%

13	<b>M.Sc Food Service Management and Dietetics</b>	9	9	4	4	0	0	1	8	<b>88.89%</b>	80.00%	80%
14	<b>M.Sc Mathematics</b>	22	22	5	13	0	0	4	18	<b>81.82%</b>	59.09%	72.73%
15	<b>M.Sc Zoology</b>	12	12	4	6	1	0	1	11	<b>91.67%</b>	91.67%	100%
	<b>Total</b>	<b>206</b>	<b>206</b>	<b>24</b>	<b>135</b>	<b>12</b>	<b>0</b>	<b>5</b>	<b>171</b>	<b>83.01%</b>	<b>73.56%</b>	<b>73.93%</b>

After analyzing the result the council pointed out that the pass percentage of MA Malayalam is very low. The council entrusted the Principal to conduct a meeting with teachers of Malayalam Department to study about the low pass percentage.

After discussion, the Chairman declared the result of 3<sup>rd</sup> semester PG (2016 Admission).

❖ **1<sup>st</sup> Semester PG (2017 Admission)**

Dr. Tomy Mathew, COE made a presentation about the result and circulated the following consolidated statement of result of 1<sup>st</sup> semester PG (2017 Admission).

**CMS COLLEGE KOTTAYAM ( Autonomous )**  
**Total Result -PG Sem-I December 2017**

S.I No	Programmes	Total Students Registered	Total Students Appeared	A	B	C	D	F	Passed	PG Sem 1 Dec 2017	PG Sem 1 Jan 2017
1	<b>MA English</b>	24	24	2	17	2	0	3	21	<b>87.50%</b>	87.50%
2	<b>MA Malayalam</b>	14	14	0	12	1	0	1	13	<b>92.86%</b>	64.29%
3	<b>MA Sociology</b>	18	18	1	11	2	0	4	14	<b>77.78%</b>	68.18%
4	<b>MA History</b>	7	7	0	4	1	0	2	5	<b>71.43%</b>	45.45%
5	<b>M.Com</b>	18	18	2	13	1	0	2	16	<b>88.89%</b>	77.78%
6	<b>M.Sc Physics</b>	13	13	0	10	1	0	2	11	<b>84.62%</b>	53.85%
7	<b>M.Sc Applied Physics</b>	9	9	0	4	1	0	4	5	<b>55.56%</b>	100%
8	<b>M.Sc Botany</b>	11	11	1	9	0	0	1	10	<b>90.91%</b>	50%
9	<b>M.Sc Biotechnology</b>	7	7	1	4	2	0	0	7	<b>100.00%</b>	66.67%
10	<b>M.Sc Chemistry</b>	15	15	1	11	2	0	1	14	<b>93.33%</b>	91.67%
11	<b>M.Sc Applied Chemistry</b>	15	15	0	12	3	0	0	15	<b>100.00%</b>	80%

12	<b>M.Sc Analytical Chemistry</b>	14	14	0	7	1	0	4	10	<b>71.43%</b>	85.71%
13	<b>M.Sc Food Service Management and Dietetics</b>	6	6	2	2	2	0	0	6	<b>100.00%</b>	80%
14	<b>M.Sc Mathematics</b>	25	25	5	13	0	0	7	18	<b>72.00%</b>	72.73%
15	<b>M.Sc Zoology</b>	12	12	1	8	0	0	3	9	<b>75.00%</b>	100%
	<b>Total</b>	<b>208</b>	<b>208</b>	<b>16</b>	<b>137</b>	<b>19</b>	<b>0</b>	<b>34</b>	<b>174</b>	<b>83.65%</b>	<b>73.93%</b>

After analyzing the result the council pointed out that

After discussion, the Chairman declared the result of 1<sup>st</sup> semester PG (2017 Admission).

**Agenda item 2 – Curriculum Revision.**

Dr. Varghese C Joshua, Chairman of Curriculum Revision Committee reported that the process of curriculum revision is progressing. Board of Studies meeting of all departments has been convened and decided to revise the curriculum incorporating the guidelines of NAAC. He also reported that, IQAC is organizing two day workshop on Curriculum Design and Development on February 19<sup>th</sup> and 20<sup>th</sup>, 2018 for the teaching staff. It is planned to complete the process and to submit the proposal to M.G University by the last week of March 2018.

**Agenda item 3 – Change in Elective course.**

Principal reported that, now there are two batches (Batch A and Batch B) for B.Com Model 1- Finance & Taxation program. It is proposed to change the elective of Batch B from Finance & Taxation to Logistics Management after detailed study. Reporting on the same will be done in the next meeting.

After discussion

**Agenda item 4 – Other Matters.**

No matters arise from the floor.

Dr. Varghese C Joshua proposed vote of thanks.

The meeting came to a close at 01.00 pm.

sd/-  
Dr. Roy Sam Daniel  
(Ex-Officio Secretary)