

Minutes of the Governing Council meeting of CMS College Kottayam (Autonomous) (GC/19.02) held at 4.30 pm on 01st March 2019 in the IQAC Conference Hall, CMS College Kottayam (Autonomous).

Members Present

- 1) Rev. John Issac, Clergy Secretary - CSI Madhya Kerala Diocese, Kottayam
- 2) Rev. Jacob George, Bursar - CMS College Kottayam
- 3) Dr. Mini Chacko, Vice Principal & HOD – Botany
- 4) Dr. Tomy Mathew, Controller of Examinations & HOD – Commerce
- 5) Rev. Thomas Paikad, Treasurer, CSI Madhya Kerala Diocese, Kottayam
- 6) Sri. Jacob Philip Monkuzhy – Secretary, Higher Education Board - CSI Madhya Kerala Diocese, Kottayam.
- 7) Dr. Varghese C Joshua, Assoc. Professor & HOD in Charge – Mathematics
- 8) Dr. Soma Bandyopadhyay, UGC Nominee
- 9) Dr. Beena Mathew, University Nominee

Inconveniences of Most. Rev. Thomas K Oommen – Chairman Governing Council & Manager, CMS College Kottayam, Dr. K.K.Damodaran – Government Nominee and Dr. Roy Sam Daniel - Principal to attend the meeting were recorded.

The meeting was presided over by Rev. John Issac, Clergy Secretary - CSI Madhya Kerala Diocese, Kottayam . Vice Principal welcomed the members. Chairman delivered introductory speech.

Dr. Mini Chacko, Vice Principal read the minutes of previous meeting (GC/19.01 dated 01.02.19) and the members unanimously approved the same.

Action Taken:

Department wise Accreditation.

Vice Principal reported that, all departments submitted the completed Department accreditation reports. The reports were verified based on the matrix prepared for DSAR audit. The external peer team consisting of Dr. Babu Joseph – Former Vice Chancellor, CUSAT, Dr. Priti Dhawan – Head, Dept. of Psychology, Lady Sriram College, New Delhi and Dr. J. Philip – Former Director – IIM Bangalore has consented to come to the College and conduct audit on March 15th and 16th 2019.

Agenda:Item 1

Declaration of Result

3rd Semester UG Examinations (2017 Admission)

Dr. Tomy Mathew, COE presented the result of 3rd semester UG (2017 Admission) program and circulated the consolidated statement of results.

CMS COLLEGE KOTTAYAM (Autonomous)

Total Result -UG - Sem III October 2018

| Programmes | Total Students Registered | Total Students Appeared | S | A+ | A | B+ | B | C | D | F | Passed | Pass % Sem 3 | Pass % Sem 2 | Pass % Sem 1 |
|---|----------------------------------|--------------------------------|----------|-----------|------------|------------|------------|-----------|----------|------------|---------------|---------------------|---------------------|---------------------|
| B.A. Communicative English | 33 | 33 | 0 | 0 | 9 | 10 | 9 | 3 | 0 | 2 | 31 | 93.94 | 78.79 | 63.64 |
| B.A. Economics | 39 | 39 | 0 | 5 | 8 | 5 | 8 | 2 | 0 | 11 | 28 | 71.79 | 65.00 | 72.50 |
| B.A. English | 45 | 45 | 0 | 0 | 14 | 11 | 8 | 6 | 0 | 6 | 39 | 86.67 | 78.26 | 80.43 |
| B.A. History | 46 | 46 | 0 | 1 | 3 | 10 | 9 | 7 | 0 | 16 | 30 | 65.22 | 41.30 | 54.35 |
| B.A. Malayalam | 23 | 23 | 0 | 2 | 7 | 4 | 0 | 2 | 0 | 8 | 15 | 65.22 | 43.48 | 65.22 |
| B.Sc. Biotechnology | 32 | 32 | 0 | 5 | 6 | 7 | 9 | 3 | 0 | 2 | 30 | 93.75 | 81.25 | 78.13 |
| B.Sc. Botany | 46 | 46 | 0 | 5 | 6 | 9 | 14 | 4 | 0 | 8 | 38 | 82.61 | 67.39 | 71.74 |
| B.Sc. Chemistry | 37 | 37 | 0 | 6 | 15 | 6 | 8 | 0 | 0 | 2 | 35 | 94.59 | 86.49 | 83.78 |
| B.Sc. Family & Community Science | 25 | 25 | 0 | 0 | 0 | 1 | 7 | 2 | 2 | 13 | 12 | 48.00 | 23.08 | 10.71 |
| B.Sc. Physics | 39 | 39 | 0 | 1 | 11 | 8 | 9 | 0 | 0 | 10 | 29 | 74.36 | 75.00 | 88.10 |
| B.Sc. Mathematics | 39 | 39 | 0 | 0 | 9 | 15 | 6 | 1 | 2 | 6 | 33 | 84.62 | 75.00 | 87.50 |
| B.Sc. Zoology | 40 | 40 | 0 | 4 | 6 | 7 | 8 | 3 | 2 | 10 | 30 | 75.00 | 59.09 | 61.36 |
| BCA | 30 | 30 | 0 | 1 | 3 | 9 | 4 | 5 | 0 | 8 | 22 | 73.33 | 74.19 | 58.06 |
| B.Com Finance & Taxation -Aided | 54 | 54 | 0 | 5 | 18 | 10 | 9 | 5 | 1 | 6 | 48 | 88.89 | 87.04 | 87.04 |
| B.Com Finance & Taxation - Self Financed (A) | 56 | 56 | 0 | 2 | 8 | 20 | 16 | 6 | 0 | 4 | 52 | 92.86 | 76.79 | 87.93 |
| B.Com -Self Financed-(B) | 39 | 39 | 0 | 2 | 5 | 13 | 4 | 5 | 0 | 10 | 29 | 74.36 | 79.49 | 75.00 |
| Total | 623 | 623 | 0 | 39 | 128 | 145 | 128 | 54 | 7 | 122 | 501 | 80.42 | 69.83 | 72.50 |

The Chairman declared the result of 3rd semester UG examinations (2017 admission).

After analyzing the result the council pointed out that although there is an improvement in the percentages of B.Sc Family & Community Science, BA History and BA Malayalam in the third semester when compared to the First and second semesters, the low average is a matter of concern. The council suggested that remedial action be taken in this regard.

Agenda: Item 2 – Commencement of Distance Education under M.G University.

Vice Principal reported that, CMS College Kottayam has been identified as a centre for distance education by M.G University. The details will be intimated subsequently.

Agenda: Item 3 – ISO Certification of examination wing.

Vice Principal reported that, the proposal for ISO certification was put forward by the Controller of Examinations Dr. Tomy Mathew. The COE apprised about the significance of ISO certification for the College, stating that efficiency and quality in the examination function can be ensured by systemizing all the function and procedures relating to examination. He added that it will be an added advantage for the College in the next NAAC accreditation. It was also pointed out that since going for ISO certification for the entire College is a difficult task, for a start the certification can done for Examination wing.

After discussion, it is decided to go for ISO certification of the Examination wing.

Agenda: Item 4 – Other matters.

Appointment of external auditor for special grants to college from Govt. / Semi Govt. bodies

Rev. Jacob George reported that an external auditor be appointed for special grants to college from Govt. / Semi Govt. bodies, since the present auditor has completed five years and still continuing. Achen also suggested the name of K. Balaji, Chartered Accountant, Rangamani Associates, Kottayam.

Rev. Thomas Paikad pointed out that, as per the rules of CSITA all accounts under an institution is to be audited by a single auditor and at the end of the financial year all accounts are to be consolidated by the auditor, to be submitted to Diocese of Madhya Kerala.

After discussion, it was suggested that the decision be taken based on the auditor's confirmation to deliver good and timely service to the College.

Dr. Varghese C Joshua rendered vote of thanks.

The meeting came to a close at 5.45 pm.

Dr. Roy Sam Daniel
(*Ex-Officio Secretary*)

(Read and Confirmed)

Most. Rev. Thomas K Oommen
(*Chairman – Governing Council*)