

Minutes of the Governing Council meeting of CMS College Kottayam (Autonomous) (GC/19.05) held at 2 pm on 17th May 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. Thomas Paikad, Treasurer, CSI Madhya Kerala Diocese, Kottayam
- 3) Rev. Jacob George, Bursar - CMS College Kottayam
- 4) Sri. Jacob Philip Monkuzhy – Secretary, Higher Education Board - CSI Madhya Kerala Diocese, Kottayam
- 5) Dr. Soma Bandyopadhyay, UGC Nominee
- 6) Dr. Mini Chacko, Vice Principal & HOD – Botany
- 7) Dr. Joji John Panicker, Asst. Prof. Dept. of English

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

Inconveniences of Most. Rev. Thomas K Oommen – Chairman Governing Council & Manager, CMS College Kottayam, Dr. Varghese C Joshua, Dr. Beena Mathew – University Nominee and Dr. K.K. Damodaran – Government Nominee to attend the meeting were recorded.

Dr. Tomy Mathew, former COE was a special invitee to the meeting.

The meeting was presided over by Rev. John Issac, Clergy Secretary, CSI Madhya Kerala Diocese, Kottayam.

Dr. Mini Chacko welcomed the members. Chairman delivered introductory speech.

Dr. Roy Sam Daniel, Ex-officio Secretary read the minutes of previous meeting (GC/19.04 dated 22.04.2019) and the members unanimously approved the same.

Action Taken:

1) Review Meeting of Department Accreditation.

Member Secretary reported that, it was scheduled to conduct the meeting by the 1st week of May, but the expert has informed his inconvenience and the meeting is postponed to 2nd week of June 2019

2) Disciplinary action taken against Neeraj E.P and Ashish Karinooran.

Member Secretary reported that, communication has been sent to the UGC on the ragging complaint against Neeraj E.P and Ashish Karinooran and also on the compliances made on the enquiry conducted by the Anti Ragging Committee, action taken, complaint by the expelled students to the BASG of Mahatma Gandhi University, directions by the University to the Principal and the current position of the case in the Honorable High Court of Kerala.

Agenda: Item 1

Declaration of Results

I. 6th Semester UG Examinations (2016 Admissions)

Dr. Mini Chacko, COE presented the result of 6th Semester UG Examinations (2016 admissions) and circulated the following consolidated statement of results.

CMS COLLEGE KOTTAYAM (Autonomous)
Total Result -UG -Semester VI - March 2019

Programmes	Total Students Registered	Total Students Appeared	A+	A	B	C	D	F	Passed	Sem 6 March 2019	Sem 5 Oct 2018	Sem 4 March 2018	Sem 3	Sem 2	Sem 1
													Oct 2017	April 2017	Nov 2016
B.A. Communicative English	32	32	1	7	15	5	1	3	29	90.63 %	75.00 %	78.79 %	90.91	65.71	57.14
B.A. Economics	36	32	7	9	4	1	0	11	21	65.63 %	63.89 %	69.44 %	56.76	54.05	64.86
B.A. English	47	44	0	14	17	4	3	6	38	86.36 %	72.34 %	72.92 %	66.67	81.05	79.17
B.A. History	35	32	2	6	10	6	0	8	24	75.00 %	60.00 %	41.67 %	36.84	35	37.5
B.A. Malayalam	17	17	0	3	3	6	1	4	13	76.47 %	70.59 %	23.53 %	29.41	41.18	33.33
B.Sc. Biotechnology	37	37	4	18	10	0	0	5	32	86.49 %	83.78 %	94.59 %	86.49	73.68	68.42
B.Sc. Botany	39	39	8	9	8	3	0	11	28	71.79 %	64.10 %	61.54 %	70.00	52.27	64.44
B.Sc. Chemistry	36	36	15	10	2	0	0	9	27	75.00 %	75.00 %	66.67 %	72.22	75	76.32
B.Sc. Family & Community Science	30	30	3	9	4	8	1	5	25	83.33 %	63.33 %	60.00 %	42.42	44.12	41.67
B.Sc. Physics	44	44	12	20	4	1		7	37	84.09 %	84.09 %	72.73 %	79.55	61	86.36
B.Sc. Mathematics	42	42	8	6	5	9	3	11	31	73.81 %	71.43 %	74.42 %	69.77	50	75.56
B.Sc. Zoology	37	37	8	8	11	0	0	10	27	72.97 %	72.97 %	71.05 %	64.10	61.9	62.79
BCA	30	30	0	10	8	7	0	5	25	83.33 %	83.33 %	62.50 %	72.41	50	41.67
B.Com Finance & Taxation - Aided	50	50	25	7	6	2	0	10	40	80.00 %	78.00 %	76.00 %	76.47	80.39	76.47
B.Com Finance & Taxation - Self Financing	55	55	5	16	14	1	1	5	50	90.91 %	65.45 %	81.82 %	82.14	82.14	78.95
B.Com Marketing	43	43	3	9	14	1	1	6	37	86.05 %	51.16 %	75.56 %	84.44	65.22	63.04
Total	610	600	101	161	135	76	111	116	484	80.67 %	70.82 %	70.11 %	69.65	62.69	64.96

The chairman declared the result of the VI Semester UG programmes (2016 Admission).

II. Other Examinations

The results of the following examinations were also published and approved;

1. UG 4th Semester Betterment Examinations, March 2019
2. UG 5th Semester Supplementary Examinations, February 2019
3. UG 2nd Semester Supplementary Examinations, April 2019

III. Model of Consolidated mark list of UG Examinations.

Member Secretary presented a model of consolidated mark list of UG examinations. It was reported that around seven safety measures are included in the mark list and is prepared as per the contents in the marklist of Mahatma Gandhi University. After discussion the council approved the model of UG consolidated mark list.

Agenda: Item 2

Approval of Academic Regulations of Post Graduate Programmes.

The Academic Regulations approved by the Academic Council held on 14th May 2019 were presented for the consideration and final approval of the Governing Council. It is titled 'PG Academic Regulations 2019 of CMS College Kottayam'.

The revised PG Regulations were presented before the Council. Total credit of the PG Programme is 80. The Programme is evaluated as per the same pattern of evaluation of PG Programme of the Mahatma Gandhi University as given in the following table.

CPA	Grade with Indicator
4.5 to 5.0	A+ Outstanding
4.0 to 4.49	A Excellent
3.5 to 3.99	B+ Very Good
3.0 to 3.49	B Good (Average)
2.5 to 2.99	C+ Fair
2.0 to 2.49	C Marginal
Up to 1.99	D Deficient (Fail)

Result of each semester is also expressed in letter grading deriving from the evaluation of individual courses with numerical values assigned to each question. The other highlights were introduction of Major Seminar, presentation of papers in National/International Seminars, publication of

research articles, segregation of exam into descriptive and objective type and online examination for objective type part.

After discussion, the council approved the proposal.

Agenda: Item 3

Approval of Curriculum and Syllabi of PG Programmes.

The revised curriculum of 15 PG programs which were approved by the respective Department Board of Studies on various dates and the Academic Council held on 14th May 2019 were presented.

Member secretary reported that, the present curriculum of PG programmes is revised restructured as per the revised NAAC (July 2017) criterion on curricular aspects and within the broader framework of the curriculum of PG Programmes of Mahatma Gandhi University. As such the 'Graduate Programme Outcome' (GPO) of the institution is mapped with the corresponding 'Programme Specific outcomes' (PSO), which was further mapped with the 'Course Outcomes' (CO). It was reported that the feedbacks were obtained from stake holders before the curriculum revision process.

The revised curriculum of the following PG programmes was presented.

1. MA English
2. MA Sociology
3. MA History
4. MA Malayalam
5. M.Sc Mathematics
6. M.Sc Physics
7. M.Sc Applied Physics
8. M.Sc Chemistry
9. M.Sc Applied Chemistry
10. M.Sc Analytical Chemistry
11. M.Sc Botany
12. M.Sc Zoology
13. M.Sc Biotechnology
14. M.Sc Dietetics & Food Service Management
15. M.Com

It was decided to approve the curriculum and syllabi and the Panel of Examiners approved by the respective Board of Studies on various dates and the Academic Council held on 14th May 2019. Curriculum Committee members were congratulated for their efforts in preparing the draft regulation and for coordinating the curriculum revision process of various departments.

Agenda: Item 4

Approval of revised Examination Manual.

The revised Examination Manual approved by the Academic Council held on 14th May 2019 was presented for the consideration and final approval of the Governing Council.

After discussion, the council approved the proposal.

Agenda: Item 5

Nomination of an expert to Board of Studies - Biotechnology

Member secretary reported that, the Academic Council held on 14th May 2019 has nominated Dr. Padmesh P Pillai, Associate Professor, Department of Genomic Science, School of Biological Science, Central University of Kerala, Kasargod to Board of Studies of Biotechnology Department.

After discussion the council approved the nomination by Academic Council.

Agenda: Item 6**Reporting on corrections in UG Academic Regulations 2018.**

Member Secretary reported that, a few typographical errors have been occurred in the UG Academic regulations 2018 which has already been submitted to the University. It was reported that the minimum pass percentage should be changed to 35% which is presently kept as 40% and the minimum CPA should be changed from 4.0 to 3.5. It was also reported that the abbreviation SGPA has to be used instead of SCPA and GPA has to be replaced by CGPA. In the tabular column of Additional courses at the backside of the Mark cum Grade card GPA has to be replaced by grade, Grade point and Credit point.

After discussion, the council approved the changes suggested in the UG Academic Regulations 2018.

Agenda: Item 7**Commencement of Online courses as per UGC notification F.No.7-/2019 (OL)**

Member Secretary reported that, Online courses have to be started as per the UGC notification.

After discussion, the council approved the proposal and entrusted the Principal to take necessary steps.

Agenda: Item 8**Commencement of online courses and MOOC courses from SWAYAM platform.**

Member Secretary reported that, MOOC courses should be commenced and they have to be selected from the SWAYAM platform as per UGC notifications.

After discussion, the council approved the proposal.

Agenda: Item 9**Appointment of full time Placement Officer and Social Worker.**

Member Secretary reported that, there is a need to appoint a full time Placement Officer to take care of the activities of Placement and Career Guidance Cell. He also reported that a Social Worker should also be appointed for coordinating the extension activities of the college.

After discussion, the council entrusted the Principal to take the necessary steps for the appointment of a full time Placement Officer and a Social Worker.

Agenda: Item 10**Other matters**

- a) Member Secretary reported that, to start Community College, there should be a curriculum and syllabi for the courses offered. The curriculum and syllabi is to be approved by respective Board of Studies, Academic Council and Governing Council.

After discussion, the council entrusted Principal to constitute Board of Studies for the programs to be offered in the Community College.

- b) Member Secretary reported that, alumni of the College Sri. Jayaraj, Film Director has expressed his willingness to associate with the College to start a Diploma course in Film Direction. He assured to give all technical support for the conduct of course.

After discussion, the council entrusted Principal to make a detailed study and to present a report in the next meeting.

- c) Member Secretary reported that the Tabulation Register (UG 2016-19 Batch) has to be forwarded to the Mahatma Gandhi University for the award of degree to the students.

After discussion, the council entrusted Principal to make the necessary arrangements to forward the Tabulation Register (UG 2016-19 Batch) to Mahatma Gandhi University.

Member Secretary rendered vote of thanks.

The meeting came to a close at 3.30 pm.

(Read and Confirmed)

s/d

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

Dr. Roy Sam Daniel
(Ex-Officio Secretary)