

Minutes of the Governing Council meeting of CMS College Kottayam (Autonomous) (GC/20.02) held at 3.30am on 27th July 2020 through Google Meet in the IQAC Conference Hall, CMS College Kottayam (Autonomous).

Members Present

- 1) Most. Rev. Thomas K Oommen, Manager – CMS College Kottayam : **Chairman**
- 2) Rev. John Issac, Clergy Secretary, CSI Madhya Kerala Diocese, Kottayam: **Member**
- 3) Rev. Thomas Paikad, Treasurer, CSI Madhya Kerala Diocese, Kottayam: **Member**
- 4) Rev. Jacob George, Bursar -CMS College Kottayam: **Member**
- 5) Sri. Jacob Philip Monkuzhy, Secretary, Higher Education Board - CSI Madhya Kerala Diocese, Kottayam : **Member**
- 6) Dr. Mini Chacko, Vice Principal: **Member**
- 7) Dr. Beena Mathew: **Member** (University Nominee)
- 8) Dr. Joji John Panicker, IQAC Director, Asst. Prof. Dept. of English: **Member**

Also present Dr. Varghese C Joshua, Principal (**Ex-officio Secretary**)

Inconvenience of Dr. K.K Damodaran (Government nominee) to attend the meeting was recorded.

Dr. Ravikumar C, Mr. Tinu Ipe Jacob and Dr. Rony Rajan Paul were a special invitee to the meeting.

The meeting was presided over by Most. Rev. Thomas K Oommen, Chairman - Governing Council & Manager – CMS College Kottayam.

Principal welcomed the members.

Dr. Varghese C Joshua, Ex-officio Secretary read the minutes of previous meeting (GC/20.01 dated 11.02.2020) and the members unanimously approved the same. Rev. Thomas Paikad initiated in passing the minutes and seconded by Rev. John Issac.

Rev. Thomas Paikad on behalf of Bishop Most. Rev. Thomas K Oommen congratulated and welcomed Dr. Varghese C Joshua in his capacity as Principal to the Governing Council.

Action Taken:

1) Online Valuation.

Member Secretary reported that, in the present situation of COVID 19 pandemic from March 2020, further steps are not initiated in the case of **Online valuation, Regularization / Numbering of existing buildings and High Tension Electricity connection**. This will be addressed with high priority when the situation becomes normal.

Agenda Item: 1

Declaration of Results

I. UG 6th Semester (March 2020 Examinations)

Dr. Mini Chacko, COE presented the result of UG 6th Semester (March 2020 Examinations) and circulated the following consolidated statement of results.

CMS COLLEGE KOTTAYAM (Autonomous)

Total Result -UG -Semester VI - March 2020

Programmes	Total Students Registered	Total Students Appeared	S	A+	A	B+	B	C	D	F	Passed	Percentage
B.A. Communicative English	33	33		2	15	8	4	2	0	2	31	93.94%
B.A. Economics	37	37	0	6	7	4	4	0	0	16	21	56.76%
B.A. English	44	44		2	13	12	7	7	0	3	41	93.18%
B.A. History	37	37		4	6	14	8	1	0	4	33	89.19%
B.A. Malayalam	19	19		1	4	3	2	0	0	9	10	52.63%
B.Sc. Biotechnology	31	31		6	9	10	2	0	0	4	27	87.10%
B.Sc. Botany	46	46	5	5	14	10	5	0	0	7	39	84.78%
B.Sc. Chemistry	37	37		12	16	3	2	0	0	4	33	89.19%
B.Sc. Family & Community Science	24	24	0	0	0	6	7	1	0	10	14	58.33%
B.Sc. Physics	38	38	1	9	10	5	0	0	0	13	25	65.79%
B.Sc. Mathematics	39	39	1	6	11	5	4	0	0	12	27	69.23%
B.Sc. Zoology	37	37	3	5	11	7	1	0	0	10	27	72.97%
BCA	30	30		2	10	8	3	2	0	5	25	83.33%
B.Com Finance & Taxation -Aided	52	52		6	16	16	5	2	0	7	45	86.54%
B.Com Finance & Taxation - Self Financing (A)	56	56		1	9	15	16	4	0	11	45	80.36%
B.Com Finance & Taxation - Self Financing (B)	39	39		1	7	7	11	1	0	12	27	69.23%
Total	599	599	10	68	158	133	81	20	0	129	470	78.46%

After discussion, Chairman declared the result of UG 6th Semester March 2020 Examinations.

II. PG 4th Semester (March 2020 Examinations)

Dr. Mini Chacko, COE presented the result of PG 4th Semester (March 2020 Examinations) and circulated the following consolidated statement of results.

CMS COLLEGE KOTTAYAM (Autonomous)

Total Result -PG Sem-IV March 2020

Programmes	Total Students Registered	Total Students Appeared	A	B	C	D	F	Passed	Percentage
MA English	24	24	0	21	0	0	2	22	91.67%
MA Malayalam	9	9	2	7	0	0	0	9	100%
MA Sociology	23	23	3	15	1	0	3	19	82.61%
MA History	14	14	1	11	1	0	1	13	92.86%
M.Com	18	18	2	11	1	0	4	14	77.78%
M.Sc Physics	15	15	6	9	0	0	0	15	100%
M.Sc Applied Physics	9	9	4	4	0	0	1	8	88.89%
M.Sc Botany	11	11	1	9	0	0	1	10	90.91%
M.Sc Biotechnology	6	6	0	6	0	0	0	6	100%
M.Sc Chemistry	14	14	0	11	0	0	3	11	78.57%
M.Sc Applied Chemistry	15	15	5	10	0	0	0	14	93.33%
M.Sc Analytical Chemistry	14	14	6	8	0	0	0	14	100%
M.Sc Food Service Management and Dietetics	5	5	0	5	0	0	0	5	100%
M.Sc Mathematics	23	23	13	8	0	0	2	21	91.30%
M.Sc Zoology	11	11	3	7	0	0	1	10	90.91%
Total	211	211	46	142	3	0	18	191	90.52%

After discussion, Chairman declared the result of PG 4th Semester (March 2020 Examinations).

III. UG / PG - Betterment / Supplementary / Special supplementary Examinations

➤ **IV Semester B.A./B.Sc./B.Com./B.C.A. (Betterment /Supplementary – 2016 & 2017 Admissions) Examinations – March 2020**

Total no. of course registered – 137

Total no. of course passed – 65

➤ **VI Semester B.A./B.Sc./B.Com./B.C.A. (Betterment/Supplementary – 2016 Admissions) Examinations – March 2020**

Total no. of course registered – 38

Total no. of course passed – 11

➤ **IV Semester M.A./M.Sc./M.Com. (Supplementary – 2016 & 2017 Admissions) Examinations – March 2020**

Total no. of course registered – 07

Total no. of course passed – 01

Agenda Item: 2

Filling up vacancies in Academic Council and Board of Studies.

Member Secretary reported about few vacancies in Academic Council and Board of Studies arised due to retirement of senior faculty members who served as HOD's of various departments and withdrawal of Rev. Dr. Valsan Thampu from the expert category.

Member Secretary with the permission of council presented the following list of members against each category to the Academic Council.

Category	Name	Designation
Head of Departments	Dr. Daisy Abraham, HOD in charge, Malayalam	Member
	Smt. Ambily P Mathew, HOD in charge, Mathematics	Member
	Dr. Reenu Jacob, HOD in charge, Physics	Member
	Sri. Sumod M John, HOD in charge, Chemistry	Member
	Dr. Jobin Mathew, HOD in charge, Zoology	Member
	Dr. Rogimon P Thomas, HOD in charge, Botany	Member
	Smt. Delsey M J, HOD in charge, Computer Science	Member
Teachers nominated by the Principal	Dr. Sumi Mary Thomas, HOD in charge, History	Member
	Sri. Shinu Peter, Assistant Prof., Department of Chemistry	Member
Expert from outside college nominated by Governing Council	Sri. Vijo Thomas Kurian, Assistant Prof., Department of Zoology	Member
	Prof. Dr. Babu Joseph, Former Vice Chancellor- Cochin University of Science and Technology (CUSAT)	Member

Member Secretary also reported that the above mentioned HOD's will be the chairman of respective Board of Studies.

The Council, after discussion approved the list of members to the Academic Council and Board of Studies.

Agenda Item: 3**Re-Constitution of IQAC.**

Member Secretary reported that as per the guidelines of NAAC the tenure of present IQAC ended by 26th June 2020. Member Secretary pointed out that, by next year College is going for the next phase of accreditation by NAAC and the preparation work has already been started and progressing under the guidance of present IQAC. Member Secretary also commented that in the present situation constitution of IQAC with new members will affect the ongoing works and suggested continuation of present IQAC with inclusion of few more members.

Member Secretary with the consent of council presented the following list of members to re-constitute the IQAC.

Sl. No.	Category	Name	Designation
i)	Head of the institution	Dr. Varghese C Joshua, CMS College, Kottayam (Autonomous)	Chairperson
ii)	Teachers	Dr. Vibin Ipe Thomas Assistant Professor, Department of Chemistry	Member
		Dr. Anju Sosan George Assistant Professor, Department of English	Member
		Dr. Vimal George Kurian HOD, Department of Commerce	Member
		Dr. Preema C Thomas Assistant Professor, Department of Physics	Member
		Dr. Sunish K S Assistant Professor, Department of Chemistry	Member
		Dr. Nisha P Aravind Assistant Professor, Department of Zoology	Member
		Dr. Samkutty George, HOD, Department of Commerce (Self-Finance)	Member
		Ms. Delsy M J HOD, Department of Computer Science	Member
iii)	Administrative officials	Smt. Marykutty Ninan, Jr. Supdt. – Accounts, CMS College, Kottayam (Autonomous)	Member
		Abraham Cherian C, Clerk, CMS College, Kottayam(Autonomous)	Member
iv)	Management	Rev. Jacob George, Bursar, CMS College, Kottayam(Autonomous)	Member
v)	Local Society, Student and Alumni	Dr. Punnen Kurian, Principal, St. Mary's College, Manarcad	Member
		Keerthana, III Sem M.Sc. Chemistry	Member
		Prof. A. Krishnamoorthy, Former Professor, Cochin University of Science and Technology(CUSAT)	Member
vi)	Employers / Industrialists/ stakeholders	Mr. K.T Thomas, Managing Director, Paragon Polymer Products	Member
		Mr. Raju Kurian, Chairman & Managing Director – UNISIS group, India and the Middle East	Member
		Mr. Shibu Thomas, Principal, CMS Higher Secondary School, Kuzhikkala.	Member
vii)	Director	Dr. Joji John Panicker, Assistant Professor, Dept. of English	Member

After discussion, the Council resolved to re-constitute IQAC with the above mentioned members.

Agenda Item: 4**Admission for the academic year 2020 - 2021.**

Discussed at length about the online admission procedures for the Academic year 2020 -2021 and decided to go by the stand taken by the State Government as well as the University regarding the admissions and take decisions accordingly. Dr. Soma Bandyopadhyay suggested that a mechanism should be evolved to see that those students who are admitted will not take admission in other institutions simultaneously.

Agenda Item 5:**Institution of new scholarship and other financial supports.**

The Council decided to institute two major scholarships on merit cum means basis. The first one was 20 scholarships instituted by the CMS Alumni USA chapter of 20 scholarships and the second one was to enhance the Bicentenary Scholarship of Rs.15-20 Lakhs/annum through donations from well wishers to 200 students by way of scholarship/fee reimbursement under merit cum means category.

Agenda Item: 6**Online Classes.**

From June 1st 2020 onwards, CMS College is conducted online classes, using Google classrooms, ZOOM, Moodle and other E-learning platforms. Principal proudly announced that the college has developed an innovative Light board for making the online classes effective .It was developed by Dr. Vipin Ipe Thomas and Mr. Midhun R Mohan. The college has also supplied a Light board to the Kottayam Press Club. Several academic institutions are approaching CMS College for installing the Light boards in their institutions. The Governing Board members unanimously appreciated the same.

Agenda Item: 7**RUSA.**

Member Secretary reported that, out of Rs. 35,00,000/- received by College, advance amount of Rs. 700000/- was transferred to District Nirmithi Kendra for starting renovation work of Language Lab and Maths building. It was also reported that the amount was transferred with the consent of Building committee, RUSA Board of Governors committee and RUSA Project monitoring committee. The Covid crisis has affected the pace of the renovation work.

After discussion, the council approved the payment and entrusted Principal to make arrangements to monitor the progress of work as per DPR.

Agenda Item: 8**Historical Museum and Archives.**

The site for the Historical Museum and Archives was approved by the Managing Council. The Team headed by Eugene Pandala identified six locations in the campus for the museum and archives out of which the location where the Sociology Department is placed at present was finalised for the Project. The team also prepared the Detailed Project Report for a three-storied building for the project. Procedures are underway to submit the DPR for the ground floor(2600 sq.ft) for which the Kerala State government has budgeted Rs.2 crores. Member Secretary reported that, Finance Minister, Dr. Thomas Issac has, in his Budget Speech State Budget 2020, announced Rs. 2 crores to CMS College Kottayam for the construction of Historical Museum for exhibition of ancient presses, archives,

manuscripts, palm leaves etc and for the upkeep of vast Archival collections in the college. It was also reported that the preparation of detailed plan and estimate is in progress.

After discussion, the council entrusted Principal to expedite the process and to submit the same to Government authority at the earliest.

Other matters.

- Member Secretary reported about vacancy arised in Finance Committee due to retirement of senior faculty member Sri. Abraham K Samuel who also served as HOD of Mathematics department.

Member Secretary with the permission of council nominated Sri. Vijo Thomas Kurien, Asst. Prof., Dept. of Zoology to the Finance Committee.

The Council, after discussion approved the nomination to Finance Committee.

- Mr. Jacob Philip Monkuzhy pointed out that the M.A Economics and one more course which was announced by the Kerala Finance Minister during his speech in the Bicentenary valedictory programme should be followed up.
- Member secretary reported that proposal has been submitted to the UGC for starting one year P.G Diploma course in Data Science under National Skills Qualifications Framework (NSQF).
- Rev Thomas Paikad suggested checking the feasibility of starting skill based courses making use of the Industrial school facility.

Dr. Mini Chacko rendered vote of thanks.

The meeting came to a close at 05.00 pm.

sd/-
Dr. Varghese C Joshua
(*Ex-Officio Secretary*)