MUTHAYAMMAL ENGINEERING COLLEGE

(An Autonomous Institution)

(Approved by AICTE, New Delhi, Accredited by NAAC & Affiliated to Anna University)

Rasipuram - 637 408, Namakkal Dist., Tamil Nadu

Estd. 2000

MINUTES OF GOVERNING COUNCIL MEETING

Date: 25.06.2023   Venue: Conference Hall

Time: 10.30AM

Members of the Committee:

S.No.	Name	Category
1	Shri.R.Kandasamy Chairman Muthayammal Educational Trust and Research and Foundation	Chairman
2	Dr.K.Gunasekaran Secretary and Managing Trustee Muthayammal Educational Trust and Research and Foundation	Member – Management
3	Shrimathi.K.Ammani Trustee Muthayammal Educational Trust and Research and Foundation	Member – Management
4	Dr.K.Arul Prakash Professor, Dept. of Applied Mechanics IIT Madras, Chennai	Member – UGC Nominee
5	Dr.M.Palanikumar Professor, Dept. of Civil PSG College of Tech, Coimbatore	Member – University Nominee
6	Mr.D.Noorullah Asso.Professor, Dept. of Metallurgy Govt. College of Engineering, Salem	Member – State Govt. Nominee
7	Shri.B.Anbuthambi Head – Strategy & Emerging Tech L&T EduTech., Chennai	Member – Industry Expert
8	Dr.T.Senthilvelan Professor Department of Mechanical Engg. Puducherry Technological University	Member – Academic Expert
9	Dr.G.Sudarmozhi Dean, Student Affairs	Member- Senior Faculty of the College

10	Dr.P.Suresh Controller of Examinations	Member- Senior Faculty of the College
11	Dr.M.Madheswaran Principal	Member Secretary

Agenda of the Meeting:

01: To ratify the minutes of the Governing Council meeting held on 20.03.2022

02: To ratify the minutes of the Academic Council, Board of Studies, Finance Committee, Results Passing Board and other Statutory and Non-Statutory Committee meetings held between 20.03.2022 and 24.06.2023

03: To review the action taken for the items mentioned in the Governing Council meeting held on 20.03.2022

04: To review the proposed plan of activities for the academic year 2023-24

05: To review the academic activities during the academic year 2022-23 and to provide suggestions if needed

06: To approve the Appointments, Promotions and Resignations of the Teaching and Non-Teaching staff between 20th March 2022 and 24th June 2023

07: To discuss the performance of the students in the Even Semester of the academic year 2021-22 and Odd Semester of the academic year 2022-23

08: To approve the Books and Journals added in the Central Library during the academic year 2022-23

09: To discuss the Insurance taken for Students, Staffs and Parents and Institutional Insurance Policies

10. To review the Awards and Ranking of the Institution for the year 2022-23

11: To review the Induction Programme conducted for the First year Under Graduate Students for the academic year 2022-23 and approve the proposed plan for the year 2023-24

12: To review and approve the Training and Placement activities for the year 2022-23

13: To review the various Scholarships provided to the Students during 2022-23 and ratify the same

14: To review the Programmes planned under ProPlan, ProSoCC and Must Know Concept Evaluation for Students, ProTech, TASTE (Teachers Associated Seminar Towards Excellence), MuDiL (Multi Disciplinary Lectures) for Faculty members

15. To review the participation of Students in Hackathon and other Technical Events

16: To review the Faculty Development Programmes conducted during 2022-23 and approve the proposed activities for the year 2023-24

17: To review the Research and Consultancy activities during the academic year 2022-23 and to discuss the proposed research activities during the academic year 2023-24

18: To review the Seed Money distribution to the Students and Faculty members for various Activities

19. To review the Institutions Policies for various Activities

20: To review the participation of faculty members in NPTEL/SWAYAM and MOOCs courses during the academic year 2022-23 and to provide suggestion for the year 2023-24

21: To appraise the activities for NBA Accreditation, NAAC Accreditation and Extension of Autonomy of the college

22: To resolve and approve the statement of accounts for the financial year 2022-23

23: To review and approve the Budget proposed for the academic year 2023-24

24: To review the Industry Institute Interaction, Industrial Visits, In-Plant Training, Internships and MoU signed during the academic year 2022-23

25: To ratify the applications submitted to AICTE and Anna University for Increase in Intake of the Existing Course and Introduction of New Courses for the Academic Year 2023-24.

Increase in Intake

(i). B.Tech -IT – Increase in Intake from 90 to 120

New Courses

(i). B.E – Computer Science and Engineering (Artificial Intelligence and Machine Learning) with an Intake of 60

(ii). B.E – Electronics Engineering (VLSI Design and Technology) with an Intake of 60

(iii). B.Tech – Computer Science and Business Systems with an Intake of 60

26: To approve the Infrastructure requirement and renovation works of the Institution for the Academic Year 2023-24

27: To approve the activities conducted by various Centres (ProCentres) during the year 2022-23 and the proposed activities of the Centres for the academic year 2023-24

28: To review the Initiatives of Incubation Centres/Start ups in association with Industries for the academic year 2023-24

29: To review the Outreach Activities by various Clubs/Cells of the Institution in the year 2022-23 and approve the plan of activities for the year 2023-24

30: To discuss and approve the initiatives taken for the Higher Education and Foreign Language learning like preparation for GATE, GRE, TOEFL, Japanese Language and other Languages

31: To approve the activities of the Institution with 50 Technology Learning Groups (TLeG)

32. To review and approve the purchase of Software's and Equipments for the year 2022-23

33. To review and approve the Alumni Support and Contributions to the Institution

34. To discuss the collaborations made with reputed Institutions

35. To review and approve the IQAC activities for the year 2022-23 and suggest the activities for 2023-24

36. To review and approve the activities of Institute Innovation Council

37. To review the activities of Naan Mudhalvan Scheme and other Government Schemes for Skill Development

38: Any other matters if needed for discussion

Minutes of the Meeting:

The Member Secretary of the Governing Council Dr.M.Madheswaran welcomed the members and introduced UGC nominee, State Government nominee and Anna University nominee to the internal members and the internal members to UGC, State Govt. and AU nominees

01. To ratify the minutes of the Governing Council meeting held on 20.03.2022

The highlights of the meeting held on 20.03.2022 was presented to the members and was ratified by the Council after the review

02. To ratify the minutes of the Academic Council, Board of Studies, Finance Committee, Results Passing Board and other Statutory and Non-Statutory Committee meetings held between 20.03.2022 and 24.06.2023

Academic Council

Principal presented the highlights of Academic Council meeting held on 24.02.2023 with the action taken report. Members of the Committee approved the minutes.

Finance Committee

Principal presented the minutes of Finance Committee meeting held on 11.05.2023 and the committee approved the Audited Statement submitted

Sl. No.	Seeking approval for	Resolution
2.01	Planning and Monitoring Board Date of meeting: 25.03.23	Approved
2.02	Institution's Innovation Council Date of meeting: 03.12.22, 07.01.23 &20.06.23	Approved
2.03	Library Advisory Committee Date of meeting: 17.06.22&20.03.23	Approved
2.04	Internal Compliance Committee Date of meeting: 27.09.22& 20.03.23	Approved
2.05	Internal Quality Assurance Cell Date of meeting: 26.08.22, 29.11.23, 10.02.23& 04.05.23	Approved
2.06	Academic Audit Committee Date of meeting: 20.07.22, 05.11.22&09.01.23	Approved
2.07	Examination Committee Date of meeting: 17.10.22	Approved
2.08	Anti-Ragging Committee Date of meeting: 28.07.22&17.03.23	Approved
2.09	Student Welfare Committee Date of meeting: 22.09.22&10.04.23	Approved
2.10	Grievance Redressal Committee Date of meeting: 27.09.22&24.03.23	Approved
2.11	Women Welfare Committee Date of meeting: 17.12.22&11.03.23	Approved
2.12	Industry Institute Partnership Cell Date of meeting: 14.09.22&06.03.23	Approved

Suggestions offered by the members

The nominees suggested to provide the minutes of Non-Statutory committees in the link for the reference

03. To review the action taken for the items mentioned in the Governing Council meeting held on 20.03.2022

The committee reviewed the action taken for the previous meeting and approved

04. To review the proposed plan of activities for the academic year 2023-24

Principal presented the proposed plan of activities for the academic year 2023-24 and the members approved

Suggestions offered by the members

The experts suggested to include Sports and Cultural activities in the plan and to provide credit points for the participation

05. **To review the academic activities during the academic year 2022-23 and to provide suggestions if needed**

The Principal presented the activities and the members noted the initiatives taken to enhance the Teaching, Learning and Training activities and appreciated

06. **To approve the Appointments, Promotions and Resignations of the Teaching and Non-Teaching staff between 20th March 2022 and 24th June 2023**

Experts of the Council reviewed and approved the Appointments, Promotions and Resignations of the Teaching and Non-teaching staff during the period

07. **To discuss the performance of the students in the Even Semester of the academic year 2021- 22 and Odd Semester of the academic year 2022-23**

The results for all the UG and PG programmes were presented by the Principal and the members appreciated the performance and suggested to improve the results in the forthcoming semesters

08. **To approve the Books and Journals added in the Central Library during the academic year 2022-23**

Expert members reviewed the list of books added in the Central Library during the academic year 2022-23 and suggested to add the books in the emerging field

09. **To discuss the Insurance taken for Students, Staffs and Parents and Institutional Insurance Policies**

Insurance taken for Students, Staffs and Parents and Institutional Insurance Policies were reviewed and appreciated by the committee members

10. **To review the Awards and Ranking of the Institution for the year 2022-23**

The Expert members reviewed the Awards and Ranking of the Institution and appreciated the efforts taken

11. **To review the Induction Programme conducted for the First year Under Graduate Students For the year 2022-23 and to approve the proposed plan for the year 2023-24**

The experts reviewed the schedule of Induction Programme for the first year students

and approved the proposed plan

12. To review and approve the Training and Placement activities for the year 2022-23

Principal presented the list of companies visited and number of students placed during the academic year 2022-23and training activities carried out for the same period. The Council noted the same and ratified

13. To review the various Scholarships provided to the Students during 2022-23 and ratify the same

The scholarship provided by both Government and Management was reviewed and the members noted the same

14. To review the Programmes planned under ProPlan, ProSoCC and Must Know Concept Evaluation for Students, ProTech, TASTE (Teachers Associated Seminar Towards Excellence), MuDiL (Multi Disciplinary Lectures) for Faculty members

The experts discussed about the programmes conducted for both Faculty and students and approved the activities

Suggestions offered by the members

Committee members suggested to register the number of students benefitted or the average number of students attended

15. To review the participation of Students in Hackathon and other Technical Events

Participation of students in Hackathon, Skillathon and other Technical events was discussed and the members appreciated the efforts taken

16. To review the Faculty Development Programmes conducted during 2022-23 and approve the proposed activities for the year 2023-24

Expert members discussed the FDP conducted by the departments and suggested to conduct more programme in Emerging area

17. To review the Research and Consultancy activities during the academic year 2022-23 and to discuss the proposed research activities during the academic year 2023-24

Grants received, number of Journals published and number of patents published by the faculty members were reviewed and the committee suggested to increase accordingly

18. To review the Seed Money distribution to the Students and Faculty members for various Activities

Reviewed the seed money distributed to both faculty and students for various activities and the members suggested to increase the beneficiaries in the forthcoming years

19. **To review the Institutions Policies for various Activities**

Various policies of our Institution were discussed and approved

20. **To review the participation of faculty members in NPTEL/SWAYAM and MOOCs courses during the year 2022-23 and to provide suggestion for the year 2023-24**

Members appreciated the participation of faculty in Swayam/Nptel and approved.

Suggestions offered by the members

Members suggested to motivate more number of students to register for the courses

21. **To appraise the activities for NBA Accreditation, NAAC Accreditation and Extension of Autonomy of the college**

The expert members reviewed NBA and NAAC accreditations and the Extension of Autonomy of MEC and appreciated the effort taken in the processes

22. **To resolve and approve the statement of accounts for the financial year 2022-23**

The accounts for the financial year 2022-23 was discussed and approved by the Committee members. Members questioned about thefunding to the departments and clarified

23. **To review and approve the Budget proposed for the academic year 2023-24**

Members reviewed the proposed Budget for academic year 2023-24 and approved

24. **To review the Industry Institute Interaction, Industrial Visits, In-Plant Training, Internships and MoU signed during the academic year 2022-23**

Members of the committee reviewed the activities like In-Plant Training, Industrial Visits, MoU with Industries & Institutes and Internships during the academic year 2022-23 and suggested to improve the activities

25. **To ratify the applications submitted to AICTE and Anna University for Increase in Intake of the Existing Course and Introduction of New Courses for the Academic Year 2023-24.**

Increase in Intake

(i). B.Tech -IT – Increase in Intake from 90 to 120

New Courses

(i). B.E – Computer Science and Engineering (Artificial Intelligence and Machine Learning) with an Intake of 60

(ii). B.E – Electronics Engineering (VLSI Design and Technology) with an Intake of 60

(iii). B.Tech – Computer Science and Business Systems with an Intake of 60

Committee Experts discussed about the new courses and increase in intake and approved

26. **To approve the Infrastructure requirement and renovation works of the Institution for the Academic Year 2023-24**

    Proposed Infrastructure and Development activities for the Academic Year 2023-24 was discussed and approved by the members

27. **To approve the activities conducted by various Centres (ProCentres) during the year 2022-23 and the proposed activities of the Centres for the academic year 2023-24**

    The activities conducted by various Centres and the proposed activities were discussed and the experts suggested to do more activities to enhance Technology Learning

28. **To review the Initiatives of Incubation Centres/Start ups in association with Industries for the academic year 2023-24**

    Discussed the Start-up initiative in association with Industries and AICTE Idea lab for the academic year 2022-23 and approved

    Suggestions offered by the members

    Experts suggested to motivate more number of students to become an entrepreneur to meet out the future challenges

29. **To review the Outreach Activities by various Clubs/Cells of the Institution in the year 2022- 23 and approve the plan of activities for the year 2023-24**

    Outreach Activities organized by various Clubs/Cells were discussed and the plan of activity for the year 2023-24was approved

30. **To discuss and approve the initiatives taken for the Higher Education and Foreign Language learning like preparation for GATE, GRE, TOEFL, Japanese Language and other Languages**

    Initiative towards higher education, teaching foreign language were discussed

    Suggestions offered by the members

    Members suggested to improve more number of programmes for higher education for better outcome. They also recommended to provide credits for foreign languages

31. **To approve the activities of the Institution with 50 Technology Learning Groups**

    Discussed the value added courses under Technology Learning Groups and approved

32. **To review and approve the purchase of Software's and Equipments for 2022-23**

    The amount spent for Laboratory equipments, software's, furniture were elaborated by the

Principal and approved by the members of the committee

33. To review and approve the Alumni Support and Contributions to the Institution

Members shown their gratitude over the alumni contribution to the Institution and approved

34. To discuss the collaborations made with reputed Institutions

Members discussed the collaboration with institutions and its activities. Members suggested to keep the activities lively

35. To review and approve the IQAC activities for the year 2022-23 and suggest the activities for 2023-24

Principal presented the activities under IQAC and the members satisfied over the Performance and approved

36. To review and approve the activities of Institute Innovation Council

Members reviewed the activities of Institute Innovation Council and approved

37. To review the activities of Naan Mudhalvan Scheme and other Government Schemes for Skill Development

Committee members discussed the Skill Development programmes conducted by the Government and the Institution for the benefit of students and is approved

38: Any other matters if needed for discussion

Suggestions by Dr.T.Senthilvelan:

- All eligible UG and PG courses may be applied for NBA
- Implementation of NEP 2020 may be proposed in BoS meeting
- Suggested to follow NEP 2020 scruplously
- Credits for Naan muthalvan and other Skill development courses may be provided
- Strategic Plan may be prepared in the booklet form and issued to the members

Suggestions by Dr.K.Arul Prakasam

- The minutes of all Statutory committee meetings may be incorporated in Governing Council meeting
- More Industry experts may be invited to interact with the students for enhancing industry related exposure

Suggestions by Shri.B.Anbuthambi

- Outcome based activities need to be followed

- The centres and its outcomes must be clearly defined

Principal thanked all the members of the council for their valuable suggestions and the necessary approvals for various activities of the Institution and the meeting is concluded.

Principal

PRINCIPAL
MUTHAYAMMAL ENGINEERING COLLEGE
(AUTONOMOUS)
RASIPURAM-637 408, NAMAKKAL DIST
TAMILNADU.