Minutes of the Meeting of First Governing Council

Date and Time : 5.06.2019 at 10.00 am **Venue** : Chairman Office

Chairman and Members Present

S.NO	Name & Designation	Position	Signature
1	Mr. M. Anwar Kabir	Chairman	[signature]
2			
3	Mr. M.I. Abdul Gafoor	Correspondent	[signature]
4	Mr. M.I Humayun Kabir	Secretary	[signature]
5	Mr. M.I. Ahmed Yasin	Join Secretary	[signature]
6	Dr. R. Rajkumar	Chief Executive Officer	[signature]
7	Prof. K. Arulmozhi	Teacher Representative	[signature]
8	Dr. D.P. Pragadeeswaran	Educationalist	[signature]
9	Dr E. Ram Ganesh	University Nominee	[signature]
10	Dr S. P. Manicka Vasugi	Principal	[signature]

The First Governing Council meeting was conducted on 5/06/2019 at 10.00 am in the Chairman cabin. The Chairman has introduced each member and Welcomed the gathering The Principal has formally welcomed the Chairman and presented the detailed agenda.

The Governing council has Considered it item - wise and deliberated as highlighted below. The Contents of items revised based upon the suggestions of the GC Members are underlined and given in the final proceedings enclosed.

1.1 To approve for composition IQAC Cell and IQAC Co-Ordinator.

Resolution :

The Council perused the approval of new

members in the composition of the IQAC Cell with new appointment of Mrs. R. Latha, IQAC Co-ordinator for further execution.

1.2 To approve for revised course fee
Resolution :

The Council perused and ratified the revised course fee by the discussion with the CEO and Finance Officer by considering the rural background and Financial background of the Students.

1.3 To approve Add-on-Program and Certificate Courses.
Resolution :

It is resolved to approve as such.

1.4 To approve Teaching / Non-Teaching Staff Recruitment, promotion and relieving procedures.
Resolution :

The Council suggested to organize atleast 5 FDP per semester and the Principal agreed to do so.

1.5 To approve the guidelines for Faculty, Students, Non-Teaching, Examination, HR.
Resolution :

The members of Governing Council appreciated the efforts of the Management and Principal in bringing out a well drafted, standard guidelines, rules and regulations for Students, Faculty Members and Non-Teaching Staff. It should be informed to them at the time of appointment itself. It was approved as such

1.6 Infrastructure facilities created and Proposed

Resolution

It is resolved to approve to include New building for Library and it was approved to do so.

1.7 To approve for New Courses in UG

Resolution :

It is resolved to approve as such and the New Course of B.A (Defence and Strategic Studies) started in the academic year.

1.8 To approve for E-Governance

Resolution :

Our Chairman suggests to implement the E-Governance in all the areas for easy traceability of records and the System Administrator agreed to do so.

1.9 Academic Performance and Feedback analysis.

Resolution :

The Governing Council members appreciated the hard work and efforts of the faculty members taken. The tracking of Syllabus completion and academic System result in the outlet of overall prcentage of academic record. The council also appreciated the departments for securing University Rank holders in UG and PG departments. The Students feedback Report was analyzed and action taken in the Council.

1.10 To approve the salary revision, increment for Teaching and Non-teaching staff.

Resolution :

It is resolved to approve the same.

1.12 To approve the activities of Social club
Resolution :
It is resolved to approve the same and the council suggest to focus on Awards for the Social club.

1.13 Training and Placement activities
Resolution :
The Council suggest to offer more placement to the students and to organize Career Skill

1.14 To approve for Bridge Course / Induction Programme / Value Added Programme / Skill based Programme.
Resolution :
The Council satified the courses as per suggested by the department with the approval of Principal.

1.15 To approve the Psychological Counselor for the Students.
Resolution :
It is resolved to approve the same

1.16 Academic target planned and achieved during the year 2018 – 2019
Resolution :
The council appreciated the academic activities achieved and suggests to prepare as report.

1.17 Academic and other target planned to be achieved in the academic year 2019 – 2020
Resolution :
It is resolved to approve the same. The Council suggested to involve students in

organizing seminars, Programmes, etc.

1.18 To approve the five-years Plan.
Resolution

The Principal represent the five-year Plan for execution of the forth-coming academic year. The new courses in UG and P.G department, Permanent affiliation, Research department and Plan to introduce Diploma Course. The Council agreed to execute it.

1.19 To approve the guidelines for Faculty, Students, Non-Teaching, Examination and HR
Resolution:

The members of Governing Council insisted the IQAC cell to give out the guidelines to all Teaching and Non-Teaching Staff every year. So that, the new staff may be aware of the guidelines implemented by the Institution.

1.20 To approve the staff welfare
Resolution:

The Principal present the staff welfare scheme such as: Publication of Journal in UGC Care Journal and Scopus, Participation in Workshop, Seminar, FDP, so on....

1.21 To approve the Students activity beyond the Curriculam
Resolution:

The management offers free seats for the Students in Sports / Annayian Kalai Siragual / economically downtrodden Students / Single Parent / Orphan students. Based on the family background concession and free seats are offered to the students.

1.22 To approve the students activity beyond the Curriculum
Resolution :

The Council suggests undergo the activity beyond the curriculum. Based on the NAAC Accreditation and NIRF suggest to take over the outrich activity to make the Students Social Sesponsibility

1.23 To approve for the academic audit for the year 2019-20
Resolution :

The academic audit to be carried out twice in a year. The IQAC Co-ordinator with the audit team submitted the audit plan for the academic year and it was approved to do so.

1.24 The proposed budget for the year.
Resolution :

The proposed budget for the year was submitted and it was approved to do so. The facilities, infrastructure, guest speakers, furniture and department activities are included. Further on, new proposal for funded schemes to be focused for the growth of Institution.

1.25 To focus on Social media
Resolution :

All the activities to be uploaded in Social Media like Instagram, Facebook, Youtube and Twitter. Those link to be shared to students society inorder to spread out the college activity and the Principal agreed to do so.

1.26 To approve for social group
Resolution :
The Principal present the staff welfare scheme such as : Publication of Journal in UGC care Journal and Scopus, Participation in Workshop, Seminar, FDP, so on . . .

1.27 To enroll the students for free seats.
Resolution :
The Management offers free seats for the students in Sports / Annayian Kalai Siragual / economically downtrodden students / Single Parent / orphan students. Based on the family background Concession and free seats are offered to the students.

1.28 To approve the students activity beyond the curriculum.
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1.29 To approve for the academic audit for the year 2019-20.
Resolution :
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1.30 The Proposed budget for the year.
Resolution :

The proposed budget for the year was submitted and it was approved to do so. The facilities, infrastructure, guest Speakers, furniture and department activities are included. Further on, new proposal for funded schemes to be focused for the growth of in Institution.

1.31 To focus on Social media
Resolution : All the activities to be uploaded in social media like Instagram, Facebook, youtube and Twitter.. Those link to be shared to students society inorder to spread out the College activity and the principal agreed to do.So.

1.32 To approve for Social group.
Resolution : The Council approved to take over the social group such as whatapp for academic Research, club, Exam Events, IT maintenance, Principal group, Staff Chamber Club for easy follow-up and to reduce the paperless maintenance.

1.33 To approve for the department mail
Resolution : The Council appreciated the e-governance to be maintained and all the internal Communication to be informed through the mail Correspondence.

1.34 To approve for Culturals.
Resolution : The Council approved the Cultural events and it has to be planned during the month of February. The Separate event to be organized for the schools and College - Inter and Intracompetition.

1.35 Proposal to prepare documentation for submission of AQAR for the year 2017-18.
Resolution : It is resolved to approve the same.

1.36 Any other matters regarding academic.
The chairman suggested to focus on the area of Training and Placement, softskill training and provide special Coaching in group Exam.

Prepared by : Principal. Approved by : Chairman.