



# SREE BUDDHA EDUCATIONAL SOCIETY, KOLLAM - 691 021

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Regd. Under Travancore - Cochin Literary Scientific Charitable Societies Act of 1955  
Reg. No. Q689/01

MANAGING BODY OF SREE BUDDHA COLLEGE OF ENGINEERING, PATTOOR, ALAPPUZHA DIST.

Chairman

**Prof. K. Sasikumar**

Mob. 9447333269

Secretary

**Prof. V. Prasad**

Mob. 9447281345

Treasurer

**A. Sunilkumar**

Mob. 9946666037

No. SBCE/Aca/

214

/2024

20/01/2024

## MINUTES OF THE FIRST MEETING OF THE GOVERNING BODY

Date & Time: 17 January 2024, 11:00 am

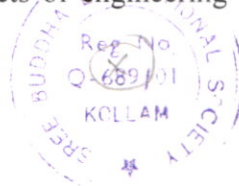
Venue: SBCE Conference Room

### Attendees:

1. Prof. K. Sasikumar, Chairman, Sree Buddha Educational Society, Management Representative -Chairman
2. Prof. V. Prasad, Secretary, Sree Buddha Educational Society, Management Representative
3. Mr. Sunil Kumar A, Treasurer, Sree Buddha Educational Society, Management Representative
4. Mr. B. Udayan, Joint Secretary, Sree Buddha Educational Society, Management Representative
5. Mr. V. Dharmarajan, Vice Chairman, Sree Buddha Educational Society, Management Representative- Absent with permission.
6. Dr. A. Ajayaghosh, Professor, NIIST, Thiruvananthapuram, Kerala, India-Educationist/Industrialist
7. Dr. Saji Varghese, Vice Principal, SBCE, Teacher of the College
8. Prof. A. V. Anilkumar, HoD, ME department, SBCE, Teacher of the College
9. State Govt Nominee (Nomination Awaited)- Member *Sen C. Ajayan, Addl. Secretary to Govt.*
10. University Nominee (Nomination Awaited)- Member
11. Mr. P. Chandrababu -Administrative Officer of the College - Member
12. Dr. K. Krishnakumar, Principal, Sree Buddha College of Engineering, Member Secretary

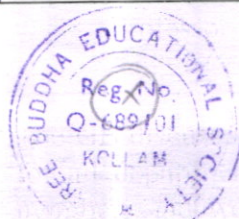
- Meeting started with a silent prayer.
- Prof. K. Sasikumar, *The Hon. Chairman* welcomed the members and gave a briefing about the importance and additional responsibilities of all stakeholders, for the enhancement of quality on all aspects of engineering education. He introduced all the members of the Governing body.

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Item	Agenda	Discussions and Decisions
GB 1.01	UGC Order on conferment of Autonomous status to the College and to initiate necessary steps to implement it.	Principal, presented the UGC Letter No. F 2-10/2023 (AC Policy) dated 13 November 2023 to the Governing Body (GB), attached as Annexure 1 for clarity. The issue of notification from KTU is pending for which a request was sent. As per the mail from APJAKTU dated January 8, 2024, informed that the matter is referred to the Higher Education dept., Kerala Govt. KTU has also issued a letter for submitting a report on statutory bodies for an autonomous college as directed by the UGC on December 30, 2023.
GB 1.02	Management order on Constitution of the Governing Body.	The Executive Council of the Sree Buddha Educational Society, issued letter No. SBCE/Eca/340 dated January 10, 2024 (Annexure-2) forming the GB, and the letter was presented before the GB.
GB 1.03	Nomination of four experts/academicians for the Academic Council from <u>outside the Autonomous College</u> as per Section 12.4 of the UGC Regulations-2023	The nominations have been officially approved by the GB. The nominated members are: - <ol style="list-style-type: none"> <li>1. Dr. Tide P. S, Professor, ME dept., School of Engineering, Cochin University of Science and Technology, Cochin</li> <li>2. Dr. Achuth Sankar S. Nair, Professor, Computational Biology and Bioinformatics, Kerala University, Thiruvananthapuram</li> <li>3. Dr. Seema Nair Parvathy, Scientist, Dept of Medicine, Schulich School of Medicine &amp; Dentistry, Western University, Ontario, CANADA</li> <li>4. Dr. Bipin Rajendran Professor of intelligent Computing Systems, King's College, London, UK</li> </ol>
GB 1.04	Approval of the Constitution of Boards of Studies for different Departments as per Section 12.5 of the UGC Regulations-2023.	The GB discussed the draft of the Board of Studies (BoS) for all departments. Few changes were proposed by the members and were accepted by the GB. The list of six subject experts for each department to be presented to KTU was also scrutinized by the GB.
GB 1.05	Nomination by the Governing Body to the Finance Committee as per Section 12.6 of the UGC Regulations-2023.	The proposed Financial Committee list was taken up for discussion and was accepted with one change and the final list is presented below. <ol style="list-style-type: none"> <li>1. The Principal (chairman)- Dr. K. Krishnakumar</li> <li>2. One member nominated by GB (for 2 years) -Mr. Sunil Kumar A (SBCE Treasurer)</li> </ol>

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		<ol style="list-style-type: none"> <li>3. One Senior Most Faculty of the College (for 2 years) Ms. Meera Bai</li> <li>4. Finance Officer, (Member Secretary)-Mr. Sajan Lal K. S.</li> </ol>
GB 1.06	Consideration of the course of action on the students' admission in 2024-25	The GB unanimously agreed that the admissions for the academic year 2024-25 will be as per the Government and AICTE norms.
GB 1.07	Consideration of the Section 9 of the UGC Regulations-2023 for the constitution of the Internal Quality Assurance Cell (IQAC)	<p>The proposed members for IQAC were considered for approval. As per section 9 of the UGC regulations 2023 related to Autonomous colleges, an external peer team comprising of two members were required to be added to the existing list. The following two members were approved as members of the peer team along with other members.</p> <ol style="list-style-type: none"> <li>1. Dr. Reby Roy K.E, Professor, Dept. of ME, TKMCE, Kollam</li> <li>2. Dr. V. R Rajeev, Professor, Dept. of ME, CET, Thiruvananthapuram</li> </ol>
GB 1.08	Consideration of the Section 11 of the UGC Regulations-2023 for the constitution of the Examination Cell	<p>The examination cell members were nominated and accepted by the GB. The members are as follows:</p> <ol style="list-style-type: none"> <li>1. Controller of Examinations- Senior Professor</li> <li>2. Deputy Controller (examinations)- Prof. S. Sabi</li> <li>3. Deputy Controller (Evaluation)- Dr. S. Veena Priya</li> </ol> <p>Additionally, seven supporting staff should also be appointed for the smooth conduct of the examinations.</p> <p>The chairman reminded that the examinations should be conducted with utmost care and security.</p>
GB 1.09	Suggestions on New Curriculum for AY 2024-25	Due to the time constraints, KTU curriculum will be adopted for the 2024-25 AY admissions. Keeping the same curriculum, essential modifications to the syllabus can be looked into.
GB 1.10	Matters if any, with the permission of the Chair	<p>The following suggestions were made by the members and accepted by the GB.</p> <ol style="list-style-type: none"> <li>1. There are no proposals for new programs for AY 2024-25, but an increase in division for computer science will be requested.</li> <li>2. Dr. Ajayaghosh stressed on the need for collaborative research and publications for faculty members.</li> <li>3. College Vision and Mission can be redefined to incorporate the Autonomous status of the college.</li> <li>4. The Chairman suggested a dynamic curriculum for</li> </ol>

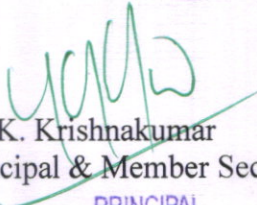
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all programs to enhance employability and flexibility in placements. This initiative aligns education with industry demands, ensuring graduates acquire sought-after skills. The institution should aim to offer a holistic education, preparing students for success in a changing professional landscape, synchronized with the NEP 2020.

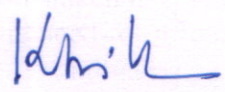
5. Dr. Ajayaghosh stressed on the need for introducing skill training for the undergraduates to be more adaptable to practical life. This can be incorporated as courses with activity points.
6. He also suggested having a five-year strategic plan to be prepared through the coordinated participation and inputs from all stakeholders.
7. Prof. V. Prasad, pointed out the need for a separate building for conducting examinations for convenience, security and confidentiality. The GB unanimously supported the suggestion and the Chairman approved the proposal and agreed to take necessary steps immediately for meeting the requirement.

- Principal expressed gratitude to the Chairman and all the members for their wholehearted support and participation in the discussions.
- The meeting was adjourned at 1:30 pm.

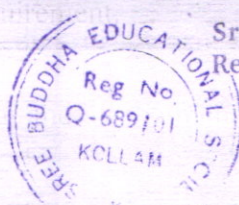
  
Dr. K. Krishnakumar  
Principal & Member Secretary

PRINCIPAL  
SREE BUDDHA COLLEGE OF ENGINEERING  
PATTOOR P.O., NOORANAD  
ALAPPUZHA (Dist). PIN - 690 529



  
Prof. K. Sasikumar  
Chairman

Prof. K.SASIKUMAR  
Chairman  
Sree Buddha Educational Society  
Reg.No.Q689/01, Kollam-691021



**Enclosures: -**

- Annexure-1 UGC order
- Annexure -2 Letter from Executive Council regarding formation of Governing body