


Minutes of the meeting of Governing Body

Date : 16th June 2023
Time : 10 am to 12 noon
Venues : Board Room

Discussions had

1. Sri. K Anand our Managing Trustee welcomed our Governing Body members, trustees and all administrative heads of the College
2. Appreciated Dr. Ajay Kumar, Prof. Manesh T, Prof. P.V. Rajaraman & Prof. Albins Paul for applying a 3.5 Crore MEITY project (Ministry of Electronics & Information Technology, Government of India) Titled ***"Development of Digital Networking for preventive and predictive in Environmental and climatic warning solutions - Building and Entrepreneurial ecosystem for addressing environmental issues."*** and in future to promote the level of funded projects.
3. Discussed about the setting up of the lab for Robotics & Automation and Electronics & Biomedical Engineering.
4. Principal brought to the notice that the available College Wi-Fi facility is not sufficient for running the programmes in the College. The enhancement of Wi-Fi facility is to be done priority basis.
5. This year also Dr. Sreepriya pointed out the conduct of National Techno Cultural Fest.
6. Also informed about the submission of pre qualifier and uploaded SAR of Civil NBA. Since it has been uploaded the Principal pointed about completion of necessary arrangements required in the infrastructure.
7. Had discussion about decreasing the seats for M.Tech.
8. The Placement Officer pointed out the need for improvement in our placement status and hence requested the Management to provide the necessary support for conducting the training from second year onwards.
9. Also the management discussed about the planning to be done to uplift out esteemed institution to an autonomous status.
10. The status of preparation for NAAC accreditation was discussed and the necessary steps were asked to be taken.



For ADI SANKARA TRUST

Managing Trustee

11. The principal put forward the need of purchase of additional 150 computers.
12. The hackathon conducted by the CSE Department was appreciated.
13. The budget for the Academic year 23-24 was discussed.
14. Request for renovation of the existing computer labs were discussed.
15. The Principal sought permission for the recruitment of additional faculty required to comply with the cadre ratio.
16. Prof. R Rajaram pointed out the need for conducting our students Project exhibition to the outside world.
17. Discussed on the necessary steps to be taken to improve our results and placement.
18. Had a discussion on infrastructure development.
19. The vision and mission of the Institute and its appropriateness were discussed with the experts and finally all agreed to continue with the same.

Action Taken Report

1. Wi-Fi facility enhancement was recommended.
2. The sanction given to enhance the Cadre proportion by recruiting new faculty.
3. Permission given to conduct Annual Student activity.
4. A project exhibition to be planned to showcase the talent of our students to the outside world.
5. Decided to incorporate the required changes in the Civil Engineering department including Seminar hall and other arrangements.
6. Given sanction to start placement training from second year students onwards by involving additional faculty from outside.
7. Decided to renovate the existing computer labs.
8. Principal to take the necessary steps to improve our results.
9. The purchase of the additional computers needed was sanctioned.
10. To Continue with the same vision and mission statement for the college




Managing Trustee

Minutes of the meeting of Governing Body

Date : 12th January 2024

Time : 10 am to 12 noon

Venues : Board Room

Members Present:

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|--------------------------------|---|
| 1. Sri. K Anand | - Managing Trustee, Adi Shankara Trust |
| 2. Dr. Jacob George C | - Senior Associate Director |
| 3. Dr. T R Gopalakrishnan Nair | - Member, Governing Council |
| 4. Sri. Raman Kutty | - Member, Governing Council |
| 5. Sri. D Dasaratharaman | - Trustee |
| 6. Dr. Sreepriya S | - Principal <i>A-18</i> |
| 7. Dr. Ajay Kumar | - HoD, ECE <i>John</i> |
| 8. Dr. Deepa Sankar | -HOD, EEE |
| 9. Sri. Maneesh T | - HOD, CSE |
| 10.Sri. P V Rajaraman | -HOD, CSE(AI) <i>Pra P. N.V.</i> |
| 11.Prof. Aneesh P C | - HOD, CE <i>AV</i> |
| 12.Prof. R Rajaram | -Dean Projects and Consultancy |
| 13.Dr. Eldhose K K | - HOD & Dean, Campus Affairs <i>[Signature]</i> |
| 14.Dr. Jayasree T G | - HOD, BSH <i>[Signature]</i> |
| 15.Dr. Vinila N/L | -HOD , RA <i>[Signature]</i> |
| 16.Dr. Remya George | - HOD, EBE <i>[Signature]</i> |
| 17.Prof. Shaji Mohan | - MBA |
| 18.Dr. Bobby Mathews C | - IQAC Head |
| 19.Dr. Santharam Rao C.P | - Dean, Training & Placement |
| 20.Sri. Sreenath N | - GM, Corporate Office |
| 21. Dr. Sankarishan | <i>HOD, MCA [Signature]</i> |



[Signature]
For ADI SHANKARA TRUST
Managing Trustee

Discussions had

1. Sri. K Anand our Managing Trustee welcomed our Governing Body members, trustees and all administrative heads of the College.
2. Civil HoD informed that the NBA documents uploaded in the month July and till now no notification received regarding the NBA visit and requested the coordinators to follow up.
3. All heads of the departments are requested to prepare an annual budget for the academic year 2024-25 including the requirements for the 2nd cycle NBA re accreditation for ME, EEE, ECE & CS departments.
4. The amended policies discussed and with minor corrections approved for circulation.
5. The Managing Trustee emphasized the improvement in the research and publication by all departments to improve our NIRF, KIRF, AIIRA ranking etc.
6. The Principal insisted the preparations for the upcoming NBA audit in the four departments along with NAAC Preparation.
7. The deadline given for IIQA submission for NAAC accreditation is 30th April 2024.
8. The Principal proposed the plan for going autonomous status and all HoDs supported for the same.
9. The Principal suggested planning are to be done for the completion of the work for SSR preparation for NAAC by the coordinators.
10. The Placement Officer suggested that the eligible students for getting placement from the Department has to be strengthened and HoDs with the support of respective department faculty have to take initiative for the same.



For ADI SANKARA TRUST

Managing Trustee

11. The principal requested about the additional requirement of 113 computers towards the setting of AI lab.
12. The industrial expert suggested for handling various courses, which are relevant in the current industry by our faculty as well as external experts to the students of all branches.
13. Also various Hackathons are to be organized for the students to enhance their skill relevant to industry.
14. The dean research suggested for the improvement in the publications, submitting research proposals and converting the final year projects to products with patent submission so that ranking of our institute will be improved in various national /World-wide colleges ranking.
15. The Trustee suggested for the overall improvement of the PG/UG results and placement of our College so that more students will opt for our Institution.
16. Discussed the work completion of the CS(AI) lab.
17. The work completion of the enhancement of the Wi-Fi facility in our college was evaluate and given a target to complete it by March 31st, 2024.
18. Discussion had for having additional classes for CS (AI) & DS. Also additional lab to be setup for CS(AI) & DS.
19. New building is to be constructed to setup the additional classes and lab required. Also the furniture for the same is to be purchased. Since going for autonomy a separate centralized examination and evaluation centre with storing facilities for the answer papers is also required.
20. The second phase CCTV installation in MBA, Civil and Mechanical departments are also required and its importance were discussed.
21. The GM suggested the need for maintenance of the existing buildings and the overall beautification of the Campus.




FORADI SANTHAR TRUST
Managing Trustee

Action Taken Report

- The preparation for NAAC accreditation work are to be completed on or before May 24, 2024 and IIQA to be submitted.
- Follow up of NBA Visit of Civil Department.
- Work of Wi-Fi facility to be completed before March 31st, 2024.
- Formalities for getting Autonomous status of our institution may be started.
- Sanction given for the maintenance required including painting.
- The purchase of additional computers needed were given sanction.



For ADI SANKARA TRUST

Managing Trustee
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