



# STELLA MARY'S COLLEGE OF ENGINEERING

[An Autonomous Institution | Approved by AICTE, New Delhi | Accredited by NAAC | Accredited by NBA (Mech & CSE)]  
Aruthenganvilai, Kallukatti Junction, Azhikal Post, Kanyakumari District, Tamil Nadu - 629 202.  
www.stellamaryscoe.edu.in | email : info@stellamaryscoe.edu.in  
Tel. No. : 04652-239122 | Mob.: 7402707773

Date: 17.03.2025

## Minutes of the 25<sup>th</sup> meeting of the Governing Council, held in the Board Room, Stella Mary's College of Engineering on 17<sup>th</sup> of March, 2025, 3.00PM

The 25<sup>th</sup> Governing Council meeting was held on 17<sup>th</sup> March 2025 at 3.00 PM in the Board Room. The following members attended the meeting to discuss and approve various developmental activities taking place in the Institution in the academic year 2024-25. The Governing Council considered it item-wise and deliberated as highlighted below.

### **Agenda 25.1. Welcome and Introduction of Governing Council members**

**Discussion:** The Convener formally welcomed the Chairman and all the members of the Governing Council and presented the detailed agenda.

**Resolution:** All the members acknowledged the same.

### **Agenda 25.2. Action Taken Report of the 24<sup>th</sup> Governing Council meeting held on 28/12/2024**

**Discussion:** The Convener presented the minutes of the 24<sup>th</sup> Governing Council meeting.

**Resolution:** It was resolved in the meeting to accept the minutes and the Convener was asked to proceed further.

### **Agenda 25.3. Academic and Administrative Approvals**

**Discussion:** The Convener presented on the Conduct of the Board of Studies and Academic Council meeting as per the conditions put up by UGC, AICTE and Anna University. The List of members nominated by Anna University was presented. The recommendations put forward by the BoS and Academic Council were presented

**Resolution:** The GC members resolved that the recommendations put forward is approved. It was also informed that suitable changes can be made based on the latest trends



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## **Agenda 25.3.1 Ratification of recommendations from the Board of Studies (BoS) and Academic Council.**

**Discussion:** It was also further discussed in the meeting about the changes, if any, to be made to the recommendations

**Resolution:** It was resolved that there is no need to go for ratification on the recommendations made.

## **Agenda 25.3.2 Review and approval of Examination & Evaluation policies (grading system, question paper setting and evaluation process).**

**Discussion:** The Convener presented about the approval of Examination & Evaluation policies.

**Resolution:** It was resolved that the policies adopted are the same as those of Anna University, as approved by the Governing Council members..

## **Agenda 25.4.1 Analysis of student performance in academics, research, and extracurricular activities.**

**Discussion:** The Convener presented about the Students' Achievements including academics and extracurricular activities.

**Resolution:** It was resolved that the major achievements of the Students are noted and appreciated.

## **Agenda 25.4.2 Faculty achievements, including research contributions, publications, awards, and grants.**

**Discussion:** The Convener presented about the achievements of the faculty members, including publications, awards, and grants

**Resolution:** It was resolved that the major achievements of the faculty members are noted and appreciated.

## **Agenda 25.5 Administrative Approval and Policy Matters**

### **Agenda 25.5.1 Approval of faculty recruitment plan for the academic year 2025-2026.**

**Discussion:**

The Convener presented the faculty requirement for the academic year 2025-26 and sought approval from the GC members for the faculty requirement. The Department-wise faculty requirements for the Academic year 2025-2026 are as follows.

S.No	Department	No of Vacancy
1	Computer Science and Engineering	03
2	Artificial Intelligence and Data Science	06



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**Resolution:** It was resolved that the GC members expressed their satisfaction toward the availability of an adequate number of faculty available in the college and authorized the principal to recruit faculty as per the requirements for the academic year 2025-2026 as and when required.

## **Agenda 25.5.2 Review of sanctioned positions and recent faculty appointments, including promotions.**

### **Discussion:**

The Convener presented since the last meeting, there have been no promotions. Mr. S. Christu Regis has been recruited to replace Dr. R. Pranesh Kumar, who has been relieved, and Mr. N. Manikandan has been appointed in place of Dr. C. Dhayanand Jegan, who has been promoted to the position of Controller of Examinations (COE)

**Resolution:** It was resolved that the GC members expressed their satisfaction toward the availability of an adequate number of faculty available in the college

## **Agenda 25.5.3 Consideration and approval of infrastructure and laboratory enhancement proposals.**

**Discussion:** The Convener presented the proposal submitted by the head department of AI&DS regarding the requirements of two class rooms, one tutorial hall, one staff room, one computer lab with a 120-capacity, a waiting hall for boys and girls, and the related ICT Tools. The proposal submitted by the Head of the Department of CSE was also presented, which includes the requirement for one class room, one tutorial hall, and the ICT tools required for both venues.

**Resolution:** It was resolved that the GC members satisfied towards the infrastructure and Laboratory enhancement

## **Agenda 25.6 Research & Development (R&D) Initiatives:**

**Discussion:** The Convener presented that the Research & Development (R&D) initiatives involve fostering a culture of innovation through strategic investments in research infrastructure, promoting faculty and student involvement in cutting-edge projects, and encouraging collaborations with industry. A common research lab is being established on the campus, which needs to be equipped with the latest specifications.

**Resolution:** It was resolved to approve the purchase of equipment, accessories, and the ICT tools needed:



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## Agenda 25.7. Quality Accreditation and Ranking Review

### 25.7.1 Review of NAAC Annual Quality Assurance Report (AQAR) for 2023-2024.

**Discussion:** The resolution for the Review of NAAC Annual Quality Assurance Report (AQAR) for 2023-2024 involves carefully evaluating the report to ensure that all data and evidence related to academic and administrative activities are accurately presented, addressing any discrepancies or missing information, and aligning the report with NAAC's criteria for accreditation. Regular feedback and improvements should be incorporated, with a focus on continuous quality enhancement to meet the institution's goals and NAAC standards.

**Resolution:** The Convener presented a summary of AQAR 2023-2024. All GC members were satisfied with the progress

### 25.7.2 Review of NBA Compliance for Mechanical & CSE submitted on 16.12.2024 .

**Discussion:** The Convener presented the Review report of NBA Compliance for Mechanical & CSE submitted on 16.12.2024, which involves ensuring that all necessary documentation and requirements for accreditation have been thoroughly checked and verified, addressing any gaps identified, and implementing corrective actions to align the departments with NBA standards. Regular follow-ups and updates should be made to ensure timely submission and compliance with the required criteria.

**Resolution:** The Convener presented a summary of NBA Compliance. All GC members were satisfied with the progress.

### 25.7.3 Review of past NIRF Ranking performance

**Discussion:** The Convener presented a past NIRF Ranking performance involves analyzing the factors that influenced the previous rankings, identifying strengths and areas for improvement, and implementing strategies to enhance performance in future rankings.

**Resolution:** The initiatives taken for participating in the NIRF ranking was appreciated

## 25.8. Budget Approval & Financial Matters

### 25.8.1 Presentation of the Institutional Financial Report.

**Discussion:** The Convener presented the Institutional Financial Report.

**Resolution:** It was resolved that the GC members are satisfied with the financial matters.

### 25.8.2 Review of tuition fees and other financial policies.

**Discussion:** The Convener presented the tuition fees and other financial policies

**Resolution:** It was resolved that the GC members are satisfied with the financial policies.



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## 25.8.3 Budget Utilization Review 2024-2025 (Recurring & Non-Recurring Expenses).

**Discussion:** The Convener presented the budget utilization report for 2024-2025, recurring & non-recurring expense.

**Resolution:** It was resolved that All GC members are satisfied with the budget utilization review of 2024-2025.

## 25.8.4 Approval of Budget Proposal for Financial Year 2025-2026.

**Discussion:** The Convener presented the budget proposal for financial year 2025-2026.

**Resolution:** It was resolved that all GC members are satisfied with the financial year 2025-2026 budget proposal.

## 25.9 Grievance Redressal Mechanism

**Discussion :** Convener presented about the functioning of the Grievance Redressal Mechanism in the Institution. Committee is constituted with senior faculty as the Convener and members representing all the Departments. Students and Staff are asked to submit the grievances if any through grievance redressal form. Meetings are conducted twice in a month and whenever necessary. Remedial Measures are taken immediately.

**Resolution:** It is resolved that the functioning of the Grievance Redressal Cell is as per the conditions put forward by the UGC, AICTE and AU.

## 25.10. Any Other Matters with Permission of the Chair

**Discussion :** To ensure transparency and continuous improvement, it is proposed to conduct an internal academic and administrative audit every semester with the inclusion of an external expert member.

A comparative analysis to shows the percentage of the syllabus has been revised post-autonomy. Post-autonomy, the staff appraisal system has been revised by percentage to focus on research and developments

**Resolution:** The Governing Council approved the implementation