

CARMEL COLLEGE OF ENGINEERING & TECHNOLOGY

(Approved by All India Council for Technical Education & Affiliated to APJ Abdul Kalam Technological University)

Punnapra P. O., Alappuzha Dt., Kerala, India. Pin: 688 004

(Managed by St. Joseph's Carmel Educational & Charitable Trust of CMI)

Tel: 0477 2287240, 2287248 | E-mail: office@carmelcet.in | Website : www.carmelcet.in

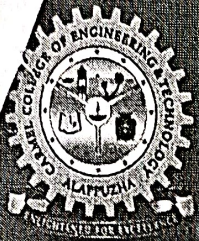
Minutes of the 9th Governing Body meeting held on 10th February 2023

Meeting Date and time : 10th February , 2023 , 10.00 AM

Venue : Carmel College of Engineering and Technology, Punnapra.

Members of the Board

Sl.No	Name and Designation	Role	Signature
1	Rev. Fr Mathew Arekalam CMI	Chairman CCET	
2	Rev.Fr Justin Alukkal CMI	Director CCET	
3	Dr Paul K Mathew Principal , CCET	Member Secretary	
4	Dr. Sreeni K G, Asst. Professor, CET, TVM KTU Nominee	KTU Nominee	Online
5	Rev. Fr Siji Puthenveliyil CMI	Member of Trust	
6	Rev.Fr Antony Valekalam CMI	Member of Trust	
7	Rev. Fr Bijo Mattaparambil CMI	Member of Trust	
8	Joy Sebastian, Chief Executive Officer, Techgentsia Software Technologies	Industry Representative	Online
9	Dr J. Isaac, Former Principal of M.A. College of Engineering, Kothamangalam and Former Principal of Rajagiri School of Engineering and Technology, Kalama serry	Academician	Online
10	Prof. K.U Abraham (Rtd), M.A. College of Engineering, Kothamangalam	Academician	Online



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11	Dr Susan Jacob,	HOD CE, IQAC Coordinator	
12	Dr Reji Ravi	HOD, CSE (In charge), NBA Coordinator	
13	Dr Jayaprasad,	HOD ME	
14	Dr Sarath KS	HOD EEE	
15	Asst. Prof. Anoop RS	HOD CSE	On leave
14	Asst. Prof. Krishnanunni M	Academic Coordinator	
16	Asst. Prof. Arunkuttappan	Head, Placement and Training	
17	Asst. Prof. Anet Jose	Faculty Representative	

Program Schedule

Welcome Speech: Dr Paul K Mathew (Principal), Member Secretary

Presentation of the Minutes

Presidential Address : Rev Fr Mathew Arekalam, Chairman, Carmel Institutions

An Overview of the activities of the college: Presentation by Dr Susan Jacob,
IQAC Coordinator

Interaction and Open Discussion :

1. Dr Dr. Sreeni K G, Asst. Professor, CET, TVM, KTU Nominee
2. Dr J. Isaac, Former Principal of M.A. College of Engineering, Kothamangalam and Former Principal of Rajagiri School of Engineering and Technology, Kalamaserry
3. Prof. K.U Abraham (Rtd), M.A. College of Engineering, Kothamangalam
4. Joy Sebastian, Chief Executive Officer, Techgentsia Software Technologies
5. Fr. Justine Alukkal, Director, CCET
6. Fr Bijo Mattaparambil CMI, Bursar, Carmel Polytechnic.

Vote of Thanks : Dr Reji Ravi, NBA Coordinator

Minutes of the 9th Governing Body Meeting

The 9th meeting of Governing Body (GB) of Carmel College of Engineering and Technology (CCET) was held on 10th February 2023 at 10 AM in the Institute Board Room. Four members joined the meeting through google meet. The meeting started with a silent prayer. Dr Paul K Mathew, Principal, CCET welcomed all the Governing Body members. In continuation, he presented the MOM of the 8th GB meeting and the members unanimously passed the minutes.

The presidential address was delivered by Rev. Fr. Mathew Arkalam CMI, Chairman of CCET. He congratulated all the staff members of the college for their combined and sincere efforts in ensuring a smooth running of academic activities. However, he expressed concern about the academic performance of the students and proposed the revival of night classes for students who are struggling. These night classes were previously conducted before the COVID pandemic. He also had positive comments on the progress of the NBA accreditation process and appreciated the staff for their hard work to achieve the target.

Dr Susan Jacob, the IQAC Coordinator, presented an overview of the college academic activities, including the status of NBA accreditation. She has also made a detailed presentation in respect of the details of university examination results, placement training, compliance with the curriculum and the activities of individual departments.

KTU nominee, Dr Sreeni K G, Assistant Professor, College of Engineering and Technology, Thiruvananthapuram, inquired about the details of NBA visit and the status of the P-files and criteria files. He urged the need for clear understanding of the documents that was prepared to produce before the NBA team and he wished all success.

Mr. Joy Sebastian, Industry Representative, suggested that more workshops and training programmes are to be arranged for students in the CSE department. He suggested to offer an Android workshop for CSE students to increase their job prospects. Dr Reji Ravi, the NBA coordinator and CSE HOD, replied that the CSE department has already taken steps to offer more workshops and thanked Mr. Joy Sebastian for his valuable suggestion.

Professor K. U. Abraham, Academician, inquired about the methods of evaluating the effectiveness of remedial measures taken for slow learners. The Heads of Departments replied that the evaluation criteria are based on interactions with parents, examination results, and the results of the course exit survey.

Dr. J. Isaac, the senior academician, put forward the suggestion of starting new courses after obtaining accreditation. He also suggested that the emerging area like artificial intelligence and robotics are to be considered when proposing new courses. The proposal was also endorsed by other members. Some members also raised concerns about the potential risks involved in starting new courses, pointing uncertainties in IT sector.

Rev. Fr. Justin Alukkal CMI, Director of CCET, highlighted the responsibilities of the Governing Body and congratulated all staff members for their excellent teaching and their efforts to continuously update themselves under the leadership of the Principal. He expressed

his hope that the Civil Engineering and Mechanical Engineering departments would perform well and could achieve the target in the NBA accreditation process.

The IQAC Coordinator also reported that the Statement of Accounts and audited report for the financial year 2021-2022 is ready and will be circulated along with minutes for further discussion in the coming General Body.

The Principal concluded the meeting with a statement that the valuable suggestions provided by the experts would be taken into consideration. He expressed his appreciation for the support extended by the expert members.

Dr. Reji Ravi, the NBA Coordinator, extended a vote of thanks, and the meeting adjourned at 12 PM.

ACTIONS TAKEN

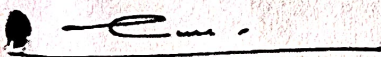
The 8th Governing Body reviewed the academic status (the university results) for the year 2021. It was suggested to conduct remedial classes to improve the results. It was also directed to conduct more placement training programmes so as to crash the competitive tests.

Regarding NBA accreditation it is proposed to submit SAR by June 2022

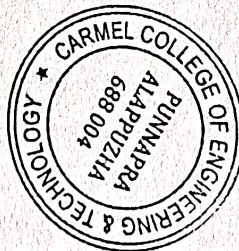
As suggested, all the departments conducted remedial classes with specific time table to each courses and documents recorded in their course files.

In an effort to enhance the students' knowledge, refine their soft skills, and cultivate a positive attitude conducted a range of training programs, workshops, and aptitude training. Each week, all classes set aside one hour for placement training, led by the Assistant Training Placement Officer, Mr. Roopak P Mohan.

SAR for the department's Civil Engineering and Mechanical engineering was submitted on 17th July 2022.


Dr Paul K Mathew

Principal



Encl. Audited Report for the Year 2021-2022