
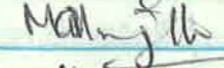
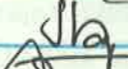






10-2-2017

Meeting of the Governing Council  
held on 10-2-2017 in Principal's  
chamber

Members present

1. P.K. Ravindran 
2. M. G. Rajith Kumar 
3. N. Shaji 
4. Dr. Sunish K.S 
5. Dr. Shajila Beevi 
6. N.L. Beena 
7. Dr. M.K. Muralidharan Nair (CC) 

#### Agenda

1. Constitution of various committees
2. Requests of academic nature from various departments
3. Utilization of funds
4. Any other issue permitted by the Chair

#### Minutes of the meeting

1. The meeting started with the welcome address by Prof. N L Beena, Principal, Maharaja's College, which was followed by the review of the minutes of the previous council meeting including the actions taken.
2. The meeting approved the minutes of the previous meeting and the action taken report.
3. Decided that the teachers who have not returned the I PG answer scripts of home valuation be given some more time after which disciplinary action be initiated against them.
4. Decided to seek explanation from the Heads of the Departments who have not

submitted statements of the result analysis and remedial measures taken in respect of I UG results.

5. The meeting decided to constitute the Academic Council as per the provision of the Act and decided to nominate the following persons as external experts to the Academic Council.
  - a. Dr. N. Chandramohanakumar, Emeritus Professor School of Department of Chemical Oceanography, School of Marine Sciences, Cochin University of Science and Technology, Foreshore Road,, Cochin- 682 016, Kerala. India Mobile: +919447391882 Email: chandramohan.kumar@gmail.com
  - b. Dr. Razeena Padmam, Professor and Director, Dean, Faculty of Behavioural Science, Member Syndicate. M.G. University (Retd).
  - c. Dr. N. Ajith Kumar, Director, Centre for Socio-economic & Environmental Studies, Khadi Federation Building, NH By-Pass, Padivattom, Kochi- 682 024, Kerala, India. Tel: 91-484-2805107, 2805108 Telefax: 91-484-2808108, csesindia@gmail.com
  - d. Shri K Anvar Sadath, Executive Director, IT @ School Project, Govt of Kerala.
6. Letter may also be forwarded to the Director of Collegiate Education to nominate 4 members from among the faculty members of the College to the Academic Council and to MG University to nominate 3 members.
7. The GC decided to appoint Dr. V.N Suresh, Associate Professor, Department of Commerce as the Secretary of the Academic Council.
8. The GC took serious note of the fact that some departments have not submitted names of experts, teachers and other members of the proposed Boards of Studies. Such departments shall submit these lists soon. A subcommittee consisting of the Chairman, Principal and Teacher members from the college is authorised to finalise the list as soon as the necessary documents are made available.
9. Decided to constitute a Planning subcommittee with Dr. N Shaji as the convenor which will oversee the planning committee of the college; Student and staff amenities subcommittee with Dr. Shajila Beevi as the convenor and College Union Chairman, Staff Club Secretary and Mr. Sajith Dhanapalan (Junior superintendent) as the members. Also decided to include Dr. V.N Suresh, HoD, Commerce to the Finance Subcommittee.
10. Decided to appoint Dr. P. Praneetha , Assistant Professor, Dept of Hindi as the Joint

Controller of Examinations, Dr. C. Sivakumar, Asst Professor, Dept of Physics, Dr. Prakasan K, Asst Professor, Dept of Zoology and Dr. Jolly V Antony, Asst Professor, Dept of Chemistry as Deputy Controllers.

11. Admission prospectus revision. It is further decided that before finalising the prospectus for the next academic year, departments and academic bodies should be consulted for suggesting changes required in the prospectus.
12. Head, Department of Malayalam has requested that a direction be given on their decision to include study tour in the BA Malayalam syllabus. As the new curriculum for BA Malayalam envisages study tour as part of the curriculum the Governing council directed that the College authority should consider their request for funds under the relevant head for study tour and this be intimated to the State Government.
13. The Governing Council considered the proposal for starting a Blended BSc programme proposed by IISER, Pune and University of Melbourne as an aided three year degree course and approved the programme for consideration by the relevant bodies in the college and the State Government. Various boards of studies of science departments and English should discuss the detailed syllabus and the college should initiate steps for govt approval as a new aided programme.
14. Decided to install incinerators, vending machines, water coolers, etc using part of the Rs. 10 lakh fund under the miscellaneous head in the autonomy funds for the year 2016-17.
15. Green Protocol. The Governing Council decided to implement the Green Protocol as directed by the Government of Kerala with immediate effect. Efforts should be taken to implement the protocol effectively.
16. It was reported that the rents for the College ground pavilion is long overdue. Though the college authorities have written to the PWD there has been huge delay. This is to be followed up by writing to the executive engineer PWD.
17. A request for extending the library timing was discussed and it is decided that the normal working hours of the library be extended as from 9 AM to 5.30 PM. This is to be implemented without causing extra inconvenience to the staff by adopting flexible timing such that the total working hours of the staff is kept unchanged. For example an employee reporting half an hour earlier will be permitted to leave half an hour earlier than the usual time. Similarly an employee willing to stay back for an extra hour can report for duty one hour late than the existing entry time. Library timing of the reading section to be opened early and closed late.

18. The Governing Council considered the request from Mr. Joseph Alvin, a student of I BA Philosophy who could not register for the I Semester examination in time and subsequently removed from the rolls and decided that the student shall be admitted to the I BA class in the next academic year as a supernumerary admission. However this is given as a onetime exception to the rule. Readmission of this student who discontinued course before prior to registration and not be treated as a precedent.
19. The GC considered a request regarding typographical errors in the Zoology syllabus and directed that necessary corrections be made in the relevant documents.
20. It was pointed out that part of the land belonging to the college is being occupied by Kerala Water Authority and they have already constructed offices in their premises. The GC decided to write to Government to take steps for retrieving the land so that a research block could be built in that area.
21. MoUs to sign with govt institutions. A suggestion was raised in the meeting to sign a Memorandum of Understanding (MoU) between Maharajas College, Ernakulam and Government College, Kottayam to enable PG students, research students and teachers to share sophisticated scientific equipment free of cost. The GC approved the proposal and authorised the Principal to do the needful and sign MoUs with other Government Colleges.
22. The GC decided to write to the Government on the role of academic coordinator.
23. The GC considered a suggestion to conduct a two-day open house programme in which each department shall open their facilities to students and general public to come and see. Necessary expenditure towards this shall be met from amount earmarked under 'miscellaneous' in the autonomy funds for the year 2016-17. The finance committee is authorized to make allocations for this.
24. The GC noted with concern that funds allotted under various subheads related to autonomy remain unspent. The finance committee is authorised to finalise proposals and make sure that the amount is utilised properly within the stipulated time.
25. The CE explained his difficulty in managing works due to staff inadequacy. The GC decided to appoint 2 daily wages staff to CEs Office.
26. It was decided to make a letter head and rubber stamp for the GC.
27. It was pointed out that though sufficient fund has been transferred to PWD for the construction of BA Honours building, the construction could not be started as a proper site was not identified for that. According to the master plan of the college which is being finalised, the building cannot be constructed between the auditorium and

statistics building. Moreover, honourable ministers of education and finance have objected the construction of the building in the said location which would affect the construction of the proposed new auditorium. It is suggested that a letter be sent to the PWD intimating the charge of site to the upper floor of the existing commerce-Islamic History building.

28. The meeting ended at 12.30 PM

*Randran*  
*15/2/2017*

