

**GOVERNING BODY
OF
KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY
(AUTONOMOUS)**

S.P.G.Chidambara Nadar – C.Nagammal Campus,
S.P.G.C.Nagar, K.Vellakulam - 625 701
(Near Virudhunagar) Madurai District.

Phone: 04549 – 278791, 278171 Fax: 04549 – 278172 E-mail: mail@kamarajengg.edu.in

Dr.ANANT ACHARY
EX-OFFICIO

Date: 11-09-2021

PROCEEDINGS OF THE 3RD MEETING OF THE GOVERNING BODY
KAMARAJ COLLEGE OF ENGINEERING AND TECHNOLOGY,
HELD AT 2.30 P.M. ON 11-09-2021

MEMBERS PRESENT:

Thiruvallur

1. Er. S. P. G. C. Srimurugan, B.E., M.Sc.(Engg.), Manchester
Secretary, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Chairman of the Governing Body
2. Mr. P. K. P. R. Jawahar
Vice-President, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Member -- Management
3. Mr. S. Ganesan, D.M.E,
Joint Secretary, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Member -- Management
4. Mr. V. P. P. V. Periasamy, B.Com.,
Treasurer, Kamaraj College of Engineering and Technology
Managing Board, Virudhunagar.
Member -- Management
5. Dr. M. Vasanthi, M.Sc., Ph.D.,
Professor & Dean (Academic Courses),
Kamaraj College of Engineering and Technology,
Virudhunagar.
Member -Teacher of the College

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6. Dr. R. Suresh Babu, M.E., Ph.D.,
Professor & Head, Department of ECE,
Kamaraj College of Engineering and Technology,
Virudhunagar.
Member -- Teacher of the College
7. Prof. T. Ramamurthy, Ph.D.,
Former Professor of Civil Engineering
IIT, New Delhi.
UGC Nominee
8. Mr. A. Kubera Raja, M.Sc., M.Phil.,
Assistant Professor, Department of Physics,
Government of College of Engineering,
Bodinayakanur
State Government Nominee
9. Dr. T. Ramesh Babu, M.E., Ph.D.,
Professor, Department of Industrial Engineering,
CEG Campus, Anna University, Chennai.
University Nominee
10. Prof. Perumal Kaliraj
Vice-Chancellor,
Bharathiar University
Coimbatore 641046.
11. Dr. Anant Achary, M.Tech., Ph.D.,
Principal, Kamaraj College of Engineering and Technology, Virudhunagar.
Member Secretary Ex Officio

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12. Dr. V. Ramachandran, M.E., Ph.D.,
Advisor, Kamaraj College of Engineering and Technology,
Virudhunagar.
Special Invitee

13. Mr. R. Mahesh Kumar, B.A.,
Former Secretary,
Kamaraj College of Engineering and Technology,
Virudhunagar.
Special Invitee

The meeting started on online mode at 2.30 pm using google meet platform.

The Chairman Er. S. P. G. C. Sri Murugan, delivered welcome address. In his welcome address, he expressed his sincere thanks to the members for their time, efforts and support extended and valuable suggestions rendered for the growth and development of the organization.

He then requested the Member Secretary, Prof. Anant Achary to proceed with the deliberation of the meeting.

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Item No.	Agenda Items	Discussion Made
003.01.00	KCET VIRUDHUNAGAR – ACT, STATUES, RULES AND REGULATIONS RELATED INFORMATION	
003.01.01	CONFIRMATION OF THE MINUTES OF THE SECOND MEETING OF THE GOVERNING BODY	Approved
003.01.02	ACTION TAKEN REPORT	Action Taken on Previous Meeting minutes - Read and Approved
003.01.03	TO APPROVE THE THIRD ACADEMIC COUNCIL MEETING MINUTES	Read and Approved
003.01.04	TO APPROVE THE SECOND BOS MEETING MINUTES	Read and Approved
003.01.05	TO APPROVE THE SECOND EXECUTIVE COUNCIL MEETING MINUTES	Read and Approved
003.01.06	TO APPROVE THE SECOND FINANCE COMMITTEE MEETING MINUTES	Read and Approved
003.01.07	TO APPROVE THE REVISION IN INTAKE OF SEATS OF VARIOUS PROGRAMMES/ CHANGE OF NAMES OF PROGRAMMES/START OF NEW PG PROGRAMME/ CLOSURE OF PROGRAMMES	Read and Approved
003.01.08	TO APPROVE THE NEW HR MANUAL	Dr. P. Kaliraj referred to the following: For the experience level of Assistant Professor Cadre –II and III, the number of years should be verified with the AICTE/Anna University norms. He also sought clarification regarding the incentives provided to faculty members:

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		<p>(1) In the new HR manual, the faculty member publication allowances were not mentioned (Earlier allowance was fixed as Rs.2000/- for each SCI indexed paper publication).</p> <p>(2) University Rank incentives per month (Rs.2000/- for UG Rank holders and Rs.1000/- for PG Rank holders) are not mentioned in the HR manual.</p> <p>(3) Incentives to faculty members for consultancy and patents are also not available.</p> <p>He also suggested not to discontinue the incentives.</p> <p>Dr. V. Ramachandran informed that, special incentives are covered under faculty performance appraisal, and faculty may get Rs.3000/- to Rs.5000/-, based on their performance. In addition, the entire faculty would get 3% Annual increment.</p> <p>Dr. P. Kaliraj suggested that documents like HR manual should be discussed first with the entire faculty members and their suggestions must be collected. Then it must be discussed with HoDs and the Principal. Their suggestions should be recorded. Afterwards, it should be submitted in GB. After GB's approval, it should go to Managing Board's Approval.</p> <p>Dr. T. Rameshbabu has also agreed with the view of Dr. P. Kaliraj.</p> <p>Mr. A. Kubera Raja also stated that, HR manual should be consulted with the staff members before submitting for</p>
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		<p>approval.</p> <p>Dr. P. Kaliraj opined that the retirement age should be either 60 (as per State Government norms) or 65 (as per AICTE norms). Further he asked how the retirement age was fixed as 59. Chairman replied Our College Managing Board has approved the HR Manual.</p> <p>Dr. M. Vasanthi brought to the notice of the members about the loop leave clause. In HR manual clause 6.2.8, it is mentioned that “Casual leave can only be suffixed or prefixed with holidays / weekly off days”. For example, suppose Friday is Government holiday, if any faculty member availed casual leave on Saturday, then three days casual leave has been deducted from their total leave. It was proposed that this clause could be removed.</p>
003.01.09	TO APPROVE THE NEW INSTITUTIONAL HANDBOOK	Approved
003.01.10	TO INFORM THE NBA ACCREDITATION STATUS	Read
003.01.11	TO INFORM ABOUT THE AICTE, AU AFFILIATION SCHEDULE AND ACADEMIC CALENDAR FOR ACADEMIC YEAR 2021-22	Read
003.02.00	INFRASTRUCTURE AND FACILITIES	
003.02.01	ESTABLISHMENT OF AI AND IOT LAB	Read
003.03.00	AFFILIATING UNIVERSITY / DoTE / UGC / AICTE – LETTERS AND NOTIFICATIONS	

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003.03.01	AU COE LETTER FOR CONDUCT OF RE-EXAM	Read
003.04.00	ACADEMIC ACTIVITIES	
003.04.01	TO CONSIDER AND APPROVE THE REVISION IN REGULATION FOR UG PROGRAMME	Read and Approved
003.04.02	TO CONSIDER AND APPROVE THE SYLLABUS FOR III AND IV SEMESTER FOR ALL UG PROGRAMMES	Read and Approved
003.04.03	TO CONSIDER AND APPROVE THE SYLLABUS FOR M.E. CSE PROGRAMME	Read and Approved
003.04.04	TO INFORM THE PLATFORMS USED FOR CONDUCT OF ONLINE CLASSES	Read
003.04.05	TO INFORM THE PLATFORMS USED FOR THE CONDUCT OF EXAMINATION THROUGH PROCTORED ONLINE MODE	Read
003.04.06	TO INFORM THE SEMESTER RESULTS OF ALL UG AND PG PROGRAMMES OF NOV/DEC 2020	Read
003.04.07	TO INFORM ABOUT THE PROPOSAL TO BE SUBMITTED FOR MSME	Read
003.05.00	ADMINISTRATIVE ACTIVITIES	
003.05.01	TO CONSIDER AND APPROVE THE PROPOSAL FOR APPOINTMENT OF TEACHING FACULTY / ADMINISTRATIVE OF TEACHING FACULTY / ADMINISTRATIVE AND NON-TEACHING STAFF TO MEET THE NEW DEMAND FOR STUDENT FACULTY RATIO 1:15 AS PER AICTE NORMS	Read and Approved
003.05.02	TO CONSIDER AND APPROVE THE MINUTES OF THE MEETINGS OF THE	Read and Approved

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	IQAC HELD DURING THE ACADEMIC YEAR 2020-2021.	
003.06.00	ADMISSIONS	
003.06.01	STEPS TAKEN TO IMPROVE ADMISSION	Read
003.07.00	FINANCE	
003.07.01	TO CONSIDER AND APPROVE THE INTERNAL AUDIT REPORT AND AUDITED FINANCIAL STATEMENT FOR THE FINANCIAL YEAR 2020-2021	Read and Approved
003.07.02	TO INFORM ABOUT THE ALLOTTED BUDGET FOR 2021-2022 AND FUND REQUIREMENT TOWARDS PAYMENT FOR THE COMPLETED / ONGOING WORKS	Read
003.07.03	TO PRESENT THE REVISED BUDGET FOR 2021-2022	Read
003.07.04	TO CONSIDER AND APPROVE THE REVISED FEE STRUCTURE FOR ALL UG AND PG DEGREE PROGRAMMES AND FOR VALUE ADDED AND SKILL DEVELOPMENT COURSES	Read and Approved
003.08.00	RESEARCH	
003.08.01	TO INFORM ABOUT THE FACULTY MEMBERS THOSE WHO HAVE COMPLETED THEIR Ph. D. WORK DURING THE LAST TWO ACADEMIC YEARS	Read
003.08.02	TO INFORM ABOUT THE PATENT FILED / PATENT GRANTED / PUBLISHED PAPERS IN SCI JOURNALS	Read
003.08.03	TO INFORM ABOUT THE RESEARCH PROPOSALS SUBMITTED TO VARIOUS FUNDING AGENCIES 2019-2020 AND	Read

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	TILL DATE	
003.09.00	STUDENT AFFAIRS	
003.09.01	PLACEMENT	Read
003.09.02	PLACEMENT TRAINING	Read
003.09.03	MERIT / OTHER SCHOLARSHIP FOR STUDENTS	Read
003.09.04	GROUP INSURANCE SCHEME FOR STUDENTS	Read
003.10.00	EXAMINATIONS	
003.10.01	TO INFORM ABOUT THE CONDUCT OF EXAMS	Read
003.11.00	INDUSTRY – INSTITUTE TIE-UP / MoU	
003.11.01	TO INFORM ABOUT THE SIGNING OF NEW MoUS	Read
003.12.00	MISCELLANEOUS / OTHER ITEMS	
003.12.01	TO INFORM ABOUT THE WORKSHOPS / SEMINARS / FACULTY DEVELOPMENT PROGRAMMES / SPECIAL LECTURES ORGANIZED DURING THE ACADEMIC YEAR 2020-2021	Read
003.12.02	TO FIX THE DATE FOR THE FOURTH MEETING OF THE GOVERNING BODY	26.03.2022 (4 th Saturday of March, 2022)

With vote of thanks by the Ex-Officio, the meeting came to an end.

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At the end of the meeting, Principal Dr. Anant Achary informed his desire to retire from the service of the Institution, since he has attained the age of superannuation as per New HR Manual, approved by the Managing Board. He thanked the Secretary, Management, Teaching Faculty members and Non-Teaching staff members for their wonderful cooperation during his tenure as Professor (2003-2010) and as a Principal (2010-2021).



(Er. S. P. G. C. Srimurugan, B.E., M.Sc. (Engg.))
Secretary



(Dr. ANANT ACHARY)
Ex-Officio