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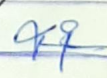

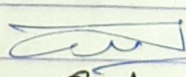
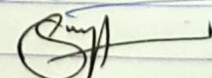
Governing Council Minutes 2021 -22

Minutes of the Governing Body Meeting
 Mahesha's College (Autonomous), Emmekulam
 held in the Board room of the College
 on the 18th of December, 2021 at 10.30 a.m.

Agenda

1. Approval of the minutes of the last G.S. meeting.
2. Action taken report of the last G.S. meetings.
3. Re-notification for Sanskrit (P.G.) Admissions.
4. Approval of the Board of Studies and syllabus of the M.Sc. Geology and Integrated Archaeology course.
5. Discipline of students.
6. Any other matter permitted by the chair.

Present

1. Dr. N. Ramakrishnan (Chairman)
2. Dr. Mary Joseph (Secretary) 
3. Prof. Suresh Mathew 
4. Jolly V. Andray 
5. Dr. Saje IV. 
6. Dr. M-S. Murali (Online participation)

**Minutes of the Governing Body Meeting of Maharaja's College (Autonomous),
Ernakulam held in the Board Room of the College on the 18th of December, 2021 at
10.30 a.m.**

I. Agenda

1. Approval of the minutes of the last Governing Body meeting on 6th November, 2021.
2. Action taken report of the last Governing Body meetings.
3. Re-notification for Sanskrit (PG) Admission.
4. Approval of the Board of Studies of M.Sc. Geology and Integrated Archaeology courses.
5. Discipline of Students.
6. Any other matter permitted by the Chair.

II. Present

1. Dr. N. Ramakantan (Chairman)
2. Dr. Mercy Joseph (Member Secretary/ Principal-in-Charge)
3. Dr. Suresh Mathew (MG University Representative)
4. Dr. M.S. Murali, Member (online participation)
5. Dr. T.V. Suja, Member
6. Dr. Jolly V. Antony., Member

III. Deliberations and Decisions

1. Approval of the minutes of the previous GB meeting held on the 6th of November, 2021.

The minutes of the previous meeting revised with two points suggested by Dr. Suja T.V. is approved. They are, 1. Re admission of Muhammed Tarik (UG 2019 admission) to UG History 2020 admission batch and 2. Granting permission to Nikhil Madhu to write the examinations, after the enquiry regarding malpractice in examinations and ensuing punishments

2. Action taken report of the last GB meetings

2.1 Communication to DCE and government about the illegal cutting and selling of trees in the college campus and matters related to the incident.

The Principal reported that up to date information regarding the incident have been communicated to the DCE. But the copies of such communication are not produced before the GB.

2.2 Convening finance Committee Meeting immediately.

The Finance committee must scrutinize the fund management and financial situation of the college with respect all the available funds like UGC fund, Plan fund, RUSA, CDC fund, Alumni Fund etc. The pending examination of matters concerned with the renovation of the college office has to be done. Fund utilization of 2021-22 has to be examined thoroughly. The GB meeting directed to prepare the Annual Plan 2022-23 well in advance and scrutinize

by the Finance Committee and then submitted to the GB. The Annual Plan 2022-23 shall be submitted to the Government only with the approval of the GB.

2.3 Preparation of Academic Calendar

The GB recommended the preparatory work of Academic Calendar 2022-23 to commence from January 2022 and finalised before the beginning of the next academic year. One International Conference each for the Science, Social Science and Language streams, two national conferences each for all departments and all possible student centric programmes can be envisioned and tentative will have to be allotted in the Academic Calendar

2.4 Regularization of existing cost-sharing courses

GB directed the Member Secretary to put in consistent follow up efforts to get sanction from the government in this regard.

2.5 Exemption of GB teacher members from exam related duties.

The member secretary is directed to issue proceedings to exempt the GB members from the exam related duties of the college.

2.6 Website up-dation.

The present Website shall upload the minutes of all statutory bodies in the college with the help of NIC and system Administrator. The website co-ordinator shall provide the lead to collect the minutes of various meetings from the persons concerned and upload the same in the website. The Committee for MIS shall further monitor the work and in future up to date information and uploading shall be done consistently.

2.7 Purchase of Question Bank Software..

A Technical Committee should be formed with Dr. L.P. Rema as convenor to study the requirements, availability, cost and such other details, and submit a detailed proposal for the purchase.

2.8 Multi-disciplinary Journal for the College.

The Research Committee shall be directed to initiate steps for the publishing of a Multi-disciplinary Journal for the college.

2.9. Approval of modified exam calendar.

It should be ensured that all semesters have 90 working days. The semesters lacking this criterion in the calendar should be rescheduled to this effect.

2.10. Issuing memo to two teachers of Department of History in the flaws in valuation of answer scripts as recommended by the Enquiry Commission.

The member secretary is directed to issue memo in compliance with the GB decision in the previous meeting.

2.11 Issuing office orders of the committees constituted as per GB decisions.

A serious delay in the issuing of office orders is noted. For the smooth conduct of the activities of the college, the efficient functioning of committees is mandatory. Hence the member secretary is directed to do the necessary intervention in issuing such office orders.

It is recommended that the member secretary shall present a Review Report of GB decisions and functioning for the past one year from February 2021 and the report shall be presented in the next GB.

3 Re-notification for Sanskrit (PG) Admission.

The GB ratified the decision of issuing re-notification in the admission procedure of M A Sanskrit course for the year 2021.

4. Approval of the Board of Studies of M.Sc. Geology and Integrated Archaeology course.

The Board of Studies of the M. Sc. Geology and M.A. Integrated course for Archaeology and Material Science is approved. The BoS can prepare and get the syllabus approved.

5. Discipline of Students

The draft code of conduct submitted in the meeting has to be discussed with student representatives. Detailed directions shall be incorporated into it by considering the Government order and earlier code of conduct in the college. Dr. Jolly V. Antony (GB member), Dr. Sreejesh P.R. (Staff Advisor) and Sri Thomas Antony (Convenor, Discipline Committee) are entrusted with this duty. All Clubs and committees constituted for Student activities must be made dynamic and students have to be kept engaged with multifarious activities that channelize their enthusiasm and energy for improving their personality and keeping the campus environment intact.

6. Any other matters

6.1. Audit of NIC software.

The GB directed the member secretary to furnish a detailed proposal in this regard in the next GB meeting. Sanction shall be given after a discussion based on the detailed proposal.

6.2. Inviting online applications for all kinds of examinations.

It is imperative to switch every possible activity into the paperless and online mode. The applications for all examinations including supplementary examinations shall be submitted online. The office information management system has to be revised, updated and scrutinized for ensuring the smart function of all office related matters.

The member secretary is directed to issue memo in compliance with the GB decision in the previous meeting.

2.11 Issuing office orders of the committees constituted as per GB decisions.

A serious delay in the issuing of office orders is noted. For the smooth conduct of the activities of the college, the efficient functioning of committees is mandatory. Hence the member secretary is directed to do the necessary intervention in issuing such office orders.

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4. Approval of the Board of Studies of M.Sc. Geology and Integrated Archaeology course.

The Board of Studies of the M. Sc. Geology and M.A. Integrated course for Archaeology and Material Science is approved. The BoS can prepare and get the syllabus approved.

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6.3. Applications for mercy chance

It is decided to give mercy chance in examinations for UG (2015 admission only) and PG (2016 & 2017 admissions only). Abiding by the rules of the mother university, a special mercy chance can be allowed after one mercy chance, with a proportionately greater fees. Applications for the same shall be invited online.

6.4. Remuneration for off campus examination duties

The Controller of Examinations is directed to submit a detailed report regarding the matter including the number of off campus centres, number of teachers who performed such duties etc. to the Examination subcommittee. The discussion and decision is deferred to the next meeting.

6.5. Remuneration for Guest faculty

It is decided that the guest faculty may be given remuneration for invigilation and valuation duties at the rate of university remuneration.

6.6. Request of students for relaxation in re-examination

The examinations conducted during the Covid 19 pandemic period for the semesters which had online classes had relaxation in the question paper pattern. As suggested by the Government of Kerala, the college had decided to conduct re-examination for students who could not attend the third semester UG and PG examinations held for the regular students during the Covid pandemic period of February 2021. Therefore those students are entitled to get the same privilege of examinations irrespective of the schedule of examinations. Unfortunately, the re-examination conducted in Maharaja's College denied this privilege for those who appeared for the re-examination conducted in December, 2021. The GB discussed the matter in detail and resolved to direct the Controller of Examinations to value all the answer scripts of the students who appeared for re-examination immediately and award the best of 60 marks from among the 80 marks answers.

6.7. Request from students for filling up vacant seats after the closure of admission by conducting spot admission.

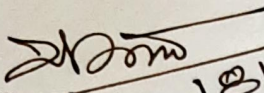
As per the existing laws and regulations of the parent university, it is not possible to conduct spot admission for filling up the existing vacancies after the announced closure date of admissions. GB can take decisions in this case only by complying with the University regulations. Students can represent the matter before the University or government for issuing further orders.

6.8. Action taken in the case of students who have done malpractice in the examinations.

Hashim M.R., Aswin Kumar, Oliviya Sain Seno, Shahid T.K., Mohamed Shibili P., Shravan Prakash M.P. and Sarandev M.S. have done malpractice in their UG regular/supplementary examinations during July/August 2021. On the basis of the enquiry report, the Examination Sub committee recommended that all the examinations of the respective semesters of which

these students were writing the examinations shall be cancelled. Therefore it is decided to cancel the semester examination result of these seven students.

The meeting came to an end at 1.30 p.m.


18/3/2022.
Dr. N. Ramakantan
Chairman, Governing Body
Maharaja's College (Govt. Autonomous),
Ernakulam.

Ernakulam,
18th of December, 2021.

Maharaja's College






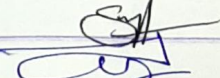
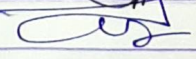
Ernakulam

18.03.2022

Minutes of the Governing Body meeting held in the board room of the college on 18/3/2022 at 10:30am

Agenda

- 1) Approval of last GB meeting
 - 2) Action taken report of the pending decisions of GB
 - 3) Conduct of examinations
 - 4) Admission process and procedure for the new academic year
 - 5) Strengthening the IQAC functioning and submission of AQAR reports
 - 6) Proposal to the government on the norms of the effective functioning of autonomous colleges
 - 7) Review of the fund position and fund utilization of the FY 2021-22
 - 8) Plans proposal for the FY 2022-23
Review of the ongoing development projects
 - 9) Any other matter permitted by the chair.
- Members present

1. Dr. N. Ramakrishnan ~~Chairman~~ 
2. Dr. V. Anil, Principal and member secretary 
3. Anuja B, College Union Chairperson 
4. Suresh Mathur, Senior Professor 
5. Dr. Mrs. Murali 
6. Dr. Suge D 
7. Dr. Jolly V. Anilang 

**Minutes of the Governing Body Meeting of Maharaja's College (Autonomous),
Ernakulam held in the Board Room of the College on the 18th of March, 2022 at 10.30
a.m.**

I. Agenda

1. Approval of the minutes of the last Governing Body meeting on 18th December, 2021.
2. Action taken report of the pending decisions of the Governing Body.
3. Conduct of Examinations.
4. Admission process and procedures for the new academic year.
5. Strengthening the IQAC functioning and submission of AQAR reports.
6. Proposal to the Government on the norms for the effective functioning of Autonomous Colleges.
7. Review of the fund position and fund utilisation of the FY 2021-22.
8. Plan Proposal for the FY 2022-23.
9. Review of the ongoing development projects.
10. Any other matter permitted by the Chair.

II. Present

1. Dr. N. Ramakantan (Chairman)
2. Dr. V. Anil (Member Secretary/ Principal)
3. Dr. Suresh Mathew (MG University Representative)
4. Dr. M.S. Murali, Member (online participation)
5. Dr. T.V. Suja, Member
6. Dr. Jolly V. Antony., Member
7. Kum. B. Anuja, College Union Chairperson

III. Deliberations and Decisions

1. Approval of the minutes of the previous GB meeting held on the 6th of November, 2021.

The minutes of the previous meeting is approved.

2. Action taken report of the pending decisions of last GB meetings

The newly officiated Principal is not prepared to present the action taken report in the meeting.

- 2.1 Communication to DCE and government about the illegal cutting and selling of trees in the college campus and matters related to the incident.

The details and copies of communication to DCE have not been produced before the GB.

- 2.2 Convening the Finance Committee Meeting

The University Law stipulate that the Finance committee must scrutinize the fund management and financial situation of the college with respect all the available funds like UGC fund, Plan fund, RUSA, CDC fund, Alumni Fund etc. The pending examination of matters concerned with the renovation of the college office has to be done. Fund utilization of 2021-22 has to be examined thoroughly. The GB meeting directed to prepare the Annual Plan proposal 2022-23 well in advance and scrutinize by the Finance Committee and then

submitted to the GB. The Annual Plan 2022-23 shall be submitted to the DCE and the Government only with the approval of the GB. These decisions of the previous GB meeting are still pending. Finance Committee has not yet been convened. Therefore, the GB meeting entrusted the Principal and the Convener of the Finance Committee to convene the meeting urgently.

2.3 Preparation of the Academic Calendar 2022-23

Preparation of the Academic Calendar 2022-23 is yet to be done. The last GB meeting had given a clear recommendation that all the academic activities are to be incorporated in the Academic Calendar of the college.

2.4 Regularization of the existing cost-sharing courses

The GB meeting entrusted the Secretary to put in consistent follow up efforts to get sanction from the government in this regard.

2.5 Website up-dation.

The present Website shall upload the minutes of all the statutory bodies in the college with the help of NIC and system Administrator. The website co-ordinator shall provide the lead to collect the minutes of various meetings from the persons concerned and upload the same in the website. The Committee for MIS shall further monitor the work and up to date information and uploading shall be done consistently. These directions of the previous GB meetings have not yet implemented.

2.6 Purchase of Question Bank Software.

A Technical Committee should be constituted with the experts from Computer Science Department of the Cochin University, Model Engineering College, Thrikkakkara and the MG University with Dr. L.P. Rema as convener to study the requirements, availability, cost and such other details, and submit a detailed proposal for the purchase. This is yet to be done.

2.7 Multi-disciplinary Journal for the College.

The Research Committee is given directions to initiate steps for the publishing of a Multi-disciplinary Journal for the college.

2.8. Approval of modified exam calendar.

The Academic Monitoring Committee should be made consistently functional in order to ensure the proper delivery of the teaching-learning process at a realistic pace within the span of each semester. The exam calendar should be such that, there would be 90 working day in all semesters.

2.9. Issuing memo to two teachers of Department of History in the flaws in valuation of answer scripts as recommended by the Enquiry Commission.



The member secretary has not yet issued memo in compliance with the GB decision in the previous meeting. He is directed to issue the same within two days.

2.10 Issuing office orders of the committees constituted as per GB decisions.

Even after many reminders in the GB, a serious delay in the issuing of office orders for the committees constituted in several previous GB meetings is noted. The member secretary is directed to do the necessary intervention in issuing such office orders.

2.11 Audit of NIC software

The NIC contract for facilitative support in the admission is to be extended. The pending payment for NIC has also to be settled. It is suggested that an expert opinion from Department of Computer Science, CUSAT may be sought to finalise the quotation for NIC audit.

2.12 Preparation of Plan Proposal for 2022-23

The Finance Committee and the Planning Committee have to work together for the preparation of the draft Plan proposal for the FY 2022-23.

2.13 Remuneration for off campus examination duties

Since off-campus remuneration is requested by teachers who performed such duties in the Government College, Kattappana centre, they may be given the remuneration as per the existing norms.

2.14 Remuneration for Guest faculty

The Guest faculty may be given remuneration for invigilation and valuation only on days in which they are not given remuneration for teaching, so that the claiming of double benefit can be avoided.

3. Results and Conduct of Examinations

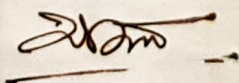
The GB ratified the publication of results of the III semester UG and PG supplementary and re-examinations, and also V semester UG regular and supplementary examinations. The decisions to postpone the examinations due to the ensuing MG university Kalolsavam, are ratified. The revised examination schedule is approved.

4. Admission process and procedures for the new academic year.

The Member Secretary is directed to reconstitute the Admission Committee for the following academic year.

5. Strengthening the IQAC functioning and submission of AQAR reports

The GB shall convene a meeting of the seven working groups of the IQAC and DQAC coordinators, and discuss on constructive mechanisms and strategies for the effective functioning of the IQAC of the College, in all respects.



6. Proposal to the Government on the norms for the effective functioning of Autonomous Colleges

The IQAC shall organize a half-day workshop on Autonomy and Academic Excellence on 26th march, 2022 for the teaching and office staff of the college. The workshop shall be steered by the GB chairman and Dr.Suresh Mathew, the GB member. The IQAC of the college has to arrange all logistical support for the conduct of the workshop.

7. Review of the Progress of implementation of the Development Projects in the college
Deferred to the next GB Meeting

8. Any other matters

8.1 Allowances for all GB members

It is decided that the Member Secretary/ Principal should prepare a proposal and send to the Government for fixing the norms for Travel Allowance of the non-official members, including the Chairman and sitting fee of all the GB members as per rules and regulations.

8.2 The Fees for tests conducted in Centralised Instrumentation Facility Labs

A proposed list of Qtesting charges in the CIF for different instruments and different category of clients prepared by the convenor of CIF was submitted for approval. The testing rates are approved with a suggestion of revision in the rates for students to be made equivalent with that for the research students.

8.3 Ratification of Academic Council decision

The Academic Council has approved the modification of BA English syllabus proposed by the Department of English in effecting a marginal revision in the modules of text books to accommodate the syllabus within the allotted hour framework. This approval is ratified.

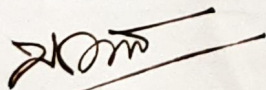
8.4 Complaints received from students and teachers

The GB directed the Principal to ensure that the Students Grievance Redressal Committee shall look into the complaints received from students.

8.5 Action taken in the case of students who have done malpractice in the examinations.

The examination results of Vishnu C.V. (I sem), Muhammed Fahiz A.T. (II sem), and Rohith Soman (I sem) are cancelled. It is decided to exempt the practical examinations and internal examination results of these students from cancellation. This exemption is also valid for the last GB decision in cancelling the semester result.

The meeting came to an end at 2.15 p.m.



Dr. N. Ramakantan
Chairman, Governing Body
Maharaja's College (Govt. Autonomous),
Ernakulam

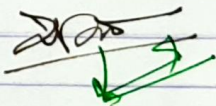

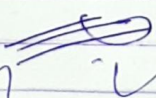
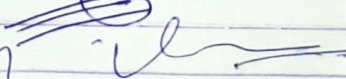
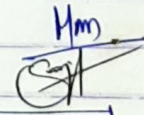
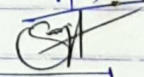
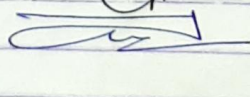
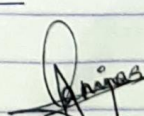


Minutes of the Governing Body Meeting
Maharaja College (Autonomous), Ettimkulam held
in the Board room of the College on the
21st of May, 2022 at 10.30 am

Agenda

1. Action taken report.
2. Approval of the autonomy guidelines to be submitted to the DCE
3. Plan proposal for the financial year 2022-23.
4. Approval of the academic calendar 2022-23.
5. Approval of the revised syllabus (PG)
6. Approval of the prospectus for admission 2022 (UG & PG)
7. Appointment of temporary staff for 2022-23.
8. Security auditing of computer suite software by NIC
9. Scheduling of Examination.
10. Review of the ongoing infrastructure Development works.
11. Any other matter permitted by the chair.

Members Present

1. Dr. N. Ramakrishnan (Chairman) 
2. Dr. V. Anil (Member Secretary) 
3. Prof. Suresh Mathew 
4. Hari Kumar C 
5. Dr. M. S. MURALI 
6. Dr. Suga TV 
7. Dr. Jolly V. Antony 
8. Anuja B 

**Minutes of the Governing Body Meeting of Maharaja's College (Autonomous),
Ernakulam held in the Board Room of the College on the 21st of May, 2022 at 10.30
a.m.**

I. Agenda

1. Approval of the minutes of the last Governing Body meeting on 18th March, 2022.
2. Action taken report of the pending decisions of the Governing Body.
3. Approval of the autonomy guidelines to be submitted to the DCE.
4. Plan Proposal for the financial year 2022-23.
5. Approval of the Academic Calendar 2022-23.
6. Approval of the revised syllabus (PG)
7. Approval of the prospectus for admission 2022 UG and PG.
8. Appointment of temporary staff for 2022-23.
9. Security auditing of campus suit software by NIC.
10. Scheduling of Examination.
11. Review of the ongoing infrastructure development works.
12. Examination related issues and enquiries
13. Comprehensive master plan for the college.
14. Any other matter permitted by the Chair.

II. Present

1. Dr. N. Ramakantan (Chairman)
2. Dr. V. Anil (Member Secretary/ Principal)
3. Sri. Harikumar G. (Joint Secretary, Higher Education Department)
4. Dr. Suresh Mathew (MG University Representative)
5. Dr. M.S. Murali, Member (online participation)
6. Dr. T.V. Suja, Member
7. Dr. Jolly V. Antony., Member
8. Kum. B. Anuja, College Union Chairperson

III. Deliberations and Decisions

1. Approval of the minutes of the previous GB meeting held on the 18th of ^{March} ~~November~~, 2021

The minutes of the previous meeting is approved.

2. Action taken report of the pending decisions of last GB meetings

2.1 The Governing Body had expressed its deep regret at the issue of illegal tree cutting in the college campus, when Dr. Mathew George was the principal of this college (October, 2021). The GB had recommended for a detailed enquiry into the issue and inform the matter to the DCE for further action. The details of such communications were not produced in the previous GB. Now it is reported that the file on tree cutting is with DCE and is not yet returned. No copies of the communication or any detail of this issue is produced in GB. Hence GB directs the member secretary to inform the DCE about GB's concern regarding the illegal cutting of trees from the college campus and produce the college office file containing all communication and steps taken in this regard in the next GB meeting.

[Signature]
16/5/22.

2.2 The member secretary informed that there is an accumulated fund of about Rs. 1 crore received during the admission and examination registration process as fees in the previous years, for which there are no details or separate statements of annual remittance under various heads available in the college office. The GB entrusted the Principal to look in to this matter on this constraint and to take appropriate action to account the fund of each year in separate heads, and directed the Finance Committee to examine and redress the vagueness related to this grave issue at the earliest.

2.3 The member secretary reported that the university registration process of students from 2019 admission onwards is pending. Since the 2019 UG admitted students are completing their course shortly (2022), this matter has to be taken up seriously. It is directed that all arrears regarding the admission regularization has to be finished immediately and hereafter regularization of admission has to be made time bound, causing no issues to the students in future.

2.4 GB decides to schedule a meeting with the office administrators and section clerks on 2022 May 27th 10.30 a.m.

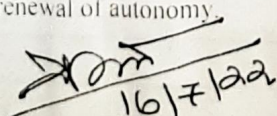
2.5 It is directed that detailed agenda note with supporting documents, has to be circulated to all the GB members at least 5 days before the GB meetings.

2.6 The College website is to be updated and customized and to make it user friendly standards and also by keeping in mind the future NAAC visit.

2.7 The previous GB meeting examined the enquiry report in connection with students' complaint about the flaws in answer script valuation of Dr. Divya T and Smt. Geetha P.C. Assistant professors of Department of History and directed the member secretary to issue them memo within two days asking for their explanation. It has come to the notice that the member secretary delayed the issue of the memo to these teachers. When GB examined the reply of these teachers to the memo, it is understood that in their explanation, they are desperately pointing out the faults in the administration and examination systems of the college, rather than expressing their regret at making omissions in valuing answers in the answer papers. They have shown great reluctance in accepting their faults and expressing their regret at the grievous flaws committed during the valuation, which affected the total grades and future of the concerned students. The members of GB expressed their discontent at the explanations furnished by the teachers and deemed them as not satisfactory. It is recommended that the matter may be reported to DCE and request for departmental action.

2.8 The Research Committee is directed to fix the necessary qualification for the staff to be hired for Centralised Instrumentation Facility. The fund raised by the fees got from various tests shall be remitted to the PTA fund. A fixed honorarium shall be paid to the staff from the PTA fund.

2.9 The Autonomy status conferred on the college was for a period of 6 years. Since the college began to function as an autonomous college from 2015 onwards, the autonomy had to be renewed further in 2021. It is reported that application in this regard had been sent directly to the UGC, for which a later communication was received that it had to be sent through the parent university. Steps were taken in this matter but the files are still open and approval is pending. GB entrusts the member secretary/ Principal for the follow up action to get the renewal of autonomy.


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3. Approval of the autonomy guidelines to be submitted to the DCE.

The GB members furnished their recommendations and comments about the draft Standard Operating Procedure (SOP) in connection with allocation, utilisation and monitoring of Autonomy fund. It is decided to approve the autonomy guidelines amended with the recommendations and suggestions furnished by the GB members and then to be submitted to the DCE.

4. Plan Proposal for the financial year 2022-23.

The plan proposals under the Plan fund 2022-23 is approved with the note that the list lacks various needs and requirements of the college, when considered in a holistic manner. The Member secretary is directed to issue immediate office orders of the Development and planning sub-committee of the GB along with other various pending orders of various committees formed in previous GB meetings. Thereafter the Development and Planning subcommittee with Dr.Suja.T.V. as convenor shall make necessary additions and modifications to the existing plan proposal and submit to DCE. The college union chairperson shall be a special invitee in this committee.

5. Approval of the Academic Calendar 2022-23.

The Academic Calendar has to incorporate realistic dates for the 2022 admission of UG and PG and also the examinations beginning in the month of June has to be postponed for a fifteen days ahead. With these amendments, the detailed Academic Calendar 2022-23 with all month wise activities is approved.

6. Approval of the revised syllabus (PG)

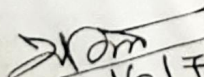
The GB approves the PG regulations and revised Syllabi of the PG programmes (2022 admission onwards) after examining the minutes of the Academic Council held on the 21st of April, 2022.

7. Approval of the prospectus for admission 2022 UG and PG.

The GB examined the major changes incorporated in the UG and PG prospectuses which are done in tune with the recent University and Government orders, and approved both the prospectuses.

8. Appointment of temporary staff for 2022-23.

In consideration of the facts that admission process is going on and the existing temporary staff have been appointed after a transparent selection process, it is decided to extend the period of appointment of present temporary staff, until new appointments are done in these posts. Meanwhile steps shall be taken to get government approval regarding the sanctioned strength of temporary staff in the college.


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9. Security auditing of campus suit software by NIC.

Immediate steps are to be taken to complete the security audit of campus suit software. The member secretary shall be vigilant to have a time bound audit so that the ensuing admission process will not get affected due to the delay in this process.

10. Scheduling of Examination.

It is envisioned that all batches of students should get at least two weeks of regular direct classes in the month of June, after which only they shall be allowed to write their end - semester examinations. Therefore, Fourth semester UG and PG, and Second semester UG scheduled examinations are postponed to a minimum of 15 days.

11. Review of the on- going infrastructure development works

Since the construction of Boys hostel is completed, the principal is directed to take necessary steps for the inauguration of the building at the earliest and make it available for students in this academic year itself. In the construction of Centralized library and strengthening and beautification of compound wall, electricity and water connection are pending. In the Academic complex water connection is still pending. In the construction of new auditorium, Chemistry block and Staff hostel renovation, 35% of the work is completed and cutting of trees in the construction site is going on. In the case of college maintenance and drainage works along with ring road work, 85% work is completed and cutting of trees is going on. Surveys and testing are going on in the case of relaying of synthetic track.

12. Examination related issues and enquiries

GB expressed great concern and regret at the recurring notoriety incurred by the examination process in matters related to electricity failure. It is directed to ensure precautions to avoid the repetition of unfortunate incidents and news in future. GB awaits the submission of the concerned enquiry report for further recommendations and decisions.

13. Comprehensive Master Plan for the college

The GB envisions the preparation of a comprehensive plan for not only the infrastructure development but also the academic and all round development of students, thus equipping the college along with teaching, non-teaching and student fraternity to suit the contemporary global scenario.

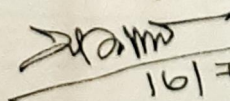
14. Any other matter permitted by the Chair.

14.1. Pending remuneration for the Guest lecturers for Lab examination 2021

It is decided that the pending remuneration bills for Guest lecturers for the V and VI semester practical examinations during 2021 shall be passed.

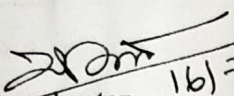
14.2. The missing of various files in the college office

The member secretary reported that various files in the college office cannot be traced and this creates a lot of problems to deal with many issues. It has come to the notice of the GB


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that the file maintenance in the college office has completely gone out of order after the office renovation and shifting from the temporary rooms where the office functioned during the renovation. The Principal/member secretary is directed to make immediate arrangements for the storage and maintenance of all files in the office intact.

The meeting came to an end at 5 p.m.


Dr. N. Ramakantan

Chairman, Governing Body
Maharaja's College (Govt. Autonomous).
Ernakulam.

Ernakulam,