

**RAJAGIRI SCHOOL OF ENGINEERING & TECHNOLOGY
(AUTONOMOUS)**

MINUTES

SIXTH GOVERNING BODY MEETING

DATE– 07 SEPTEMBER 2023

TIME – 11 A.M.

VENUE – RSET BOARD ROOM



SIXTH GOVERNING BODY MEETING HELD ON 07-09-2023 AT 11.00 A.M.

VENUE: BOARD ROOM, RSET

Members Present

Sl.No	Name & Details	Designation
1	Rev.Fr.Benny Nalkara,CMI Provincial & Manager, RSET, Chairman	Chairman
2	Rev.Dr. Jose Kuriedath CMI, Director, RSET	Member
3	Rev.Dr. Jaison MulerickalCMI,Vice Principal, RSET	Member
4	Rev.Dr. Joel George Pullolil, CMI, Dean (UG) & Assistant Director,RSET	Member
5	Prof. Lakshmi Narayan Singh Head, Dept: of Physics, Dr. B A Technological University,Lonere, Maharashtra	UGC Nominee (Attended online)
6	Sri. Ajayan C., Additional Secretary, Higher Education Department, Government of Kerala	Government Nominee
7	Dr. Vinodkumar Jacob, Professor, MA College of Engineering, Kothamangalam	University Nominee
8	Dr. K. Poullose Jacob, Dean (Research), RSET	Member
9	Dr. Jacob T. Varghese, Chairman, STEAG Energy Services	Member
10	Dr. Vinod Kumar P.B., Professor & Dean (PG), RSET	Member
11	Rev.Dr. Varghese Panthalookaran CMI, Professor, Dept of Basic Sciences & Humanities, RSET	Member
12	Dr. Jobin K. Antony, Professor, Dept of Electronics and Communication Engineering, RSET	Member
13	Dr. SminuIzudheen, Associate Professor, Dept of Computer Science and Engineering, RSET	Member
14	Mr. C.J. Romid FCA, Chartered Accountant	Member
15	Dr.P.S. Sreejith, Principal,RSET	Ex Officio Secretary

Leave of absence:

1. Rev. Dr. Saju MD. CMI -Member
2. Dr. Prasad Krishna, Director, NIT, Calicut – Member
3. Adv. Kurian George Kannanthanam – Member



General Address

The meeting commenced at 11.10 a.m. with a silent prayer.

Rev. Dr. Benny Nalkara CMI, Chairman of the Governing Body extended a warm welcome to all the participants in both online and offline mode. In his welcome address, the Chairman said that this was the second meeting of the Governing Body during the academic year 2022-2023 and expressed his gratitude to all the stake holders for their sincere effort towards achieving good academic results, placements etc. He also expressed his concern on massive migration of students from Kerala to foreign countries in search of better education and job opportunities.

Thereafter the agenda items were taken up for discussion.

Agenda Items

Item No.GB.06 (01)–Confirmation of the minutes of the previous meeting held on 04-04-2023

The copies of the minutes had circulated to all members of the Governing Body and the Governing Body resolved to approve the minutes.

Item No.GB.06 (02) –Report of the Action Taken on the minutes of the last meeting of the Governing Body

Action Item-1

The Governing Body carefully examined the Action Taken Report (ATR) presented. Rev. Dr. Jose Kuriedath CMI, Director, RSET explained in detail the steps taken to increase the Annual Tuition Fees for B.Tech. Programmes, and to get the rights of autonomy approved.

The correspondence with the Chief Minister, the Principal Secretary, the Additional Secretary (Department of Higher Education), the Admission Supervisory Committee, and the Commissioner for Entrance Examinations etc. in this regard undertaken by RSET Management were presented in chronological order in the note circulated among the Governing Body members during the meeting (copy attached).



Action Item-2

The DST Science and Engineering Research Board (SERB) Government of India, Department of Science & Technology office had asked private grantee institutions (RSET) to submit a surety bond for their SERB projects. The bond is a legally binding agreement between the grantee institution and DST SERB office that ensures compliance with SERB project terms and conditions. By signing the bond, the grantee institution commits to adhering to all the rules and regulations of the SERB project, and they are responsible for any non-compliance. The SERB office had provided a format for the bond to be passed by the Board of Management (Governing Body of RSET) with two witnesses present to sign the bond. The bond was signed and submitted to the specified address on time (copy attached). Further steps are to be taken by DST-SERB.

Action Item-3

The initiative to establish an Idea Lab in the RSET campus by STEAG RAJAGIRI CENTRE FOR SMART CITY TECHNOLOGIES has begun with the opening of a bank account with an initial amount of Rs.25,000/- (Twenty five thousand only). Rev. Dr. Jaison Paul Mulerickal CMI, Vice Principal, RSET and Dr. Jacob T. Varghese, Chairman, STEAG Energy Services expressed the hope for more funds from other sources through this account (copy attached).

Action Item-4

Steps have been initiated to establish a separate internship office to be set up in the college campus and appoint office staff under the leadership of Dr. Biju Paul, Professor, Department of Information Technology and Placement officer, RSET.

Item No.GB.06 (03) – Brief Report by Principal on activities at RSET after last meeting of GB.

❖ SAMAVARTHANAM 2023

Samavarthanam 2023, the course completion ceremony of the 13th batch of M.Tech and the 19th batch of B.Tech students was held on Wednesday, 14th June, 2023 at the KE Block Auditorium of RSET. Rev. Fr. Benny Nalkkara CMI, Manager, RSET and Provincial, Sacred Heart Province, presided over the function. The chief guest was Mr. Madhu S. Nair, Chairman and Managing Director of Cochin Shipyard Ltd.

The Provincial and Manager Rev. Fr. Benny Nalkkara CMI, declared Samavarthanam 2023 open which was followed by a prayer song. The Director welcomed the gathering, and the Presidential address was delivered by Rev. Fr. Benny Nalkkara CMI. Mr. Madhu S. Nair, in his message to the students, emphasized the need for skill acquisition and lifelong learning in the engineering profession.



Subsequently, the Principal, Dr. Sreejith P. S made the statement on the number of B.Tech and M.Tech graduands of the 2023 batch. 1 PhD scholar, 35 M.Tech students, and 771 B.Tech students were honored for the successful completion of their course.

❖ **Result Analysis**

The Principal presented the Results of B Tech 2019-2023 (KTU last batch) and M.Tech (Autonomous second batch) as a presentation (copy attached).

Some members noted that, there has been 10% decrease in pass percentage compared to previous year and requested to take necessary steps to maintain Rajagiri standard of previous years.

❖ **Placement Statistics**

The 2019-2023 batch placements were presented (copy attached).

❖ **RIDHI 2023-One Day Academic Retreat**

The Second Edition of RIDHI 2023 (Refine, Inspire, Develop for Huddle Improvement), a one Day Academic Retreat for teaching and non-teaching staff was separately conducted on 5th September 2023.

Subjects for discussion: Workshop on the Tier-1 accreditation and Introduction to Curriculum-2023

Dr.Avinash Keskar, HOD, Department of Electronics & Communication Engineering, VNIT, Nagpur, and Dr. Elizabeth Rita Samuel, HOD, Department of Electrical & Electronics Engineering, RSET and IQAC Co-coordinator were the resource persons for the program. The audience was also addressed by Director RSET, Rev. Dr. Jose Kuriyath, Principal, Dr. P S Sreejith, Vice Principal, Rev. Dr. Jaison Paul Mulerickal, and Assistant Director, Rev. Dr. Joel George Pullolil.

❖ **Funded projects:** Details attached

The Governing Body congratulated the professors for their achievement on getting funded projects from government agencies.

Item No.GB.06 (04) – Approval of minutes of the sixth Academic Council held on 22-08-2023

The minutes of the sixth Academic Council held on 22-08-2023 were presented by the Principal. Dr. Vinodkumar P.B, Dean PG and Controller of Examinations, and Rev. Dr. Joel George Pullolil, Dean UG and Assistant Director, explained in detail the new syllabus and curriculum of 2023. The salient features of the new curriculum are Project based core



courses, Five credit core courses, Choice based elective courses, Practical elective course, Open Elective, Rajagiri Elective, Credited mandatory Internship, Six months internship for deserving students, Fast track credit accomplishments etc.

A brief discussion on the minutes of the Academic Council, especially the New Curriculum and Syllabus 2023 followed, and the Governing Body finally ratified the same.

Item No.GB.06 (05) – Approval of appointment of staff members from last GB meeting to date

Eleven new teaching and one non-teaching staff members were appointed during this period, and 10 teaching and 1 technical staff left during the same.(Copy attached)

Item No.GB.06 (06) – Any other item with the consent of the chair.

1. A correction in the CGPA entered in the M.Tech. VLSI and Embedded System (2020-22 batch) of Ms. Merlin Johnson. Her actual CGPA was 7.88 but in the degree certificate it was given as 7.0 due to a wrong entry in the KTU portal. While advising the exam cell and the office to double check data entries before submitting to KTU portal, the Governing Body decided to request the University to take necessary steps for correction.
2. Dr. Vinodkumar P. B., Controller of Examinations (RSET-Autonomous) presented the list of students who are eligible for the award of M.Tech. degree (2021-2023 batch) the Governing Body approved the same.(List attached)
3. Prof. Dr.-Ing. Varghese Panthalookaran reiterated the importance of exercising the academic autonomy of RSET by developing research-based concepts on the conduct of engineering education. He presented a list of 17 research papers published since 2008, as part of Engineering Education Research Group of Rajagiri Research & Consultancy Centre (RRCC) aimed at defining the unique identity of RSET in academic and research areas and highlighted the importance of building upon those foundations to ensure futuristic growth and development of RSET.
4. Rev. Fr. Joel George Pulloli CMI informed the Governing Body that RSET in collaboration with Agappe Diagnostic Ltd has started a six months' Diploma Course for aspiring students in "Applied Medical Diagnostics". The course is certified by ASAP and the faculty members from ECE, AEI and ME branches are taking the classes. It is an interdisciplinary course too.



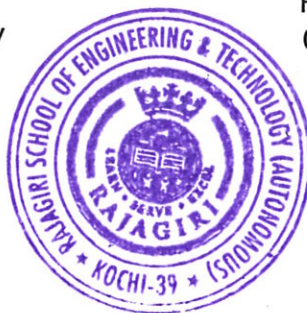
5. Rev. Fr. Jaison Paul Mulerickal CMI informed the Governing Body that RSET has signed an MOU with **ICAM – ("Institut Catheliques d' Arts et Metiers" – Catholic Institute of Engineering)** France for conducting fourth year classes for 16 of their students at RSET. He also informed that RSET has signed an MOU with Flinders University Australia for conducting Twinning programme(Two years in RSET + 2 years in Flinders Australia) and classes will start for this programme by 2024.
6. **SERB Financial Assistance:** The Governing Body unanimously resolved to authorize Dr. P .S. Sreejith, Principal, RSET, to receive the financial assistance from SERB

Since this was the last meeting of the first three year term of RSET Autonomous Governing Body, Prof. (Dr.) Sreejith P. S., Principal and ex officio Secretary, RSET Governing Body, thanked all the members of the Governing Body, especially the nominated members who have completed their three year term namely Government Nominee, Mr. Ajayan C. and University Nominee, Dr. Vinodkumr Jacob for their active participation in the meetings and valuable suggestions for the development of the institution.

The meeting drew to a close by 12.50 p.m.

Prof. Dr.P .S. SREEJITH
Principal & Ex officio Secretary

07-09-2023



Rev. Fr. BENNY NALKARA CMI
Chairman