

Proceedings of 23rd Governing Council Meeting held on 05.02.2018 at 02.00 p.m.
At Conference Hall (I floor) at PET Engineering College, Vallioor – 627 117

Ref. No. PET/GC/2017-18 /23

Date: 05.02.2018

Members Present:09

Sl.No	NAME OF THE MEMBERS
1.	Prof.P.O.J.Lebba, M.Tech.,MISTE.,FIE Chairman, College Governing Council
2.	Dr. K.N.K.S.K Chockalingam, Ph.D Director, National Engineering College
3.	Mr. Anbu Thambi Vice President- ICT Academy
4.	Dr. P. K. Abdul Aziz, Former VC, AMU and CUSAT
5.	Mr. S.M.S.Hameed Managing Trustee, PET Engineering College
6.	Mr. A. Mohamed Jaffar Secretary, PET Engineering College
7.	Mr. Syed Mohamed Former Secretary, PET Engineering College
8.	Prof.S.Abubucker, M.E.,FIE.,MISTE.,MISTD. Former Correspondent, PET Engineering College
9.	Dr. N. Mohamed Sheriff Principal, Member and Ex Officio Secretary, PET Engineering College


Principal
PET ENGINEERING COLLEGE
Vallioor - 627 117.

Points Discussed	Resolution
1) The meeting began with the Quirath at 11.00 a.m.	Quirath recited by Dr. N. Mohamed Sheriff, Principal of PET Engineering College.
2) Welcome by the Chairman	Prof. P. O. J Lebba, Chairman of PET Engineering College, welcomed all the members of Governing Council
3) Approval for Vettripadigal-2017 jointly organized by Puthiya Thalaimurai and PET Engineering College.	It was approved by the trust members and the member secretary was informed to formulate a committee for the successful conduct of the event.
4) Report and information submitted by the Principal	The Governing council appreciated the marked progress made by the institution and congratulated the efforts taken by the Member Secretary and the staff.
5) Submission of the proceedings of IQAC minutes for the meeting held on 03.01.2018	After elaborate discussion it was unanimously approved.
6) Report about communication received from AICTE, Anna University, Directorate of Technical Education and Government of Tamilnadu	Read and noted
7) List of Staff members who left the institution for the academic year 2017-2018 (ODD)	The retention of the staff members was discussed upon
8) To review and approve the policy plans on admission to be made for the next academic year 2018- 2019	The member secretary was asked to discuss with the HODs and the staff to plan new ventures to reinforce admission.
9) Submission of University Examination results for May /June 2017 & Nov /Dec -2017	Read and ratified. The university exam results were analyzed and the member secretary was informed to instruct the HODs to take initiatives to produce better results.
10) To approve the sanctioned amount for the utility of FDP/ STTP / Conferences/ workshops and membership fee of the teaching staffs to improve and enrich their skills in each department.	Read and approved
11) As per the resolution passed in the previous GC meeting dated 02/12/2015, donation from Philanthropists were utilized for the following beneficiaries, Number of beneficiaries, Ø Merit scholarship : 150 Ø Economically weaker section: 160 Ø Sports: 63	The trust members thanked the Philanthropists.
12) To submit and approve the number of post in each and every department to be appointed as per the norms of AICTE & Anna University for the academic year 2018-2019	Read and approved
13)To review and approve the policy for service rule, staff financial assistance as well as staff welfare.	The Member secretary was informed to scrutinize the program before sanctioning permission for staff to attend the faculty improvement program

14) To review and approve the budget and maintenance support for the financial year 2018 -2019	Read and approved
15) Proposal to purchase books in central library for competitive examination	The Chairman informed the Member secretary to discuss with the librarian regarding purchase of more competitive books and improve subscription to journal.
16) Proposal to recruit Faculty for the following departments *CSE -3, *EEE-1, *Civil-4, *Mechanical-5, *ECE-6 *MCA-5 *MBA-3 *English-1, *Physical Director-1 *Also Technician (Mech)	Approved to recruit Faculty for the given vacancies, also approved to recruit Technician to avoid deficit manpower
17) Proposal submitted to promote students to do innovative projects for better career prospects.	The project heads to take up the responsibility to motivate the students.
18) Suggestions made to improve industrial relation with individual department	Read and ratified. HODs to take-up the responsibility to sign MOU. It was decided to entrust the department placement coordinators with the responsibility to proliferate department industry relation.
19) Transportation facility to be improved. Proposal to operate more number of buses	Approved & sanctioned
20) To Approve the number of staff to be recruited for all the Program as per AICTE, Anna University Norms for the academic year 2018-19	Read and ratified
21) Proposed to encourage students to involve more in social service programs.	Coordinators to plan and take initiatives to execute social service programs
22) Suggestions made to improve industrial relation with individual department	Read and ratified. HODs to take up the responsibility to sign MOU
23) Proposed to encourage students to involve more in social service programs.	Coordinators to plan and take initiatives to execute social service programs
24) *Feedback review committee analysed, the feedback collected from students, teachers and stake holders *Out of 5 scale , value of 3 point is fixed as threshold score in feedback analysis. *Faculty scoring below 3 point is taken into account and suggestions to be given to improve the score in feedback for the forthcoming year	Read and Approved
25) Any other points with the approval of the Chairman	Nil




Principal & Member Secretary




Chairman

B. Arjun B. Arjunthambi

 Dr. K. K. S. K. Chackalingam

P. K. S. S. S. P. K. Abdul Aziz

 S. Mohammed Jafar

 M. Syed Mohamed.

 S. M. S. Haris

 S. Abubacker



Principal
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Proceedings of 24th Governing Council Meeting held on 25.08.2018 at 10.45 a.m.
At Conference Hall (I floor) at PET Engineering College, Vallioor – 627 117

Ref. No. PET/GC/2018-19 /24

Date: 25.08.2018

PRESENT: Prof. P.O.J. Leeba,
Chairman

Members Present:08

Sl. No	NAME OF THE MEMBERS
1.	Prof. P.O.J. Leeba, M.Tech., MISTE.,FIE Chairman, College Governing Council
2.	Dr. P.K. Abdul Aziz Former VC- AMU & CUSAT
3.	Mr. Anbu Thambi Vice President – ICT Academy
4.	Mr. S.M.S.Hameed Managing Trustee, PET Engineering College
5.	Mr. A. Mohamed Jaffar Secretary, PET Engineering College
6.	Mr. Syed Meeran Ariff Former Managing Trustee, PET Engineering College
7.	Prof.S.Abubucker, M.E.,FIE.,MISTE.,MISTD. Former Correspondent, PET Engineering College
8.	Dr. N. Mohamed Sheriff Principal, Member and Ex Officio Secretary, PET Engineering College

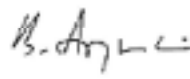
AGM
Principal
PET ENGINEERING COLLEGE
Vallioor - 627 117.

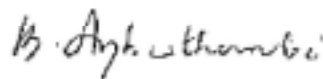
Points Discussed	Resolution
1) The meeting began with the Quirath at 10.45 a.m.	Quirath recited by Dr. N. Mohamed Sheriff, Principal of PET Engineering College.
2) Welcome by the Chairman	Prof. P. O. J Lebba, Chairman of PET Engineering College, welcomed all the members of Governing Council
3) Report and information submitted by the Principal	Read and ratified
4) Submission of the proceedings of IQAC minutes for the meeting held on 28.06.2018	After elaborate discussion it was unanimously approved.
5) The reconstituted committee list has been submitted for approval	The new committee list is endorsed by the GC members. The member secretary was informed to monitor the effective functioning of all the committees.
6) To ratify the appointments made for the academic year 2018 -2019	Member Secretary informed the staff appointments were made by properly constituted Staff Selection Committee and within the number of approved post by the Governing Council. After verification of all the documents the appointments were ratified.
7) Report on admission made in the academic year 2018- 2019	Read and ratified
8) To approve the sanctioned amount for the utility of faculty development programs/ workshops and membership fee to enrich their skills	The Secretary appreciated the efforts taken by the staff and the Managing Trustee asked the Member Secretary to motivate the faculty to upgrade their knowledge by involving in research, publishing papers and authoring books.
9) To submit and approve the number of post in each and every department to be appointed as per the norms of AICTE & Anna University for the academic year 2018-2019	After elaborate discussion it was approved.
10) Submission of ISO 2015 Certification Report	The member Secretary was informed to follow the instructions and guidelines mentioned in the audit report to ensure the quality assurance of the institution
11) To submit the audited statement for the financial year ending 31st March 2018 issued by Antony & Co Chartered Accountant.	Read and ratified
12) To submit and approve the policy procedure for financial assistance to be provided to the staffs.	Read and ratified
13) Student's intake in Mechanical program was reduced from 120 to 60 in the academic year 2018-19	Read and Ratified
14) Proposal to motivate students to attend In-plant trainings was submitted	It was decided to have interaction with industries to facilitate students to attend In-plant training and gain hands-on experience
15) Suggestion to motivate students and staff to participate in ICTACT programs	Mr. Anbu Thambi suggested to the Member secretary to encourage the students to participate

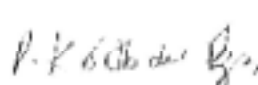
	in ICT Youthtalk and staff to utilize theFDP programs conducted by ICT academy, Tamilnadu
16) It was proposed to renovate the classrooms and toilet facility in main block	Approved
17) The proposal to increase Internet connection bandwidth from 50 to 100 MBPS was submitted by the Member Secretary.	The proposal to install 100 Mbps was sanctioned and approved as a measure to upgrade the infra structure.
18) It was decided to allocate fund for general maintenance	Read and approved
19) Proposal to improve building maintenance Ramps & Disabled friendly washrooms	The Managing trustee informed the Member Secretary to discuss the construction of Disabled friendly washrooms with the Administrative Officer.
20) *Feedback review committee reviewed and analysed the feedback collected from students, teachers and stake holders. * To improve the quality of teaching learning process, threshold value is increased to 3.75 from 3 scale in feedback analysis. *List of faculty scored below threshold scale for 2017-18 even was submitted	It was decided to arrange faculty improvement programs for challenging subjects
21) Any other points with the approval of the Chairman	Nil


Principal & Member Secretary



Chairman

 B. Anjali

 B. Anjali

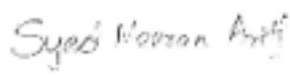
 P. K. Abdul Aziz


 P. K. Abdul Aziz


 S. Mohammed Jaffar

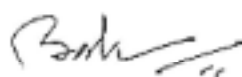
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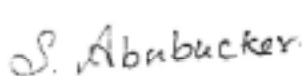
 Syed Nazim Arif

 Syed Nazim Arif

 S. M. S. Hameed

 S. M. S. Hameed

 S. Abubucker

 S. Abubucker


Principal
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