

Proceedings of 27th Governing Council Meeting held on 03.02.2020 at 10.45a.m.
At Conference Hall (I floor) at PET Engineering College, Vallioor – 627 117

Ref. No. PET/GC/2019-20 /27

Date: 03.02.2020

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

Members present: 09

Sl. No	NAME OF THE MEMBERS
1.	Prof. P.O.J. Lebba, M.Tech., MISTE., FIE Chairman, College Governing Council, PET Engineering College.
2.	Mr. M. Syed Mohamed Managing Trustee, PET Engineering College.
3.	Mr. S. Khaja Mohideen Secretary, PET Engineering College.
4.	Mr. S.M. Jamaludeen Treasurer, PETEC
5.	Mr. S.M.S. Hameed Immediate Past Managing Trustee, PET Engineering College.
6.	Mr. A. Mohamed Jaffar Immediate Past Secretary, PET Engineering College.
7.	Mr. Syed Meeran Ariff Former Managing Trustee, PET Engineering College.
8.	Prof. S. Abubucker, M.E., FIE., MISTE., MISTD. Former Correspondent, PET Engineering College.
9.	Dr. K. Madhan Kumar, M.E., MISTE Principal, Member and Ex Officio Secretary, PET Engineering College.

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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 Prof. S. Abubucker, Former Correspondent 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) Acceptance of the resignation of Dr.N.Mohamed Sheriff, Principal, PETEC	The trust members thanked the service of Dr. N. Mohamed Sheriff and welcomed the principal in-charge Dr. K. Madhan Kumar.
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) To submit and approve the proceedings of the IQAC meeting held on 09.01.2020	After elaborate discussion it was approved.
6) Appreciation for Vettripadigal-2019 award conferred by Puthiya Thalaimurai on 07.11.2019.	The chairman appreciated the efforts taken by the member secretary and the team for this honorable recognition.
7) Report on appreciation by Viswaseva Tamizhan and Lions Club	Trust members complimented the member secretary for accomplishing "Vishwaseva-Lions Award-2019" for joining hands with "Service to the Society" in the year of 2019.
8) Appreciation for Mission Clean Thamirabarani	The member Secretary and NSS unit were appreciated by the Chairman for their notable contribution towards the society.
9) To approve the number of staff to be recruited for all the Program as per AICTE, Anna University Norms for the academic year 2020-21	Read and ratified
10) 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 2019-2020	The required number of recruitments for each post was approved and permission was sanctioned to make appointments properly through constituted selection committee
11) List of Staff members who left the institution in the academic year 2019-2020	The trust members suggested to retain experienced faculty to upgrade the quality of the institution
12) Submission of University Examination results for May /June 2019 & Nov /Dec -2019	The results of the previous semester were read and it was informed to take initiative to augment the results and take remedial measures to reform the setbacks.
13) To approve the sanctioned amount for the utility of faculty development programs/ workshops and membership fee to enrich their skills	The Chairman 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.
14) 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 : 100	The treasurer thanked the generous contribution of the trust members towards scholarship of different categories.


Ø Economically weaker section: 100 Ø Sports: 23	
15) To approve the inhouse project battery operated car under the supervision of Mr.P.Engine Paul, AP/EEE and utilize it in the college campus.	The Managing Trustee approved the initiative taken by the staff and appreciated the efforts putforth by the staff and student and also sanctioned permission for its operation in the campus.
16) * To approve reconstitution of Feedback review committee to review the feedback collected from stakeholders * 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 2019-20 odd was submitted	Reconstituted Feedback Review committee approved. It was decided to encourage staff to attend conferences / Seminars organized by other institutions.
17) Any other points with the approval of the Chairman	Nil



Principal & Member Secretary


Chairman


 S. Khaja Mohideen

 S.M. Jamaludeen.

 M. Syed Mohamed.

 S. Mohammed Jaffar

 S.M.S. Harreed

 S. Ababucker.

 Syed Moazzam Ariff


Principal
PET ENGINEERING COLLEGE
Vallioor - 627 117.

Proceedings of 28th Governing Council Meeting held on 21.08.2020 at 11.00a.m.
At Conference Hall (I floor) at PET Engineering College, Vallioor – 627 117

Ref. No. PET/GC/2020-21 /28

Date: 21.08.2020

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

Members present: 09

Sl. No	NAME OF THE MEMBERS
1.	Prof.P.O.J. Lebba,M.Tech.,MISTE.,FIE Chairman, College Governing Council, PET Engineering College.
2.	Mr.M. Syed Mohamed Managing Trustee, PET Engineering College.
3.	Mr. S.KhajaMohideen Secretary, PET Engineering College.
4.	Mr.S.M. Jamaludeen Treasurer, PETEC
5.	Mr. S.M.S. Hameed Immediate Past Managing Trustee, PET Engineering College.
6.	Mr. A. Mohamed Jaffar Immediate Past Secretary, PET Engineering College.
7.	Mr. Syed MeeranAriff Former Managing Trustee, PET Engineering College.
8.	Prof. S.Abubucker, M.E., FIE.,MISTE.,MISTD. Former Correspondent, PET Engineering College.
9.	Dr. K. Madhan Kumar, M.E., MISTE 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 Mr. A. Mohamed Jaffar, Immediate Past Secretary 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.	The Governing council appreciated the marked progress made by the institution despite the handicaps created due to the covid'19 pandemic and congratulated the efforts taken by the Member Secretary and the staff to retain the standard of the institution.
4) To submit and approve the proceedings of the IQAC meeting held on 19.08.2020	After elaborate discussion it was approved.
5) The following committees have been reconstituted and submitted for approval <ul style="list-style-type: none"> • Governing Council Committee • System Administration Cell • Entrepreneurship Cell • Sports Committee 	The new committee list is approved by the GC members. The member secretary was informed to encourage the effective functioning of all the committees.
6) To ratify the appointment of the staff after 26 th G.C meeting.	Read and ratified
7) List of Staff members who left the institution after the 27 th G.C meeting.	The trust members suggested measures to avoid floating of experienced faculty.
8) Report on admission made in the last academic year 2020- 2021	Read and ratified
9) To approve the sanctioned amount for the utility of faculty development programs/ workshops and membership fee to enrich their skills	The Managing Trustee appreciated the efforts taken by the staff and the Secretary asked the Member Secretary to motivate the faculty to utilize the lockdown period to augment their publications and participate in more number of webinars, workshops and FDPs.
10) 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 2020-2021	The required number of recruitments for each post was approved and permission was sanctioned to make appointments properly through constituted selection committee.
11) Submission of ISO 2015 Certification Report conducted via online.	The member Secretary was informed to follow the instructions and guidelines given by the ISO Audit Committee to retain the quality assurance of the institution
12) To submit the audited statement for the financial year ending 31st March 2020 issued by Antony & Co Chartered Accountant.	Read and ratified
13) It was decided to allocate fund for general maintenance	Read and approved

14)The proposal for installing smart classroom which was already discussed was reiterated.	The Secretary informed the Member Secretary to inform the Department of Civil to initiate the installation of smart classroom.
15)*Feedback review committee was framed to review 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 2019-20 even was submitted	It was decided to arrange faculty improvement programs for challenging subjects and promote staff to attend conferences / Seminars in other institutions
16) To submit the proposal for the general maintenance specifically white washing and toilet renovation	Discussed and approved.
17)The proposal for installing Biogas Plant was submitted	Read and approved
18) Any other points with the approval of the Chairman	Nil

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Principal & Member Secretary

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Chairman

[Signature] S. Mohammed Taitar

[Signature] M. Syed Mohamed.

[Signature] S. Ababucker.

[Signature] S. Khaja Mohamed

[Signature] S.M. Jamaludeen.

[Signature] Syed Noor Anif

[Signature] S.M.S. Hameed

Amr

Principal
PET ENGINEERING COLLEGE
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