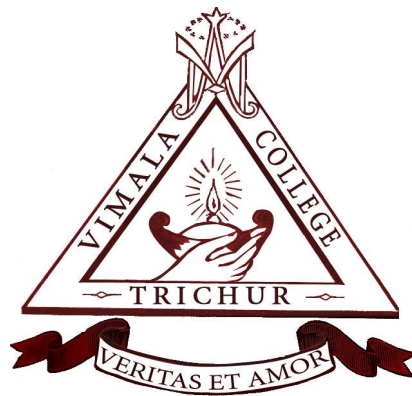


Vimala College (Autonomous)

Thrissur



MINUTES OF GOVERNING COUNCIL MEETINGS

Minutes of the Seventh meeting of the Governing Council of Vimala College (Autonomous) Thrissur held on 25 January 2019 in the Conference hall

Agenda:

1. Confirmation of the minutes of the previous meeting held on 27 June 2018
2. Action taken report
3. Publication of examination results, October 2018
I, III, V Semester UG / I & III Semester PG
4. Proposal for the enhancement of examination fee
5. Annual budget
6. Commencement of B Voc and Community College programmes
7. Policy for Research and Consultancy
8. e-Governance Annual report
9. Initiation of Planning and Development Committee
10. Institution of prize for academic excellence
11. Consent for uploading on website Perspective Plan and Strategy Plan
12. Staff Recruitment
13. New programmes proposed
14. Any other matter that may arise

Members Present:

Dr Sr Lissy John

Dr Fathimathul Zuhara K

Dr Sr Beena Jose

Dr. Jappa Cherian

Dr. Muralidharan K

[Signature]
Fathimathul Zuhara K

[Signature]
Jappa Cherian

Apologies:

Dr Abdul Majeed, University Nominee

Dr O J Joyce

Dr Sr Lissy John Irimpan, Chairperson of the Governing Council, extended a warm welcome to the members of the Council. In the welcome address she mentioned the College's major activities since last Governing Council meeting, the awards and achievements secured by the academic community and also the new initiatives. The Chairperson also informed the members that the College has been selected as a participating institution under the Unnath Bharat Abhiyan (UBA), a flagship programme of MHRD, Govt. of India which aims at involving higher education institution in devising and ensuring government programmes in remote villages. The villages adopted under UBA are Madakkathara, Mulangunnathukavu, Kolazhy, Thekkumkara, Vilkattom. The College also has been selected as a mentoring college for five unaccredited colleges under UGC's Paramarsh Scheme. The Chairperson also mentioned about the certification process undertaken by the College such as NIRF and India Today.

Item 1: Confirmation of the minutes of the previous meeting held on 27 June 2018.

The minutes of the previous meeting of the Governing Council held on 27/06/2018 was read out and the Council unanimously resolved to pass the minutes.

Item 2: Action taken Report

The Principal, who is the Ex Officio Secretary of the Council presented the action taken report on the resolutions of the previous meeting as given below:

1. Publication of the results

The result of the II & IV Semester UC & PG

Pages 25-30 not included

Item 6: Commencement of BLoc & Community College Programmes
 The Principal informed the Council regarding the commencement of BLoc Programmes and Community College. Uimala College has been approved as a centre by the UGC to introduce the following vocational programmes under NSQF (National Skill Qualification Framework) on 3 August 2018.

The BLoc programmes started are BLoc (Web - Technology) and BLoc (Food Processing).

The Community College Diploma Course in Interior Architecture and Design and Digital Video - Production Course commenced on 26 November 2018 and Tourism Management and Hospitality on 10 December 2018 as evening college with 15 students each, out of which 27 are male students.

The Governing Council resolved to ratify the decision to commence BLoc and Community College.

Item 7: Policy for Research and Consultancy

A policy for Research and Consultancy was formulated and placed before the Governing Council for approval and upload the same on the institutional website. The Council approved the Policy and resolved to upload the same on the institutional website.

Item 8: e-Governance: Annual Report

The Principal informed the Council regarding the constitution of a committee for e-Governance. The committee conducted a study on the current status of e-governance in the college and the requirements to enhance e-governance. The committee initiated various documentation initiatives aiming at 100 percent automation in the college governance. The annual report

of the activities taken up by the e-Governance Committee was presented before the Governing Council. The Governing Council resolved to approve the report and granted approval to upload the same on the institutional website.

Item 9: Staff Recruitment

The Principal also presented the upcoming vacancies in the College. This year six vacancies will arise as a consequence of retirement and regularized programme (Malayalam). The Council granted approval for recruitment as per the UGC, University and Government stipulations.

Item 10: Institution of prize for academic excellence

The proposal to institute the following prizes offered by the retiring faculty was approved by the Governing Council.

1. Dr Raruna M S, Head, Department of Home Science: Prize instituted in honour of her parents Rtd. Prof. T Omana Amma and Rtd. Head Master M Sudarshanadas for the Best Student in Nutrition Science Research & Practice.
2. Dr D J Joyce, Head, Department of English: Best ^{teacher} student scholar in MA English.
3. Dr Sheela George, Head, Department of Botany: Cash Prize instituted in memory of her parents, Mrs & Mr. U T. George for the best outgoing student in MSc Botany.
4. Dr Sara Neena T T, Head, Department of Sociology: Cash Prize instituted in honour of her parents Mr Thomas and Mrs Victoria Thomas for the Best Research Paper in MA Sociology.
5. Dr Sara Neena T T, Head, Department of Sociology:

Cash Prize instituted in honour of Mr Devassy and Mrs Achanma Devassy for the Best Research Paper in MA Sociology.

6. Dr Sara Neena T.T, Head, Department of Sociology.

Cash Prize instituted in honour of Mr Joseph and Mrs Liza Joseph for the Best Research Paper in MA Sociology.

Item 11: New Programmes Proposed

The Council discussed the proposal to start new academic programmes in the next academic year. The programmes suggested were ^{MSc Data Science} MSc Statistics, BSc Biotechnology/Value addition course in Biotechnology allied area. The Council also suggested programmes in areas such as Bio Informatics, Bio Statistics and Bio Chemistry. The Council approved the proposal.

Item 12: Perspective Plan and Strategy Plan

A perspective plan Uimala 2025 was drafted soon after the third NAAC visit under the direction of the IOAC. All the departments were involved in the process. The new NAAC procedure requires the same to be uploaded on the Institutional website with the approval of the Governing Council.

A Strategic plan was constituted under the supervision of the IOAC with the objective of addressing the gaps identified based on the new NAAC Manual. The Council resolved to upload the Strategic Plan on the institutional website.

Item 13: Initiation of Planning & Development Committee

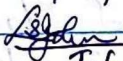
A committee for planning and development is conceived in the wake of major initiatives anticipated to facilitate the growing academic requirements. The objectives of the Planning and

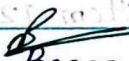
Development Committee are:

1. To facilitate an integrated Management Information System.
2. To prepare the Enterprise Resource planning document.
3. To plan in anticipation of future growth of the institution.

The members of the committee will include the IQAC Coordinator, Controller of Examinations, the faculty in the working committees for documentation, e-governance, certification, and the Bursar. The committee will be headed by the Principal. The Governing Council resolved to approve the initiation of the Planning and Development Committee.

The meeting concluded at 12.45 pm with a vote of thanks proposed by the Principal.


Dr. Sr. Lissy John Trimpon
Chairperson


Dr. Sr. Beena Jose
Principal

**Minutes of the Twelfth Meeting of the Governing Council of Vimala College
(Autonomous) Thrissur held on 8 April 2021- Google Meet**

The 12th Meeting of the governing Council of Vimala College(Autonomous) was held on 8 April 2021 at 10.30 am via google meet (due to COVID 19).

The agenda of the meeting is given below:

ITEM.01/GC/08.04.2021 - Approval of the minutes of the previous Governing Council meeting held on 25/06/2020 (Minutes attached)

ITEM.02/GC/08.04.2021 - Action Taken Report on the resolutions of the Governing Council Meeting held on 25/06/2020 (Attached)

ITEM.03/GC/08.04.2021 - Report of the College Activities/Achievements since last meeting of the Governing Council (Attached)

ITEM.04/GC/08.04.2021-Ratification of Publication of results (Attached)

1. Second Semester PG Examination April 2020
2. Fourth Semester BA/BSc/BCom Examination April 2020
3. Third Semester BVoc Examination April 2020
4. Second Semester BA/BSc/ BCom Examination April 2020
5. Fifth Semester BA/BSc/ BCom Examination November 2020

ITEM.05/GC/08.04.2021 - Analysis of results

ITEM.06/GC/08.04.2021 - Approval of Add-on and Value Addition Courses for the academic year 2021-22 and ratification of new courses offered during 2020-21 (List attached)

ITEM.07/GC/08.04.2021-Approval of Annual e-Governance Report (attached)

ITEM.08/GC/25.06.2020 - Approval of Policies (Attached)

1. Student Mentoring system
2. Implementation of Add-on, value added and Audit Courses
3. Infrastructure Maintenance

4. Professional Development Grant for Faculty
5. Research and Research Promotion
6. Quality Policy
7. Student engagement in Community Extension Activities
8. Anti- Ragging
9. Resource Mobilisation
10. Consultancy Services
11. Stakeholder Feedback
12. Emergency and Critical Incidents Management
13. Services for Divyangjan (Differently abled Students)
14. E- Governance
15. Use of IT Resources
16. Standard Operating procedure - COVID 19
17. Library Manual
18. Plagiarism -Policy and Procedure
19. OBE- CO-PO-PSO Mapping and Measurement of Attainment -Procedure

ITEM.9/GC/08.04.2021: Stakeholder feedback Report and Action Taken Report-approval (Attached)

ITEM 10/GC/08.04.2021: Examination Manual- Minor Revision

ITEM.11/GC/08.04.2021- Submission of AQAR to NAAC
ISO Certification Process
Preparation and submission of SSR for the fourth cycle of
NAAC Accreditation

ITEM.12/GC/08.04.2021 - Any other matter of importance with the permission of the Chair

Members present:

- | | |
|--|------|
| 1. Dr Sr Ritty J Nedumpara, Chairperson | Sd/- |
| 2. Prof Dr Kuldip Singh Dhindsa, UGC Nominee | Sd/- |
| 3. Prof Fathimathu Zuhara K | Sd/- |
| 4. Dr Jos T Puthur University Nominee | Sd/- |
| 5. Dr Sr Beena Jose, Principal | Sd/- |
| 6. Dr Jaya Cherian, Principal's Nominee | Sd/- |
| 7. Dr Minimol K, Principal's Nominee | Sd/- |
| 8. Dr Malini K A, Principal's Nominee | Sd/- |

Minutes of the Meeting:

The meeting began at 10.30 am. Dr Sr Ritty J Nedumpara, the Chairperson of the Governing Council welcomed all the members to the meeting.

Dr Kuldip Singh Dhindsa, the UGC Nominee enquired about the general wellbeing of the students and faculty during the COVID 19 Pandemic. The Principal Dr Sr Beena Jose reported that the students and staff are considerably doing well despite the pandemic situation and explained briefly the college's initiatives to support students.

ITEM.01/GC/08.04.2021

Approval of the minutes of the previous Governing Council meeting held on 25/06/2020

The minutes of the previous meeting of the Governing Council was circulated and presented by Dr Minimol K, Principal's Nominee. The Council approved the minutes.

ITEM.02/GC/08.04.2021 - Action Taken Report on the resolutions of the Governing Council Meeting held on 25/06/2020

The Principal of the College Dr Sr Beena Jose presented the actions taken by the institution on the resolutions made in the previous Governing Council meeting as given below:

Resolution 1: Publication of results of Sixth Semester BA/BSc/BCom Examination April 2020

Action Taken: Results Published

Pages 71-82 not included

The Governing Council also ratified the implementation of the following additional courses offered during the year 2020-21 (other than the courses approved in the last meeting). The details are given below:

ADDITIONAL NEW COURSES IMPLEMENTED DURING 2020-21 (Besides the approved courses in the previous Governing Council)

Sl. No	Course Code	Name of the Department	Name of the Course	Fee	Open to all
1	VMVALML01	Malayalam	Malayalam Computing	500/-	No
2	VMADDSO04	Sociology	How to Write, Present and Publish Research Papers	500/-	Yes
3	VMADDCM03	Commerce	Chartered Certified Accountant (ACCA UK)	1 lakh	No
4	VMADDCM04	Commerce	Certified Management Accountant (CMA)	55000 & 97000/-	Yes
5	VMADDCM05	Commerce	Soft skills for personal development	2000/-	Yes
6	VMADDST01	Statistics	Basics of Statistical Data Analysis	600/-	No
7	VMADDPH03	Physics	Observational Astronomy	500/-	Yes
8	VMVALCH02	Chemistry	Practical methods in food analysis	500/-	No
9	VMVALBO02	Botany	Indigenous knowledge of herbal medicines in Kerala	500/-	Yes
10	VMVALZO02	Zoology	Women and Health	500/-	Yes
11	VMADDMT01	Mathematics	Mathematics Skill Development Programme (MSDP)	500/-	No

Dr Kuldeep Singh, the UGC Nominee suggested to conduct in house interviews from Industry after the lifting of COVID restrictions

ITEM.07/GC/08.04.2021-Approval of Annual e-Governance Report

The annual report on the e-governance initiatives of the college was also presented and approved.

ITEM.08/GC/25.06.2020 - Approval of Policies

The Council resolved to approve the policies revised by the college and circulated to the members.

1. Student Mentoring system
2. Implementation of Add-on, value added and Audit Courses
3. Infrastructure Maintenance
4. Professional Development Grant for Faculty
5. Research and Research Promotion
6. Quality Policy
7. Student engagement in Community Extension Activities
8. Anti- Ragging
9. Resource Mobilisation
10. Consultancy Services
11. Stakeholder Feedback
12. Emergency and Critical Incidents Management
13. Services for Divyangjan (Differently abled Students)
14. E- Governance
15. Use of IT Resources
16. Standard Operating procedure - COVID 19
17. Library Manual
18. Plagiarism -Policy and Procedure
19. Code of Conduct
20. Green Protocol and Swatchh Policy
21. OBE- CO-PO-PSO Mapping and Measurement of Attainment -Procedure

The Council suggested to draft an institutional policy for women empowerment.

ITEM.9/GC/08.04.2021: Stakeholder feedback Report and Action Taken Report-approval

The Council resolved to approve the report of the Stakeholder feedback which was circulated to the members

ITEM 10/GC/08.04.2021: Examination Manual- Minor Revision

The Council approved the modifications suggested by the Controller of Examinations on the Examination Manual of the College to be implemented w.e.f. November 2021. The modifications proposed were:

1. Changes brought about in the CBCSS UG Regulations 2019 and CBCSS PG Regulations 2019 of the University of Calicut are incorporated in the Examination Manual. This is mainly related to changes in the grading pattern and composition of internal and external marks/grades.
2. Earlier double valuation was done in the case of PG answer scripts. Instead of that, it is proposed to appoint one Chief Examiner from outside the College by the CE for each subject. The Chief Examiner has to scrutinize every answer script and revalue 20% of the total answer scripts which are valued by an internal examiner.

ITEM.11/GC/08.04.2021- Submission of AQAR to NAAC

ISO Certification Process

Preparation and submission of SSR for the fourth cycle of NAAC Accreditation

The Annual quality Assurance Report of the College which was prepared for the period April 2019 to December 2020 was approved by the Governing Council and resolved to upload the same on the NAAC portal.

The Council reviewed and evaluated the progress made by the College in the ISO certification process and preparation of Self Study Report for the fourth cycle of NAAC reaccreditation.

ITEM.12/GC/08.04.2021 - Any other matter of importance with the permission of the Chair

Outcome Based Education: Dr Fathima Zuhara, the government nominee enquired whether the faculty members attended any OBE workshop/courses. The Government Nominee also asked about the attendance of teachers in OBE workshops and training. Dr Minimol reported that all the faculty in the college have been given orientation on OBE in the form of workshops, seminars etc. since 2018. Also informed that the college is progressing well with the implementation of OBE. The faculty members were actively involved in formulating course outcomes, and now a programme has been developed to measure the attainment of course outcomes by students.

The meeting concluded at 12 pm with vote of thanks by Dr Sr Beena Jose, Principal.


Dr Sr Beena Jose
Principal


Dr Sr Ritty J Nedumpara
Chairperson

Place: Thrissur
Date: 08/04/2021