

**MINUTES OF THE 70<sup>TH</sup> MEETING OF THE GOVERNING BODY OF THE ENGINEERING COLLEGE (PONDICHERRY) SOCIETY, HELD AT 3.30 P.M ON FRIDAY, THE 1<sup>ST</sup> AUGUST 2014 IN THE PONDICHERRY ENGINEERING COLLEGE, PUDUCHERRY**

**The following members were present:**

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|----|--|------------------|
| 1. | Thiru. J. Ayyanar @ N. S. J Jayabal<br>Chairman<br>Pondicherry Engineering College<br>Puducherry           | Chairman         |
| 2. | Dr.K.M. Tamizhmani<br>Professor<br>Department of Mathematics<br>Pondicherry University<br>Puducherry       | Member           |
| 3. | Dr.P. Dananjayan<br>Professor<br>Department of ECE.<br>Pondicherry Engineering College,<br>Puducherry.     | Member           |
| 4  | Dr.S.Subramanian<br>Professor<br>Department of Chemistry<br>Pondicherry Engineering College,<br>Puducherry | Member           |
| 5  | Dr.D. Govindarajulu<br>Principal<br>Pondicherry Engineering College<br>Puducherry                          | Member           |
| 6. | Thiru. T. Karikalan<br>Director<br>Directorate of Higher & Technical Education<br>Lawspet<br>Puducherry    | Member Secretary |

**The Following members could not be present**

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|----|---|----------------|
| 1. | Thiru. G. Ragesh Chandra, I.A.S.,<br>Secretary to Government (Education)<br>Chief Secretariat<br>Puducherry                           | Vice -Chairman |
| 2. | Thiru. Chandraker Bharti, I.A.S.,<br>Secretary to Govt. (Finance)<br>Chief Secretariat<br>Puducherry                                  | Member         |
| 3. | The Secretary to Lt. Governor<br>Raj Nivas<br>Puducherry  | Member         |
| 4. | Thiru. E.Vallavan<br>Director<br>Directorate of School Education<br>Puducherry  | Member         |
| 5. | The Southern Regional Officer<br>All India Council for Technical Education<br>Shastri Bhavan<br>26, Haddows Road<br>Chennai – 600 006 | Member         |
| 6. | Prof. K. Ramamurthy<br>Dean, Academic Courses<br>Indian Institute of Technology Madras<br>Chennai – 600 036                           | Member         |

**I. INTRODUCTION**

Noted.

**II FOR READING AND RECORDING**

**Minutes of the 69<sup>th</sup> Governing Body Meeting held on 20.11.2013.**

Noted.

### **III. ACTION TAKEN ON THE PROCEEDINGS OF 69<sup>TH</sup> GOVERNING BODY MEETING HELD ON 20.11.2013**

Noted.

### **IV. FOR CONSIDERATION AND DECISION**

#### **1. Implementation of Autonomous Process**

The Governing Body approved the implementation of autonomous status from the academic year 2014-15.

#### **1.A. Constitution of Statutory Committees**

The Governing Body resolved to approve the constitution of Statutory Committees as follows based on UGC guidelines:

##### Academic Council

- a. The Principal (Chairman).
- b. All the Deans
- c. All the Heads of Department of the College
- d. Four teachers of the College representing different categories of teaching staff by rotation on every three years
- e. Not less than four experts from outside the College representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering, etc. to be nominated by the Governing Body for tenure of three years
- f. Three nominees of the University for tenure of three years
- g. Dean – Academic (Member Secretary)

##### Board of Studies

- a. Head of the Department Concerned (Chairman)
- b. The entire faculty of the Department
- c. Two experts in the subject from outside the College to be nominated by the Academic Council for tenure of three years
- d. One expert to be nominated by the Vice Chancellor from a panel of six recommended by the College Principal for tenure of three years
- e. One representative from industry/corporate sector/allied area relating to placement for a tenure of three years
- f. One postgraduate meritorious alumnus to be nominated by the Principal for tenure of three years.
- g. One expert from other related branch of study from the College for a tenure of three years.
- h. One faculty member on rotation for a tenure of three years (Member Secretary)

Finance Committee (Autonomy Grants)

- a. The Principal (Chairman)
- b. One person to be nominated by the Governing Body of the College for tenure of three years
- c. One senior most teacher of the College to be nominated on rotation by the Principal for tenure of three years
- d. Dean (Administration) – Member Secretary.

**1.B. Establishment of Dean Offices**

It is decided to establish the Dean Offices with the responsibility as given below: All Dean posts can be nominated for a tenure of Three years.

**i. Dean - Academics**

- Students Admissions
- Academic Calendar
- Remedial Classes
- Bridge Courses
- Preparation of Timetables
- Registration of Courses
- Board of Studies
- Academic Council Activities
- Students feedback
- Parents feedback
- Employers feedback
- Students Attendance
- Maintaining the students information
- Other Academic related issues

**ii. Dean - Examinations (Controller of Examinations)**

- Internal Assessment
- Examination schedules
- Examiners' Panel and Question Paper setting
- Question paper selection
- Conduct of Examinations
- Paper valuation
- Question paper auditing
- Declaration of Results
- Issue of Mark Sheets
- University Correspondence for the award of Degree

**iii. Dean - Administration**

- Rules and Regulations
- Staff recruitment
- Staff Promotions
- Affiliations to AICTE, UGC, and University
- Interaction with Government
- Norms and Regulations
- Finance Committee
- Accounts Section
- Establishment Section
- Faculty & staff welfare
- Maintaining the faculty and staff information
- Scholarships
- Graduation day, College day
- Stores
- Canteen
- Library

**iv. Dean - Students**

- Student Council activities
- Club activities
- Training and Placements
- Industrial visits
- Industrial training
- Industry projects
- Hostels and Hostel Day
- Students Discipline
- Sports and Sports Day
- Grievance Cell
- SC & ST Cell
- Counselling Cell
- Alumni Association

**v. Dean - Research**

- Ph.D. Admissions (QIP)
- Maintaining the Supervisors and Scholars information
- Monitoring the progress of research and remedial actions
- Monitoring DC meetings
- Viva-voce examination
- Forwarding the recommendations to University
- IPR
- Implementation of University Regulations
- Communications to University

**vi. Dean - Consultancy and Industry Interaction**

- Providing information about projects
- Forwarding the proposals to agencies
- Maintaining the information about sanctioned projects
- Monitoring the progress and conducting the review meetings
- Recruitment of staff sanctioned for the projects
- Submission of project reports
- Memorandums of Understanding (MoUs)
- Maintaining the list of equipment purchased under project grants
- Industry-Institute-Interaction
- Entrepreneur Development Cell
- Incubation centre

**vii. Dean - Autonomous and Accreditation**

- Coordinating in fixing the PEOs and POs for all programmes
- Monitoring the Evaluation of Programme Outcomes
- Maintaining the institute information
- Monitoring the Mapping between PEOs and POs
- Conducting the meeting for tuning the PEOs
- Monitoring the POs through evaluation committee meetings
- Submission of reports
- Preparing the institute for Expert visits

### **1.C. Academic Regulations and Curriculum**

The Governing Body approved the regulations and curriculum. As per UGC and AICTE Regulations, Public Administration and Disaster Mitigation Management are to be introduced. Attendance requirements should be on par with the Pondicherry University norms.

### **2. Review of Progress of TEQIP II Project**

The Governing Body was apprised about the progress of the TEQIP-II and the Governing Body approved the Procurement Plan for TEQIP.

### **3. Creation of Institute Information Cell**

Creation of Institute Information Cell is approved with an initial non-recurring expenditure of Rs.3.7 lakhs from SCP funds and recurring expenditure of Rs.2 lakhs. A fee of Rs.250 from each student will be collected from next year onwards to meet out the recurring expenditure.

### **ANY OTHER MATTER WITH PERMISSION OF CHAIR**

#### **1. Teaching Assistantship and Research Assistantship for PG Students and Research Scholars**

The Governing Body approved the Teaching Assistantship and Research Assistantship for PG students and research scholars from TEQIP fund for the academic year 2013-14.

#### **2. Reimbursement of expenses towards preparation of thesis Relating of Ph.D Program undertaken by Faculty Members**

The Governing Body approved the reimbursement of expenses maximum to the extent of Rs.10,000 towards preparation of thesis relating to Ph.D program undertaken by faculty members from TEQIP fund.

#### **3. Repairing the Terrace and walls of the Science and Humanities Block in the Pondicherry Engineering Campus**

The Governing Body approved to carry-put the repair works in the terrace and walls of the Science and Humanities Block at an estimated cost of Rs.5.62 lakhs by undertaking the work departmentally by engaging skilled labourers. The HoD, Civil Engineering has been requested to extend necessary technical guidance.

**4. Construction of Second Floor for Welfare Society Students Hostel over Gents Hostel Block “B” inside the Pondicherry Engineering College Campus at Pillaichavady – Status of Work**

The status of construction of Second floor for Welfare Society Students Hostel over Gents Hostel Block “B” inside the PEC is apprised to the Governing Body.

**5. Providing and Laying Bituminous Wearing Course to the Approach road, Internal Roads around Administrative Block (Phase –I) and Re- Construction of Damaged Drain in the Pondicherry Engineering College Campus – Approval to take up the work.**

The Governing Body approved providing and laying bituminous wearing course to the approach road, internal roads around Administrative Block (Phase-I) and re-construction of damaged drain in PEC at an estimated cost of Rs.23,32,000/-.

**6. Change in purchase procedure**

The Governing Body discussed the change in purchase procedure for MHRD/AICTE/UGC/DST and other sponsored projects. The Governing Body directed the College to put up the matter on file.

**Approved**

**Sd/-  
CHAIRMAN, GB**