

FATIMA MATA NATIONAL COLLEGE

**(AUTONOMOUS)
KOLLAM**



Minutes of the 18th Meeting of the Governing Body

held on

18 May 2024 (Saturday)

9.30 am

IQAC Board Room

F.M.N.C, KOLLAM

Minutes of the 18th Meeting of the Governing Body held on 18 May 2024 (Saturday)

Members Present:

1. Rt Rev. Dr Paul Antony Mullassery <i>Patron & Bishop of Quilon</i>
2. Rev. Dr Abhilash Gregory <i>Manager</i>
3. Prof. Manoj Gopalakrishnan <i>UGC Nominee</i>
4. Prof. Sivadas K.K, Dept of Malayalam, University of Kerala <i>University Nominee</i>
5. Rev. Dr Joseph John, Karmela Rani Training College Management nominee
6. Prof. Cynthia Catherine Michael <i>Principal</i>
7. Rev. Fr Vinod Selastin <i>Bursar</i>
8. Mr. Christy Clement <i>Controller of Examinations</i>
9. Dr Shelly M R, Vice Principal

The meeting of the 18th Governing Body of Fatima Mata National College (Autonomous) began at 9.30 am with silent prayer.

The Chairman Rev. Dr Abhilash Gregory welcomed the members of the Governing Body.

The Patron graced the gathering.

Item No. 01/GB-18/18.5.24 -Approval of the minutes of the GB meeting held on 19 April 2024 [Appendix I]

The Principal, Prof Cynthia Catherine Michael, the ex-officio secretary, presented the minutes of the previous meeting held on 19.04.2024

The Governing body approved the minutes

Item No. 02/GB-18/18.5.24 -Action taken report

The Principal made a brief presentation of the actions taken on the decisions taken in the meeting held on 19th April 2024

Item No. 03/GB-18/18.5.24 – Approval of FYUGP Syllabus of the following subjects.

The Academic Council approved the FYUGP syllabus of the following Programmes in its meeting held on 16.05.2024 as per Agenda No - 01

1. BA English language and literature
2. BA Malayalam language & Literature
3. BA Economics
4. BA History
5. B.com – Finance
6. B.Sc Mathematics
7. B.Sc Physics
8. B.Sc Geology & Digital Surveying
9. B.Sc Chemistry
10. B.Sc Polymer Chemistry
11. B.Sc Botany
12. B.Sc Zoology
13. B.Sc Psychology
14. French
15. Hindi
16. Sanskrit
17. Political Science

18. Statistics
19. BA English language, literature & Communication (SF)
20. B.Com – Co-operation (SF)
21. B.Com – Computer Application (SF)
22. BCA (SF)

The Governing body ratified the above syllabi

Item No. 04/GB-18/18.5.24: Starting of new courses under self – finance stream from 2024 onwards.

1. B.Sc Computer Science (SF)
2. B.Sc Psychology (SF)
3. B. Com Logistics & Supply Chain (SF)

The Governing Body decided to sent the syllabus and proposal for affiliation to the University of Kerala for approval

Item No. 05/GB-18/18.5.24: M. Sc Psychology Syllabus -2024.

The Academic Council approved the syllabus of M. Sc. Psychology in its meeting held on 16.05.2024 as per Agenda No – 03

The Governing body ratified the above syllabi

Item No. 06/GB-18/18.5.24: Ratification of Results –UG S6 2021-24.

All the members appreciated the efforts taken by Controller of examinations for announcing the exam results within 15 days after the examinations

Governing Body ratified the result of UG S6 2021-24

Item No. 07/GB-18/18.5.24: Recommendations of IQAC

1. Streamlining of Examination

- a. Structured Academic Calendar

i. Develop a comprehensive academic calendar well in advance, covering all major academic events including examinations, holidays, project/ assignment submissions, etc. and ensure adherence to the same.

ii. The synchronization of the institution's academic calendar with that of the University is essential, aligning it with the provisions of the NEP and facilitating students' seamless transitions between institutions and universities.

iii. Distribute the academic calendar along with other essential materials during the induction process to familiarize new students with the institution's academic schedule.

b. Introduce camp valuation system for the evaluation of answer scripts.

c. Set a benchmark to publish examination results within 20 days after the last day of examinations, aligning with the standards set by NAAC.

d. Ensure sufficient manpower in the Office of the Controller of Examinations (CoE) to facilitate smooth operations.

2. Outcome Measurement in FYUGP

a. Implement outcome measurement in FYUGP using appropriate methodologies.

b. The utilization of a question bank containing a sufficient number of questions, alongside detailed information regarding outcomes and cognitive levels, would significantly enhance this process. Additionally, providing a training program to faculty, if needed, is recommended.

c. The implementation process must be closely monitored by the Academic Coordinator, Controller of Examinations, and Deans to ensure its effectiveness and consistency

3. Establishment of various centres as per the IDP document

a. Centre for Faculty Development

i. Create new projects (aligned to COE), develop expertise and present it in peer conferences and create a platform for continuous improvement

ii. Exchange/internship programs with industry to cross pollinate skills.

iii. Facilities to learn from the best in the world, with appropriate tools for research as well as tools for imparting new age education such as videography, games, AI, robotics, metaverse, AR/VR as a means to deliver content

b. Centre for Curricular & Life Skills Development (CCLSD)

i. Development of centres that will continuously upgrade the curriculum and at the same time incorporate 21st century skills in the credit system – which includes communication,

collaboration, creativity, problem solving, initiative, emotional stability, physical fitness, confidence to be best at the world stage etc

c. Research, Technology Transfer and Incubation Centre

i. The objective of establishing a Research, Technology Transfer and Incubation Centre is to foster innovation and entrepreneurship among students, faculty, and the broader community. This centre serves as a hub for cutting-edge research, facilitates the transfer of technology from academia to industry, and provides support and resources for nurturing startup ventures, thereby driving economic development and societal impact.

d. Institutional Networking Centre

i. The objective of establishing an Institutional Networking Centre in an educational institution is to enhance collaboration, knowledge sharing, and resource pooling among various academic institutions, research organizations, and industry partners.

e. Community Engagement and Services

i. The objective of establishing Community Engagement and Services in an educational institution is to foster meaningful connections and partnerships with local communities, addressing societal needs while enriching the educational experience for students.

4. External advisory team for academic and research

a. Establish an external advisory board consisting of prominent industrialists, academics, and governmental officers to advise the selection of new programmes, placement activities, faculty development programmes, research and incubation centres etc.

5. Online Course Development for Promoting Blended Learning

a. Encourage faculty to develop courses that can be accessed by students from other institutions via online platforms to promote blended learning.

b. Faculty can utilize our institutional learning management system to host these courses.

6. Annual Research Retreat

Introduce a yearly research retreat for providing a platform for recent graduates to present their research works. Each department will have the opportunity to nominate a maximum of five outstanding candidates to present their research at the retreat. Institute awards to recognize the best performer from each department, based on the quality of their research presentation and its impact.

The Governing Body ratified the above recommendations

Item No. 08/GB-18/18.5.24: Application for Integrated Teacher Education Programme.

The Governing Body ratified the decision of the Academic council to apply for the Integrated Teacher Education Programme

Item No. 09/GB-18/18.5.24: MA Economics Syllabus for 2024.

The Governing Body ratified the decision of Academic council to introduce the MA Economics syllabus for 2024 which was ratified in the 14th GB meeting held on 06.05.2022.

The meeting came to an end at 12.30 pm

READ AND CONFIRMED

Dr Cynthia Catherine Michael

Ex- Officio Secretary

APPROVED

Most Rev. Dr Paul Antony Mullassery

- Patron

Rev. Dr Abhilash Gregory (Manager)

- Chairperson

Prof. Manoj Gopalakrishnan

- UGC nominee

Prof. Sivadas K K (Professor,
Dept. of Malayalam ,University of Kerala)

- University Nominee

Shri Anil Xavier IAS
(Former Vice Chancellor, KVASU & Director
Bishop Jerome Institute, Kollam)

- Mangement

Rev Dr Joseph John
(Rtd. Asso. Professor, Karmelarani Training College)

- Management Nominee

Mr Christy Clement (Controller of Exams)

- Member

Dr Shelly M.R, Vice Principal

- Member