St. Xavier's Catholic College of Engineering
[Autonomous]
Nagercoil - 629003

Seventh Governing Body Meeting

Date : 14.03.2026, Saturday Time : 10:00 am

Venue : Board Room

Members present : Enclosed

Prayer

Welcome Address

GB : 07.01 To consider, review and approve the minutes of previous meeting and action taken

GB : 07.02 To consider, discuss and approve the minutes and decisions of VII Statutory committee meetings

- BoS
- Academic Council
- Finance Committee

GB : 07.03 To consider, discuss and approve the minutes and decisions of sub committees

- Anti-Sexual Harassment Committee
- Library Committee
- Grievance Redressal Committee
- Disciplinary Committee
- Student Affairs Committee
- Purchase Committee
- Buildings and Works Committee
- College Development Committee
- Faculty and Staff Development Committee

GB : 07.04 Recognition/ Awards received in this period

GB : 07.05 Achievements of Students and Faculty

GB : 07.06 Activities Report since 06.07.2025

GB : 07.07 Reporting the details of appointment made and relieved staff after the previous meeting

GB : 07.08 To consider the report of Academic Audit conducted

GB : 07.09 To consider the report of Examination Audit conducted

GB : 07.10 Reporting the Exam results Nov/Dec 2025, Graduation rate 2025 & Placement statistics in 2025-'26 as on 28.02.2026.

GB : 07.11 Other matters

Vote of Thanks

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The VII Governing Body meeting started with Prayer at 10.00am on 14th March 2026.

The Principal, the Member - Secretary welcomed the members.

AGENDA: 07.01

To consider, review and approve the minutes of previous meeting held on 05.07.2025 and action taken

The Principal presented the decisions of the previous meeting held on 05.07.2025 and the action taken on suggestions of the members.

The members noted down the follow-up action and suggested the following:

- To explore the opportunities for higher education in German Universities and American Universities as many offer fully funded or partial scholarships.

  Arab American University, Dubai and British council can also be consulted for Guidance.
- To give preference for German Language coaching
- To encourage students to showcase innovative and high quality projects in project Expos and also to file patents in emerging Technologies.
- To encourage students in Research, seed money can be awarded since the internal students projects leed to Research.
- Q1 Journals and Journals with impact factor more than 6 are recommended for faculty research articles publication.

AGENDA: 07.02

To consider, discuss and approve the minutes and decisions of VII Statutory Committee meetings

7.02.01 BOARD OF STUDIES MEETINGS

Name of the BoS	Meeting Date
Civil Engineering	05-12-2025

Name of the BoS	Meeting Date
Mechanical Engineering	04-12-2025
Electrical and Electronics Engineering	13-12-2025
Electronics and Communication Engineering	28-11-2025
CSE/IT/AI&DS/MCA	12-12-2025
MBA	28-11-2025
H&Sc	16-12-2025

SEEKING APPROVAL FOR RECOMMENDATIONS	RESOLUTION
• The draft curriculum for Semester III to the final semester was presented for discussion.	Approved
• The department-specific courses proposed for Semesters I and II, along with their detailed syllabi, were reviewed.	Approved
• The proposed syllabi and curriculum for the first and second semesters were also examined by the members.	Approved
• The members provided several recommendations and suggestions for improvement of the curriculum and syllabi.	Approved
• It was decided that the revised syllabi incorporating these suggestions will be presented in the next Board of Studies meeting (May 2026) for further discussion and finalization of detailed syllabi and curriculum of sem I & II of UG & PG.	Approved

The members suggested the following for consideration

- ***To consider awarding credits for sports participation and other mandatory courses if possible .***
- ***In addition to NSS, NCC, NSO and YRC, initiatives like National cultural and Arts (NCA) may also be incorporated to enrich student engagement.***
- ***Revise course titles for better clarity and relevance – for example, renaming "Basic Electronics Engineering", "IT Primers", and to "IT Fundamentals" and "Basic Electronics Principles".***

7.02.02 ACADEMIC COUNCIL MEETING [30.01.2026]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• The duration of the 4th semester summer vacation internship may be extended from 2 weeks to 6 or 8 weeks, with appropriate monitoring mechanisms to	Minimum duration can be 2 weeks and can be extended to 4 to 6 weeks

ensure effective implementation.	based on company's permission, availability of time period during semester holidays, etc.
• The reasons like family marriage, death in family, admission in hospital due to sudden sickness can also be considered for 10 % exemption in attendance.	In stead of mentoring three things , it can be "unavailable circumstances"
• Clear implementation guidelines shall be formulated for credit transfer, especially for off-campus and online courses, to ensure uniformity.	Approved
• Project Work Assessment o Introduce explicit rubrics for innovation, societal relevance, and sustainability. o Mandate plagiarism checks and industry/alumni reviews for final-year projects.	Approved
• Provision for International Internships may be included	Approved
• Credits may be aligned with the norms of Anna University.	Approved
• Skill development courses can be structured according to the specific requirements of the programme.	Approved
• Skill development courses may be classified into Communication Skill Development courses and Coding Skill Development courses.	Approved
• Relevant tools may be incorporated as part of the course delivery.	Approved
• Course Outcomes shall be framed at higher cognitive levels.	Approved
• The CO-PO Mapping shall be thoroughly revamped	Approved
• The duration of the MBA programme summer internship may be extended from 4 weeks to 6–8 weeks.	Min. 4 weeks and can be extended based on academic schedule company's permission, etc.

- ***The members suggested to share final year project titles with Industrial people and Alumni and can get feed back.***

7.02.03 FINANCE COMMITTEE MEETING [07.02.2026]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• It was proposed that a Reserve Corpus Fund can be established and strengthened to meet unforeseen future expenses.	Approved
• A revision of the tuition fee structure was recommended to ensure financial sustainability, and a proposal will be submitted to the Fee Fixation Committee.	Approved
• Pay revision for staff was suggested for consideration.	Approved
• The introduction of new academic programmes was recommended to enhance the long-term viability of the Institution.	Approved

AGENDA 07.03:

To consider, discuss and approve the decisions of VI sub-committee meetings

- Anti-Gender Harassment Committee
- Library Committee
- Grievance Redressal Committee
- Student Affairs Committee
- Disciplinary Committee
- Purchase Committee
- Buildings and Works Committee
- College Development Committee
- Faculty & Staff development committee

07.03.01 ANTI – GENDER HARASSMENT COMMITTEE MEETING [10.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• It is decided to conduct programme on Legal rights with Mrs. Suja Jasphine as resource person	Approved
• It is decided to conduct awareness programme on Stress Management with Mr. Manoj Kumar as resource person.	Approved
• Special programmes may be arranged with Police Ambassadar, Iraniel Police Station.	Approved
• Awareness programme related to social media may be arranged for students by counsellor of our College.	Approved

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
Other matters • *Conducting awareness programme to school students through NSS cell.*	Approved
• *Getting the schedule of awareness programme to be conducted by District social welfare office and execute the programme in association with it.*	Approved

07.03.02: LIBRARY COMMITTEE MEETING [08.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• Modernization of library ambience and facility with RFID • The latest question bank and competitive exam books should be added in the library. • The availability of e-resources should be informed to the students through the circular. • Criteria for Awards: It should be given based on the e-resources usage, physical usage of library during and after the working hours. • Verify the yearly updating of the number of books as per AICTE norms. • The library audit will be conducted this semester before the end of January 2026.	Approved

07.03.03: GRIEVANCE REDRESSAL COMMITTEE MEETING [13.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
Website Grievance: 1. Respected Sir/Madam, I would like to bring to your notice that one of the fans in Classroom E110 is not working. It is causing inconvenience to the students, especially during class hours. Kindly arrange for maintenance at the earliest. Thank you. **Action** • Now fan is working	Approved

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
2. Improvement class timing it's so difficult for long distance students to reach home very late **Action** • The student was advised to get good marks in the internal tests in order to avoid these difficulties.	Approved
Automation Grievance: • Ashika SS [202232] IV ECE-A – The printer and Xerox facilities seen in the College store are completely damaged that we could not sometimes get the printouts at the most needed times. So, replace it with a new one. **Action:** Resolved	Approved
Grievance Box 1. Windows in IT Department was not closing properly **Action :** Set right	Approved
2. The MBA department has four classes, but there are only two restrooms and no waiting hall. **Action :** Additional girls restrooms and waiting hall should be considered when upgrading the lab.	Approved
3. Issues of snakes, dogs and monkeys **Action :** It is planned to send the dogs far away with the help of Corporation officers. The number of monkeys has now decreased after the forest department captured some.	Approved
4. The mechanical department EPL Lab does not have enough benches. **Action :** Enough benches are provided	Approved

- ***Maintain confidentiality in grievance records by avoiding the disclosure of student names.***

07.03.04: STUDENTS AFFAIRS COMMITTEE MEETING [18.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• It is suggested to include option for entering alumni details in the Program Conducted menu of our College Automation software, in addition to the existing resource person details. • It is recommended that the IIC Coordinator showcase students' product or models through the startup cell during Kumari Fest or Tech Fest. • Since government scholarships are recorded in the College office, it is suggested to keep a register in the Principal's office to enter the details of students who apply for scholarships on their own. • It is suggested to arrange a meeting for Vicariate quota students and SXMSE beneficiaries from the first year. • It is suggested to conduct medical camps for students through the Student Welfare Cell. • It is informed that the Sports Council meeting should be conducted once in a semester, with the presence of Correspondent and the Principal. • It is suggested that the Placement Cell make the criteria for Bud, Blossom and Flowers selection transparent.	Approved

07.03.05. DISCIPLINE COMMITTEE MEETING [17.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
Major Disciplinary Issues 1. Two students from II-year CSE -A were suspended for two weeks for their involvement in a minor clash on 4.08.2025. With the severe warning and undertaking signed by their parents, they were readmitted. **2.** Two students from II-year Mechanical-A were suspended for two weeks for their involvement in a minor clash on 5.08.2025. With the severe warning and undertaking signed by their parents, they were readmitted.	Approved

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
3. One student from final CSE was suspended for one week for bunking the classes and uttering unwanted words with a faculty on 25.8.2025. With the severe warning and undertaking signed by their parents, the student was readmitted. 4. Seven students (Two students from I-Year ECE-A, four students from I-year ECE-B, one student from I-MBA) were suspended for two weeks for their involvement in a minor clash on 1.09.2025. With the severe warning and undertaking signed by their parents, they were readmitted.	Approved
5. Two students (One from I year ECE-A and other from I-ECE-B) were suspended for two weeks for video call to his girlfriend during class hour on 17.10.2025. With the severe warning and undertaking signed by their parents, they were readmitted.	Approved
Discussion • It is requested to add a feature in the mobile app to check the attendance of mentees. • The number of students involved in malpractice during the end-semester examinations is increasing. Therefore, the actions taken or the level of punishment should be intensified. • Students should be made aware of the harmful effects of consuming Coolip packets.	Approved

- ***Implement automated attendance systems using paltforms like Digicampus to improve efficiency and accuracy.***

07.03.06. PURCHASE COMMITTEE MEETING [13.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• Observed that except IT dept, other departments haven't utilised the amount sanctioned for R&D fund. **Action Taken :** HoDs gave an explanation & were asked to utilise the option in even semester.	Approved

• It is also observed that in EEE Dept. the amount spent for equipment purchase were less compared with the amount sanctioned. **Action Taken :** HoD gave an explanation for spending less amount towards equipment purchase and arranged for remaining purchase in even semester.	

- ***Include Budget proposal along with timeline***
- ***During coming academic year, based on the availed budget, sanctioned amount can be reduced.***

07.03.07: BUILDINGS & WORKS COMMITTEE [28.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
PROPOSED CONSTRUCTION WORKS • Building for the new programme • Compound wall near Gate I • Lift Installation in A Block and F Block • Ramp for Idea Lab • Accessible toilets in all blocks • Shed in Ladies Hostel for cloth drying • AI&DS, Communication Lab and CSE Computer Lab rearrangements.	Approved
PROPOSED MAINTENANCE WORKS [CIVIL] • Replacement of urinals in all ladies toilets • Replacement of damaged drainage slabs • Painting work in Placement Office • Fault identification and rectification of cable from College Substation to distribution station. • Rearrangement of 7kw solar panels in Mechanical Block • Checking and maintenance of cable gland connections in all panels.	Approved

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
PROPOSED MAINTENANCE WORKS [Electrical] • Replacement of 320kVA Generator display panel. • Auditorium BLDC motor controller maintenance. • Maintenance of two 500kVA transformers and switchyard. • HT and Solar PV system approval.	Approved
OTHER MATTER • It was discussed that four to five additional classrooms will be required in the coming semester to meet academic needs.	Approved

07.03.08. COLLEGE DEVELOPMENT COMMITTEE MEETING [27.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
• The existing biogas plant can be reconditioned and made fully operational to ensure effective utilization and promote sustainable waste management practices within the campus. • To accommodate increased student intake in CSE, AI&DS, and CSE [Cyber Security] programmes, the Building Committee will review the infrastructure requirements and take appropriate decisions. It was also suggested that the auditorium may be utilized as an examination hall, and the civil drawing halls may be converted into regular classrooms to meet immediate academic needs.	Approved
• It was proposed to purchase two additional buses to accommodate the growing transportation requirements of students. • As per the requirement, new faculty members will be recruited	Approved

07.03.09: FACULTY & STAFF DEVELOPMENT COMMITTEE MEETING [27.11.2025]

SEEKING APPROVAL FOR RECOMMENDATIONS / DECISIONS	RESOLUTION
TRAINING PROGRAMMES ORGANIZED AND ATTENDED • 105 NPTEL Online Courses have been completed (SC-21, Elite-60, Silver-21, Gold-1, Topper-14, Mentor-2, Discipline star-2) • 295 Training programmes have been attended by the staff members (Conferences- 19, Workshop- 29, FDPs-212, Seminar-35) • 8 Faculty members acted as Resource Person and delivered guest lectures.	Approved
• CSE department hosted one week FDP on Android Basis with compose from 28-07-2025 to 01-08-2025 • ATAL FDP on Electrical vehicles and Hydrogen Fuel Cell Vehicles: technologies, Challenges and Future Prospects was conducted by EEE department from 21-07-2025 to 26-07-2025 • Innovative Sustainable Solutions for Environmental Problems was organized by the department of Civil department during 17-11-2025 to 22-11-2025 • AI & DS department conducted Digital Productivity with AI tools from 10-11-2025 to 17-11-2025 • 9 staff and faculty training programs were conducted	Approved
To Plan for the training programmes • Special technical talks can be organized with the panel members from reputed institutes like IITs, NITs who are invited for the PhD viva voce. • Each department can plan and organize FDPs in the even semester. • Plan for the second phase of communication training to the non-teaching staff. • Video Creation and Editing workshop can be extended to the interested faculty members. • NIRF strategy meet can be planned during the even semester	Approved

AGENDA:07.04 Important events / Programmes conducted in this Period

IMPORTANT EVENTS / PROGRAMMES CONDUCTED IN THIS PERIOD	DATE
Induction programme for Newlyjoined faculty	08,09.07.2025 & 14.07.2025
IQAC Meeting	09.07.2025
Inaugural Mass	15.07.2025
Reopen of Senior UG & PG classes	16.07.2025
ATAL FDP on Electric Vehicles	21.07.2025 to 26.07.2025
NBA Inspection team visit (BE – EEE, ECE & Mech)	01,02, 03.08.2025
I year PG Inauguration	08.08.2025
University of Malaysia, Pahang students visit [25 students & 1 faculty]	09.08.2025
I year UG Inauguration (28th Batch)	11.08.2025
XMA (Xavier's Management Association) Inauguration – MBA	14.08.2025
IQAC – Faculty Orientation Program	14.08.2025
Independence Day Celebrations	15.08.2025
ADAX Inauguration – AI&DS	22.08.2025
Infosys Rural Reach Programme for school students [340 students]	22.08.2025
All Professional Cells Inauguration Function	28.08.2025
MCA – Association Inauguration	01.09.2025
மாபெரும் தமிழ் க் கனவு	11.09.2025 , 07.11.2025
REACH Association Inauguration - CIVIL	11.09.2025
SEE Association Inauguration – EEE	12.09.2025
ACE Association Inauguration – CSE	12.09.2025
MCA new premises blessing & opening ceremony	17.09.2025
FDP on Artificial Intelligence and Application in Management – MBA	22.09.2025 to 26.09.2025

IMPORTANT EVENTS / PROGRAMMES CONDUCTED IN THIS PERIOD	DATE
FACEAT &P Inauguration – Er. Ganesh Kumar / FACEAT & P student chapter	24.09.2025
PTA General Body Meeting (Senior Classes)	27.09.2025
MBA- Xibita 10.0 – National Level Management Fest	30.09.2025
Anna University Zone 19 basketball Men tournament	30.09.2025
Motivation session on UPSC Foundation and competitive Exam- Fr. Sebastian Francis (Sigaram Academy)	06.10.2025
Teachers Day Celebrations	09.10.2025
National Level Tech. Symposium ' SDG 713 Fest' – Ensav Club, Fossee club & IEI	11.10.2025
SHAX Installation Ceremony – H&Sc	11.10.2025
SXCCE oncampus – GreenEnergy Innovation Conclave – 2025 – IET	11.10.2025
IDEA Lab Inauguration and blessing	13.10.2025
Junier Calida Festa 2025	23.10.2025
Faculty Orientation on NEP 2020 – Dr. Dungston	25.10.2025
Staff Orientation Program on Communication Skills	25.10.2025
IEEE Xtreme Coding Contest	25.10.2025
FDP on – Dr. T.V. Venkateshwaran/ Scientist	03.11.2025
IQAC Meeting - Internal	06.11.2025
Parent Teachers Interaction – H&Sc Dept.	08.11.2025
FDP on Digital Productivity with AI Tools	10.11.2025 to 14.11.2025
Workshop on Effective Utilization of Smart Board & Software Tools	10.11.2025
Tamil Nadu Science Forum -Science Exhibition for school students	19.11.2025
Academic Audit	26.11.2025
St. Xavier's Feast – Holy Mass & Meeting	02.12.2025

IMPORTANT EVENTS / PROGRAMMES CONDUCTED IN THIS PERIOD	DATE
FDP on VLSI Design flow	08.12.2025 to 12.12.2025
Vasanth TV Program – Pattimandram Video Shooting	19.12.2025
Christmas crib opening	22.12.2025
Christmas Day Celebration	23.12.2025
Alumni Meet	26.12.2025
Reopening of classes for even semester of 2025-2026	05.01.2026
FDP – IT Dept.	05.01.2026 to 10.01.2026
Visit to RMK Engg. College, Chennai & VIT Vellore	06.10.2026 & 07.01.2026
Kumari Fest 2026	22.01.2026 to 24.01.2026
Republic Day Celebration	26.01.2026
GATE 2026 Exams	07.02.2026, 08.02.2026, 14.02.2026 & 15.02.2026
FDP – English Dept.	08.02.2026 to 13.02.2026
Course File Audit	09.02.2026 to 13.02.2026
IQAC Meeting	11.02.2026
Sports Day	26.02.2026
Fine Arts Day	27.02.2026
College Day	28.02.2026
MBA- Xibita – 10.1	2&3.03.2026
MCA – Symposium	06.03.2026
Women's Day Celebrations	06.03.2026

IMPORTANT EVENTS / PROGRAMMES CONDUCTED IN THIS PERIOD	DATE
Hackfest 2026	9&11.03.2026
Puthia Thalimurai TV	11.03.2026
International Conference AI&DS	12,13, 14.03.2026
Workshop on Python – MBA	12.03.2026 to 18.03.2026
CSE- Symposium	13.03.2026
IEEE Project Expo	14.03.2026

The members noted down the programmes conducted.

AGENDA:07.05 ACHIEVEMENTS OF INSTITUTION, FACULTY & STUDENTS

The Principal presented the Institutional achievements in this period, faculty achievements (NPTEL achievement, received PhDs, awards, Research Supervisorship, etc.), students achievement in Co curricular activities, extracurricular activities, Sports activities, Hackathon activities, NPTEL activities, Journal articles publications, Applied funded projects, etc.

The members congratulated the achievements and laurels of faculty and students and suggested to

- Strengthen research networking by collaborating with experts from organizations such as DRDO and ANRF. These professionals can also be engaged as Professors of Practice to enhance research quality and facilitate funded project approvals.
- Projects aligned with SDGs can be sent for funding assistance.
- To arrange for welfare schemes of the adopted villages.
- To arrange for FDPs in the emerging domains.

AGENDA: 07.06 Cell Activities Report

The members noted down the activities of various Professional , Non-Professional and service cells conducted in this period and congratulated the faculty Advisors concerned.

AGENDA : 07.07 Reporting the details of Appointment

The Principal presented the details of newly appointed Teaching staff, Non-Teaching staff and relived staff in this period.

It is noted down by the members.

AGENDA : 07.08 Report of Academic Audit

Dean/Academics presented the report of Academic Audit conducted by the Senior Professors of Mepco Schelink Engg. College, Sivakasi on 26.11.2025 and their observations were noted by the members.

The members suggested to invite experts to address on "How to write & get the Projects".

The members suggested to arrange for giving training to students to clear CIVIL services examinations, to prepare the students for participating in National Republic Day Parade.

To arrange for internship for I year students in visual media and Journalism.

To think of International accreditation soon. To do consultancy services for web site development for Parishes & Schools.

AGENDA : 07.09 Report of Exam Audit

CoE presented the exam Audit report conducted by CoE of Velammal Engg. College, Madurai on 23.10.2025.

The committee members noted down the report

AGENDA : 07.10 Graduation rate 2025, Nov/Dec 2025 Exam Results, Placement Statitistcs

The Principal presented the data regarding Graduation rate, exam results & placement offers fetched by students.

Members suggested to get the justification from the HODs for lower graduation rate and organize guest lectures by external experts to strengthen fundamental knowledge, particularly for Mechanical Engineering students.

AGENDA: 07.11 Other matters

- Organize open house exhibition showcasing laboratories and student projects to promote transparency and stakeholder engagement.
- Actively promote interdisciplinary projects
- Provide infrastructure support to companies to establish on-campus branch offices, thereby encouraging incubation and industry partnerships.

- Highlight research achievements in presentations by including publications indexed in Scopus, SCI, and Q1/Q2 journals, along with details of patent publications.

The Principal proposed vote of thanks and the meeting was over by 2:30 pm.

Rev. Fr. S. Godwin Selva Justus
Chair Person

Dr. K. Arul Prakash
UGC Nominee

Dr. R. Baskaran
Anna University Nominee

Rev. Fr. R. Xavier Raj
Management Nominee

Dr. Joseph Dunston
Management Nominee-
Educationist

Dr. V. Selvam
Management Nominee

Dr. A. Reena Evancy
Management Nominee

Dr. A. Benham
Management Nominee

Mr. P. Justin Thiraviyam
Management Nominee

Dr. V. Christus Jeya Singh
Faculty Nominee

Dr. M. Marsaline Beno
Faculty Nominee

Dr. A. Milton
Special Invitee

Dr. R. P. Anto Kumar
Special Invitee

Dr. J. Annrose
Special Invitee

Dr. M. Anto Xavier Roche
Special Invitee

Dr. J. Maheswaran
Member Secretary