



# SREEPATHY

INSTITUTE OF MANAGEMENT AND TECHNOLOGY



(Approved by AICTE, Affiliated to  
APJ Abdul Kalam Technological University)

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**TO WHOMSOEVER IT MAY CONCERN**

Following are the excerpts from the Governing Council Meetings of Sreepathy Institute of Management and Technology



**Principal**  
**Principal**  
Sreepathy Institute of Management  
and Technology, Vavanoor-679 533

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~~Final year~~

tutorial classes for result improvement.  
Report of the R & D activities and  
monthly reports of the college for the month  
of January 2014, were read out by  
Principal.

A new proposal suggested by Dr. KBM  
Nambudripad. All departments are requested  
to prepare an internal departmental journal  
containing publications related to student projects  
and other innovative ideas. The journal  
may be named as Sreepathy journal of  
civil Engineering, Sreepathy journal of  
Electrical Engineering etc. Contents  
can be technical articles related to  
final year projects, mini projects, contributions  
from staff etc. The neatly typed (in latex  
format) bound journal can be kept in the  
dept. Initially one issue per year is  
proposed. This will help for the future  
accreditation and improving academic  
standards of the Dept. The first issue  
is expected by June 2014.

It is decided to rename "Academic  
Council" to "Governing Council".

It is decided to recommend the  
Strategic Plan for 2014 to 2024  
to management for approval.

Sri. Ajit Kumar Rayal made a proposal  
to organize a food fest in the college  
during a suitable occasion. Principal

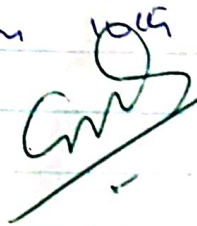
Meeting Date: 15/02/2014 <sup>93</sup>

agreed to consider this.

The Council recommended the proposal of subscription of E-Journals "Elsevier (Engg + Computer Science) for the College Library during the period 01/03/2014 to 31/12/2014.

The Council recommended merit fees for Management quota students with marks above 75% for PCM at +2 level. This may reduce the migration of students admitted under management quota to merit quota. Filling up of the management quota seats falling vacant at later stages will be difficult. Suitable decisions are to be taken at Director Board Meeting. This can be implemented with effect from 2014 admissions.

The next meeting is scheduled to be held at Trust office at 3.00 PM on 10th July 2014.



Meeting dated 10.08.2015

is also made in this meeting.

- 4) A detailed report on the Tech fest conducted in February 2015 was tabled in the meeting.
- 5) The presentation of Dept. profile and activities are made in the meeting.

Decisions taken and Responsibility fixed:

- 1) Principal presented the details of placement opportunities for 2011-15 batch students. Unlike previous year, with committed efforts from the placement officer and his team we were able to provide placement opportunities by about 38 companies to our students. The committee appreciated the efforts of the placement team and congratulated all for their excellent achievement. Even though the opportunities are created, the number of students got placed is not that much encouraging. The main reason is that our students lack in aptitude and soft skill areas. With an aim to improve these students, the committee recommends to provide intensive training by internal and external experts for all students. A sum of Rs. 10000/- from the special fee collected is to be exclusively spent for this purpose. The training is to be provided at least once in every year so that the students will be able to do better in interviews.
- 2) As suggested by Sri. Ajit Kumar Ray to

arrange Seminar in Tirissur to the students/parents of engineering aspirants. A seminar was conducted with a focus on various options available in engineering, Education, details of various branches of study etc. The Committee had accepted the suggestion informally and recommended to conduct the Seminar in May/June 2015. The seminar was conducted successfully in Tirissur at ~~Estimote~~ Sakthyan Thampuran College of Mathematics permissu with their whole hearted support.

- 3) Decided to implement staff Appraisal system with effect from the current academic year. The proforma will be distributed to all staff of the College. The staff members must complete the appraisal and HODs are required to submit it to Principal. The evaluation part of the appraisal will be done in the next meeting.
- 4) Dr. KBM Nambudiripad suggested ~~that~~ to include questions from GATE examinations in series tests. The suggestion was accepted by all present.
- 5) Dr. K suggested to submit proposals regarding equipments and other requirements in the department for budget preparation.
- 6) Dr. KBM Nambudiripad suggested that the college should apply for

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Meeting dated: 13-04-2015

accreditation as early as possible. Principal informed about his progress. The record keeping as per accreditation procedure has been <sup>started</sup> and started by June 2015. Already co-ordinators are identified and information is gathered by attending workshop in NSS Palakkad. An accreditation awareness workshop is planned by inviting experts from outside, at an earliest date. Facilities like construction of hostels, additional buildings etc. are to be completed in addition to appointing faculty members with Ph.D. in all departments before forwarding the application. Minimum 2 years are expected to complete these requirements.

- 1) Principal briefed the academic system under KTU to be followed with effect from 2015 admissions.
- 2) Council insisted to follow English as medium of instruction in S<sub>1</sub> classes as this is most essential in the overall academic growths of the students.
- 3) Council recommended to arrange a three day personality and skill development program for all the first year students in the months of Nov/Dec. 2015. This will help to develop proper attitudes in students.
- (10) All HOD's must report to the Principal

regarding their new staff members requirements after assessing the work load as per KTU / Calicut university requirements and as per the student : faculty ratio prevalent as per the directions of AICTE. . Principal is authorised to recommend the requirements if any, to the director board for necessary action.

Vote of Thanks - 1 Dr. George C.T. HOD  
CASE & DSIMAT

The meeting concluded at 1-30 PM.

Meeting dated 10-07-2018

- e) All HODs are now attending meetings of the Board of Governing Council to share and discuss the concerns of management. It is also decided that the Council may meet more often to take the stock of the situations and in view of this the Council decided to meet first Wednesday of every month for 11 AM for 15 minutes followed by 15 minutes with all HODs. The first joint meeting of the Council and HODs were executed on the same day.
- 4) As suggested by the Director, the management representatives of the Council met all the faculty staff (Minimum of 5 members from each branch) before the start of every semester to send a message across the faculty that the management is extending their unconditional support to the faculty members and also to bring the awareness that all activities are closely monitored. The first meeting of the same was executed on the same day.
- 5) As per the request of the Director, a meeting of the key members of the management team with the director has been arranged.

Decisions taken and Responsibility fixed:

- 1) The newly constituted Board of Governing Council held its first meeting on 10th July 2018, unanimously nominated Dr. KBM Nambudiripad as the chairman of the Council and Sri. P. Bhavathirajan as the Council coordinator. During the



discussions director Dr. K.K. Babu emphasized its importance of more participation from the academic sections, he recommended Dr. George and Prof. Sushma as the full time members to the Council and the Council

unanimously approved the same.  
2) To make the effective functioning of the Council it was decided to meet on last Wednesdays of every month, and this practice was continued without a break until this month.

(Responsibility: Coordinator of the Council)  
3) The Council has put lots of efforts to improve the quality of education and bringing academic discipline in the institution through proper evaluation and adopting remedial methods. One of the major steps was the introduction of a monthly report on various academic activities by the principal, which brought healthy discussions in every meeting.  
(Responsibility: Principal)

4) Council also invited HODs on regular basis to discuss various methods of improving the academic values of the institution. (Responsibility: Coordinator of the Council and HODs)

5) The Council chairman emphasized that the need to transform from "Teaching to Learning" and gives

Meeting dated 10-07-2018

adequate advice to HODs and faculties to improve discipline in the academic areas. (Responsibility: HODs and All teaching faculty members.)

6) The Council is very happy to inform the members that our Innovation and Entrepreneurship Development Cell (IEDC) shaped to a new high with the hard work of Asst. Prof. ~~Mr.~~ <sup>Sr.</sup> Sibus Sunny and under the guidance of Dr. K.T. Madhavan. He is being selected as the regional member of change by NITI Aayog and participated in the national workshop representing SIMAT. The Council hereby appraising Mr. Sibus for his enthusiasm and hard work in this regard.

7) One of the major target ~~was~~ fixed by the Council was to work towards availing NAAC Accreditation. Sri. Jayan Palakkavoor is appointed by the Council as the Consultant / Co-ordinator for the process. A Committee is being nominated to work on this process and expected to submit for audit by February 2020. If things goes well SIMAT can get NAAC accreditation before next academic year. (Responsibility: Principal, HOD's, Sri. Jayan Palakkavoor and Co-ordinator.)

Vote of Thanks by Dr. George C.T. HOD (AS&H)  
The meeting concluded at 12.30 PM.