



C. ABDUL HAKEEM COLLEGE OF ENGINEERING & TECHNOLOGY, MELVISHARAM – 632 509

CAHCET / GC / 2024-2025 / MOM / 002

GOVERNING COUNCIL MEETING (2024-2025)

Date / Time: 11.02.2025 (Tuesday) / 10.30am; **Venue:** Placement Conference Room

MINUTES OF MEETING

AGENDA:

- **Welcome and Opening remarks**
- **Introduction of Governing Council members**
- **Report of College activities:**
 - a. Brief about the existing programs, intake / admission(s) & accreditation.
 - b. Students achievements & Professional Society activities
 - c. Student Training & Placement
 - d. Faculty members and available cadre
- **Proposed initiatives**
 - a. Organization structure – revision
 - b. Additional courses & intake – application to AICTE
 - c. Merit Scholarships - proposed
 - d. Infrastructure & facilities development
 - e. ISO & Accreditation activities
 - f. Faculty development and Cadre ratio improvement initiatives
 - g. Research and Development initiatives
- **Open floor for Discussion of Council members**
- **Closing remarks / summary of important decisions and future actions**

Members of reconstituted Governing Council Members:

Name of Governing Council members and designation	Position
Dr. S. Ziauddeen Ahmed, General Secretary, MMES	Chairperson (Member from MMES)
Mr. M. Mohamed Sherfuddin, B.A., President, MMES	Member (Member from MMES)
Mr. V. Mohamed Rizwanullah, M.B.A., Correspondent, C. Abdul Hakeem College of Engineering & Technology, Melvisharam	Correspondent, (Member from MMES)
Mr. Malack Abdul Wahab, M.B.A., Managing Director, K.H. Exports India Pvt Ltd, Chennai – 600 006	Member (Industrialist)
Dr. K.A. Mohamed Junaid, M.E., Ph.D., Principal, R.M.K Engineering College, Tiruvallur District, Tamil Nadu	Member (Educationalist)
Prof. A. M. Rafeek, Research Officer, Tamilnadu State Council for Technical Education (TANSCTE), DOTE Campus, Chennai – 600025	Member (Directorate of Technical Education, Tamil Nadu)

Mr. K.R. Mohamed Imran, Co-founder and CTO, E2E Networks, Melvisharam	Member (Industrialist)
Mr. M. Suhail Ahmed, Senior Program Manager, Wipro Technologies, Chennai	Member (Industrialist)
Dr. M. Sasikumar, Principal, C. Abdul Hakeem College of Engineering & Technology, Melvisharam	Member Secretary
Dr. Mohammed Muzaffar Hussain, Vice-Principal, Dean (Academics & Administration), Professor, Artificial Intelligence & Data Science	Member (Faculty Member)
Dr. D. Kumar, Professor & Head / Mechanical Engineering	Member (Faculty Member)
Dr. B.A. Mohamed Hashim, Dean (Research & Innovation), Head of Department / Electronics & Communication Engineering	Member (Faculty Member)
Dr. M. Saadique Basha, Head of Department / Master of Computer Applications	Member (Faculty Member)
Dr. Syed Amjad Ahmed, Assoc. Prof. / Mechanical Engineering	Member (Faculty Member)

PROCEEDINGS:

- Dr. Syed Amjad Ahmed welcomed the Governing Council members for the meeting.
- Dr. B.A. Mohamed Hashim, Dean / R&I, recited the Qirath.
- The Governing Council members were introduced by Dr. Syed Amjad Ahmed followed by presentation on the agenda points and the discussion.
- The following are the proceedings of meeting:

A: BRIEF ON EXISTING PROGRAMS, ADMISSION(S) & ACCREDITATION:

A1. Sanctioned Intake (*inception – present*):

S.No	Academic Year	No of programs	Sanctioned intake
1.	1998 – 1999 (<i>inception of college</i>)	3	160
2.	2001 - 2002	5	300
3.	2009 - 2010	12	684
4.	2013 - 2014	13	774
5.	2018 - 2019	13	822
6.	2024 – 2025 (<i>present</i>)	10	579

A2. Quality Assurance (ISO / NBA / NAAC):

Program(s)	Year and validity of accreditation (ISO / NBA / NAAC)	Program(s)	Year and validity of accreditation (ISO / NBA / NAAC)
ISO 9001	2002 - 2015	Institution	NAAC: 2015 – 2020; A- Grade
B.E., Mech B.E., ECE B.E., CSE	NBA: 2007 & 2013 (3 years & 2 years)	B.E., ECE B.E., Mech B.E., IT	NBA: 2020 (3 years)
B.E., EEE B.E., IT	NBA: 2008 & 2014 (2 years & 2 years)	B.E., IT	NBA: 2023 (3 years)

A3. Program wise student admissions:

Program Name	Academic Year									
	2020-2021		2021-2022		2022-2023		2023-2024		2024-2025	
	S	A	S	A	S	A	S	A	S	A
B.E. CSE	120	99	120	120	120	124	120	122	120	120
B.Tech. IT	60	60	60	61	90	89	90	91	90	85
B.E. AIDS	-	-	-	-	30	30	60	60	60	60
B.E. EEE	60	22	30	15	30	22	30	28	30	17
B.E. ECE	120	17	60	36	60	57	60	61	60	54
B.E. Mech	120	33	60	23	60	24	60	31	60	25
B.E. Civil	60	13	60	9	30	11	30	10	30	9
B.E. Aero	30	8	-	-	-	-	-	-	-	-
MBA	120	67	60	58	60	60	60	60	60	60
MCA	60	52	60	60	60	60	60	60	60	56
M.E. AE	18	00	18	4	18	00	09	00	09	00
Total	768	371	528	386	558	477	579	523	579	486

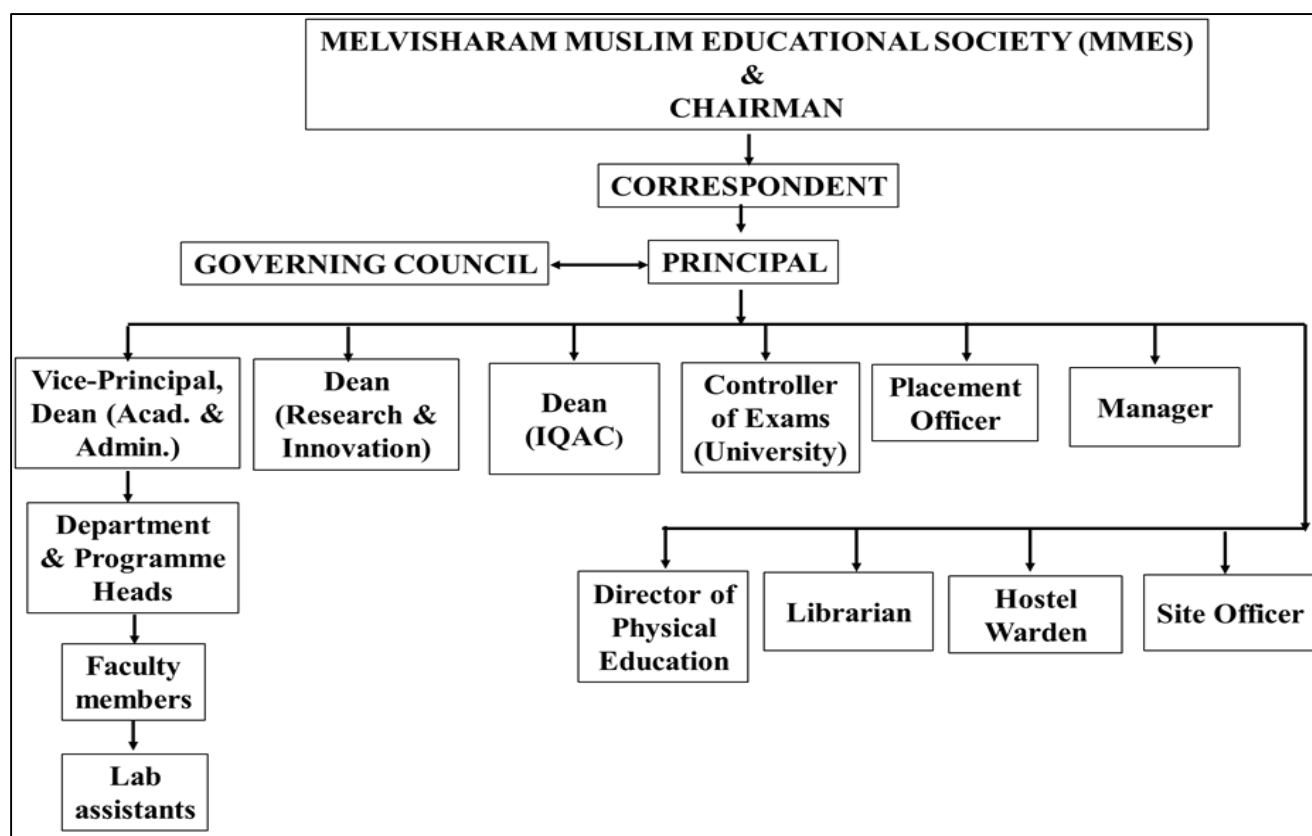
S - sanctioned intake; A - admitted

A5. OUTCOMES AND ACHIEVEMENTS:**A5.1 University results:**

Branch	2022-2023 (ODD)			2022-2023 (EVEN)			2023-2024 (ODD)			2023-2024 (EVEN)		
	No. of students	Pass	% pass	No. of students	Pass	% pass	No. of students	Pass	% pass	No. of students	Pass	% pass
CSE	408	200	49	407	236	58	453	329	73	445	306	69
IT	244	82	34	242	144	60	293	189	65	288	152	53

ECE	128	43	34	127	78	61	166	77	46	164	74	45
EEE	60	16	27	60	19	32	78	13	17	76	21	28
MECH	91	20	22	89	36	40	105	42	40	103	29	28
AI&DS	30	10	33	26	12	46	84	50	60	82	28	34
CIVIL	32	14	44	32	15	47	39	18	46	39	19	49
MBA	86	71	83	118	87	74	115	61	53	114	99	87
MCA	119	78	66	119	109	92	119	99	83	119	116	97

B1. Restructuring of organization:



B2. Details of Infrastructure augmentation:

1. All labs of all departments are completely revamped
2. Smart Class facility – each department
3. LCD projectors in all class rooms
4. Construction of Accessible toilets
5. Setting up of Sewage Treatment Plant (20KLD)
6. RO water capacity enhanced
7. More than 80 CCTVs installed
8. Solar PV panel – restoration

9. Barrier free campus: Elevators (lifts) and connecting corridor

B3. Application submitted to AICTE for following additional intake & new program:

Program Name	Increase in intake & new program	
	2024-2025	2025-2026
B.E., CSE (AIML)	-	60
B.Tech., IT	90	120
MBA	60	90
MCA	60	90

B4. Student & Staff Support: framing of Policies & Committees:

Revision of:

1. HR policy
2. Teacher – Training policy
3. Incubation & Start-Up policy
4. Student Internship policy
5. Leave policy
6. SC/ST committee
7. ICC / Women's help desk
8. Anti-Ragging Committee
9. Anti-Drug Cell
10. Student Grievance cell
11. Emotional & Psychological Counselling
12. Students training

B5. Merit Scholarship for students (proposal under evaluation):

Department / Program	Category of Scholarship			
	Grade - I	Grade - II	Grade - III	Grade - IV
Scholarship / year (in Rupees)	35,000/-	30,000/-	20,000/-	10,000/-
Eligibility (10+2 marks)	> 95%	> 90%	> 85%	> 80%
To sustain scholarship (Anna University exams)	> 9.0 CGPA	> 8.6 CGPA	> 8.2 CGPA	> 8.0 CGPA
	sliding back & forth - based on Anna University exam performance (CGPA)			

B6. Other initiatives in progress (ISO / NBA / NAAC / Research & Development

/ Start-Up):

1. ISO 21001:2018 certification work in progress
2. Preparation for NBA accreditation – eligible programs
3. Simultaneous preparation for NAAC accreditation
4. Encourage faculty members to register for PhD programs
5. Support faculty members to publish papers in refereed Journals / conferences
6. Encourage faculty members to attain PhD supervisorship
7. Establish research centres
8. Seed money for research work
9. Support start-ups by mentoring students

B7. Short-term goals defined:

1. To improve University exams pass percentage
2. To improve student placements and students pay packages
3. To enhance Industry – Institute interaction
4. To collaborate with top academic & research organizations
5. To improve faculty cadre ratio
6. To obtain ISO, NBA and NAAC certification
7. To establish approved research centers

At the end of discussion, Correspondent, Mr. V. Mohamed Rizwanullah thanked the GC members for their participation and support.

C: POINTS FOR FURTHER ACTION:

S.No	Description of action points	Responsible	Target date of completion
1.	College website to be updated continuously and informative.	Dean (Acad.)	15 March 2025
2.	Training students for certification courses / add-on courses	Dean (Acad.), Placement, HoDs	Every semester
3.	Alumni interactions, register Alumni association, develop Alumni corpus	Dean (Acad.)	To start immediately / Continuous implementation
4.	MoU with leading industries like Daimler TCS, HCL, Intel and MSMEs etc.,	Dean (R&I)	Support from Mr.K.R. Md. Imran
5.	Coaching for arrear students (focus on Mathematics / tough subjects)	Dean (Acad.)	Continuous – to evaluate semester wise

6.	Conduct of career guidance for school students (Mr. Jayaprakash Gandhi and Mr. R. Ashwin) / Openday / exhibition	Dean (Acad.)	Immediate - to complete before next admission process starts.
7.	To bring students studying in Schools under MMES management for admission.	Dean (Acad.)	Immediate - to complete before next admission process starts.
8.	Recruit PhD qualified faculty members	HR, (Dean - IQAC)	April – May 2025
9.	Prepare and attain ISO, NBA and NAAC	Dean (IQAC)	3-4 months for ISO NBA & NAAC: 14-16 months


 PRINCIPAL
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(Principal)