

CONFIDENTIAL

MINUTES of the FIRST MEETING OF THE ACADEMIC COUNCIL

Date of Meeting: 21th October, 2025

Time: 10.30 am

Venue: Board Room, STC, Chengannur



St. Thomas College of Engineering & Technology

(Autonomous)

Chengannur, Alappuzha District, Kerala State

www.stthomascollege.ac.in

Minutes of The First Meeting of The Academic Council of Autonomous St. Thomas College of Engineering and Technology, Chengannur

held on 21-10-2025 at STC Board Room



St. Thomas College of Engineering & Technology

(Autonomous College affiliated to APJ Abdul Kalam
Technological University)

Chengannur, Alappuzha District, Kerala State
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Members Present :

1.	Dr. Ajit Prabhu V., Principal, STC	Chairman
2.	Dr. Suresh P.S., HOD, CE, STC	Member
3.	Dr. S.Sarath, HOD, ME, STC	Member
4.	Dr. Manoj Kumar T, HOD, EEE, STC	Member
5.	Dr. Tintu Mary John, HOD, ECE, STC	Member
6.	Dr. Ram Mohan N R, HOD, CSE, STC	Member
7.	Dr. Teena Joseph, HOD, AI/ML, STC	Member
8.	Dr. Aiswarya L., HOD, Agriculture Engg., STC	Member
9.	Prof. Rani M Kurup, HOD, BS & H, STC	Member
10.	Dr. Manjith Kumar B., Dean (Academics), STC	Member
11.	Dr. Bibin Vincent, Professor, CSE (IQAC Coordinator)	Member
12.	Prof. Chris Merin Varghese, Asso. Professor, CE, STC	Member
13.	Prof. Anand V J, Asst. Professor, AI/ML, STC	Member
14.	Prof. (Dr.) Santhakumar Mohan, Professor & Dean, Department of Mechanical Engineering, IIT Palakkad	Member (Online)
15.	Prof. (Dr.) B. S. Manoj, Senior Professor and Associate Dean, Department of Avionics, Indian Institute of Space Science and Technology (IIST)	Member
16.	Sri. Dinesh P Thampi, Vice President TCS & Delivery Centre Head – Kerala	Member(Online)
17.	Prof. Vivek Chaturvedi, Professor, Department of Computer Science & Engineering, IIT Palakkad	Member(Online)
18.	Prof. (Dr.) K P Sudheer, Professor & Head, Department of Agricultural Engineering, College of Agriculture, KAU	Member(Online)
19.	Dr. Vipin Gopan, Professor, ME Department, Controller of Examinations	Member
20.	Prof. Saritha V, Asst. Professor, CE, STC	Member
21.	Prof. Joju P John, Asst. Professor, ME, STC	Member
22.	Dr. Renisha P Salim, Asso. Professor, CSE-AI/ML Department	Member Secretary

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MINUTES :

STC.AC 01.01	Chairman's Welcome Note & Introduction of Members
Deliberations:	<p>The Chairman welcomed all the members to the first meeting of the Academic Council.</p> <p>He explained the initial efforts taken to establish the college in 2010 without compromising the quality of engineering education and the College was conferred with NAAC accreditation, NBA for three program (CSE, ECE and CE) and then Autonomous status by UGC subsequent to 2(f_[Ma1][Ma2]). He further elaborated visionary leadership with which the College was established with clear cut vision and mission. He then mentioned that STC has a well defined HR Policy and Quality policy and a team of committed faculty members to implement the quality education. He also told that the research and innovation activities started growing in the campus. He also presented that in recent years, our college has made substantial progress in terms of Publications, Research Projects, Patents etc. and also placement activities are strengthened and record number of placements happened last year. He apprised that co-curricular and extra-curricular activities are offered to the students for their total development.</p> <p>Academic Council noted the welcome address and then there was a round of self-introduction by the members. After that, the Chairman requested the Dean (Academics) to present the Agenda one by one. After each agenda was presented, there were discussions and decisions were taken appropriately and presented in the ongoing.</p>
STC.AC 01.02	Consideration of the UGC Orders on Conferment of Autonomous status to the St. Thomas College of Engineering & Technology, Chengannur and to take them on record for further action
Decision	<p>The Academic Council noted that University Grants Commission (UGC) of Ministry of Education, Government of India has recognized St. Thomas College of Engineering & Technology, Chengannur, under Section 2(f_[Ma3]) of the UGC Act 1956 as per the letter No. F No. 8-545/2024(CPP-I/C) dtd. 23rd January, 2025. Subsequently, the UGC had conferred the Autonomous status to St. Thomas College of Engineering & Technology, Chengannur vide UGC Letter No.F.2-10/2023(AC-Policy) dated 18.07.2025, under the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023. Higher Education Department, Government of Kerala has directed KTU to issue necessary notification/order regarding the grant of</p>




	<p>autonomous status to St. Thomas College of Engineering & Technology, Chengannur, vide No. J2/188/2025/HEdn dtd. 25-09-2025.</p> <p>Academic council noted and resolved to take these orders on record and granted its approval for further action.</p>
STC.AC 01.03	Consideration of the Notification of the Affiliating University regarding conferment of the Autonomous Status and to take them on record for further action
Decision	<p>The Academic Council was apprised that the affiliating University, viz. APJ Abdul Kalam Technological University, Thiruvananthapuram, Kerala had issued Notification vide U.O.No. 2073/2025/KTU, Dated: 06.10.2025 as instructed by the Government of Kerala vide No. J2/188/2025/HEdn dtd. 25-09-2025 to the University. Accordingly, sanction was accorded by the Vice Chancellor, to confer Autonomous status to St. Thomas College of Engineering and Technology, Chengannur, for a period of 05 years from the AY 2025-2026 to AY 2029-2030 (Ref No. U.O.No. 2073/2025/KTU Thiruvananthapuram, Dated: 06.10.2025.</p> <p>Academic council noted and resolved to take the directions from the State Government and the Notification of the University on record and granted its approval for further action.</p>
STC.AC 01.04	Constitution of the Boards of Studies required for the Autonomous College
Decision	<p>As part of the implementation of Autonomous status granted to St. Thomas College of Engineering & Technology, Chengannur, it is essential to constitute the Boards of Studies (BoS) for each academic Department in accordance with the University Grants Commission (Conferment of Autonomous Status upon Colleges and Measures for Maintenance of Standards in Autonomous Colleges) Regulations, 2023. Accordingly, the Governing Body of STC held on 15-10-2025, had resolved to constitute the Boards of Studies of the St. Thomas College of Engineering & Technology as per the Section 12 of the UGC Regulations-2023.</p> <p>The Academic Council was also apprised that as per the UGC Regulations 2023, "Two subject Experts from outside the parent University are to be nominated by the Academic Council to each of the BOS". In the meeting held on 13-10-2025, the Academic Executive Council of STC consisting of all HODs had recommended the list of experts in the BOS of each Department as given below after wetting their profiles. Accordingly, the list of experts were presented before the Governing Body for the constitution of BOS and the Governing Body approved the list alongwith the constitution of BOS.</p>

The Academic Council approved the list of the nominations as considered by the Governing Body for constitution of the BOS in the meeting held on 15-10-25, being the constitution of the first BOS of corresponding departments.

Sl. No.	Names of the Experts	Designation and Institute
BOS – Agriculture Engineering Department		
1.	Dr. Damodhara R. Mailapalli	Associate Professor, Agricultural and Food Engineering Department, IIT Kharagpur, India
2.	Dr. Raneesh K Y	Assistant Professor (Agrl Engg) KVK, Wayanad KAU
BOS – Civil Engineering		
1.	Dr. Tom V Mathew	Professor and Head, Dept. of Civil Engineering, IIT Bombay
2.	Dr. Sreeja P	Associate Professor, Department of Civil Engineering, IIT Guwahati
BOS – Computer Science & Engineering		
1.	Dr. Saidalavi Kalady	Associate Professor and Head, Department of Computer Science & Engineering, NIT, Calicut.
2.	Dr. S. Janakiraman	Professor, Department of Banking Technology (An Inter-disciplinary of Computer Science and Engineering and Management), Pondicherry University, Pondicherry
BOS - Electronics & Communication Engineering Department		
1.	Prof. (Dr.) K J Vinoy	Professor, Electrical Communication Engineering Department, Indian Institute of Science (IISc), Bengaluru, Karnataka
2.	Dr. Varun Gopi	Associate Professor, NIT-Trichy, Tiruchirappally, TN
BOS – Electrical & Electronics Engineering Department		
1.	Dr. Deepa Venkitesh	Professor, Department of Electrical & Electronics Engineering,

		IIT Madras
2.	Dr. Kumaravel S	Associate Professor Department of Electrical & Electronics Engineering, NIT Calicut
BOS – CSE – AI/MI Department		
	Dr. U. Srinivasulu Reddy	Associate Professor, Department of Computer Applications Machine Learning and Data Analytics Lab Centre of Excellence in Artificial Intelligence, National Institute of Technology, Tiruchirappalli
	Dr. Alex James	Dean & Professor of AI Hardware, School of Electronic Systems and Automation Digital University Kerala Trivandrum
BOS – Mechanical Engineering		
	Dr. T Asokan	Professor, Department of Engineering Design, IIT Madras
	Dr. S. Kanmani Subbu	Assistant Professor, Mechanical Engineering, IIT Palakkad
BOS – Basic Sciences & Humanities		
	Dr. G. Unnikrishnan	Professor, Department of Chemistry, National Institute of Technology Calicut, NIT C
	Dr. Deena C Scaria	Assistant Professor St. Aloysius College, Edathua

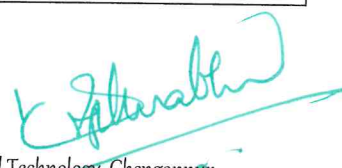
The Academic Council deliberated on the structure and functions of the BoS and resolved to approve the constitution of the Boards of Studies for all Departments under the autonomous framework of the college. Further, the Council authorized the Principal to initiate the formal process of nominating members as per the UGC guidelines and to report the finalized composition to the next meeting of the Academic Council for ratification.

The Academic Council approved the list of nominations (two subject experts in each BOS of corresponding Departments) as considered by the Governing Body for the constitution of the BOS in the meeting held on 15-10-25. The Academic Council noted the constitution of Boards of Studies for all Eight Departments of St. Thomas College of Engineering & Technology, Chengannur, and granted its approval for further action by the Principal for implementation.

STC.AC 01.05	Consideration of the Vision and Mission of the Departments and setting the goals and objectives in the Autonomous system
Decision	<p>The Academic Council deliberated on the need to redefine and align the Vision and Mission statements of all departments in accordance with the Autonomous status conferred upon St. Thomas College of Engineering & Technology, Chengannur.</p> <p>Academic Council was apprised about the Department's Vision and Mission Statements by the Heads of Departments. The Council reviewed the present Vision and Mission statements of each Department which have been arrived after proper deliberations at different levels and after adopting systematic procedures and hence, agreed to retain the same for the time being.</p> <p>The Academic Council resolved to retain the Vision and Mission statements of each Departments.</p>
STC.AC 01.06	Considering the Programmes being offered by the College and the Curriculum framework to be followed under Autonomy, and issue directions on further action needed for the college
Decision	<p>The Academic Council reviewed the existing academic programmes offered by St. Thomas College of Engineering & Technology, Chengannur, and deliberated on the Curriculum Framework to be adopted under the Autonomous system.</p> <p>Based on the approval of the Governing Body, the Academic Council decided to adopt the curriculum and syllabi as following :</p> <ul style="list-style-type: none"> (i) All the B.Tech. students admitted up to and including the academic year 2024-2025, under the affiliated system would continue to be governed by the University's Curriculum and the Schemes. (ii) All the B.Tech. students admitted from the academic year 2025-2026 onwards shall be governed by the curriculum, syllabi and regulations of the college under autonomy. (iii) For expediting the implementation of the autonomy, the college may adopt the 2024 B.Tech curriculum of the KTU for all the seven B.Tech programmes for the 2025-26 admission batch under autonomy in their first year, leaving room for necessary changes in the higher semesters. (iv) Working Professionals admitted through the Lateral Entry Scheme in the year 2025-26 (as lateral entry to the third semester) will also be brought under the Autonomous Curriculum Framework of the college and shall continue to follow the 2024 KTU curriculum and syllabus.

STC.AC 01.07	Reporting the constitution of Examination Cell and the appointment of CoE.
Decision	<p>The Academic Council was apprised of the constitution of the Examination Cell with a total area of approximately 1000 sq. ft., comprising the office of the COE and Dy. COE offices, a conference room, and lay out for pre and post examination process with necessary infrastructure and also with restricted entry. The college has implemented an ERP system developed by Aspiron Technologies, Hyderabad and the Examination Module Adhikrit which supports online evaluation and automated question paper generation from a digital question bank.</p> <p>Dr. B. S. Manoj emphasized that the punctuality in the conduct of examinations and timely publication of results are of paramount importance. Sri. Dinesh Thampi emphasized that security is very important especially in current times and also that Security Audit and regular changing passwords, authorized access etc. to be considered as vital aspects of implementation.</p> <p>The Academic Council noted and recorded the constitution of the Examination Cell and the appointments of Dr. Vipin Gopan as Controller of Examinations, and Prof. Bejoy Antony and Prof. Rejeenth V. R. as Deputy Controllers of Examinations for Examinations and Evaluation respectively under the Autonomous framework of the College.</p>
STC.AC 01.08	Reporting of Internal Quality Assurance Cell constituted as per the UGC Regulations 2023
Decision	<p>The Academic Council noted and recorded the constitution of the Internal Quality Assurance Cell (IQAC) in compliance with UGC Regulations 2023 and approved the appointments of:</p> <ol style="list-style-type: none"> 1. Dr. Bibin Vincent, Professor, Department of Computer Science and Engineering, STC – Coordinator, IQAC 2. Dr. Renisha P. Salim, Department of CSE-AI/ML, STC – Deputy Coordinator, IQAC 3. Prof. Joju P. John, Department of Mechanical Engineering, STC – Deputy Coordinator, IQAC
STC.AC 01.09	Preparation of the time table for instructional delivery (theory / seminar / laboratory / project) in the college under Autonomy, aligned with the approved course codes and curriculum structure.
Decision	<p>The Academic Council directed to consider the preparation of a structured timetable framework aligned with the autonomous curriculum and to issue necessary directions to departments for instructional delivery (Theory, Seminar, Laboratory, and Project) strictly in accordance with the approved course codes, curriculum structure, and Academic Calendar of the Autonomous College.</p>

	<p>The Academic Council was apprised that the college currently follows a Work schedule with the 1st and 3rd Saturdays being additional working days, and class hours running from 9:00 am to 4:20 pm (Monday to Friday). The Academic Council approved the proposal for a five-day week working, while implementing certain modifications to the class timings to enhance operational efficiency as recommended by the Academic Executive Council of the College. On Fridays, 1 hr 35 minutes lunch break is provided and the extra time can be utilized for extra curricular activities, doing lab practicals of missed classes, revision etc.</p> <p>The Council authorized the Principal to oversee the implementation of the revised timetable for effective instructional timings.</p> <p>Each course in the curriculum of the first-year autonomous batch (2025-26 admission) is identified using a unique course code which follows a standardized alphanumeric format to represent the subject area, academic level, and sequence.</p> <ul style="list-style-type: none"> • The alphabetic prefix identifies the subject category. • The alphabet following the prefix (A/B/C) (Optional) denotes the stream group • The three-digit numeric suffix indicates the semester and sequence number (e.g., "101" → first-semester, first course). <p>For example, MATA101 Mathematics for Information Science-1, CHYBC102 Chemistry for Physical Science.</p> <p>Academic Council accorded approval for implementing the structured time table, college timings and the course codes for the first year.</p>
<p>STC.AC 01.10</p>	<p>Academic Calendar for the First Semester of the batch being admitted under Autonomy and direction there on.</p>
<p>Decision</p>	<p>The Academic Council considered and approved the following: the Academic Calendar shall include instructional days not less than 65 days per semester (inclusive of midterm assessments), provide minimum 7 calendar days of preparatory leave prior to the End Semester Examinations, and maintain a one-day gap or follow calendar holidays between theory examinations.</p> <p>After deliberations it was decided that under the autonomous framework, internal assessment will consist of:</p> <ul style="list-style-type: none"> • Series Test - I covering Modules 1 & 2 • Series Test - II covering Modules 2 & 3 • Series Test - III covering Modules 3 & 4

	<p>For internal mark evaluation, the best two out of the three series examinations will be considered. These tests shall be centrally conducted by the Examination Cell.</p> <p>The Academic Council resolved to approve the Academic Calendar for the First Semester of the batch admitted under Autonomy as presented.</p> <p>The Principal was authorized to issue necessary directions to ensure timely implementation and coordination of all academic activities as per the approved calendar.</p>
<p>STC.AC 01.11</p>	<p>Regulations and Examination Manual for batches under Autonomy</p>
<p>Decision</p>	<p>The Academic Council was apprised about the process undertaken for the preparation of the Regulations and Examination manual for the Autonomous system for the 2025-26 Batch. These preliminary Regulations and Exam manual had been prepared after several rounds of discussions by COE, Dean Academics and IQAC Coordinator and with external experts. The draft documents were circulated among the HODs and Faculty Members. These documents after incorporating the suggestions were placed in the Academic Executive Council Meeting in its meeting held on 13-10-2025 and recommended to the Academic Council of the Autonomous College.</p> <p>The Academic Council approved the STC B.Tech. Regulations 2025 and STC B.Tech. Examination Manual 2025 for the Autonomous Batch (2025-26) onwards.</p> <p>The Academic Council authorized the Principal to issue detailed operational guidelines to Departments based on the approved manual in consultation with Controller of Examinations.</p> <p>The Academic Council also permitted to make minor modifications, if required, in line with statutory or regulatory changes, subject to subsequent ratification by the Academic Council.</p> <p>The Academic Council also directed that :</p> <ul style="list-style-type: none"> • All academic and examination activities shall be conducted as per the provisions laid out in the approved Regulations and Examination Manual respectively. • The Controller of Examinations shall ensure strict compliance and circulate the necessary instructions to all Departments. • The IQAC shall periodically review implementation effectiveness and suggest improvements to the Council when required.

STC.AC 01.12	Any other matter with the permission of the Chair
Decision	<p>Dr. B. S. Manoj suggested that activities of professional bodies such as IEEE shall be strengthened and also to develop research culture among students. He suggested that one activity point be awarded to students based on their research activities. It was proposed to organize an annual conference in collaboration with other department to enhance interdisciplinary engagement. It was noted that more students participated in IEEE events this year, reflecting increased interest in professional and research-oriented activities. He also suggested that students shall involve more on Hackathons and similar competition which will give wider visibility to the College as well as develop the students with better exposure.</p> <p>There were no more points raised by the Members and the meeting was adjourned.</p>

The meeting concluded at 12.30 pm with word of thanks from Dr. Renisha P Salim, Member Secretary, Academic Council.

Dr. Renisha P Salim

Associate Professor, CSE(AI & ML)

Member Secretary, Academic Council

Minutes Approved by

Dr. Ajit Prabhu V,

Principal, STC

Chairman, Academic Council

Dr. AJIT PRABHU V.
Principal
St. Thomas College of Engineering & Technology
Kozhuvallur P.O, Chengannur-689521, Kerala