

## Annexure IV



### COLLEGE OF ENGINEERING TRIVANDRUM

#### MINUTES OF INSTITUTE ADMINISTRATIVE COUNCIL MEETING

Subject: Academic and Administrative Matters

Meeting Number: 47/2022

Venue: Conference Hall

Date: 27.09.2022

Time: 01.30am

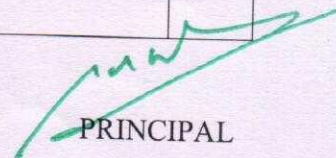
#### Members Present

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| <ol style="list-style-type: none"> <li>1. Dr. Suresh Babu V, PRINCIPAL</li> <li>2. Dr. Abdul Nizar M, Dean (UG)</li> <li>3. Dr. Shreelekshmi R, Dean (PG)</li> <li>4. Dr. Lekshmi A, Dean (Research)</li> <li>5. Dr. J isha V. R., Dean (Students Affairs)</li> <li>6. Dr. Bindu G. R., Dean (International Affairs)</li> <li>7. Dr. Anil R, HOD (CE)</li> <li>8. Dr. Ajayan K. R., HOD (ECE)</li> <li>9. Dr. Savier J. S., HoD (EE)</li> <li>10. Dr. Baiju Sasidharan, for HoD (ME)</li> <li>11. Dr. Sumesh Divakaran, HoD (CS) &amp; Warden, Hostel Office</li> </ol> | <ol style="list-style-type: none"> <li>12. Dr. Bejene S Kothari, HoD (AR)</li> <li>13. Prof. Deepa S. S., HoD (MCA)</li> <li>14. Dr. Suresh Subramniam, (CET-SoM)</li> <li>15. Dr. Biju G. S., HOD (Maths)</li> <li>16. Prof. Haritha V. G., HoD (Physics)</li> <li>17. Dr. Gowri Sreedevi K. C., HoD (Chemistry)</li> <li>18. Dr. Prasannakumaran K, HoD (Physical Education)</li> <li>19. Dr. Arvee Sujil Johnson, HoD (PTDC)</li> <li>20. Dr. Binoosh S. A., Co-ordinator (IQAC)</li> </ol> |
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Decision No. & Date	Subject and Decision	Action By	Status
479 27/09/2022	HoDs presented the status of working Laptops and desktops in their departments.	All HoDs	
480 27/09/2022	All HoDs are entrusted to report the steps taken for Quality Improvement in Assignment in the next IAC.	All HoDs	
481 27/09/2022	All HoDs are entrusted to report the status of Laboratory facilities in their departments in the next IAC.	All HoDs	
482 27/09/2022	It is decided to convene a technical staff meeting at the earliest.	All HoDs/ Technical Staff Members	
483 27/09/2022	It is decided to conduct Anti drug Campaign in the institution.	Dean (Students Affairs)	
484 27/09/2022	Council approved the request to use CET Auditorium on 19 <sup>th</sup> November, 2022 from L'ecole Chempaka Society for Educare to host their Annual Day, charging the fee.	CA	
485 27/09/2022	It is decided to conduct the first series test of PG classes in 6 <sup>th</sup> and 7 <sup>th</sup> October, 2022.	Dean (PG)	
486 27/09/2022	It is decided to give the charge of co-ordinator, CCF and co-ordinator, High Performance Computing (HPC) to Prof. Balu John, Asso. Prof. (CS).	Prof. Balu John (CS)	
487 27/09/2022	The S4 Lab examinations were scheduled from 26 <sup>th</sup> September, 2022. However the formal intimation about external examiners and the actual date of examination were not received till date for many branches. Also there are continuous holidays in the next week. In this situation, it is decided to start S4 lab examination from 10 <sup>th</sup> October onwards by posting internal examiners and intimating them to University.	Dean (UG)	

488 27/09/2022	HoDs are entrusted to report the present status of students who have taken B. Tech S5 & S7 minor in the next IAC.	All HoDs & Dean (UG)	
489 27/09/2022	<p>The council has discussed about the procedure to be followed to fill the vacant seats in the college hostels. Based on the powers given to the Council by the recent Government order, the Council had decided to readmit all the inmates of the hostel for the remaining period of their study. Accordingly, the readmission process is completed. Now, the following rules are decided inline with the recent Government order regarding admission to college hostels.</p> <ol style="list-style-type: none"> <li>1. Weightage for annual family income and distance is decided as 75:25.</li> <li>2. Weightage for Annual Family Income out of 75 will be calculated as shown in Annexure A.</li> <li>3. Weightage for distance out of 25 will be calculated as shown in Annexure B.</li> <li>4. Distance will be counted in kilometres from CET to the post office nearest to the home address of the applicant. Distance shown by an applicant will be verified by the respective faculty advisor (class advisor), based on the shortest distance shown in the Google Map.</li> <li>5. Applicant should produce Annual family Income Certificate issued by the competent Revenue authority, failing which will lead to the cancellation of application.</li> <li>6. Applicant should produce Residency Certificate issued by the Panjayath/Municipality/Corporation showing the post office, failing which will lead to the cancellation of application.</li> <li>7. Remaining seats will be divided as defined by the Government order. From the 30% seats earmarked for reserved seats in the GO, 90% shall be earmarked for UG students and 10% shall be earmarked for PG students by following the directions in the GO to divide seats for UG and PG.</li> <li>8. Remaining seats for UG/PG will be divided to give equal chance to all batches based on the number of students admitted in a programme.</li> </ol> <p>Annexure A &amp; B attached.</p>	Warden Hostel Office	

The meeting was concluded at 04.00 pm.

  
PRINCIPAL

## Annexure A

It is decided to divide the annual family income of an applicant into various slabs or intervals as shown in the table below. The maximum weightage for annual family income is decided as 75 out of 100 points to calculate the rank of an applicant. Each interval is given a weightage as shown in the table.

Interval label	Weightage for Annual Family Income of the applicant		
	First point in the interval	Last point in the Interval	Weightage for the interval
1	$f_1 = 0$	$l_1 = 50000$	$w_1 = 75$
2	$f_2 = 50001$	$l_2 = 100000$	$w_2 = 66$
3	$f_3 = 100001$	$l_3 = 200000$	$w_3 = 60$
4	$f_4 = 200001$	$l_4 = 300000$	$w_4 = 54$
5	$f_5 = 300001$	$l_5 = 400000$	$w_5 = 48$
6	$f_6 = 400001$	$l_6 = 600000$	$w_6 = 42$
7	$f_7 = 600001$	$l_7 = 900000$	$w_7 = 36$
8	$f_8 = 900001$	$l_8 = 1200000$	$w_8 = 30$
9	$f_9 = 1200001$	$l_9 = 1800000$	$w_9 = 24$
10	$f_{10} = 1800001$	$l_{10} = 2400000$	$w_{10} = 18$
11	$f_{11} = 2400001$	$l_{11} = 3600000$	$w_{11} = 12$
12	$f_{12} = 3600001$	$l_{12} = 10000000$	$w_{12} = 6$

The weightage  $w$  for the annual family income of an applicant is decided to be obtained by applying the following formula:

$$w = w_i - \left( (A - l_{i-1}) \div (l_i - l_{i-1}) \right) * (w_i - w_{i+1})$$

Where  $i \in \{1, 2, \dots, 12\}$ ,  $A$  is the actual annual family income of the applicant,  $l_i$  &  $w_i$  are the last point and the weightage for the interval where  $A$  belongs,  $l_{i-1}$  is the last point for the previous interval to the interval where  $A$  belongs,  $w_{i+1}$  is the weightage for the next interval to the interval where  $A$  belongs,  $l_0 = 0$  and  $w_{13} = 0$ .

## Annexure B

It is decided to divide the distance from CET to the home address of an applicant into various slabs or intervals as shown in the table below. The maximum weightage for distance is decided as 25 out of 100 points to calculate the rank of an applicant. Each interval is given a weightage as shown in the table.

Interval label	Weightage for distance in kms from CET to the nearest post office of the applicant		
	First point in the interval	Last point in the Interval	Weightage for the interval
1	$f_1 = 0$	$l_1 = 20$	Not eligible to apply
2	$f_2 = 21$	$l_2 = 40$	$w_2 = 5$
3	$f_3 = 41$	$l_3 = 100$	$w_3 = 10$
4	$f_4 = 101$	$l_4 = 250$	$w_4 = 15$
5	$f_5 = 251$	$l_5 = 600$	$w_5 = 25$

The weightage  $w$  for distance for an applicant is decided to be obtained by applying the following formula:

$$w = w_{i-1} + ((D - l_{i-1}) \div (l_i - l_{i-1})) * (w_i - w_{i-1})$$

Where  $i \in \{2,3,4,5\}$ ,  $D$  is the actual distance in kilometres from CET to the post office nearest to the applicants home,  $l_i$  &  $w_i$  are the last point and the weightage for the interval where  $D$  belongs and  $l_{i-1}$  &  $w_{i-1}$  are the last point and the weightage for the previous interval to the interval where  $D$  belongs.