



**SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY
(AUTONOMOUS)**

VIDYA NAGAR, KARUKUTTY, ERNAKULAM - 683 576

Internal Quality Assurance Cell



Academic Council Meeting

Minutes of The Meeting



Second Meeting of The Academic Council

Date and Time : 19.08.2026, 10.00 am

Venue : Hybrid Mode (ZOOM)/IQAC Room, SSET

SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY (AUTONOMOUS)

Second Meeting of the Academic Council

Venue : Hybrid Mode (ZOOM)/IQAC Room, SSET

Date : 19.08.2026

Time : 10.00 am to 11.00 am

Programme :

1. Welcome – Mr. Noel Joseph Gomez, Member Secretary, Academic Council
2. Discussion on Agenda

Agenda

- **Item No: AC02/01** – Discussions on the Academic Regulation 2026
- **Item No : AC02/02** – Discussion on the Curriculum and syllabus for Semester 1 and Semester 2 for the Academic year 2026-27
- **Item No: AC02/03** – Discussion on the Academic Calendar 2026-27
- **Item No: AC02/04** – Any other item with the consent of the Chair


Dr. Jenson Joseph. E,

Principal,

Chairman, Academic Council.

SCMS SCHOOL OF ENGINEERING AND TECHNOLOGY (AUTONOMOUS) Second Meeting of the Academic Council			
Attendance			
S.No	Name and Details	Designation	Attendance
1	Dr. Jenson Joseph E, Principal	Chairman	Present
2	Mr. Vipin Raj P. G, HOD, Dept of Automobile Engineering	Member	Present
3	Dr. Vidya Chandran, HOD, Dept of Mechnaical Engineering	Member	Present
4	Dr. Sanju Sreedharan, HOD, Dept of Civil Engineering	Member	Present
5	Dr. Divya Nath K, HOD Dept of Electrical and Electronics Engineering	Member	Present
6	Dr. Sreeja K A, HOD, Dept of Electronics and Communication Engineering	Member	Present
7	Dr. Manish T. I, HOD, Department of Computer Science and Engineering	Member	Present
8	Dr. Sonal Ayyappan, HOD, Department of Civil Engineering	Member	Present
9	Dr. Nuja M. Unnikrishnan, HOD, Basic Science and Humanities	Member	Present
10	Dr. Varun G. Menon, Professor, Dept of Computer Science and Engineering	Member	Present
11	Dr. Nisha L, Professor, Dept of Civil Engineering	Member	Present
12	Managing Director, Popular Vehicles and Services	Expert Member	Absent
13	Mr. Aju Jacob, MD, Synthite Industries, Kochi	Expert Member	Absent
14	Mr. Jijimon Chandran, Founder & CEO, Acsia Technologies	Expert Member	Absent

15	Dr. Sathish Kumar D, Associate Professor, Department of Civil Engineering, NIT Calicut	Expert Member	Present - online
16	Dr. Balagopal G. Menon, Assistant Professor, Department of Industrial and Systems Engineering, IIT Kharagpur	Expert Member	Present - online
17	Dr. Baiju Sasidharan, Principal, GEC, Painavu, Idukki	University Nominee	Absent
18	Dr. Suresh Babu, Rtd. Principal, TKM College of Engineering	University Nominee	Present - online
19	Dr. K. Gopakumar, Rtd Professor, Dept of Electronics and Communication Engineering, TKM College of Engineering	University Nominee	Present - online
20	Dr. Anitha G. Pillai, Professor, Dept of Civil Engineering	COE	Present
21	Mr. Noel Joseph Gomez, Assistant Professor, Dept of Mechanical Engineering	Member Secretary	Present
22	Prof. Pramod P Thevannoor, Executive Chairman, SCMS Group of Educational Institutions.	Management Representative	Present
23	Dr. Praveensal C J, Group Director, SCMS Group of Educational Institutions.	Management Representative	Present
24	Dr. Praveena K, Director, RACE, SCMS Group of Educational Institutions.	Management Representative	Present

The meeting commenced with the member secretary welcoming all the members of academic council. He welcomed who were physically present and all the other Academic Council members those who joined online.

Detailed discussion on Agenda :

Item No: AC02/01 – Discussions on the Academic Regulation 2026

The Chairman invited the members to give suggestions on the Draft regulations shared with the Academic council members on 07.08.2026. The suggestions are as below,

- The Minutes of the meeting should be prepared according to the agenda and not as a detailed description of the meeting and should contain the action items.
- Prior notice for meetings must be given at least 7 days in advance.
- Maximum Duration for completion of B.Tech program is six academic years as per the regulations. As per 26R4.3 of the regulations, an extension beyond six academic years can be granted by the institution, however this requires approval of the academic council.
- Clear definitions for credit allocation and hours/credits per week are needed to be defined in the regulations. Mismatches exist between credit notations, syllabus listings (e.g., 20 vs. 21 credits; 19 vs. 21 credits), and class timetables. All discrepancies to be corrected.
- Clarification is required on approval authorities for MOOC courses.
- Grouping logic (Group A, B, C) details are missing or need review.
- Academic Audit procedures for the institution require clarification (external vs. internal auditors) 26R9.1 in M.Tech regulations.
- MCA Regulations R6R2.1 and 26R2.2 seems to be similar and requires clarification.
- MCA Regulations 26R2.4 mentions SSET, Karukutty which needs to be defined prior to usage in the regulations.
- MCA regulations 26R4.8 [The Principal shall inform/forward all regulations, guidelines, communications, announcements regarding student academic and other matters to the Head of the Department for information and timely action] need not be included in the regulations since the institution is autonomous.
- MCA Regulations 26R6.16 and 26R6.20: terminology regarding End Semester Examinations (ESE) vs. Semester End Examinations (SEE) and external examiners appointed by the Principal/Institution requires correction.
- Clarifications are required regarding the minimum credit requirements for advancing to higher semesters.

- Regularise the terminologies used in the regulations.
- Redraft the regulations and curriculum and submit at the earliest.
- Formalize procedures regarding Semester Registration, Conduct & Discipline, Grade Revisions, Graduation/Promotion Requirements, Discontinuation, and Withdrawal due to Medical/Family reasons, and striking off from Roll Lists.
- Revamp the institutional website to restore missing uniformity and user appeal.

Item No : AC02/02 – Discussion on the Curriculum and syllabus for Semester 1 and Semester 2 for the Academic year 2026-27

The Chairman invited the members to give suggestions on the Curriculum and Syllabus shared with the Academic council members on 07.08.2026

- Total contact hours were 375 hours as per curriculum. The schedule calculates to 62 working days (at six hours/day), whereas KTU/APJ mandates 65 working days. Discrepancies in total working days and hours for M.Tech programs must be rectified.
- The Board of Studies (BoS) only recommends curriculum; final approval rests with the Academic Council (AC).
- Re-visit credit allocations for laboratories.
- Lack of uniformity across branches. Program Outcomes (POs) and Program Specific Outcomes (PSOs) are missing in some curricula. Chemistry syllabus needs to be curtailed, and course outcomes/objectives require refinement.

Item No: AC02/03– Discussion on the Academic Calendar 2026-27

The Chairman invited the members to give suggestions on the Draft Academic Calendar shared with the Academic council members on 07.08.2026

- There are 20 working days prior to IAT1 and 23 working days prior to IAT2 which is a discrepancy between the Academic Calendar and the Curriculum.

Item No: AC02/04 – Any other item with the consent of the Chair

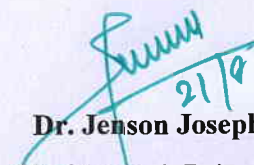
The Chairman invited the members to give suggestions regarding the works to be done further to finalise the Academic regulations, academic calendar and curriculum. As per the discussions the following time lines were fixed as follows,

- Minutes of the 2nd Academic council meeting to be sent to all the members of academic council on 21.08.2026.

- Regulations, Academic calendar and Curriculum to be corrected as per the suggestions mentioned and sent to the members on 03.09.2020.
- Next Academic council to finalise the Regulations, Academic Calendar and Curriculum on 07.09.2020.

The meeting came to an end at 11.00 am. The Chairman thanked all the Academic Council members for their active participation and valuable suggestions.


Mr. Noel Joseph Gomez
Member: Secretary


Dr. Jenson Joseph.E
Chairman & Principal