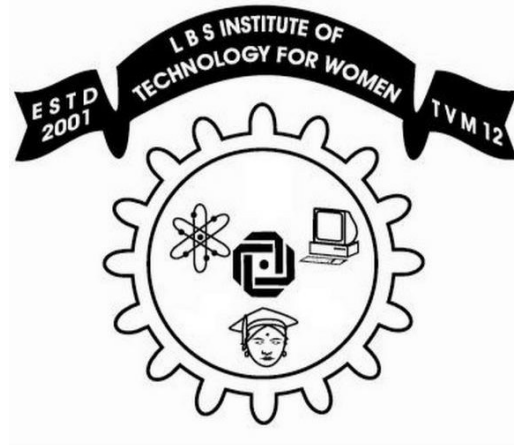


27th MEETING OF THE BOARD OF GOVERNORS



MINUTES OF THE MEETING

Date:08-10-2025

Time: 10.30 AM

Venue: Conference Hall, LBSITW

**LBS Institute of Technology for Women, Poojappura
Thiruvananthapuram-695012, Kerala.**

Phone:0471-2349232
Website:www.lbt.ac.in

Fax:0471-2343395
Email:principal@lbt.ac.in

Members Present

1. Dr. V Radhakrishnan
2. Shri. Ajayan C
3. Dr. Jayaprakash P
4. Dr. Bijukumar R
5. Er Rajesh R
6. Dr. Jayamohan J
7. Dr. Smithamol M B
8. Dr. Anithakumari S

DISCUSSIONS/DECISIONS

1. Welcome & Opening Remarks

The meeting commenced at 10:30 a.m. with a warm welcome by the Principal, Dr. Smithamol M. B., who extended greetings to the Chairman, Dr. V. Radhakrishnan, and all esteemed members of the Board of Governors. In her opening remarks, the Principal briefly outlined the purpose of the meeting—to review institutional progress, assess accreditation readiness, and deliberate on academic and administrative improvements. The agenda for the meeting was formally presented and adopted unanimously.

2. Confirmation of Minutes of Previous BoG Meeting

The minutes of the previous BoG meeting held on 05 February 2025 were circulated in advance to all members. The committee reviewed the same, and after brief deliberation, approved the minutes without amendments.

3. Institutional Status & Highlights

The Principal presented a comprehensive report on the activities of the college for the academic year 2024–25, covering academic performance, co-curricular and extra-curricular activities, placement statistics, and student achievements. She proudly highlighted that LBSITW secured the First Position in the KTU academic results among affiliated colleges, reflecting consistent academic excellence.

The institution also achieved significant milestones through its NSS Unit, which received state-level recognition for exemplary community service and social outreach programmes. The Robotics Club earned accolades in intercollegiate and national-level competitions, showcasing innovation and teamwork. The college also conducted several outreach activities, including women empowerment workshops, school-level awareness programmes, and community technology drives aimed at promoting digital literacy.

The Heads of Departments of CSE, ECE, and Civil Engineering gave brief presentations summarizing academic results, research activities, departmental events, and future plans. Emphasis was placed on research-based learning, innovation initiatives, and the growing participation of students in hackathons and national-level technical competitions. The Chairman, in his address, expressed appreciation for the consistent efforts of the institution in maintaining quality education and encouraged all members to share constructive suggestions for further

development. The Chairman appreciated all faculty members and encouraged departments to further strengthen industry collaborations, faculty research output, and student project outcomes to align with national and global standards.

4. NBA Accreditation 2026: Preparation & Strategy

The Board deliberated extensively on the preparations for NBA reaccreditation scheduled for 2026. The Principal reported that while documentation, departmental reviews, and compliance tracking are progressing well, there remains a shortage of faculty research contributions and funded projects.

After detailed deliberations, the following key decisions and action points were recorded to further strengthen the institution's academic and research ecosystem:

1. Enhancing Research and Publication Quality:

Faculty members shall be encouraged and supported to publish high-quality research papers in reputed Scopus-indexed and SCI/SCIE peer-reviewed journals. Emphasis will be placed on fostering a strong research culture across departments, ensuring that quality publications become a mandatory benchmark for faculty performance and professional growth.

2. Promoting Funded Research and Collaborative Projects:

Departments shall actively collaborate with Ph.D. guides, research mentors, and external experts to conceptualize and submit funded project proposals to national and international agencies. Faculty members will be motivated to explore interdisciplinary research and apply for funding through governmental, institutional, and women-centric development schemes.

3. Strengthening Industry-Academia Interface:

The college will explore the appointment of Industry-Sponsored Professors and Adjunct Faculty to enhance industry collaboration and exposure. Faculty members will be encouraged to undergo industry-oriented training programs to gain practical insights and align their teaching with emerging technological trends.

4. Faculty and Staff Development Initiatives:

Departments shall consistently organize **faculty development programs (FDPs), staff training workshops, and upskilling sessions** focused on emerging domains in every disciplines. These initiatives aim to **build capacity, improve pedagogical practices, and strengthen research competencies** among faculty and staff.

5. Academic Events and Knowledge Exchange:

The institution will continue to organize **national and international conferences, seminars, and symposiums** to promote academic interaction, research dissemination, and knowledge sharing among faculty, students, and external experts.

6. Encouraging Student Innovation and Entrepreneurship:

The college shall intensify efforts to **motivate and mentor students towards innovation, entrepreneurship, and start-up ventures** through dedicated innovation cells, incubation support, and industry mentorship programs. Students will be encouraged to participate in **innovation challenges, hackathons, and start-up competitions** to nurture creativity, problem-solving, and leadership skills.

The committee stressed the importance of timely preparation and data accuracy, advising that all departments complete their compliance submissions by November 2026.

5. Academic & Programmatic Matters

The BoG approved the revised Vision and Mission statements of the CSE and ECE departments. The Chairman enquired about the institution's initiatives beyond core academics—particularly extramural sessions, skill development programmes, and soft skills training. He suggested increasing the number of such sessions to help students explore personal interests, leadership abilities, and career pathways. It was also proposed to strengthen parental involvement through motivation sessions and alumni mentoring to enhance placement rates and student confidence. Regarding faculty development and motivation, the Principal presented the ongoing issue related to the Career Advancement Scheme (CAS): Certain faculty members who received redesignations had not received corresponding financial upgradations, causing concern and demotivation. The BoG noted the concern and recommended recording a formal request for reconsideration. Sri. Ajayan C., the Government representative, clarified that while salary rationalization is important and the LBS Centre should examine internal revenue options to address the financial overhead.

6. Infrastructure & Facilities Enhancement

The Principal informed the Board that the 2025 Diploma admissions were withheld due to inadequate classroom space and recommended discontinuing the Diploma programmes. The Board unanimously approved the permanent closure of the Diploma programmes considering the limited physical space and the focus on strengthening the B.Tech and M.Tech programmes. The BoG instructed that a comprehensive report detailing the space limitations and academic justifications be maintained for records. The Chairman emphasized improving facilities conducive to innovation and creativity. He recommended the establishment of a Tinkering Lab utilizing existing infrastructure to promote a start-up culture and hands-on learning. The Principal reported that construction of a new academic block has commenced to address the growing space requirements. New computer laboratories have been established in the college by purchasing systems using Plan Funds, and additional computer labs have been set up in the hostel premises utilizing CSR funds. The Chairman also advised expanding foreign language training and certification programmes to improve student employability in global markets.

7. Student Support, Welfare & Extra-Curricular

The Board reviewed ongoing student welfare initiatives and discussed measures to improve the overall student experience. Key points discussed include increasing skill-oriented training programmes for Civil Engineering students, introducing more Fab Lab and Pre-Lab training sessions, and strengthening counselling support, mentorship programmes, and career guidance cells for holistic development.

8. Financial & Budgetary Matters

The Principal presented the financial report of the institution, including audited accounts and expenditure statements for the year 2024–25. The Board reviewed and approved the previous expenditure after verification and discussion. The budget proposals for upcoming institutional and student development activities were presented, discussed, and sanctioned. Funds were prioritized for infrastructure strengthening, including the Tinkering Lab, skill enhancement programmes, accreditation-related expenses, and faculty development workshops. Members emphasized the need for judicious utilization of funds, periodic financial monitoring, and transparent reporting to ensure accountability and effective resource management.

9. Governance & Administrative Matters

The Principal proposed expanding the BoG composition to include two additional industry representatives corresponding to newly introduced B.Tech programmes. The Chairman supported the proposal and recommended that at least one new member be a woman representative to ensure inclusivity.

10. Monitoring & Reporting

The BoG stressed the importance of regular monitoring of NBA readiness and institutional performance. It was decided to establish a quarterly internal review mechanism and submit progress reports to the BoG in subsequent meetings. The Chairman suggested preparing a strategic development plan to guide the institution toward becoming a centre of excellence in engineering education.

11. Other Items

No additional matters were tabled with the permission of the Chair.

12. Next Meeting Schedule & Closing Remarks

It was agreed that the next BoG meeting would be held by February 2026. In his concluding remarks, the Chairman appreciated the sustained efforts of the Principal, faculty, and staff in maintaining academic standards and administrative efficiency. He urged all departments to work collaboratively toward achieving the institution's long-term vision of excellence. The meeting concluded with a vote of thanks proposed by the Principal

The meeting concluded at 12:45 p.m.