










**Second meeting of the Board of Governors**  
**TEQIP - Phase II**

Date: 27.9.2013

Time: 10.30 am

Venue: **Hotel Gazala, Palakkad**

The following members were present in the meeting:

1. Dr. A.K.Nandakumaran, (Chairman, BoG)  
Professor, Dept. of Mathematics,  
IISc Bangalore. 
2. Dr. K.R. Dayas, (Member, BoG - Industrialist)  
Director, CMET, Thrissur. 
3. Dr. Sree Mahadevan Pillai, (Member BoG - Calicut University Nominer)  
Professor, Dept of Civil Engineering,  
NSS College of Engineering, Palakkad 
4. Dr. Gopakumar,  
Director, SPFC, Kerala 
5. Dr.(Prof) Sukeshkumar,  
Mentor 
6. Dr. P.C.Reghuraj (Ex-officio Member, BoG)  
Principal,  
Government Engineering College, Palakkad.
7. Prof. C.P. Mrinalini, (Member, BoG & Nodal officer - TEQIP Equity Action Committee)  
Professor, Electronics & Communication Engg.,  
Govt. Engineering College, Palakkad.   
27/9/13
8. Prof. Showkathali V (TEQIP Coordinator)  
Associated Professor, Information Technology  
Govt. Engineering College, Palakkad
9. Dr. Gopakumar R (Nodal officer - TEQIP Academic Committee)  
Associated Professor, Civil Engineering,  
Govt. Engineering College, Palakkad   
27/9/13
10. Shri. Vipin Vasu A.V ( Nodal officer -TEQIP Procurement Committee)  
Assistant Professor, Dept of Computer Science Engineering  
Govt. Engineering College, Palakkad.   
27/9/13
11. Smt. Rani I, (Nodal officer -TEQIP Finance Committee)  
Assistant Professor, Electronics & Communication Engg.,  
Govt. Engineering College, Palakkad.   
27/9/13

12. Shri. Sunny T.D ( TEQIP IIIC Committee Coordinator)  
Assistant Professor, Dept. of Electronics & Communication Engg.  
Govt. Engineering College, Palakkad.

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27/9/13

13. Shri. Ezudheen P, (TEQIP-R & D Committee Coordinator)  
Assistant Professor, Computer Science Engineering  
Govt. Engineering College, Palakkad

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14. Shri. Anwar Hussain M  
Asst. Professor & HOD, Electronics & Communication Engg.  
Govt. Engineering College, Palakkad

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27/9/2013

15. Shri. Ranju V Sankar  
Assistant Professor & HOD, Mathematics- Collegiate Education  
Govt. Engineering College, Palakkad

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27/9/2013

16. Shri. Raghunathan. C  
Administration Assistant  
Govt. Engineering College, Palakkad

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27/9/13

17. Shri. Selvakumar  
Assistant Professor, Mechanical Engineering  
Govt. Engineering College, Palakkad

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27/9/13

18. Shri. V.M.H.Safarulla  
Accounts Officer  
Govt. Engineering College, Palakkad

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27/9/13

19. Shri. Rajan T  
Assistant Professor, Mechanical Engineering  
Govt. Engineering College, Palakkad

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27/9/13

**GOVERNMENT ENGINEERING COLLEGE PALAKKAD**  
(Selected under subcomponent 1.1 TEQIP Phase II)

**2<sup>nd</sup> Meeting of Board of Governors**  
**27<sup>th</sup> September 2013**

**MINUTES**



**Government Engineering College Palakkad.**  
Mannampatta P.O., Sreekrishnapuram, Palakkad, Kerala – 678 633.  
[www.gecskp.ac.in](http://www.gecskp.ac.in)

**Minutes of the Second meeting of the Board of Governors of TEQIP -  
Phase II**

**Date: 27-09-2013**

**Time: 10.30 A.M.**

**Venue: Hotel Gazala, Palakkad**

**The following BoG members were present in the meeting:**

1. Dr. A.K.Nandakumaran, (Chairman, BoG)  
Professor, Dept. of Mathematics,  
IISc Bangalore.
2. Dr. K.R. Dayas, (Member, BoG - Industrialist)  
Director, CMET, Thrissur.
3. Dr. Sree Mahadevan Pillai, (Member BoG - Calicut University Nominee)  
Professor, Dept of Civil Engineering,  
NSS College of Engineering, Palakkad
4. Dr. Gopakumar V. (Member BoG, DTE Representative)  
Director, SPFU, Kerala
5. Dr. P.C.Reghujaraj, ( Member, BoG )  
Principal, Govt. Engineering College, Palakkad.
6. Prof. C.P. Mrinalini, (Member, BoG & Nodal officer - TEQIP Equity Action Committee)  
Professor, Electronics & Communication Engg.,  
Govt. Engineering College, Palakkad.
7. Prof. V. Showkathali ( Member, BoG & Coordinator)  
Associate Professor & HOD IT  
Government Engineering College  
Sreekrishnapuram, Palakkad.

**Special Invitee**

1. Dr. K. Sukesh Kumar.  
TEQIP Mentor , Government Engineering College, Palakkad.

**TEQIP Nodal officers & Others**

1. Prof. Vipin Vasu A.V. , ( Nodal officer -TEQIP Procurement Committee)  
Assistant Professor, Dept of Computer Science ,  
Govt. Engineering College, Palakkad.
2. Prof. Rani L, (Nodal officer -TEQIP Finance Committee)  
Assistant Professor, Electronics & Communication Engg.,

Govt. Engineering College, Palakkad.

3. Dr. Gopakumar R (Nodal Officer-TEQIP Academic Committee)  
Associate professor in Civil engineering  
Govt. Engineering College, Palakkad.
4. Prof. Sunny T. D. (TEQIP IIC Committee Coordinator)  
Assistant Professor, Electronics & Communication Engg.,  
Govt. Engineering College, Palakkad.
5. Prof. Ezzudheen P.(Coordinator-TEQIP R & D Committee)  
Assistant Professor, Electronics & Communication Engg.,  
Govt. Engineering College, Palakkad.
6. Prof. Anwar Hussain M. (HOD ECE)  
Associate professor in Electronics & Communication Engg.,  
Govt. Engineering College, Palakkad
7. Prof. A. Selva Kumar  
Assistant Professor in Mechanical Engg.  
Govt. Engineering College, Palakkad
8. Prof. Rajan T.  
Assistant Professor in Mechanical engg.  
Govt. Engineering College, Palakkad
9. Prof. Ranju V Shankar  
Assistant Professor & HOD Mathematics.  
Govt. Engineering College, Palakkad
10. Shri. Reghunathan C.  
Administrative Assistant  
Govt. Engineering College, Palakkad
12. Sri. V. M. H. Saferulla  
Accounts Officer  
Govt. Engineering College, Palakkad

The following members were absent in the meeting.

1. Dr. Gopal Mugeraya, (Member, BoG - AICTE Nominee) (indisposed, intimated in advance)  
Professor, Chemical Engineering,  
NIT Suratkal, Karnataka.
2. Dr. B.S. Manoj, (Member BoG – Educationalist)  
Associate Professor,  
Avionics/ Computer Networking,  
IIST Thiruvananthapuram

3. Additional Secretary/Joint Secretary/Dy. Secretary (Administrative Department)  
Member-BoG State Govt. Nominee(Ex-officio)
4. Secretary/Joint Secretary/Dy. Secretary (Finance Department)  
Member-BoG State Govt. Nominee(Ex-officio)

The session started with a silent prayer and a self introduction of all present at the venue.

The chairman stressed the importance of bringing faculty from premier institutions, and making it a long term goal to raise the institution to commendable standards. He urged the faculty to visit institutions of national importance in order to get exposure to the environment existing there. He appreciated Sri. Vipin Vasu for his hard work in preparing the procurement packages in time.

The chairman urged to prepare and supply agenda notes to all members well ahead of the meeting. He also urged to make it a point to deal with matters in a more professional way.

Most of the members, Mentor and the SPFU director expressed their displeasure in missing agenda notes for the meeting.

The Mentor had the opinion that the absence of Govt representatives should be taken note of seriously. Invitation to all members should be sent well in advance (in hardcopy) and not by email only.

The SPFU Director opined that the presence of the Government representatives would have the advantage of bringing issues, if any, to the notice of the Government for timely intervention to solve them. So he urged to ensure their presence in future meetings of the BoG.

Then, the Principal made a power point presentation about the progress of TEQIP activities achieved so far.

Subsequently, the Agenda items were considered for elaborate discussion and decisions were taken. The TEQIP coordinator read out the agenda items one by one. As he read out the items intervention of the nodal officers were sought for clarifications. The members deliberated on the points to arrive at appropriate decisions.

The agenda items and decision taken are listed in the following paragraphs.

#### **BG 2.1 Ratification of the FDPs Conducted (In-house and External)**

*The Details of FDPs conducted were presented by the TEQIP Coordinator Prof. Showkathali V, which were ratified as such without any changes.*

#### **BG 2.2 Ratification of expenses met from IOC**

*The expenditure statement of items whose expenses were met from IOC was presented by the TEQIP coordinator. After going through the statement it was ratified. The SPFU Director Dr. Gopakumar V reiterated that it was not necessary to get ratification of BoG if the expenses come under the permissible category of PIP (TEQIP II).*

#### **BG 2.3 Approval of FSD programs planned for the coming months**

The TEQIP coordinator read out the list of ESD programs planned for the next six months by incurring an estimated expenditure of Rs 45 lakhs. The chairman hinted that the estimated amount is insufficient for conducting 17 in-house programs by including faculty from premier institutions. The BoG accorded approval for the list without any change suggested. The Chairman suggested that more details about the in-house program (including a committee with a convener for each program, the duration and the period of the program, resource persons at least for some programs, approximate number of participants for each program, etc.) should be submitted to him within a month. These details should be available to BoG members as well before the next BoG meeting.

[Action: Academic Coordinator]

#### **BG 2.4 Approval of remedial classes planned for CSE, ECE & IT students**

The committee approved the proposal to conduct remedial coaching classes for CSE, ECE and IT students of all semesters. The SPFU director made it clear that remedial coaching is given with a view to increase transition rate and pass percentage of students, and for the same reason the needy students of ongoing semesters should also be included. He reiterated that the modality was to give extended hours of coaching in subjects if found necessary under EAP by including students of ongoing semesters and failed candidates as well. So he advised to include the result awaiting ME branch also in remedial coaching classes.

[Action: HODs of CSE, ECE, IT and ME and EAP Coordinator]

#### **BG 2.5 Approval of Bridge classes for all branches**

The committee approved the proposal to conduct Bridge classes for first year students.

[Action: EAP Coordinator]

#### **BG 2.6 Approval for hiring bus services for about ten months for transporting students during holidays for attending remedial classes by incurring an approximate expenditure of Rs. 40000/- maximum per month. Permission is sought for meeting it from IOC.**

The BoG approved the proposal for hiring bus services for about ten months for ferrying students during holidays for attending remedial classes by incurring an approximate expenditure of Rs. 40000/- maximum per month. Permission was granted to meet the expense from IOC.

[Action: EAP Coordinator]

#### **BG 2.7 Approval for training of students in industries, industrial visit and expert talks .**

The BoG approved the proposal to train students in industries with which MoU had been signed. The SPFU director made it clear that expenses related to industrial training and visit should be minimal. He made it clear that experts from industries could be invited to offer talks to students and faculty under IIC head.

[Action: IIC Coordinator]

#### **BG 2.8 Approval for meeting the expenses of the staff on QIP deputation related to their attending conferences / paper presentations / publications.**

The Mentor Dr. Sukesh Kumar made it clear that the staff on deputation under the Quality Improvement Program were still drawing salary from the government treasury, and so should be treated as faculty members of the institutions. So the BoG accorded approval to the proposal without any change suggested.

[Action: Principal]

#### **BG 2.9 Approval for the formation of a research advisory Committee**

The BoG accorded approval for the proposal to constitute a research advisory committee comprising the following members.

1. Dr. K.P. Mohandas : Senior Research Advisor
2. Dr. S Rammohan, Dy. Director, FCRI, Kunjikkode
- 3-6. HODs of CSE, ECE, IT & ME
7. R&D Co-ordinator

[Action: R&D Coordinator]

#### **BG 2.10 Approval for the Appointment of a MIS (Management Information System) officer as directed and as per terms and conditions dictated by the NPIU. Qualification: B.Tech in CSE/IT or MCA; Pay Rs. 25000/-(Consolidated) per month**

The BoG accorded approval to the proposal for appointing an MIS officer. The BoG gave directions to make the appointment within two weeks after completing the formalities.

[Action: TEQIP Coordinator]

#### **BG 2.11 Approval for procuring a package through NCB consisting of desktops, servers, Lap-Tops & SAN worth Rs.8130000/-(Rupees Eighty One Lakhs And Thirty Thousand Only)**

The SPFU director suggested to issue administrative sanction for now and complete the rest of the formalities before issuing purchase sanction which could be issued after securing approval at the next BoG meeting scheduled for 8<sup>th</sup> December 2013. So the BoG accorded approval to the proposal with the suggestion to issue administrative sanction for now and complete the rest of the formalities before the next meeting scheduled for 8<sup>th</sup> December 2013.

[Action: Procurement Coordinator]

#### **BG 2.12 Approval for purchasing other packages for various Departments which include 56 more packages.**

The BoG accorded approval to the proposal without any change suggested.

[Action: Procurement Coordinator]

#### **BG 2.13 Approval of Foreign training for Faculty**

The BoG accorded approval to the proposal without any change suggested. The SPFU director clarified that foreign trip could be conducted only according to the existing rules & regulations.

[Action: Academic Coordinator]

#### **BG 2.14 Approval of the reconstituted TEQIP committees**



*The BoG accorded approval to the reconstitution of various committees for project implementation, namely the Academic Committee, Finance Committee, Procurement Committee, Equity Assurance Committee, and the executive committee.*

**BG 2.15 Any other point with the permission of the chairman**

*The principal requested the BoG chairman to announce a date and venue for the next meeting, because it would help the institution to implement the action plan in a time bound manner as all the committee chiefs who were to take ahead the activities were present at the venue. Moreover, it would give sufficient time to prepare agenda notes which was a missing item for this meeting. The principal apologised for not supplying agenda notes well in time, and gave assurance that all efforts would be made to comply with all directions of the BoG in future.*

*The Chairman in consultation with other members announced to conduct the next meeting of the BoG at Hotel Mascot Thiruvananthapuram on 8<sup>th</sup> December 2013.*

[Action: All Nodal officers ]

The meeting ended at 2.30 PM with a vote of thanks by the Principal .