

**MINUTES OF THE FOURTH MEETING OF THE BOARD OF
GOVERNORS OF TEQIP-PHASE II
(Sub Component I.I)**

Date : 22-03-2014

Time: 10:00 A.M.

Venue: HOTEL CHAITHRAM, THIRUVANANTHAPURAM

Minutes:

4th Board of Governors (BoG) Meeting of TEQIP - Phase II

Date: 22.3.14

Time: 10.00 A.M.

Venue: Hotel Chaithram, Trivandrum

Attendance Sheet

Sl.	Name	Position in BoG	Signature
1.	Dr. A.K.Nandakumaran, Professor, Dept. of Mathematics, IISc Bangalore. <i>Shri. M. S. Berif</i>	Chairman	<i>[Signature]</i>
2.	Additional Secretary/Joint Secretary/ Dy. Secretary (Administrative Department) <i>Shri. Suresh Chandra K. K.</i>	Member- State Govt. Nominee(Ex-officio)	<i>[Signature]</i>
3.	Secretary/Joint Secretary/ Dy. Secretary (Finance Department)	Member- State Govt. Nominee(Ex-officio)	<i>[Signature]</i>
4.	Director of Technical Education (Ex officio)	Member- Educationalist	
5.	Prof. Vidyasagar (Ex-Officio) Principal, Govt. Engineering College, Palakkad.	Member	<i>[Signature]</i>
6.	Dr. Gopal Mugeraya, Professor, Chemical Engineering, NIT Suratkal, Karnataka.	Member - AICTE Nominee	Absent
7.	Dr. K.R. Dayas, Director, CMET, Thrissur.	Member - Industrialist	<i>[Signature]</i>
8.	Dr. Sree Mahadevan Pillai, Professor, Dept of Civil Engineering, NSS College of Engineering, Palakkad	Member -University Nominee	Absent
9.	Dr. B.S Manoj Associate Professor Indian Institute of Space Science & Technology Trivndrum	Member - Educationalist	<i>[Signature]</i>
10.	Dr. P.C.Reghuraj Professor & HOD -CSE Dept Government Engineering College Sreekrishnapuram, Palakkad.	Member	Absent
11.	Prof. Mrinalini C.P Associate Profesor, Elect.& Comn.Engg Government Engineering College Sreekrishnapuram, Palakkad	Member & Nodal officer EAP Committee	<i>[Signature]</i>

Special Invitees

Sl. Name

Signature

1. Dr. Gopakumar. V
Director SPFU
Director of Technical Educationalist
Padmaavalisam Road
Trivandrum-679573
2. ^A Dr. K. Sukesh Kumar.
TEQIP Mentor , Government Engineering College
Sreekrishnapuram, Palakkad

TEQIP Nodal officers & Others

1. Prof. V. Showkathali
Associate Professor- HOD IT & TEQIP Coordinator
Government Engineering College
Sreekrishnapuram, Palakkad.
2. Prof. Selvakumar A (Nodal Officer- Academic Committee)
Assistant professor in Mechanical Engg.
Govt. Engineering College, Palakkad
3. Prof. Anwar Hussain M. (HOD ECE)
Associate professor in Electronics & Communication Engg.,
Govt. Engineering College, Palakkad
4. Prof. Rani L, (Nodal officer - Finance Committee)
Assistant Professor, Electronics & Communication Engg.,
Govt. Engineering College, Palakkad.
5. Prof. Vipin Vasu A. V. (Nodal officer - Procurement Committee)
Assistant Professor, Dept of Computer Science ,
Govt. Engineering College, Palakkad.
6. Prof. Sunny T. D. (IIC Committee Coordinator)
Assistant Professor, Electronics & Communication Engg.,
Govt. Engineering College, Palakkad.
7. Prof. Ajeesh Ramanujan (Coordinator R & D Committee)
Assistant Professor, Computer Science Engineering,
Govt. Engineering College, Palakkad.

Absent

Absent

The session started with a silent prayer.

Professor Dr. NandaKumaran in his presidential address stressed the importance of conducting as many in-house programs as possible in order to keep the academic ambience in the campus alive. He expressed his disappointment over the slow progress of the project, and the various departments not coming forward with more in-house program proposals. He expressed his readiness to talk to those experts from premier institutes who had been identified for offering lectures in a particular area. He also expressed displeasure over not giving attention to improve the quality of the existing website of the college. He pointed out that a good website is essential for showcasing the institution and thereby attracting good students. He opined that an extra hour spent by faculty and staff in TEQIP-related work will bring out better results compensating the lack of permanent faculties faced by the institute. He observed that a "Vision Document with Timeline" is necessary for better results and had insisted to prepare and sent it to him by the end of April 2014. He wanted the document to contain answer for such question as "how the balance funds are going to be utilised by 2014" and a complete action taken report on the previous BoG minutes.

Dr. Sukesh Kumar suggested to conduct maximum number of programs during the vacation time. He also said that financial support is given only for oral presentation of papers abroad. To a doubt raised by Sri. *Selva Kumar* on the purchase of major capital equipments, he answered that, for such big purchases an additional clause should be added to the terms and conditions, that "one internal member from the institution and an external expert would visit the factory for inspection of the equipment and they should be very much convinced of the variations of specifications, if any, which would be noted down and copy signed by both parties be returned to the firm, before the equipment is actually delivered to the site." He also said that the expenditure incurred for this can be met from the IOC. He also suggested to present in the BoG meetings only the last FMR statement submitted to the NPIU, without adding any additional column for advances or anything. Regarding starting of new M.Tech courses he said getting approval from the Government should be the first step.

Dr. Dayas wanted to review the progress of activities in reference to the MoU, signed between the institution and Government of Kerala. He wanted the institution to be realistic in planning and the progress made to be quantified. He expressed his happiness in getting a permanent Principal for the institution. He also wanted to involve parents in the academic development of students. He added that the students admitted to the Government Engineering colleges in the State every year, through the entrance examination, are highly talented. Hence it is the responsibility of the teachers of the college, to maintain the standard of students. Regarding R&D activities, he suggested for including starting date and the anticipated date of completion of the project in the reports presented in the "Agenda and Notes".

Sri. Sherif suggested for a critical evaluation of the activities. He also wanted to know from the Principal and the Coordinator about the steps to be taken to remove hindrances and attain goals. He also suggested that, the DTE and the Additional Secretary visit the institution to know the problems and settle them immediately. He also stressed the need for collective effort. He wanted to take support of parents for achieving targets of increased pass rate and enhanced employability. He suggested for taking all possible efforts for finding good teachers for teaching in the remedial classes. He informed that, the file for depositing the tuition fee collected every year, in the four mandatory accounts, is with the State Finance department.

Dr. B.S. Manoj suggested for making improvements on the infrastructural front like college website, campus wide network and a Wi-Fi network, before the end of the project, to attract best students.

Dr. Gopakumar said that from the feedback he collected from some of the faculty members of the institution, he could understand the college is not moving together. He asked the Principal to strictly deal with those who are not cooperating, unmindful of the consequences. At this instance the Chairman discussed the possibility of making a visit of Dr. Gopakumar and others to meet the faculty and discuss issues/clarification. Dr. Gopakumar put forward the suggestion of arranging special vehicle service for those who want to stay in the campus after regular working time. He also said, separate college level and department level meetings are to be conducted every week to deliberate on the major activities in the campus and take appropriate decisions.

Dr. Gopakumar pointed out that a maximum amount of Rs 10000/- per day per two persons can be given to a firm for conducting FSD or other programs within the campus. He urged for giving more importance for the conduct of remedial classes. To avoid failures and improve success rate in the University examinations, he suggested to select students on the basis of results of the first series examinations. He also suggested to provide snacks and lunch for those attending remedial classes, apart from conveyance to the nearby places with good connectivity. He suggested to run bus services on Saturdays also to eventually attract the faculty and students to come to the campus and work on holidays.

To address water crisis in the campus, he suggested to constitute a special committee and ask the members to follow up. He asked for presenting the progress in this connection in the next BoG meeting. Regarding signing of MoU with CWRDM, he suggested to meet the related expenses from IOC.

He proudly announced that Kerala has surpassed West Bengal from among the Indian States, to become top with 72% incurred expenditure under procurement head, while the National average was only 20%.

He stressed the importance of starting more conventional branches in engineering colleges with a view to improving strength of eligible candidates who aspired for jobs. This, he said, was essential for attracting more companies for recruitment, as they mostly look for this parameter of maximum number of eligible candidates, in a wider range of engineering streams, to visit any campus for recruitment. Regarding foreign tour by faculty of the institution, he said that rules followed by IITs can be taken as a benchmark. He also informed that 5 marks are allotted at the time of accreditation for "safety manual preparation," which include safety plans for laboratories, escape routes and Exits etc. He said that he would visit the campus along with the mentor during the first week of May 2014 to monitor the progress on the work of the vision document, to be submitted to the BoG Chairman. He also wanted to address the faculty and staff at the time of his visit.

The **Principal** in his address urged the faculty to shed ego and collectively attempt to make TEQIP a success and raise it from the current bottom level. He stressed the importance of maintaining harmonious relations between people. He suggested to make special efforts by all to bring students to remedial classes, for most of whom are hesitant to attend classes due to one reason or another. He informed, in his capacity as a member of the Calicut University Syndicate, that there is a recent moratorium declared by the UGC, to start new engineering colleges or new courses for one year.

Professor **Mrinalini C P** stressed the necessity for creating rigor in the system. She expressed her gratitude to 3 BoG members who were instrumental in her securing "a Consolidation prize and a Certificate" from the "NATCON 2014- CERD", a Techfest organized by KSCSTE and held at GEC, Wynad, for a project done by her entitled "LED Solar Simulator". They are (i) Dr. Dayas for being the inspiration behind the project, (ii) Professor Dr. Nandakumar for his classes on "Linear Algebra" that gave idea on how to characterise parameter spatial non-uniformity measurement and (iii) Dr. Sukesh Kumar, as the Mentor for putting his best expertise to select the project in the competition held at GEC, Wynad recently.

The comments made by the members while discussing the agenda items are not shown separately under each item of the agenda , but are added to the above paragraphs .

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

Part A Procedural

A4.1. Confirming the Minutes of the 3rd BoG meeting held on 8-12-2013 at Hotel Mascot , Trivandrum.

The minutes of the BoG meeting held on 08-12-2013 is confirmed after detailed deliberations and comments by members.

A4.2. Report on the action taken / action pending on the pertinent decisions in the Minutes of the 3rd meeting of the BoG held on 8-12-2013 at Hotel Mascot , Trivandrum.

The board approved the report.

Part B Items for Discussion , Consideration and Approvals.

B4.1 Consideration of in-house FSD programs (3 Programs). New proposals for conducting in-house FSD programs arise from the Mechanical & CSE departments.

The proposal for in-house FSD programs were accorded approval by the BoG , with displeasure expressed by most of the members for reduced number of programs , in contrast to what were presented in previous BoG meetings.

B4.2 Ratification of the various training programs (2 programs) conducted in this institution for the faculty & Technical staff.

The BoG ratified the 2 programs ,conducted without prior approvals.

B4.3 Consideration of various external FSD programs (24 programs).

The BoG approved the proposal.

B4.4 Ratification of the various training programs (11 programs) attended by faculty , technical staff and administrative staff outside the institution.

The BoG ratified the 11 programs ,conducted without prior approvals.

B4.5 Consideration of the equity action plans (EAP) for the next 3 months.

The BoG approved the proposal.

B4.6 Consideration of soft skill and intensive training program.

The BoG approved the proposal.

B4.7 Appointment of student ambassador of TEQIP.

The BoG approved the appointment of Sri. Alen Jacob, Ist M.Tech CSE, as the Campus Student Ambassador of TEQIP II.

B4.8 Foreign Trip of Sri. Selva Kumar for Paper presentation.

The BoG approved the proposal for foreign trip for oral presentation in the ICM&P conference conducted by ASME and JSME at the Michigan University, Detroit, USA to be held from June 09-13, 2014. In this connection the BoG recommended the submission of Sri. Selvakumar A, that incurs an approximate estimated amount of Rs 3,25,000/- (Rupees Three Lakhs Twenty Five Thousands Only) for the foreign trip.

B4.9 Consideration of Expert Talks for Students under IIC. EC department has prepared a proposal for conducting an expert talk on embedded system design for a day. IIC has prepared 3 proposals for conducting industrial visits.

The BoG approved the proposals.

B4.10 Research Publications in Referred Journals. There are 5 proposals from Dr. P.C. Reghuraj and one proposal from Professor Vinaya Chandran.

The BoG approved the six proposals, and sanctioned an amount of Rs 51,300/- for this purpose.

B4.11 Ratification of the following Procurement Packages

- 1) TEQIP-II/KL/KLIG16/11 – Desktops & Servers
- 2) TEQIP-II/KL/KLIG16/27 – UPS

The BoG ratified the action of proceeding with the purchase of the above items, even though there was a difference of 39.88% between the actual price quoted and the estimated cost for item number one, and a difference of 32.29%, that for item number two above. Considering the high expenditure involved, copy of the email from the Chairman, sanctioning the purchase, had already been mailed to the honorable members of the Governing Body before proceeding.

B4.12 Any other item with the permission of the Chairman.

The only item in this category was "fixing a venue and date" for the next BoG meeting. All members unanimously supported the idea of the BoG Chairman to conduct the 5th BoG meeting at GEC, Sreekrishnapuram in June 2014. The exact date will be fixed in consultation with the Chairman who has plan to visit the campus in early June.

The meeting ended at 2:30 PM with a vote of thanks by the Principal, Professor K. Vidyasagar.


PRINCIPAL

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Chairman
Board of Governors
TEQIP II

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