TECHNICAL EDUCATION QUALITY IMPROVEMENT

PROGRAMME Phase II Sub Component 1.1

10th MEETING OF
THE BOARD OF GOVERNORS

DETAILED AGENDA NOTES

Date: 04-02-2017

Time: 09.30 am

Venue: College of Engineering Karunagappally

COLLEGE OF ENGINEERING KARUNAGAPPALLY

THODIYOOR P.O., KOLLAM-690523, KERALA

Phone: +91 476 2665935

Background:

The meeting of Board of Governors is convened regularly to monitor the progress of TEQIP-II activities at CE Karunagappally, under Sub component 1.1, with emphasis to procurement and academic activities, and to accord necessary approvals and clearances for the ongoing activities. The 10th meeting of the BoG is being convened on 4th of February, 2017.

The agenda items are given below.

Agenda Items

Silent Prayer

Part 1-Procedural

Sl. No	Items	Page Number
1.1	Confirming the Minutes of the 9th Meeting of the Board of Governors held on 17-11-2016 at College of Engineering Karunagappally	5
1.2	Report on the action taken/action pending on the pertinent decisions in the Minutes of the 9th Meeting of the Board of Governors held on 17-11-2016 at College of Engineering Karunagappally	6

Part 2-Ratifications and Approvals

Sl. No	Items	Page Number
2.1	Expenditure incurred for procurement of goods/ civil works and price revisions of various completed packages	10
2.2	Procurement in Progress	10
2.3	Approval of the In-house Faculty and Staff Development Programme	11
2.4	Faculty anjd Staff Development Programme/Workshop/Seminar attended outstation by faculty	12
2.5	Approval of Reimbursement of fee for PhD/MTech and Journal Publication**.**	18
2.6	Reimbursement of IEEE Membership for the year 2017-18	18
2.7	Approval of the outstation programmes for faculty and staff for the next two months	19
2.8	Ratification/Approval of IIIC Activities	21
2.9	Ratification of programmes under EAP	23
2.10	Action Plan for the Programmes Under EAP Cell for the next two months	25
2.11	Expenditure incurred under IOC-Ratification	28
2.12	Approval for Vision and Mission and of the Institution and different departments	28

2.13	Approval for the purchase of display boards	31
2.14	Remuneration enhancement MIS officer	32

Part 3-Reports

Sl. No	Items	Page Number
3.1	Summary of Expenditure as on 31 Jan 2017	34
3.2	Report on Examination Results	35
3.3	Report on Accreditation	36
3.4	Report on the Internal Audit audit for the half year from April-16 to September 2016	39

Part 4- Any other item with the permission of the chair

Sl. No	Items	Page Number
4.1	Other Items	40

Part 5-Annexures

Sl. No	Items	Page Number
1.	Annexure I Minutes of the ninth BOG meeting held on 12.04.2016	41
2.	Annexure II GO for enhancement of remuneration of MIS Officer	85
3	Annexure III Annexure 10 _Pre_Qualifiers_Accreditation_ECE	86
4.	Annexure IV Annexure 10 _Pre_Qualifiers_Accreditation_CSE	94
5.	Annexure V Report of Internal Audit for the Half year April-16 to September 2016	102

Part 1
Procedural Items

1.1 Confirmation of the Minutes of the 9th Meeting of the Board of Governors held on 17-11-2016 at CE Karunagappally

The Minutes of the 9th Meeting of Board of Governors of TEQIP Phase II of CE Karunagappally held on 17-11-16 was sent to the Chairman for his approval and upon his approval copies were circulated among the other members of the BoG. A copy of the Minutes is appended as **Annexure 1** for confirmation.

Action sought: BoG may consider the Minutes for approval

1.2 Report on the action taken/action pending on the pertinent decisions in the Minutes of the 9th Meeting of the Board of Governors held on 17-11-2016 at CE Karunagappally

The decisions taken by the BOG as recorded in the Minutes of the 9th Meeting of the Board of Governors of the TEQIP Phase II held on 17-11-2016 have been noted and actions have been initiated. A report on the action taken and actions pending is presented in the Table 1.1 given below

Table 1.1

Item No in Minutes of the 9th BOG	Decision Taken	Action Taken
1.1	The BoG confirmed the approved minutes of the 8th Meeting	For Information
1.2	Took note of the action take report and approved	For Information
2.1	The BoG took note of the procurement completed after the 8th BOG meeting and ratified the expenditure of Rs. 65,55,594 for 20 packages made in this regard.	No action needed
2.2	The BoG ratified the decision to cancel three packages worth Rs.162000	No action needed
2.3	The BoG ratified the procurement of the new package High Performance Computing Station for Rs. 8,00,000	No action needed
2.4	The BoG approved the inclusion of six new items for Rs. 2.85Lakhs to be purchased for utilizing the interest amount accrued.	No action needed
2.5	The BoG took note of the in outstation programmes attended by faculty and staff and ratified the expenditure made in this regard.	No action needed
2.6	The BoG ratified the expenditure of Rs. 13,80,861 incurred in organizing the International Conference ICCCSP 2016 .	No action needed
2.7	The BoG ratified the remuneration paid to the five foreign delegates for keynote addressing. The BoG took note of the outstation faculty and staff programmes	No action needed

		attended and the bill settlement in pending	
2.8	The BoG approved for the reimbursement of tution fee for MTech programme by Anisha Mohammad.	The amount is reimbursed.
2.9	The BoG ratified the payment given to Mr.Anilkumar C V for presenting a paper in the International Conference IEEE TENCON 2015 conducted at Holiday Inn, Sands Cotai Central, Macao under ITSS.	No action needed
2.10	The BoG took note of the In-house and outstation programmes for faculty and staff for the next three months .	Conducted 3 instation programmes and all faculty attended pedagogy training and other training programmes.
2.11	The BoG noted and ratified the expenditure for IIIC activities conducted in the Institution. Also approved the IIIC plan for the next three months.	No action needed Conducted 8 IIIC programmes
2.12	BOG noted the progress of the proposals submitted to various funding agencies under R and D	No action needed
2.13	The BoG took note of the EAP activities conducted and ratified the expenditure. Also approved the action plan for remedial classes. Approved for two HIT programmes	No action needed HIT programmes could not be initiated due to PMSS problems
2.14	The BOG discussed and approved the Library Modernization and Digitalization	Due to PMSS problems this could not be initiated.
2.15	The BOG asked to include the activities of ICT Academy and approved for payment of the renewal fee of Rs.69000	The payment is made and the activities are included in the minutes
2.16	BOG ratified the expenditure incurred for IOC	No action needed
3.1	BOG took note of the expenditure under various heads	For Information
3.2	The BoG took note of the results of BTech and MTech students	No action needed
3.3	The BOG took note of the report on the visit of performance auditor	No action needed
3.4	The BOG took note of the report on accreditation.	No action needed
3.5	The BOG took note of the report on statutory audit and asked the institution to represent the issue based on the PIP	The issue is addressed to the auditors
4.1	The BOG approved for ISO Certification	This could not be initiated due to PMSS problems

4.2	BoG approved the remuneration enhancement of Clerk and Data Entry Operator	Enhancement has been effected

Part 2

Discussion, Ratification and Approval

2.1 Expenditure incurred for procurement of goods/civil works and price revisions of various completed packages

The packages completed post the ninth BOG meeting are detailed below

Table 2.1. Details of Completed Packages Post the 8th BOG meeting

Sl. No	Package No.	Package Name	Mode of purchase	Firm	Estimated Amount (Rs)	Actual Amount (Rs)	% Variation
1	TEQIP-II/KL/KL1G 18/144	Public address System	Shopping	Avalon Systems and Services, Kottayam	1,00,000	1,23,000	-23
				Total		1,23,000	

Action sought: The BoG may kindly ratify the completed procurement and approve the price revisions.

2.2 Procurement in progress

The details of packages in progress are given below

Table 2.2 Packages in progress

Sl. No	Package No.	Package Name	Mode of purchase	Firm	Estimated Amount	Status
1	TEQIP-II/KL/KL1G1 8/180	Electrical works in Library, office & EEE computer Lab	Shopping	Monys Electricals Contractors, Karunagappally	79,000	Bill submitted

The list of items to be initiated are as shown in the Table below.

Table 2.3 List of new items to be initiated

Sl No.	Item	Quantity	Mode	Estimate (Rs)
1	Digital Multimeter	20	Direct Contract	50,000
2	Ultraviolet exposing unit for PCB	1	Direct Contract	25,000
3	Digital clamp power meter with storage	1	Direct Contract	25,000
4	Distilled Water Plant	1	Shopping	60,000
5	Dumpy level	1	Direct Contract	25,000
	Total			**1,85,000**

Action Sought: The BOG may take note of this.

2.3   Approval of the In-house Faculty and Staff Development Programmes

The tables below shows the in-house training programmes conducted for the faculty and staff post the last BOG meeting.

2.3.1 In-house Faculty Development Programme

Table: 2.4 FDP- Inhouse FDP					
Sl. No	Title of the Programme	Dept	Date	Co ordinator	Expenditure
1	Workshop on Accreditation Procedures of NBA	ME	15 Dec 2016	Revikumar Thampi	16,329
3	Expert Talk on Applications of Image Transforms	ECE, CSE	24 Oct 2016	Reji Thankachan, Sabeena K	7,032
Total					**23,361**

Action sought: BOG may kindly take note and ratify expenditure in conducting the Faculty Development Programmes for Rs.23,361.

2.3.2 Staff Development Programme – In-house

<table>
<tr><td colspan="8">Table: 2.5 In-house SDP</td></tr>
<tr><td rowspan="2">Sl. No</td><td rowspan="2">Title of the Programme</td><td rowspan="2">Dept</td><td rowspan="2">Date</td><td rowspan="2">Coordinator</td><td colspan="2">Number of Participants</td><td rowspan="2">Expenditure (Rs)</td><td rowspan="2">IRG (Rs)</td></tr>
<tr><td>Internal</td><td>External</td></tr>
<tr><td>1</td><td>SDP on Financial And Service Rules</td><td>Administration</td><td>14-17, Dec 2016</td><td>Manoj K Mathew</td><td>22</td><td>TEQIP- 8 Non TEQIP-18</td><td>67,639</td><td>8,000</td></tr>
<tr><td colspan="5">Total</td><td></td><td></td><td>67,639</td><td>8,000</td></tr>
</table>

Action sought: BOG may kindly take note and ratify the expenditure incurred in conducing the Staff Development Programme for Rs.67,639.

2.4 Faculty anjd Staff Development Programme/Workshop/Seminar attended outstation by faculty

2.4.1 Details of faculty attended out station training and expenditure involved are described below

<table>
<tr><td colspan="7">Training Attended - Faculty</td></tr>
<tr><td>Sl. No</td><td>Name Of Faculty</td><td>Title</td><td>Date</td><td>Institution/OrganizationName</td><td>Advance Amount</td><td>Expenditure</td></tr>
<tr><td>1</td><td>Libi A
Haseena P Y</td><td>Advances In Control System
Advances In Control System</td><td>7 Nov 2016 - 11 Nov 2016</td><td>Dr. Babasaheb Ambedkar Technical University, Maharastra</td><td>20000 each</td><td>24464
24464</td></tr>
<tr><td>2</td><td>Radhika R Chandran
Reshma Ittiachan
Seena Mathew</td><td>DC Smart Grids: Renewable Integration, Energy Storage And System Operation</td><td>10 Nov 2016 - 14 Nov 2016</td><td>Malaviya NIT, Jaipur</td><td>10000 each</td><td>16656
16656
16656</td></tr>
</table>

3	Sabeena K Aagi A S Deepthi P K Radhika R Chandran Seena Mathew	Pedagogy	10 Nov 2016 - 12 Nov 2016	IIT Madras	2000 2000 - - -	4935 3822 3812 3812 3812
4	Arya Chandran S Hariharan R L Sethulekshmi U S Sheena S Noushad , Tintumol C R	Research Simulations And Predictive Analysis	14 Nov 2016 - 18 Nov 2016	Model Engineering College, Thrikkakara, Ernakulam	35000 each	36417 36417 36417 36417 36417
5	Reji Thankachan Deepa T R	FDP On Big Data Analytics Using Hadoop And R Tool	21 Nov 2016 24 Nov2016	ESCI, Hotel Welbeck Residency, Ooty	30000 each	33102 33102
6	Aryachandran Hariharan R L Niyas S K Swetha Saira Appose	Big Data Analytics, Machine Learning And Cloud Computing	21 Nov 2016 - 25 Nov 2016	Model Engineering College, Thrikkakara, Ernakulam	35000 each	36845 36845 36845 36845
7	Shani Raj Binu V P	Gian Course Mobile System	21 Nov 2016 - 25 Nov	MNIT, Jaipur	21000 each	31309 32149
8	Geetha S Dr. C Gopakumar Sabeena K	Advanced optimization Techniques	21 Nov 2016 - 25 Nov 2016	MNIT, Jaipur	21000 each	31287 37855 31287
9	Aagi A S Alkha Mohan Ganesh R Raju M Subeena H	Computer Aided Drafting And Design	28 Nov 2016 - 2 Dec 2016	Model Finishing School, Ernakulam	35000 each	36825 36825 37355 37435 36825

10	Arya Chandran S Binu V P Hariharan R L Niyas S K Remya R S Sajan J Mathew Swetha Saira Appoose Tintumol C R	Hands On Training In Open Source Tools For Kernel Programming And Administration	5 Dec 2016 - 9 Dec 2016	Model Finishing School, Trivandrum	35000 each	36795 37370 36795 36795 35000 36795 36795 36795
11	Dr. C Gopakumar Jyothi R L	STTP On Data Analysis For Research And Publication	10 Dec 2016 - 11 Dec 2016	IIT Roorkee	22000 each	26343 24466
12	Revikumar Thampi V R Ganesh R Shamna S S	FDP On Cyber Security Analytics	13 Dec 2016 - 17 Dec 2016	Model Finishing School, Tvm	35000 each	37203 37205 36803
13	Remya R S Radhika R Chandran Seena Mathew	FDP On Applied Mathematics In Engineering	19 Dec 2016 - 23 Dec 2016	CE Poonjar	35000 each	35996 36436 36436
14	Dr. C Gopakumar S Jyothi R L Premakumary K R Remya R S Reshma Ittiachan Sheena S Noushad Renu K K Sethulekshmi U S	FDP On Transforms: Techniques And Applications	9 Jan 2017 13 Jan 2017	CE Kallooppara	35000 each	37810 37215 37890 35952 36805 36805 37839 36805

15	Baiju V Dr. Ajil Kumar A Ganesh R Libi A Manu Madhavan Revikumar Thampi V R Premnath G Sylish S V Deepa A K	Design And Engineering	23 Jan 2017 28 Jan 2017	CE Chenganoor	35000 each	37430 37430 37350 37430 36513 37430 37430 37430 37430
16	Leena B R Subeena H Sauda M S	Pedagogy	17 Jan 2017- 19 Jan 2017	Teaching And Learning Centre, IIT Madras	2000 each	4585 4585 4585
17	Deepa A K Alkha Mohan Sabeena K Geetha S Smitha P Deepthi P K Sajan J Mathew	Tools Techniques For Processing Digital Image	16 Jan 2017 20 Jan 2017	CE Chenganur	35000 each	37330 36481 36481 37330 37330 36481 36481
18	Jyothi R L	IAPR Summer School OnDocument Informatics	23 Jan 2017 28 Jan 2017	Birla Institute Of Scientific Research, Jaipur	26000	34995
19	Raju M Binu V P Remya R S Deepa T R	NBA - Sar Filing And Preparedness For Assessment	22 Jan 2017 - 24 Jan 2016	ESCI, Goa	36000 40000 40000 40000	40734 40556 40784 37244
20	C V Anilkumar Leena B R Shamna S S Niyas S K	FDP on Semiconductor Devices from Micro to Nano	30 Jan 2017 03 Feb 2017	IHRD Model Engineering college, Thrikkakara	-	Not Settled

21	Binu V P Shani Raj	Introduction to Cryptography	27 Jan 2017 31 Jan 2017	IIT Kharaghpur	-	Not Settled

Workshop Attended - Faculty

1	Deepa A K Sylish S V	National Workshop On Image Processing For Biomedical Application	16 Dec 2016 - 14 Dec 2016	Amritha Vishwa Vidyapeetham, Coimbatore	-	6236 5886

Seminar Attended - Faculty

1	Sheela R	One Day Seminar On Differential Equations And Fourier Series - Some Applications	14 Jan 2016	Mar Baselious College Of Engg & Technology, Tvm	-	1722
2	Libi A Haseena PY	Control System Design – Fractional controller and its applications.	14 Dec 2016- 16 Dec 2016	IIST, TVM	-	4998 4998

Symposium Attended - Faculty

1	C V Anilkumar	International Symposium On Antennas And Propogation	15 Dec 2016 - 17 Dec 2016	CE Poonjar	-	4566
Total						**25,50,754**

Action sought: BOG may kindly take note and ratify the expenditure incurred for attending various Faculty Development Programmes attended by the faculty post the last BoG meeting.

2.4.2 Staff Development Programmes attended outstation by Staff

Details of staff attended out station training and expenditure involved are described below

Seminar/ Workshop/ Conference/ Training - Attended - Staff						
Sl. No	Name Of Faculty	Title	Date	Institution/Organization N	Advance	Expenditure (Rs)

				ame	Amount	
1	Manoj K Mathew	Kerala Service Rules, Mop And Financial Coding	20 Oct 2016 22 Oct 2016	College Of Engineering, Cherthala	Nil	2208
	Sheeba Mol K K				Nil	2208
2	Anilkumar A	Big Data Analytics, Machine Learning And Cloud Computing	21 Nov 2016 - 25 Nov 2016	Model Engineering College, Thrikkakara, Ernakulam	35000	37289
3	Dr. Shaji L	Advanced optimization Techniques	21 Nov 2016 - 25 Nov 2016	MNIT, Jaipur	20000	29512
4	Binny F	STTP On Fault Diagnosing And Maintenance Of Electrical And Electronics Equipments And Measuring Instruments	14 Dec 2016 - 16 Dec 2016	CE Vadakkara	4000	5552
5	Anilkumar A	STTP On Data Analysis For Research And Publication	10 Dec 2016 - 11 Dec 2016	IIT Roorkee	22000	26454
6	Dr. Shajy L	FDP On Transforms: Techniques And Applications	9 Jan 2017 13 Jan 2017	CE Kallooppara	22000	26454
	Anilkumar A				35000	37330
7	Dr.Shaji L	Tools Techniques For Processing Digital Image	16 Jan 2017 20 Jan 2017	CE Chenganur	35000	37330
8	Anilkumar	IAPR Summer School On	23 Jan 2017 28	Birla Institute Of Scientific	26000	32507

	A	Document Informatics	Jan 2017	Research, Jaipur		
9	Kuryachan T D	FDP On Big Data Analytics Using Hadoop And R Tool	21 Nov 2016 24 Nov2016	ESCI, Hotel Welbeck Residency, Ooty	30000	33270

Action Sought: It is requested that the amounts spent for various Staff Development programmes attended by the staff members of the institution after the last BOG meeting may kindly be ratified by the BOG.

2.5 Approval of Reimbursement of fee for PhD/MTech and Journal Publication.

2.5.1 Mr.Vinod R, Assistant Professor in Computer Science and Engineering submitted a request for the reimbursement of tuition fee for the M.Tech programme she had undergone at IIT Madras for an amount of Rs. 12,950/-. The Academic committee and Finance Committee approved for the payment and the amount was reimbursed subject to the approval of BOG.

Action sought: BOG may kindly take note and ratify the expenditure.

2.6 Reimbursement of IEEE Membership for the year 2017-18

The following faculty members have submitted requests for reimbursing the fee paid for IEEE membership for the year 2017-18. As per TEQIP norms 50% fee paid for professional membership to a maximum of Rs.5000 can be paid. The details of the 50% of the amounts paid by the faculty members are given below.

Sl No	Name of Faculty	Designation	Amount (Rs)
1	Anilkumar C V	Asso Prof in EC	2830
2	Raju M	Asst prof in EE	3920
3	Dr.C Gopakumar	Asst prof in EC	2745
4	Deepa A K	Asst prof in EC	3000
5	Jyothy R L	Asst prof in CS	3585

Action Sought: The BoG may kindly approve for reimbursement of the fee.

2.7 Approval of the outstation programmes for faculty and staff for the next two months

2.7.1 Outstation Training Programmes planned for the next two months

The detailed proposal of outstation training programmes planned for the next 2 months is shown in the following table. The list is prepared based on the courses available in the web site of various Institutions.

Department: Electronics and Communication					
Sl. No	Name of Faculty	Course	Tentative date	Institution	Approx Expenditure (Rs)
1	Shiny C	DSP	6/2/17-10/2/17	CE Kottarakkara	38000
		Signal Processing	13/3/17-17/3/17	MFS TVM	38000
2	Dr.Hari V S	DSP	6/2/17-10/2/17	CE Kottarakkara	38000
		Image Procesing	27/2/17-3/3/17	CE Chengannur	38000
3	Dr.Gopakumar C	DSP	6/2/17-10/2/17	CE Kottarakkara	38000
4	Deepa T R	DSP	6/2/17-10/2/17	CE Kottarakkara	38000
		Signal Processing	13/3/17-17/3/17	Model Finishing School TVM	38000
		Smart Technologies for Digital India	21/3/17-24/3/17	ESCI	40000
5	Reji Thankachan	DSP	6/2/17-10/2/17	CE Kottarakkara	38000
		Signal Processing	13/3/17-17/3/17	MFS TVM	38000
		Smart Technologies for Digital India	21/3/17-24/3/17	ESCI	40000
7	Sylish S V	Signal Processing	13/3/17-17/3/17	MFS TVM	38000
8	Niyas S K	Signal Processing	13/3/17-17/3/17	MFS TVM	38000
12	Leena B R	Image Processing	27/2/17-3/3/17	CE Chengannur	38000
13	Subeena H	Imageprocessing	27/2/17-3/3/17	CE Chengannur	38000
14	Shammna S S	Image Processing	27/2/17-3/3/17	CE Chengannur	38000

		Department of Electrical and Electronics Engineering			
1	Deepthi P K	Image Processing	27/02/17 - 03/03/17	CE,Chengannur	35000
		DSP	13/03/17-17/03/17	MFS, TVM	35000
2	Manu Madhavan	Internet of Things	20/02/17-24/02/17	MFS, EKM	35000
		Life Skills	20/03/17-24/03/17	MEC, EKM	35000
3	Seena Mathew	Image Processing	27/02/17 - 03/03/17	CE,Chengannur	35000
4	Libi A	Road Map to Research in Electrical, Electronics and Computing	13/02/17-17/02/17	CE, Poonjar	35000
		DSP	13/03/17-17/03/17	MFS, TVM	35000
		Research Methodology	20/03/17-24/03/17	MNIT Jaipur	38000
5	Raju M	Digital Signal Processors	06/02/17-10/02/17	CE, Kottarakkara	37000
		Power Quality challenges with RE integration in Smart Grids	23/02/17 – 24/02/17	CPRI, Bangaluru	35000
6	Radhika R Chandran	DSP	13/03/17-17/03/17	MFS, TVM	35000
7	Haseena P Y	Road Map to Research in Electrical, Electronics and Computing	13/02/17-17/02/17	CE, Poonjar	35000
		DSP	13/03/17-17/03/17	MFS, TVM	35000
		Research Methodology	20/03/17-24/03/17	MNIT Jaipur	38000
8	Reshma Ittiachan	Life Skills	20/03/17-24/03/17	MEC, EKM	35000

Action sought: It is requested that the proposals for the outstation programmes for the next two months may kindly be approved by the BOG.

2.8   Ratification/Approval of IIIC Activities

2.8.1 IIIC activities conducted post the last BoG meeting

The IIIC activities conducted by different departments are as given in the following Table.

Table   IIIC activities conducted by different departments

Sl No	Branch	Name of Program	Type of Program	Industry Name/ Institution Name	Date	No. of Days	No. of Student Participa nts	Expendi ture
1	EEE	Life Skills	Workshop	Isstac, Palai, JCI, Kottayam	24 Aug 2016	1	76	13883
2	ECE	Ideation Boot Camp	Industrial Tutoring	We Do Good, Orendia Tech	12 Nov 2016	1	37	18168
3	ECE	Designing With CPLD's & FPGA's	Industrial Tutoring	Cdac, Tvm	12 Nov 2016	1	20	5650
4	ECE	Expert Talk On Eda Tools-Spice	Industrial Tutoring	SFO Technologies, Kakkanad	19 Nov 2016 20 Nov 2016	2	34	10306
5	CSE	Java and Android application development	Industrial Tutoring	Accel Frontline, Calicut & OCIUZ Tech, Trissur & NEXT Tech, Calicut & Axel Tech, Calicut	7 Dec 2016 - 10 Dec 2016	4	48	48135
6	ECE	Workshop on Hybrib Mobile Application Development	Workshop	CEO, Tenderwoods, Bangalore	15 Dec 2016	1	45	29038
7	ECE	Expert Talk on RTC to GDS – II	Expert Talk	INTEL, India Bangalore	19 Dec 2016	1	45	8000
8	ECE	Expert Talk "Design and development cycle of embedded	Expert Talk	Robert Bosch, SEZ	27 Jan 2017	1		6339

		system in industry"						

Total	1,39,519

Action sought: The BoG may kindly take note and ratify the expenditure

2.8.2 IIIC activities planned for the next two months

The modified proposal of IIIC activities planned for the next two months by the Electrical department is given in the following Table.

IIIC Programs planned by Electrical & Electronics department during February – March 2017 (Committed)					
No	Activity	Name of Expert/Field	Institution	Month /Year	Expenditure (` in lakhs)
1	Workshop for final year & pre final year students	PLC & SCADA (in collaboration with Industry)	Pantech	Feb 2017	0. 50
2	STTP in collaboration with Industry	Transformer Testing & Protection	TELK	Feb 2017	0. 40
3	Expert lecture	Electrical Installation	Electrical Inspectorate	Feb 2017	0.065
4	Expert lecture	Green Energy	KKNPP	Feb 2017	0.065
7	Expert lecture	Er. Jayaraj	Electrical Inspectorate	Mar 2017	0.065
8	Expert lecture	Renewable Energy	ANERT	Feb 2017	0.065
9	Expert lecture	Energy Auditing	Energy Management Cell	Feb 2017	0.065
10	Expert lecture	Switch Gear & Protection	KSEB	Mar 2017	0.065

11	2 days Workshop	Design Estimation & Costing	Electrical Inspectorate	Mar 2017	0.20
12	Industrial Tutoring	Brushless alternator, PMMC Machines	KEL	Mar 2017	0.20
13	Workshop	Simulation software	Technocity,Ernakulam	Feb 2017	0.22
Total					**1.91**

Action sought: The BOG may kindly approve the action plan under IIIC cell for the next two months.

2.9 Ratification of programmes under EAP

2.9.1 Remedial classes conducted

Remedial classes were conducted in various subjects for different groups of students. The details of the classes conducted and the expenditure details are given below.

Sl. No	Name and Designation	Class	Subject Code	Date	Hours Engaged	No. of Students	Expenditure
1	Ms.Shiny C, Asst. Prof. EC	S5 EC	EC1504, Comm. Engg. II	16.07.2016	6	3	7200
				23.07.2016	6	7	
2	Ms.Haseena P Y, Asst. Prof. In EEE	S6 EC,CS ,EEE	1605, Control system 1 & Modern Control system	29.03.2016	1	4	4800
				30.03.2016	2	6	
				31.03.206	2	4	
				13.04.2016	3	11	
3	Ms.Alkha Mohan, Asst. Prof. In IT	S7 CS	CS1703, Advanced Computer Networks	05.11.2016	5	5	9600
			1704, Analysis and design of Algorithms	12.11.2016	3	6	
		S1 CS	101-105, Introduction to computing and problem solving	09.11.2016	1	18	
				10.11.2016	1	18	
				11.11.2016	1	11	
				14.11.2016	1	18	
				15.11.2016	1	18	
				17.11.2016	1	17	
				18.11.2016	1	16	
				19.11.2016	1	14	
4	Ms.SwethaSairaAppoose, Asst. Prof. In CSE	S5 CS	1506, Micro Processor based system design	05.10.2016	1	14	4200
				08.10.2016	2	14	
		S3	203, switching theory and logic design	15.11.2016	1	5	
				18.11.2016	1	5	
				19.11.2016	1	5	
				29.11.2016	1	5	
5	Ms.Aagi A S, Asst. Prof. In CSE	S3	EE207, computer programming	05.11.2016	2	20	1800
				08.11.2016	1	20	
6	Dr.Sreeni K G, Asst. Prof. In ECE, CE Tvm	S5	CS15L2, Open GL computer networks	14.12.2016	6	20	3600

	Total	31200

2.9.2 Counselling and Motivational Classes conducted
]

Table: EAP – Counselling and Motivational Classes Conducted

Sl No	Dept	Name of Program	Industry Name/ Institution Name	Date	No. of Days	No. of Student Participants	Actual/ Planned Expenditure
1	CSE	Counselling	SJCET, Pala	17 Nov 2016 - 18 Nov 2016	2	33	13,046
2	CSE	Counselling and Motivational Classes (Third Year B Tech)	SJCET, Pala	26 Jan 2017 - 27 Jan 2017	2	40	12,840

Action Sought: The BOG may kindly note and ratify the expenditure incurred towards the remuneration paid to the resource persons for the remedial and other programmes under EAP

2.10 Action Plan for the Programmes Under EAP Cell for the next two months

The action plan for soft skill training, remedial classes and High Intensity Training Programmes are given in the following sections.

2.10.1 Soft Skill Training Programmes for the next two months

The softskill training programmes committed and planned for the next two months are as given below

Sl No	Title of the programme	Target group	No of Days	Proposed dates	Estimated Expenditure (in lakhs)
1	Getting Ready for placement	B-tech Third Year CS/IT	5	Committed	0.75
2	Getting Ready for placement	B-tech Third Year EC	5	Committed	0.75
3	Getting Ready for placement	B-tech Third Year EE	5	Committed	0.75
4	Soft skill training	M-tech	4	February 2017	0.80
5	Aptitude training	B-tech Final Year CS/IT	5	February 2017	0.75

6	Aptitude training	B-tech Final Year EC	5	February 2017	0.75
7	Aptitude training	B-tech Final Year EE	5	February2017	0.75
8	Soft Skill Training	B-tech Second Year CS/IT,EC & EE	3	February 2017	1.20
9	Orientation Programme	B-tech First Year CS,EC & EE	3	February 2017	1.20
10	Aptitude training	B-tech Third Year CS/IT	5	March 2017	0.54
11	Aptitude training	B-tech Third Year	5	March 2017	0.54
12	Aptitude training	B-tech Third Year	5	March 2017	0.54
13	Aptitude training	B-tech Second Year CS,EC & EE	3	March 2017	1.20
14	Soft skill Training-	B-tech First Year CS,EC & EE	3	March 2017	1.20

2.10.2 Remedial Classes Planned for the next two months

REMEDIAL CLASSES PLANNED FEBRUARY-MARCH 2017 CS DEPT			
Semester	**Subject**	**Hours**	**Expected expenditure in Rs**
VIII CS	OOMD	10	6000
VIII CS	Datamining	10	6000
VIII CS	Advance Architecture&parallel processing	10	6000
VIII CS	Distributed computing	10	6000
VICS	Computer Networks	10	6000
VICS	Operating System	10	6000
VICS	Cryptography	10	6000
VICS	Compiler Construction	10	6000
IVCS	Mathematics	10	6000
IVCS	Operating System	10	6000
IVCS	Principles of Database Design	10	6000
IVCS	Object oriented Design and Programming	10	6000
IVCS	Computer Organisation and Architecture	10	6000
IICS	C programming	10	6000
IICS	Enginnering Graphics	10	6000

IICS	Basics Electronics	10	6000
IICS	Differential Equations	10	6000
	TOTAL	**170**	**1,02,000**

Remedial Classes Planned for EEE Department			
Semester	**Subject**	**Hrs**	**Amount**
IVEE	Probability Distribution ,Transforms & Numerical Methods	4	2400
IVEE	Synchronous & Induction Machines	4	2400
IVEE	Digital Electronics & Logic Design	4	2400
IVEE	Material Science	3	1800
IVEE	Measurements & Instrumentation	3	1800
VIEE	Modern Communication Engg	**4**	2400
VIEE	Modern DSP	8	4800
VIEE	Control System I	6	3600
VIEE	Nin conventional & Renewable Energy	**4**	2400
VIEE	Electrical Drawing	5	3000
VIII EE	Electrical Machine Design	6	3600
VIII EE	Power System III	4	2400
VIII EE	Electronic Instrumentation	4	2400
VIII EE	FACTS	4	2400
VIII EE	Power Quality	4	2400
II EE	Differential Equations	4	2400
II EE	Engineering Mechanics	6	3600
II EE	Basics of Electronics Engg	4	2400
II EE	Engg Physics	4	2400
	TOTAL	**85**	**51,000**

Remedial Classes Planned for EC Department			
Semester	**Subject**	**Hrs**	**Amount**
II EC	Differencial Equations	12	7200
II EC	Engineering Chemistry	6	3600
II EC	Engineering Graphics	12	7200
II EC	Design and Engineering	5	3000
II EC	Basics of Mechanical Engineering	6	3600
II EC	Basics of Electrical Engineering	6	3600
IVEC	Probability and Random Process	10	6000
IVEC	Signals & Systems	8	4800
IVEC	Analog Integrated Circuits	6	3600
IVEC	Analog Communication	6	3600
IVEC	Computer Organization	5	3000
VI EC	Microwave Techniques and Devices	8	4800
VI EC	Communication Engineering III	6	3600
VI EC	Control Systems Engineering	6	3600
VI EC	Digital Image Processing	4	2400

VI EC	VLSI Design	5	3000
VI EC	Electronic Measurements And Instrumentation	5	3000
VIIIEC	Multimedia Communication Systems	5	3000
VIIIEC	Wireless Communication	5	3000
VIIIEC	Computer Communication & Networking	5	3000
VIIIEC	ASIC Design	5	3000
		136	**81,600**

Action sought: BOG may kindly approve the action plan for remedial classes and the soft skill training programme planned for the next two months.

2.11 Expenditure incurred under IOC-Ratification

The expenditure incurred under IOC post the ninth BOG meeting is Rs**. 8,63,351**/-. This amount is due to Salaries of TEQIP staff, Consumables purchased for TEQIP cell and other departments, and Operation and Maintenance charges. All the amounts have been paid as per TEQIP II norms. The details are given in the tables below.

Table: Expenditure incurred under IOC

Sl. No	Item	Amount (Rs)
1	Salary and arrear for TEQIP Staff	2,60,173
2	Consumables	54,405
3	Operation and Maintenance	29,794
Total		**3,44,372**

  Action sought: BOG may kindly take note and ratify the expenditure.

2.12 Approval for Vision and Mission and of the Institution and different departments.

The institution is getting ready for accreditation by March 2017, soon after completing the NABARD block. The institution accreditation team had attended FDP's connected with Accreditation process and they felt that the Institutional and Departmental vision and mission to be modified after discussion with the experts. So a revision process is initiated and a draft is prepared after discussing with the staff members and representatives from students, alumni,

educationalists and parents. The draft of Institutional and Departmental (EC, CS and EEE) vision and mission statements are presented before the BOG for finalising.

Institute Vision

To be a centre of professional excellence to fulfil the technological needs of the society.

Institute Mission

- Provide education through resourceful programmes that are stimulus to the current and emerging needs of the society .
- Promote innovative teaching and learning to achieve academic excellence in engineering and technology.
- Create an environment conducive for innovative research in cutting edge technologies.
- Equip the students with outstanding professionalism, high ethical values and social obligations.

Department Vision and Mission(EC)

Vision

Transforming individuals into professionally excellent and socially responsible Electronics Engineers.

Mission

- Offer quality undergraduate & research oriented programs in Electronics and Communication Engineering .
- Educate the students with state- of- the- art technologies to meet the growing challenges of the industry.

- Provide modern facilities in a productive environment to students and faculty for continuous improvement.

- Encourage faculty and students to carry out innovative research.

- Motivate the students for active participation in co-curricular and extracurricular activities.

- Inculcate the spirit of ethical values and social responsibilities to transform individuals into reliable citizen.

Department Vision and Mission(CS)

Vision

Be a centre of professional excellence for nurturing technically competent and socially committed Computer engineers

Mission

- Enlighten the individuals with the advancements in computing through innovative teaching learning methodologies.

- Motivate the students for active involvement in industry, co-curricular and extracurricular activities.

- Impart research culture among faculty and students for the advancement of state- of-the- art technologies in computer science and related disciplines

- Inculcate the spirit of ethical values and social responsibilities to transform individuals into good citizen.

Department Vision and Mission(EEE)

Vision

Transform individuals to professionally excellent and socially committed Electrical Engineers.

Mission

- Facilitate quality engineering education to equip young individuals to meet the latest challenges in industry.

- Provide technological assistance and services to meet the growing needs of society.

- Develop and Propagate best energy management practices .
- Provide modern facilities in a conducive environment to students and faculty for continuous improvement.

- Motivate the students for active participation in co-curricular and extracurricular activities.

Action Sought: The BOG may discuss the vision and Mission statements and give suggestions.

2.13 Approval for the purchase of display boards

The institution has applied for Accreditation and the visit of the NBA team is expected to be conducted within a couple of months. In the process it is mandatory that display boards showing the mission and vision statements of the institution and the departments, the class rooms, labs and other rooms and places in the institution are kept at relevant places. Altogether, 300 display boards of different sizes are required. The details of the boards with expected expenditure is given below.

Table: Details of Display Boards Required

Sl. No	Item	Material Used	Size	Quantity (no.)	Rate	Amount (Rs.)
1	Room Number Board	ACP	5" X 5"	70	125	8750.00
2	Room Indication Board	ACP	20" X 4"	70	480	33,600.00
3	Room Name Board -Type 1	ACP	12" X 8"	50	570	28,500.00
4	Room Name Board-Type 2	ACP	18' X 12"	20	1300	26,000.00
5	Vision & Mission – Institute-Type 1	Acrylic Sheet	4'x 3'	10	7200	72,000.00
6	Vision & Mission – Institute-Type 2	Acrylic Sheet	3'X2'	10	3600	36,000.00
7	Vision and Mission –Dept.-Type 1	Acrylic Sheet	4' X3'	9	7200	64,800.00
8	Vision and Mission –Dept.-Type 2	Acrylic Sheet	3'X 2'	18	3600	64,800.00
9	Vision and Mission –Dept.-Type 3	Acrylic Sheet	20"X15"	21	1800	37,800.00
10	Students intake display board	ACP	4'X 3"	1	10,000	10,000.00
11	Room location board-Legend-Type 1	ACP	4'X 3'	2	10,000	20,000.00
12	Room location board-Legend-Type 2	ACP	3' X 2'	2	5000	10,000.00
13	Sign boards	ACP	12" X 18"	12	1300	15,600.00
14	PEO & PO display boards in Labs	ACP	3' X 2'	30	5000	1,50,000.00
15	Faculty Name List Display board	ACP	3' X 2'	5	5000	25,000.00
16	Staff name list	ACP	2' X 1½'	20	2600	52,000.00

	Display board						
					TOTAL:		
			6,54,850.00				

Action Sought: The BoG may kindly give the approval to purchase the boards.

2.14 Remuneration enhancement MIS officer.

As per G.O. (Rt) No. 3560/ 2016/ HEDN Dated, Thiruvananthapuram, 30/12/2016, the remuneration of Teqip II staff - MIS officer has been enhanced from Rs. 25000/-   to Rs. 32000/- with effect from 1/4/2016. The revised remuneration has been paid to the MIS officer from December 2016 onwards. The arrear amount of Rs. 56000/- for the months from April 2016 to November 2016 has also been paid to him. The .GO is attached as Annexure 2.

Action Sought: The BoG may kindly ratify the revised remuneration and the arrears paid to the MIS Officer.

Part 3

Reports

3.1 Summary of Expenditure as on 15 November 2016

The summary of expenditure as on 31.01.2017 is as below.

Total Fund Received: Rs.1000 Lakhs

Sr.No.	Expenditure Name	Expenditure Upto 31 October 2016 (Rs in Lakhs)	Expenditure From 1 Nov 2016 - 31st Jan 2017 (Rs in Lakhs)	Cumulative Expenditure upto 31st Jan 2017 (Rs in Lakhs)
1	Procurement	554.37	1.23	555.60
2	Providing Assistantships for Increased enrolment in existing and new PG Programmes in Engineering Disciplines	119.42	12.24	131.66
3	Enhancement of Research and Development and Institutional Consultancy Activities	13.17	7.69	20.86
4	Faculty and staff development for improved competence based on Training Needs Analysis(TNA)	115.61	30.68	146.29
5	Enhanced Interaction with Industry	7.92	1.25	9.17
6	Institutional Management Capacity enhancement	6.65	0	6.65
7	Implementation of Institutional reforms	8.99	0	8.99
8	Academic support for weak students	12.49	0.86	13.35
9	Incremental Operating Cost	46.27	5.12	51.39
Total		**884.89**	**59.07**	**943.96**

Action Sought: BOG may kindly take note of the expenditure under various heads.

3.2   Report on Examination Results

The latest results of BTech and MTech students under KTU and CUSAT are as shown in the following Tables.

Table B.Tech Result statistics in percentage

Branch	Semester	General	OEC	SC/ST	Total
EC	2	65.38	60	0	60.61
	3	33.33	NA	0	31.91
	6	38.46	33.33	0	25.25
	8	48.21	0	0	44.26
CS	2	75	0	NA	72.72
	3	41.46	100	0	41.86
	6	50	NA	0	45.24
	8	52	NA	20	49.09
EEE	2	72.72	50	0	65.79
	3	36.96	0	NA	35.42
	6	34.78	0	0	32.00
	8	55.10	100	33.33	56.36
IT	3	100	NA	NA	100
	6	33.33	NA	0	28.57
	8	40	100	0	41.18

Branch	Semester	General	OEC	SC/ST	Total
EC	2	17/26	3/5	0/2	29/33
	3	15/45	NA	0/2	15/47
	6	15/39	1/3	0/4	16/46
	8	27/56	0/3	0/2	27/61
CS	2	24/32	0/1	NA	24/33
	3	17/41	1/1	0/1	18/43
	6	19/38	NA	0/4	19/42
	8	26/50	NA	1/5	27/55
EEE	2	24/33	2/4	0/2	26/39
	3	17/46	0/2	NA	17/48
	6	16/46	0/1	0/3	16/50
	8	27/49	3/3	1/3	31/55
IT	3	3/3	NA	NA	3/3
	6	2/6	NA	0/1	2/7
	8	6/15	1/1	0/1	7/17

Table: M.Tech Result Statistics in Percentage

Branch	Semester	General	OEC	SC/ST	Total
SP(EC)	1	10/10	1/1	1/1	12/12
	2	10/10	1/1	1/1	12/12
IP(CS)	1	12/16	2/2	1/1	15/19
	2	13/16	2/2	0/1	15/19
Branch	**Semester**	**General**	**OEC**	**SC/ST**	**Total**
SP(EC)	1	100	100	100	100
	2	100	100	100	100
IP(CS)	1	75	100	100	78.95
	2	81.25	100	0	78.94

Action sought: The BoG may kindly take note of the results.

3.3   Report on status of Accreditation

The Institution had remitted the fees for accreditation by the National Board of Accreditation (NBA) as per the requirements of TEQIP-II for the UG Prgrammes in Electronics & Communication Engineering and Computer Science & Engineering that are eligible to apply for accreditation. The Self-Assessment Reports (SARs) of both the programmes were uploaded.

As per the email received from the NBA on July 13, 2016 Department of Computer Science and Engineering and Department of Electronics and Communication Engineering were requested to submit the pre-qualifiers of the programme for accreditation. The same were submitted through email to NBA by both the departments. The submitted forms for the two Departments are attached as **Annexures 3 and 4.**

Documentation process of both the departments is going on.

- It is suggested to obtain ISO certification for the smooth conduct of accreditation documentation
- It is suggested to appoint regular faculty/ equivalent regular faculty (more than two year contract) to satisfy the students faculty ratio as 20:1   (this condition is now not satisfied due to less number of faculty)
- The necessary institution wise and department wise infrastructural level requirements for accreditation are also listed in the following Tables.

Institution wise Infrastructure and amenities Requirement

Sl no	Item (Rooms)	Requirements	Current Status	Deficiency
1	Seminar Hall	1	1	0
2	CCF	1	0	1
3	Incubation center	1	0	1
4	NSS unit room	1	0	1
5	Placment cell	1	0	1
6	IEEE	1	0	1
7	IEDC	1	0	1
8	ISTE	1	0	1
9	Medical/counselling center	1	0	1
10	IIIcell	1	0	1
11	Recreation centre	1	0	1
12	Examination cell	1	0	1
13	Alumni Association	1	0	1
14	Canteen	1	1	0
15	Senate	1	0	1
16	LanguageLab	1	0	1

EC Department wise Infrastructure and amenities Requirement

Sl no	Item	Requirements	Current Status	Deficiency	Remarks
1	Class Room-Btech	4	4	0	
2	Tutorial Room-Btech	3	1	2	
3	Class Room/Tutorial-Mtech	2	0	2	
4	Seminar Hall	1	0	1	
5	Lab Room BTech	5	3	2	Area not Sufficient
6	Lab Room MTech	2	2	0	
7	Center Computing Facility	1	0	1	

8	HOD Room	1	1	0	Not furnished
9	Staff Room -BTech	10(cabin)	0	10	
10	Staff Room -MTech	3(cabin)	0	3	
11	Department library	1	0	1	
12	Rest Room	1	0	1	
13	Placement Unit	1	0	1	
14	Staff-				MTech post not sanctioned yet.
	Professor	2	1	1	
	Asso. Professor	3	1	2	
	Asst. Professor	10	7	3	
15	Room for Association	1	0	1	
16	Snacks/Cool bar	1	0	1	

CS Department wise Infrastructure and amenities Requirement

Sl no	Item	Requirements	Current Status	Deficiency	Remarks
1	Class Room-Btech	4	4	0	
2	Tutorial Room-Btech	3	1	2	
3	Class Room/Tutorial-Mtech	2	0	2	
4	Seminar Hall	1	0	1	
5	Lab Room Btech	5	2	3	Area not Sufficient
6	Lab Room Mtech	2	0	2	
7	Center Computing Facility	1	0	1	
8	HOD Room	1	0	1	Not furnished
9	Staff Room -Btech	16(cabin)	6cabin	10cabin	No separate staff rooms
10	Staff Room -Mtech	3(cabin)	0	3	
11	Department library	1	0	1	

12	Rest Room	1	0	1	
13	Placement Unit	1	0	1	
14	Staff-				MTech post not sanctioned yet.
	Professor	2	0	1	
	Asso. Professor	4	2	2	
	Assi. Professor	**12**	**7**	5	
15	Room for Association	1	0	1	
16	Snacks/Cool bar	1	0	1	

Action Sought: The BOG may kindly take note and comment.

3.4 Report on the Internal Audit audit for the half year from April-16 to September 2016

Internal Auditt for the half year from April 2016 to September 2016 was conducted in December 2016. The audit report is attached as **Annexure 5.**

Action Sought: The BOG may kindly take note.

Part 4

Any Other item with the permission of the chair

ANNEXURE 1

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II Sub Component 1.1

9th Meeting of the Board of Governors
Minutes
17th November 2016, 10 am

Venue: Principal's Chamber College of Engineering Karunagappally

COLLEGE OF ENGINEERING KARUNAGAPPALLY

THODIYOOR P.O., KOLLAM-690523, KERALA

Phone: +91 476 2665935

Minutes of Ninth Meeting of Board of Governors

Presided by

Hon'ble Chairman: Prof. V.P.N. Nampoori

Venue: Office of Principal
Date: 17 November 2016   **Time:** 10.00 AM

Members Present

1. Prof (Dr) V.P.N Nampoori, Chairman
2. Prof. (Dr) V P Devassia, Principal, Model Engineering College
3. Mr. Angelose, Joint Sec., H.Edn, Government of Kerala (State Govt Nominee)
4. Dr. Jaya V L, Principal
5. Dr. AjilKumar.A, HOD, ME, Member
6. Prof. Manoj Ray D, HOD CS, Member

The following members of the BOG conveyed their inability to attend the meeting.
1. Dr. Suresh Kumar.P, Director, IHRD
2. Mr. James Joseph, Jt. Sec. Finance, Government of Kerala (State Govt Nominee)
3. Dr. Sam Thomas, CUSAT (University Nominee)
4. Dr. S. Jayakumar**,** Director, SPFU (Special invitee)

Also present
1. Prof. Anilkumar C.V., HOD Electronics and Communication Engineering
2. Prof. Binu V.P, HOD, Computer Science and Engineering
3. Dr. Smitha P, HOD Information Technology
4. Prof. Libi A, HOD Electrical and Electronics Engineering
5. Prof. Reji Thankachan, Academic Coordinator
6. Prof. Sylish S. V, Procurement Coordinator
7. Prof. Baiju V, III Cell Coordinator
8. Prof. Premakumari K.R, EAP Coordinator
9. Dr. Shajy L, Finance Coordinator

Agenda Summary

Part 1-Procedural

Sl. No	Items	Page Number
1.1	Confirming the Minutes of the 8th Meeting of the Board of Governors held on 12-04-2016 at College of Engineering Karunagappally	4
1.2	Report on the action taken/action pending on the pertinent decisions in the Minutes of the 8th Meeting of the Board of Governors held on 12-04-2016 at College of Engineering Karunagappally	5

Part 2-Discussion, Ratifications and Approvals

Sl. No	Items	Page Number
2.1	Expenditure incurred for procurement of goods/ civil works and price revisions of various completed packages	7
2.2	Packages to be cancelled	9
2.3	Ratification of procurement of a new package High Performance Computing Station	9
2.4	Approval of the new packages	11
2.5	Approval of the various Academic programs conducted/attended by faculty and staff.	11
2.6	Ratification of the Expenditure incurred in organizing the International Conference ICCCSP 2016	19
2.7	Ratification of the remuneration paid to foreign delegates for Key note address	20
2.8	Approval of Reimbursement of fee for PhD/MTech and Journal Publication..	20
2.9	International Conference attended by Sri. Anilkumar C V –Ratification of the amount paid.	20
2.10	Approval of the In-house and outstation programmes for faculty and staff for the next three months	21
2.11	Ratification/Approval of IIIC Activities	30
2.12	Report of Progress of R & D Activities	34
2.13	Ratification of programmes under EAP	35
2.14	Approval for Library Automation and Digitalisation	39

Part 3-Reports

Part 4- Any other item with the permission of the chair

The Meeting started at 10.00.AM under the presidency of the Hon'ble Chairman with a silent prayer followed by the welcome address by the Principal.

Principal Dr Jaya V L welcomed all members and special invitees. A brief report was made by the Principal on the various activities related to TEQIP and development in college as the impact of these activities. She also provided a brief report about the agenda of the meeting.

Part 1

Procedural Items

1.1   Confirmation of the Minutes of the 8th Meeting of the Board of Governors held on 12-04-2016 at CE Karunagappally

The Minutes of the 8th Meeting of Board of Governors of TEQIP Phase II of CE Karunagappally held on 12-04-16 was sent to the Chairman for his approval and upon his approval copies were circulated among the other members of the BoG. Based on the discussions, the Board of Governors confirmed the approved minutes of the BOG meeting held on 12.04.2016

1.2   Report on the action taken/action pending on the pertinent decisions in the Minutes of the 8th Meeting of the Board of Governors held on 12-04-2016 at CE Karunagappally

The following are the pertinent decisions taken and actions taken by CE Karunagappally post the BoG meeting held on 12.04.2016.

Item No in Minutes of the 8th BOG	Decision Taken	Action Taken
2	The BoG confirmed the approved minutes of the **8th** Meeting	For Information
3	Took note of the action take report and approved	For Information
4.1	The BoG took note of the procurement completed after the **8th** BOG meeting and ratified the expenditure of Rs.20,46,617 for 12 packages made in this regard.	No action needed
4.2	The BoG approved one package with price revisions and decided to cancel High Performance Cloud Computing package	The purchase the package with number 195 is effected and the other package is cancelled.
4.3	The BoG approved to cancel one package worth Rs.60000.	No action needed
5.1	The BoG took note of the in house faculty development programmes conducted and ratified the expenditure made in this regard.	No action needed
5.2	The BoG asked to settle the bills of an in house programme post the 7th BoG Meeting whose bill settlement is pending	Bill settlement is done.
5.3	The BoG took note of the outstation faculty and staff programmes attended and ratified the expenditure of Rs.7,82, 943.	No action needed
5.4	The BoG took note of the outstation faculty and staff programmes attended and the bill settlement in pending	The bills are settled.
5.5	The BoG took note of the conferences attended by 3 faculty and approved the expenditure.	The bill settlement is done.

5.6	The BoG took note of the Management Capacity Enhancement Programme attended by 6 faculty worth Rs. 2,29,449 and conducted at Barton Hill Engineering College and ratified	No action needed
5.7-5.9	The BoG took note of the EAP activities conducted and ratified the expenditure.	No action needed
5.10	The BoG decided to ratify the payments given towards the Refund of Fees towards Membership in Professional Societies	No action needed
5.11	The BoG decided to sanction the amount incurred for journal publication to Prof.Binu V P	The amount is paid.
5.12	The BoG took note of the draft minutes of fourth RGC meeting and approved.	For Information
5.13	The BoG decided to enhance the PG Scholarship in line with the direction from SPFU to Rs.8000/- per month.	PG scholarship is given @ Rs.8000/- per month per student.
5.14	The BoG took note of the tuition fee paid towards Qualification Upgradation and ratified the expenditure of two faculty and approved the payment for three faculty members.	The payments are made.
5.15	The BoG decided to send a letter by the Hon'ble Chairman to NPIU for reimbursing the expenditure incurred in presenting a paper in the International Conference TENCON at Macau, China by Prof.AnilKumar C V	The NPIU has given the sanction and the amount was paid to Prof.Anilkumar C V
5.16	The BoG ratified the expenditure incurred for Industrial Visit of Faculty	For Information
5.17	The BoG ratified the expenditure incurred for Industrial tutoring for students	For Information
5.18	The BoG decided to give the minimal and admissible TA to students who have undergone Industrial visit	No request was not received with proper bills/vouchers.
5.19	The BoG has decided to reimburse the expenditure incurred for industry internship to students @ Rs.250/- per day limiting to rs.5000/- per student for meetinn bording, lodging and travel expenses.	No request was received
5.20	The BoG approved the revision of budget of International Conference, ICCCSP 2016	For Information
5.21	The BoG approved the list of planned in house academic activities for the next three months.	Out of the 15 programmes planned, only 6 programmes are conducted

5.22	The BoG approved the list of planned outstation academic activities for the next three months	Most of the faculty and staff attended out station programmes after the last BoG and the total expenditure incurred is Rs.40,64,398.
5.23	The BoG took note of the action plan for the IIIC activities and approved	23 programmes were conducted
5.24	The BoG took note of the action plan for the EAP activities and approved	For Information

Decision: The BOG members analyzed and approved the actions taken by the College based upon the decisions made in the BOG meeting held on 12-04-2016.

Part 2

Discussion, Ratification and Approval

2.1 Expenditure incurred for procurement of goods/civil works and price revisions of various completed packages

The details of completed packages post the eighth BOG meeting are discussed as detailed below

Table 2.1. Details of Completed Packages Post the 8th BOG meeting

Sl. No.	Package No.	Package Name	Mode of purchase	Firm	Estimated Amount	Actual Amount	% Variation
1	TEQIP-II/KL/KL1G 18/183	PLC Trainer Kit	Shopping	M/s Vi Microsystem Pvt LTD	1,60,000	1,63,632	-2.27
2	TEQIP-II/KL/KL1G 18/203	Electrical Meters	DC	M/s Scientific Enterprices	50,000	43,577	+12.85
3	TEQIP-II/KL/KL1G 18/192	Chemistry lab Equipment	Shopping	M/s Scientific Enterprices	3,00,000	2,00,504	+33.17
4	TEQIP-II/KL/KL1G 18/185	Furniture Chair Table Almirah	Shopping	M/s KM Nadha Steel Industries	8,51,200	7,74,364	+9.03
5	TEQIP-II/KL/KL1G 18/204	Machine Lab Equipment	Shopping	M/s Scientific Enterprices	3,25,000	2,91,070	+10.44
6	TEQIP-II/KL/KL1G	Keil Development	Shopping	M/s Embedded System Solution	1,40,000	1,36,802	+2.28

	18/190	Tools		Pvt ltd			
7	TEQIP-II/KL/KL1G 18/194	Physics Lab Equipment	Shopping	M/s Holmarc Optom Mechatronics Pvt ltd	2,00,000	2,08,483	-4.24
8	TEQIP-II/KL/KL1G 18/178	Analog meter	Shopping	M/s Kelvin Labs	25,000	23,759	+4.96
9	TEQIP-II/KL/KL1G 18/197	smithy and Foundry tools	Shopping	M/s Universal Machine tools	1,00,000	1,11,618	-11.62
10	TEQIP-II/KL/KL1G 18/137	Furniture Desk Bench Tool	Shopping	M/s K M Nadha Steel Industries, Knpy	5,62,000	5,29,532	+5.78
11	TEQIP-II/KL/KL1G 18/113	Library Books EC2	Shopping	M/s cosmo books India. Pvt Ltd	1,73,000	1,62,154	+6.27
12	TEQIP-II/KL/KL1G 18/207	Embedded Development Board	Shopping	M/s Netwatch Systems	1,00,000	1,13,497	-13.50
13	TEQIP-II/KL/KL1G 18/196	High performance computing station	Shopping	M/s Smart soft	8,00,000	7,64,166	+4.48
14	TEQIP-II/KL/KL1G 18/206	Solar Driven Invertor	Shopping	M/s IGA Tech	4,00,000	4,50,000	-12.50
15	TEQIP-II/KL/KL1G 18/195	Teaching Aids in Classrooms	Shopping	M/s Avalon System and services	5,16,000	4,71,000	+8.72
16	TEQIP-II/KL/KL1G 18/202	Extension of Campus Networking	Shopping	M/s. Techser Power solutions pvt Ltd.	3,75,000	3,14,561	+16.12
16	TEQIP-II/KL/KL1G 18/194	Teachers PA Systems	Shopping	M/s.Avalon Systems	40,000	32,400	+19.00
17	TEQIP-II/KL/KL1G 18/192	Automatic power factor correction unit	Shopping	M/S.V S Associates	3,00,000	3,26,373	-8.79
18	TEQIP-II/KL/KL1G 18/184	Moderna Chair	Shopping	M/s K M Nadha Steel Industries, Knpy	1,22,000	1,22,229	-0.19
19	TEQIP-II/KL/KL1G 18/192	IEEE Journal	DC	M/s Global information system Technologies	6,19,225	6,27,281	-1.30
20	TEQIP-II/KL/KL1G 18/201	Minor Civil Works	Shopping	Cotractor Goplakrishna Pillai, Labour Contract Cooprative Society	9,00,000	688,592	+23.49
				Total		65,55,594	

Discussion: BOG members enquired about the price variation in the package TEQIP/11/KL/KL1G18/192, 3rd item in the Table 2.1. The Procurement Coordinator, Mr,Sylish replied that certain items in the package was quoted for lower rates than estimated. The BOG suggested that specification and rate of items should be properly analyzed before estimating the cost of the items. BOG members analyzed all the packages under the Item No2.1 and approved all the variations

Decision: The BoG ratified the payment of Rs.65,55,594/- towards the payment of 20 completed procurement packages and approved the price revisions.

2.2 Packages to be cancelled

The details of packages to be cancelled are given below

Table 2.2 Packages to be cancelled

Sl no.	Package no	Package Name	Mode	Reason for cancellation	Estimated cost (Rs)
1	TEQIP/KL1G18 /182	Satellite Receiver set	Direct Contract	It was intended for the QEEE programme. Later it was done through the NKN internet connection	6,000
2	TEQIP/KL1G18 /189	Corridor surveillance system	Shopping	Since it is identified that students have no direct benefits, it is dropped.	1,00,000
3	TEQIP/KL1G18 /175	Furniture Library	Shopping	Supplier not willing to supply the items	62,000

Discussion: BOG members enquired more clarification regarding the cancellation of Packages No TEQIPII/KL1G18/189 and TEQIPII/KL1G18/175. The Procurement Coordinator replied that the package TEQIPII/KL1G18/189 was cancelled in the wake of the recent Statutory Audit objection made towards the purchase of Currency Counter for office and the package TEQIPII/KL1G18/175 was cancelled since the supplier was not willing to supply the item long period after issuing the purchase order. BOG suggested that vendors who are unwilling to supply items once committed should be black listed. They also asked the reason for not inviting another quotation for the concerned package. The Procurement Coordinator, Mr Sylish S V conveyed the limitation of getting vendors for the items that are not readily available in the market.

Decision: The BOG ratified the cancellation of the three packages.

2.3 Ratification of procurement of a new package High Performance Computing Station

A package named High Performance Cloud Computing (HPCC) was added in the previous procurement plan for an estimated cost of Rs.6,00,000. Later it was found that the actual cost of the item was very high, and the package has been modified in July 2016 to High Performance Computing Station with an estimated cost of Rs.8,00,000. At that time a circular from NPIU was received directing that the procurement had to be completed within 31st July 2016. In order to effect the procurement within the allotted period the procurement procedure

was started after getting the sanction from the Hon'ble Chairman and other BoG members by circulating an agenda note for necessary approval.

The specification of the modified package is given below:

Make: Dell		
S.No	Parameter	Specifications
1	Processor	**2 x Intel Xeon E5-2640 v3 2.6GHz,20M Cache,8.00GT/s QPI,Turbo,HT,8C/16T (90W) Max Mem 1866MHz**
2	No of Processors support	**2**
3	Chipset	Intel C610 series chipset
4	Memory	**8x 8GB RDIMM, 2133MT/s, Dual Rank, x8 Data Width or above**
5	Hard Disk	**3 * 300GB 15K RPM SAS 6Gbps 2.5in Hot-plug Hard Drive,13G**
6	RAID Controller	**6 Gbps RAID Controller with 1GB NV cache** support 0,1,5,6,10,50,60;support Online Capacity Expansion and Online RAID Level Migration
7	GPU	**NVIDIA Tesla K20M GPU**
8	Embedded Hypervisor support	The server should have Provision to hold dual embedded Hypervisors eg:-VMWARE with fail over capability
9	Operating System Certification	The system should be certified for Microsoft Windows Server® 2008/2012 SP2, x86/x64 (x64 includes Hyper-V®) Microsoft Windows Server 2008/2012 R2, x64 (includes Hyper-V) Microsoft Windows HPC Server 2008 Novell® SUSE® Linux Enterprise Server Red Hat® Enterprise Linux

Decision: The BoG ratified the procurement of the new package High Performance Computing Station.

2.4 Approval of the new packages

A total amount of Rs.14, 91,636 has been credited to the TEQIP account so far as the interest and it is expected that a further amount of Rs.50,000 will be credited to the account before the closure of the project. Since the project period has been extended up to March 2017 and the period for the procurement activities has also been extended up to January 2017, in order to utilise the balance interest amount, (amount of interest available for procurement- 55% of interest, i.e. Rs.8,47,900 and so far Rs.6.4 Lakhs has been committed) it is desired to add the new packages as per the Table 2.3.

Table 2.3 List of new items to be added

Sl No.	Item	Quantity	Mode	Estimate (Rs)
1	Digital Multimeter	20	Direct Contract	50,000
2	Ultraviolet exposing unit for PCB	1	Direct Contract	25,000
3	Digital clamp power meter with storage	1	Direct Contract	25,000
4	Renovation of Hardware and Networking lab	1	Shopping	1,00,000
5	Distilled Water Plant	1	Shopping	60,000
6	Dumpy level	1	Direct Contract	25,000
	Total			**2,85,000**

Decision: The BOG approved the list of items to be added in the revised procurement plan.

2.5   Approval of the various Academic programs conducted/attended by faculty and staff.

The details of academic activities conducted post the 8th BOG meeting are detailed below.

2.5.1 Faculty Development Programme – In-house
The details of in house programmes conducted are detailed below

Sl. No.	Title of the Programme	Dept	Duration & date	Co-ordinator	Expenditure (Rs.)	IRG (Rs)

1	Workshop On Computer Vision :Techniques And Application	CS	17-19 March 2016	Geetha S	1,07,428	6,000
2	Workshop On Fuzzy Logic And Ann Applications In Engineering	EE	18-23April 2016	Raju M	1,60,241	5,000
3	Pre Conference Workshop On Recent Trends In Computing, Communication And Signal Processing	EC	20-23 June 2016	Dr. Gopakumar C	1,10,445	1,000
4	Big Data Networking And Platforms Design And Application	EC	07 July 2016	Dr. Gopakumar C	8,620	Nil
5	Biomedical Image And Signal Processing	CS	3-5 Aug 16	Remya R S	69,096	1,500
6	How To Do A Good Ph. D And How To Write Papers/ Thesis Using Latex	EE	2- 6 May 2016	Libi A	1,86,022	6,000
Total					**6,41,842**	

Decision: The BOG ratified the expenditure of 6 in-house programmes conducted for Rs. **6,41,842.**

2.5.2 Faculty Development Programme/Workshop/Seminar/Conference attended outstation by faculty

The details of outstation programmes attended are detailed below:

Sl. No	Name Of Faculty	Title Of The Programme	Dates Attended	Institution	Advance Amount (Rs)	Expenditure (Rs)
1	Aswathy S S	FDP On Estimation And Detection Theory	10-12 Feb 2016	CE Cherthala	Nil	2308
2	C V Anilkumar Premakumary K R Baiju V	Pedagogical Training Programme	7-9 April 2016	Teaching Learning Centre, IIT Madras	5000 each	8047 8047 8486

3	Binu V P Geetha S Dr. C. Gopakumar Remya R S Shani Raj Shiny C Smitha P	Pedagogical Training Programme	5-7 May 2016	Teaching Learning Centre, IIT Madras	7000 each	9487 8195 9150 9135 8195 9135 8541
4	Binu Vp	Cyber Defense And Forensic Investigation	25-29 July 2016	ESCI Hyderabad	30000	38603
5	Libi A Haseena P Y Deepa A K Sylish S V	Power Industry Familiarization For Engg. Faculty	25 Aug 2016 - 27 Aug 2016	PETARC, Moolamattom	13800 each	15828 15828 15878 15878
6	Raju M	Application Of Custom Power Devices For Power Quality Improvement	06 Oct 2016 08 Oct 2016	MNIT, Jaipur	20000	23152
7	Binu V P Geetha S Jisy Raju Jyothi R L Manoj Ray D Shani Raj Smitha P Subeena H	Recent Advances In Computing	18 April 2016 - 22 April 2016	Model Engineering College, Thrikkakkara	35000 each	37240 36968 36558 36968 35000 36968 37158 36558
8	Anu Mohan Arya Ap Aryachandran S Nimmi V Remya R S Prasanthi R S Sheela R Sree S Bhagya Vidya S	Advanced Linux Administration	18 April 2016 - 22 April 2016	Model Finishing School, Thiruvananthapuram	35000 each	36469 36469 36469 36469 36895 36469 37001 36469 36469
9	Ajmal K C V Anilkumar Haseena P Y Libi A Reshma Itiachan Revikumar Thampi V R	Control And Optimization Techniques : An Engineering Approach	25 April 2016 - 29 April 2016	Model Engineering College, Thrikkakkara	35000 each	36558 37208 37080 37208 36558 37208

10	Alkha Mohan Arya Chandran Deepa T R Ganesh R Jayakrishnan Nimmi V Remya R S Sabeena Sree S Bhagya Sylish S V Vidya	Advances In Automation And Computing	25 April 2016 - 29 April 2016	Model Finishing School, Thiruvananthapuram	35000 each	36510 36510 36920 36920 36510 36510 36920 36920 36510 37033 36510
11	Binu V P Shani Raj Remya R S Sylish S V Reji Thankachan	Recent Trends In Data Mining Techniques	23 May 2016 - 27 May 2016	College Of Engineering, Kallooppara	35000 each	37193 36968 36968 36968 36968
12	Retheekumary S Santhi Vijai Shamna S S Subeena H Niyas S K	FDP On Semi Conductor Devices, Circuits And Systems - With A Research Perspective	4 July 2016 - 9 July 2016	Model Finishing School, Thiruvananthapuram	35000 each	37033 36526 36526 36526 36526
13	Sabeena K Jyothi R L Retheekumary S Sheela R Remya R S Ganesh B Shani Raj Geetha S Dr. Geetha S Revikumar Thampi	Cyber Security: An Investigator's Perspective	18 July 2016 - 22 July 2016	Model Finishing School, Thiruvananthapuram	35000 each	36920 36920 37033 37033 36920 36920 36920 36920 37033 36920
14	Binu V P Manoj Ray D Sheena S Nowshad Sethu Lekshmi U S Tintumol C R	Computer Simulation And Visualization Tools For Research	11 July 2016 - 15 July 2016	Model Engineering College, Thrikakkara	35000 each	36648
15	Alkha Mohan Aryachandran S Hariharan Manoj Ray D Swetha Saira Appoose	Research Trends In Computer Algorithm	25 July 2016 - 29 July 2016	Model Engineering College, Thrikakkara	35000 each	36558 36558 36558 35000 36558
16	Baiju V Libi A Manu Madhavan	Current Trends In Non -Conventional Energy Based Systems	29 Aug 2016 - 2 Sept2016	College Of Engineering, Chengannur	35000 each	36704 36704 36294

17	Revikumar Thampi V R Dr. Ajilkumar A Baiju V Radhika R Chandran Reshma Ittiachan Seena Mathew	Essentials Of Energy Management	01 Aug 2016 - 05 Aug2016	Model Engineering College, Ernakulam	35000 each	36960 36960 37176 36558 36558 36558
18	Binu V P Shani Raj Shamna S S Niyas S K Aagi S	EDA Tools And Advances In Signal Processing	22 Aug 2016 - 26 Aug 2016	Model Engineering College, Ernakulam	35000 each	36462
19	Dr. Gopakumar C Deepa T R Raju M	Knowledge On Virtual Instrumentation For Engineers	05 Sept 2016- 09 Sept 2016	College Of Engineering, Chengannur	35000 each	36628 36628 36662
20	Ganesh R Revikumar Thampi V R Premnath G Sajan J Mathew	Mechatronics Automation And Robotics	19 Sept 2016- 23 Sept 2016	Model Engineering College, Ernakulam	35000 each	36911 36974 36974 36558
21	Deepthi P K Libi A Manu Madhavan Seena Mathew Subeena H	Power System Device And Control - Practical Aspects	3 Oct 2016- 7 Oct 2016	Model Engineering College, Thrikkakkara	35000 each	36458 36968 36458 36558 36458
22	Haseena P Y Leena B R	Research Areas In Biomedical Engineering	26 Oct 2016- 30 Oct 2016	Model Engineering College, Ernakulam	35000 each	36912 36533
23	Dr. C. Gopakumar Remya R S Revikumar Thampi V R Seena Mathew Ganesh R Baiju V Aryachandran S Hariharan R L	Recent Trends In Robotics	17 Oct 2016- 21 Oct 2016	College Of Engineering, Chengannur	35000 each	36966 35000 36966 36440 36854 36966 36440 36440
24	Dr. Geetha S Aryachandran S Harilal R L Niyas S K Sajan J Mathew Santhi Vijai Swetha Saira Appose	Pedagogy	18 Aug 2016 - 20 Aug2016	IIT Madras	Nil	8322 3289 3289 3289 3289 3289 3289

25	Sethulekshmi U S Titumol C R Sheena S Nowshad	Pedagogy	29 Sept 2016 - 1 Oct 2016	IIT Madras	Nil	3337 3337 3337
26	Geetha S Remya R S Sabeena K Smitha P	Medical Imaging Techniques Image Processing Workshop	25 March 2016 27 March 2016	IIT Delhi	Nil	17686 10019 17686 18098
27	Deepa A K Sylish S V	National Seminar On Techniques And Applications Of Hyper Spectral Image Analysis	19- 20 April 2016	Amritha Vishwa Vidyapeedam, Coimbatore	4500 each	5762 5762
28	Dr. Hari V S Binu V P	Symposium Of Teaching Learning In Higher Technical Education	22 Jan 2016 23 Jan 2016	IIT Madras	9000 each	10555 8342
	Conferences attended by faculty within the country					
1	Manoj Ray D	International Conference On Innovations In Bio-Inspired Computing And Applications	16 Dec 2015 18 Dec 2015	Mir Labs, Tist Kochi, India	Nil	10429
2	Remya R S	International Conference On Information Science (ICIS ' 16)	12 Aug 2016 - 13 Aug 2016	CE Cherthala	7500	9518
3	Sabeena K	International Conference On Information Science (ICIS ' 16)	12 Aug 2016 - 13 Aug 2016	CE Cherthala	7500	9318
4	Geetha S	17 Th National Conference On Technological Trends	19 Aug 2016 - 20 Aug 2016	CET Tvm	3818	3818

	Total				**40,48,023**	

			Programmes attended but the bills to be settled			
1	Libi A	Advances In Control System	7 Nov 2016 - 11 Nov 2016	Dr. Babasaheb Ambedkar Technical University, Maharastra	20,000	
2	Haseena P Y	Advances In Control System	8 Nov 2016 - 11 Nov 2016	Dr. Babasaheb Ambedkar Technical University, Maharastra	20,000	
3	Radhika R Chandran	Dc Smart Grids: Renewable Integration, Energy Storage And System Operation	10 Nov 2016 - 14 Nov 2016	Malaviya NIT, Jaipur	10,000	
4	Reshma Ittiachan	Dc Smart Grids: Renewable Integration, Energy Storage And System Operation	10 Nov 2016 - 14 Nov 2016	Malaviya NIT, Jaipur	10,000	
5	Seena Mathew	Dc Smart Grids: Renewable Integration, Energy Storage And System Operation	10 Nov 2016 - 14 Nov 2016	Malaviya Nit, Jaipur	10,000	
6	Sabeena K	Pedagogy	10 Nov 2016 - 12 Nov 2016	IIT Madras	2000	
7	Aagi A S	Pedagogy	11 Nov 2016 - 12 Nov 2016	IIT Madras	2000	

Decision: The BOG ratified the expenditure for the Faculty Development Programme/Workshop/Seminar/Conference attended outstation by faculty.

2.5.3 Management Capacity Development Programmes attended by Faculty

Sl. No	Name of Faculty	Title of the programme	Dates Attended	Institution	Amount (Rs)
1	Dr. Hari V S	Workshop On Good Governance Leadership	30-Aug-16	India Habitat Centre, New Delhi	30,621
2	Dr.V P Devassia	Workshop On Good Governance Leadership	30-Aug-16	India Habitat Centre, New Delhi	24,613

Decision: BOG ratified the expenditure incurred by faculty and BoG member in attending the Workshop on Good Governance Leadership conducted by NPIU at India Habitat Centre, New Delhi.

2.5.4 Staff Development Programmes attended outstation by Staff

Sl. No	Name of Staff	Title of the programme	Dates Attended	Institution	Advance Amount(Rs)	Amount (Rs)
1	Binny F	Power And Control Equipment Familiarization For Non Teaching Faculties Of Engg. College	3 Aug 2016- 5 Aug 2016	PETARC, Moolamattom	Nil	14,575
2	Anoop S D	Power And Control Equipment Familiarization For Non Teaching Faculties Of Engg. College	27 Sept 2016 29 Sept 2016	PETARC, Moolamattom	13,800	15,371
3	Anilkumar A	Power And Control Equipment Familiarization For Non Teaching Faculties Of Engg. College	27 Sept 2016 29 Sept 2016	PETARC, Moolamattom	13,800	15,371
4	Kuryacha n T D	Power And Control Equipment Familiarization For Non Teaching Faculties Of Engg. College	27 Sept 2016 29 Sept 2016	PETARC, Moolamattom	13,800	15,978
5	Manoj K Mathew	Kerala Service Rules, Mop And Financial Coding	20 Oct 2016 22 Oct 2016	College Of Engineering, Cherthala	Nil	Not Settled
6	Sheeba Mol K K	Kerala Service Rules, Mop And Financial Coding	20 Oct 2016 22 Oct 2016	College Of Engineering, Cherthala	Nil	Not Settled
7	Sandhya Murali P	Automated Accounting Using Tally Erp 9 Solution	4 Sept 2016 06 Sept	College Of Engineering, Chenganoor	15,000	1,63,19

			2016			
8	Shajy L	Medical Imaging Techniques Image Processing Workshop	25 March 2016 27 March 2016	IIT Delhi	Nil	12,151
9	Anilkumar A	Recent Advances In Computing	18 April 2016 - 22 April 2016	IHRD Model Engineering College, Thrikkakkara	35,000	37,030
10	Anilkumar A	Cyber Security: An Investigator's Perspective	18 July 2016 - 22 July 2016	IHRD, Model Finishing School, Thiruvananthapuram	35,000	36,920
Total						**1,63,715**

Decision: The BOG ratified the expenditure by staff members in attending various staff development programmes.

2.6 Ratification of the Expenditure incurred in organizing the International Conference ICCCSP 2016

The Hon'ble Chairman and other BOG members appreciated Dr.C.Gopakumar, AP in EC for efficiently coordinating the conference. As pointed out by Prof.V.P. Devassia, the income generated by the way of collecting registration fee is added in the Table below. The budgeted amount and the expenditure for ICCCSP2016 are as shown below.

Item	Budget Amount (Rs)	Actual Expenditure (Rs)	Registration fee collected (Rs)
Venue	4,50,000	4,49,525	1,24,001
Printing of Brochures and Posters	50,000	47,955	
TA for resource persons	4,50,000	4,79,295	
Remuneration to resource persons	1,00,000		
Accommodation	90,000		
Transportation	50,000		
Publication of Conference Proceedings	2,50,000	1,18,363	
Printing of Certificates/Badges	5,000	8,560	
Conference Kit	70,000	60,661	
Publicity	40,000	30,300	

Other Miscellaneous expenses	70,000	39,222	
Stage settings and logistics	170,000	1,46,980	
Total Amount	**17,95,000**	**13,80,861**	**124001**

Decision: The BoG ratified the expenditure of Rs. 13,80,861 incurred for organising the Conference.

2.7 Ratification of the remuneration paid to foreign delegates for Keynote address

As part of the International Conference on Computing, Communication and Signal Processing (ICCCSP-2016) foreign delegates were invited for Key note addressing, who were very much reputed in their fields. It was suggested in the 7th meeting of the conference executive committee held on 15.05.2016 that the honoraria that to be paid to the five foreign delegates for key note addressing might be enhanced to Rs.10,000/- per day. The matter was circulated as an agenda notes to all the BoG members. The Hon'ble Chairman approved the same and the enhanced remuneration was paid to the five foreign delegates.

Decision: The BoG ratified the remuneration paid to the five foreign delegates for keynote addressing.

2.8 Approval of Reimbursement of fee for PhD/MTech and Journal Publication.

2.8.1 Smt. Anisha Mohammed, Assistant Professor in Electronics and Communication Engineering who wss transferred to College of Engineering Kallooppara submitted a request for the reimbursement of tuition fee for the M.Tech programme she had undergone at NIT Kozhikkode for an amount of Rs. 159600/-. The Academic committee that met on 22.7.2016 had approved the proposal vide decision No.84.3, subject to the approval by BOG.

Decision Since the transfer of Smt. Anisha Mohammed was not on her interest the BOG approved the request of Smt. Anisha Mohammed for the reimbursement of fees.
The BOG congratulated Dr.Shajy L and Dr. Smitha P, for acquiring PhD from Anna University.

2.9 International Conference attended by Sri. Anilkumar C V – Ratification of the amount paid.

Sri. Anilkumar C V, Associate Professor in EC had presented the paper titled "**A Printed Antenna with Circular Cut for Bandwidth Enhancement**" in the IEEE TENCON 2015 conducted at at Holiday Inn, Sands Cotai Central, Macao from 01.11.2015 to 04.11.2015 and requested to provide funding from TEQIP II under International Travel Support Scheme. He had gone for the conference after getting approvals from BoG, IHRD and the Government.

The NPIU had also approved his travel. After getting the approval from NPIU, Sri. Anilkumar C V had submitted the bills and vouchers of Rs 1,70,882/- for reimbursing the expenditure incurred for attending the conference and the amount was paid to him.

Decision: The BOG ratified the amount paid to Mr.Anilkumar C V, Associate Professor in EC for meeting the expenses towards travel, boarding/lodging and registration fee in attending the international conference IEEE TENCON 2015 conducted at Holiday Inn, Sands Cotai Central, Macao under ITSS.

2.10 Approval of the In-house and outstation programmes for faculty and staff for the next three months

2.10.1 In-house training Programmes planned for the next three months

The detailed proposal of in-house training programmes planned for the next 3 months is shown in the following table.

Department : Electronics and Communication

No	Name of Coordinator	Course	Tentative date	Type (worshop/training)	Duration	Participation expected	Expenditure (Rs)
1	Mrs. Deepa A. K.	FSP on Recent Research Trends in Digital Image Processing	Dec 16	Training Programme	5 Days	35	60,000
2	Mr. Reji Thankachan	Introduction to EDA	Dec 16	FSD	5 Days	35	60,000
			Total				1,20,000

Department : Electrical Engineering

No	Name of Coordinator	Course	Tentative date	Type (worshop/training)	Duration	Participation expected	Expenditure (Rs)
1	Radhika Sajan Seena Mathew	Power Electronics Applications	Jan2017	Training	5 days	50	1,40,000
2	Reshma Deepthi Manu	Electrical System Design	Feb 2017	Training	5 days	50	1,40,000
			Total				2,80,000

Department : Computer Science & Engineering/ IT

No	Name of Coordinator	Course	Tentative date	Type (worshop/training)	Duration	Participation expected	Expenditure (Rs)

1	Sabeena K , Geetha S	Machine Learning Algorithm using Open source tools	December,2016	Training	3 days	35	75,000
2	Shani Raj, Jyothi R L	Number Theory and cryptography	January,2017	Training	5 days	35	1,00,000
	Total						**1,75,000**
Administrative Staff							
1	Manoj	MOP and KSR	Dec 16	Training	3days	30	70,000
2	Anitha	Interpersonal Relation and Time Management	Feb 17	Training	3days	30	70,000

Decision: The BOG approved the list for inhouse training programmes

2.10.2 Outstation Training Programmes planned for the next three months

The detailed proposal of outstation training programmes planned for the next 3 months is shown in the following table. The list is prepared based on the courses available in the web site of various Institutions.

Department : Electronics and Communication						
No	Name	Course	Tentative date	Duration in Days	Institution	Approx Expenditure (Rs)
1	Dr. Hari V.S.	"Hands on training in open source tools in kernel programming and programming" Organizhe	DEC 5-9	5 Days	MEC/CEAttingal	40000
		CS/EC DEPT	27/2/2017-3/3/2017	5 Days	CE Chengannur	40000
2	Dr. Gopakumar C	International Short Course on "Advance Optimization Techniques (AOT-16)" under Malavia NIT, Jaipore.	November 21-25, 2016	5 Days	Malaviya National Institute of Technology Jaipur.	45,000
		Transforms	13/12/2016 - 17/12/2016	5 Days	CE Kallooppara	40000
		Short term course on Data Analysis for Research & Publication.	Dec. 10-11	2 Days	IIT Roorkee	25,000
		CS/EC DEPT	27/2/2017-3/3/2017	5 Days	CE Chengannur	40000
3	Mrs. Shiny C.	NBA Accreditaton ESCI Hyderabad	Dec 6-8 , 2016	3 Days	ESCI Hyderabad	25000

		Digital Signal Processing	13/3/2017-17/3/2017	5 Days	MEC,EKM	40000
		CS/EC DEPT	6/2/2016-10/2/2016	5 Days	Kottarakara	40000
4	Mrs. Deepa A. K.	National workshop on Image Processing on Biomedical Application	Dec 16-17	2 Days	Amritha Viswa Vidya peetham	6000
		Interpersonal Skills Effectiveness And Emotional Intelligence	DEC 6-8	3 Days	ESCI Hydeabad	40000
		CS/EC DEPT	27/2/2017-3/3/2017	5 Days	CE Chengannur	40000
		Transforms	13/12/2016 - 17/12/2016	5 Days	CE Kallooppara	40000
5	Deepa T R	NBA Accreditaton ESCI Hyderabad	Dec 6-8 , 2016	3 Days	ESCI Hyderabad	30000
		Maths for Signal Processing	2/1/2017-6/1/2017	5 Days	MEC,EKM	40000
		Digital Signal Processing	13/3/2017-17/3/2017	5 Days	MEC, EKM	40000
		CS/EC dept	6/2/2016-10/2/2016	5 Days	Kottarakkara	40000
6	Mr. Sylish S. V.	National workshop on Image Processing on Biomedical Application	Dec 16-17	3 Days	Amritha Viswa Vidya peetham	6000
		"Hands on training in open source tools in kernel programming and programming"	DEC 5-9	5 Days	MEC/CEATT	40000
		CS/EC DEPT	27/2/2017-3/3/2017	5 Days	CE, Chengannur	40000
7	Mr. Reji Thankachan	One Week course on "Cyber Crime Investigation and Digital Forensics" NIT GOA	Nov 30-Dec 6 , 2016	One week	NIT GOA	40000
		Maths for Signal Processing	2/1/2017-6/1/2017	5 Days	MEC,EKM	40000
		Digital Signal Processing	13/3/2017-17/3/2017	5 Days	MEC, EKM	40000

No	Name	Course	Tentative date	Duration in Days	Institution	Approx Expenditure (Rs)
8	Niyas S K	FDP on "Speech signal Processing " NIT Warrangal	21-11-2016 to 26-11-2016	5 Days	NIT Warrangal	45,000
		Maths for Signal Processing	2/1/2017-6/1/2017	5 Days	MEC,EKM	40000
		DSP	13/03/2017 to 17/03/2017	5 Days	TVM	40000
9	Ms. Leena B. R.	FDP on "Speech signal Processing " NIT Warrangal	21-11-2016 to 26-11-2016	5 Days 10 Days	NIT Warrangal	45,000
		Maths for Signal Processing	2/1/2017-6/1/2017	5 Days	MEC,EKM	40000
		CS/EC DEPT	27/2/2017-3/3/2017	5 Days	CE, Chengannur	40000
10	Mrs. Santhi Vijai	FDP on "Speech signal Processing " NIT Warrangal	21-11-2016 to 26-11-2016	5 Days 10 Days	NIT Warrangal	45,000
11	Shamna	FDP on "Real Time Embedded Systems and IoT, it's Applications " NIT Warrangal	05-12-2016 to 10-12-2016	5 Days	Vardhaman college of Engineering, Hyderabad	45,000
		Maths for Signal Processing	2/1/2017-6/1/2017	5 Days	MEC , EKM	40,000
		Transforms	13/12/2016 - 17/12/2016	5 Days	CE Kallooppara	40,000
12	Subeena	FDP on "Real Time Embedded Systems and IoT, it's Applications " NIT Warrangal	05-12-2016 to 10-12-2016	5 Days	Vardhaman college of Engineering, Hyderabad	45,000
		Maths for Signal Processing	2/1/2017-6/1/2017	5 Days	MEC , EKM	40,000
		"Hands on training in open source tools in kernel programming and programming" Organizhe	DEC 5-9	5 Days	MEC/CEATT	40,000
Total						**13,37,000**

Department :General Engineering

No	Name	Course	Tentative date	Duration in Days	Institution	Approx Expenditure (Rs)

No	Name	Course	Tentative date	Duration In Days	Institution	Approx Expenditure (Rs)
1	Dr.Ajilkumar A	FDP on Thermal Engineering	Dec 16	5	IHRD College	36,000
		Make in India :Dreams to reality	Jan 3-14,2016	12	IIT Roorkee	40,000
		FDP on Design of Thermal Systems	Feb 16	5	IHRD College	36,000
2	Baiju V	Product Design and Innovation using CFD and FEM	Dec 27-31,2016	5	IIT(BHU),Varanasi	45,000
		FDP on Design Engineering	Jan 9-13	5	IHRD College	36,000
3	Premnath G	FDP on Computer Aided Drafting and Design	Nov 28-Dec 2, 2016	5	MFS Ernakulam	36,000
		Product Design and Innovation using CFD and FEM	Dec 27-31,2016	5	IIT(BHU),Varanasi	45000
4	Ganesh R	FDP on Thermal Engineering	Dec 16	5	IHRD College	36,000
		Product Design and Innovation using CFD and FEM	Dec 27-31,2016	5	IIT(BHU),Varanasi	40000
5	Ravikumar thampi	Advanced Composite Structures	Dec 17-20,2016	4	IIT, Kharagpur	40000
		FDP on Design Engineering	Jan 9-13	5	IHRD College	36,000
Total						**4,26,000**

Department :Electrical Engineering

No	Name	Course	Tentative date	Duration In Days	Institution	Approx Expenditure (Rs)
1	Libi A	Advances in Control Systems	07/11/16 – 11/11/16	5 Days	DBATU LONERE	42000
		National seminar on Control system design	14/12/16 – 16/12/16	3 Days	IIST Trivandrum	12,000
		Maths for Signal Processing	02/01/17 - 06/01/17	5 Days	M E C Ernakulam	40,000
		DSP	13/03/17-17/03/17	5 Days	Model Finishing School	40,000
2	Haseena P Y	Advances in Control Systems	07/11/16 – 11/11/16	5 Days	DBATU LONERE	42,000
		National seminar on Control system design	14/12/16 – 16/12/16	3 Days	IIST Trivandrum	12,000

No	Name	Course	Tentative date	Duration In Days	Institution	Approx Expenditure (Rs)
		Maths for Signal Processing	02/01/17 - 06/01/17	5 Days	M E C Ernakulam	40,000
		DSP	13/03/17- 17/03/17	5 Days	Model Finishing School	40,000
3	Raju M	Technology enabled teaching & learning	12/12/16 – 16/12/16	5 Days	IIM Kozhikkodu	35,000
		Laboratory Management System Awareness & Internalauditing	17/01/17 – 20/01/17	4 Days	ESCI Hyderabad	30,000
		Life Skill	20/03/17 – 24/03/17	5 Days	M E C Ernakulam	40,000
4	ReshmaIttiachan	DC Smart Grids-Renewable Integration	10/11/16- 14/11/16	5 Days	MNIT Jaipur	30,000
		Mechatronics, MEMS & Micro fabrication	19/12/16 – 23/12/16	5 Days	IIT Indore	25,000
		EEE Course	20/02/17 – 24/02/17	5 Days	M E C Ernakulam	40,000
5	Radhika R	DC Smart Grids-Renewable Integration	10/11/16- 14/11/16	5 Days	MNIT Jaipur	30,000
		Design Engg	23/01/17 – 27/01/17	5 Days	CE Chengannur	30,000
6	Seena Mathew	DC Smart Grids-Renewable Integration	10/11/16- 14/11/16	5 Days	MNIT Jaipur	35,000
		Mechatronics, MEMS & Micro fabrication	19/12/16 – 23/12/16	5 Days	IIT Indore	40,000
		EEE Course	20/02/17 – 24/02/17	5 Days	M E C Ernakulam	40,000
7	Sajan Mathew	Recent Advances in alternate Energy sources	05/12/16 – 10/12/16	6 Days	NIT Goa	40,000
		Life Skill	20/03/17 – 24/03/17	5 Days	M E C Ernakulam	40,000
8	Deepthi P K	Mechatronics, MEMS & Micro fabrication	19/12/16 – 23/12/16	5 Days	IIT Indore	40,000
9	Anil Kumar V	Laboratory Management System Awareness & Internalauditing	17/01/17 – 20/01/17	4 Days	ESCI Hyderabad	40,000
10	Manu Madhavan	Design Engg	23/01/17 – 27/01/17	5 Days	CE Chengannur	40,000
Total						**8,43,000**

Department : Computer Science & Engineering/ IT

No	Name	Course	Tentative date	Duration In Days	Institution	Approx Expenditure (Rs)

1	Binu V P	Mobile systems security	Nov 21-25	4 Days	IIIT Kota	40,000
		Technology Enabled Teaching and Learning	Dec 12-16	5 Days	IIM-K	35,000
		Workshop on Quality Initiatives in Technical & Higher Educational Institutions (In Compliance with NBA & NAAC Accreditation)	Dec 6-8	3 Days	ESCI	25,000
		Maths for Signal Processing	Jan 2-6,2017	5 Days	MEC	40,000
		Life Skills	Mar 20-24,2017	5 Days	MEC	40,000
2	Smitha P	Deep Learning and Applications	Jan12-16,2017	5 Days	IIT Kanpur	35,000
		Brain Science and Technology	Dec 14-18,2016	5 Days	IIT Delhi	35,000
		Hands on training in open source tools	Dec 5-Dec 9,2016	5 Days	MFS,TVM	40,000
		Computer Science Course	Feb 6-10,2017	5 Days	College Of EngineeringKottarakkara	40,000
3	Anilkumar A	Advancement of Signal Processing in Earth Observation	Dec 5-9,2016	5 Days	IIT Roorke	40,000
		Deep Learning and Applications	Jan12-16,2017	5 Days	IIT Kanpur	35,000
		Maths for Signal Processing	Jan 2-6,2017	5 Days	MEC	40,000
		Computer Science Course	Feb 27-March 3,2017	5 Days	College Of Engineering Chengannur	40,000
4	Geetha S	Optimization Techniques	Nov 21-25	4 Days	MNIT, Jaipur	40,000
		Deep Learning and Applications	Jan12-16,2017	5 Days	IIT Kanpur	35,000
		Maths for Signal Processing	Jan 2-6,2017	5 Days	MEC	40,000
		Hands on training in open source tools	Dec 5-Dec 9,2016	5 Days	MEC	40,000

5	Sabeena K	Optimization Techniques	Nov 21-25	4 Days	MNIT, Jaipur	40,000
		Hands on training in open source tools	Dec 5-Dec 9,2016	5 Days	MFS,TVM	40,000
		Maths for Signal Processing	Jan 2-6,2017	5 Days	MEC	40,000
		Deep Learning and Applications	Jan12-16,2017	5 Days	IIT Kanpur	35,000
6	Jyothi R L	Advancement of Signal Processing in Earth Observation	Dec 5-9,2016	5 Days	IIT Roorke	40,000
		Deep Learning and Applications	Jan12-16,2017	5 Days	IIT Kanpur	35,000
		Maths for Signal Processing	Jan 2-6,2017	5 Days	MEC	40,000
		Life skills	Mar 20-24,2017	5 Days	MEC	40,000
7	Shani Raj	Mobile systems security	Nov 21-25	4 Days	IIIT Kota	40,000
		Workshop on Quality Initiatives in Technical & Higher Educational Institutions (In Compliance with NBA & NAAC Accreditation)	Dec 6-8	3 Days	ESCI	25,000
		Computer Science Course	Feb 6-10,2017	5 Days	College Of Engineering Kottarakkara	40,000
		Life Skills	Mar 20-24,2017	5 days	MEC	40,000
8	Shajy L	Computer Science Course	Feb 6-10,2017	5 Days	College Of Engineering Kottarakkara	40,000
		Computer Science Course	Jan 16 -20,2017	5 Days	College Of Engineering Chengannur	40,000
		DSP	March 3-17,2016	5 days	MFS,TVM	40,000
9	Alkha Mohan	Hands on Training in open source tools in kernel programming & Administration	Dec 5-Dec 9,2016	5 days	MFS,TVM	40,000
		Computer Science Course	Feb 6-10,2017	5 Days	College Of Engineering Kottarakkara	40,000

10	Arya Chandran	Research Simulations and Predictive Analysis using Open Source Tools	Nov14-18,2016	5 Days	MEC	40,000
		Computer Science Course	Jan 16 - 20,2017	5 Days	College Of Engineering Kottarakkara	40,000
		Computer Science Course	Feb 27-March 3,2017	5 Days	College Of Engineering Chengannur	40,000
11	Hariharan R L	Research Simulations and Predictive Analysis using Open Source Tools	Nov14-18,2016	5 Days	MEC	40,000
		Hands on Training in open source tools in kernel programming & Administration	Dec 5-Dec 9,2016	5 days	MFS,TVM	40,000
		Computer Science Course	Jan 16 - 20,2017	5 Days	College Of Engineering Chengannur	40,000
12	Aagi A S	Computer Aided Drafting and Design"	Nov28-Dec 2,2016	5 Days	MEC	40,000
		Computer Science Course	Feb 6-10,2017	5 Days	College Of Engineering Kottarakkara	40,000
13	Tintumol C R	Research Simulations and Predictive Analysis using Open Source Tools	Nov14-18,2016	5 Days	MEC	40,000
		Computer Science Course	Jan 16 - 20,2017	5 Days	College Of Engineering Chengannur	40,000
14	Sheena S Noushad	Research Simulations and Predictive Analysis using Open Source Tools	Nov14-18,2016	5 Days	MEC	40,000
		Computer Science Course	Jan 16 - 20,2017	5 Days	College Of Engineering Chengannur	40,000
15	Swetha Saira Appose	Computer Aided Drafting and Design"	Nov28-Dec 2,2016	5 Days	MEC	40,000

		Hands on Training in open source tools in kernel programming & Administration	Dec 5-Dec 9,2016	5 days	MFS,TVM	40,000
15	SethuLekshmi U S	Research Simulations and Predictive Analysis using Open Source Tools	Nov14-18,2016	5 Days	MEC	40,000
		Computer Science Course	Feb 27-March 3,2017	5 Days	College Of Engineering Chengannur	40,000
16	Remya R S	Hands on Training in open source tools in kernel programming & Administration	Dec 5-Dec 9,2016	5 days	MFS,TVM	40,000
		Deep Learning and Applications	Jan12-16,2017	5 days	IIT Kanpur	35,000
		Brain Science and Technology	Dec 14-18,2016	5 days	IIT Delhi	35,000
		DSP	March 3-17,2016	5 days	MFS,TVM	40,000
		Total				20,90,000

  Decision: The BOG approved the proposals for the in-house and outstation programmes for the next three months as per the list.

2.10.3 Approval for Management Capacity Enhancement Programmes.

As per the PIP of TEQIP II, improving managerial and administrative abilities of Heads of Institutions, Deans, Heads of Departments, senior faculty and officials through specifically designed training programmes is an important Project activity to support effective implementation of reforms, to improve development, planning and implementation, and monitoring. The expected outcomes are enhanced management capacity, helping the institution to gain improved internal and external efficiencies. The expenditure incurred by the institution towards Management Capacity Enhancement Programmes is minimal and most of the senior faculty having more than eight years of experience wish to attend such training programmes conducted by institutions of national repute such as IIMs, IITs, NITs, ESCI etc.

Decision: BoG approved that Head of Institution, Heads of Departments and faculty upto and including Associate Professor grade from top can be sent to Management Capacity Enhancement Programmes and others can be sent as per the need.

2.11 Ratification/Approval of IIIC Activities

2.11.1 IIIC activities conducted post the last BoG meeting
The IIIC activities conducted by different departments are as given in the following Table. The expenditure incurred by the students for the Industrial visits has not been paid from TEQIP since no clarifications are given by SPFU.

Table   IIIC activities conducted by different departments

Sl No	Branch	Name of Program	Type of Program	Industry Name/ Institution Name	Date	No. of Days	No. of Students	Actual Expenditure (Rs)
1	ECE	Evaluation Of Converters	Seminar	Analog Devices, Bangalore	25-Jul-16	1	44	8007
2	ECE	Workshop On Microwave	Workshop	Innovative Instruments, Tvm	3 Aug 2016	1	46	7164
3	ECE	Entrepreneurship Development	Expert Talk	Union Bank Of India ,Ekm	3 Aug 2016	1	43	5452
4	CSE	How To Built A Career In Cyber Security	Expert Talk	Greytip Cyber Technologies	19-Aug-16	1	136	10083
5	ECE	Evangelising Social Entrepreneurs	Expert Talk	Tender Woods Solutions, Bangalore We Do Good, Infopark	8 April 2016	1		16439
6	EEE	Creative Innovation In Start Up Ecosystem	Expert Talk	Kerala Start Up Mission	31 March 2016- 1 April 2016	2	137	15100
7	EEE	Recent Trends In Power Generation	Workshop	A G Hareendralal, Retd. Exe. Eng, Kseb	29 Aug 2016	1	120	16298
8	EEE	Life Skills	Workshop	Isstac, Palai, Jci, Kottayam	24 Aug 2016	1	76	13883
9	ECE	Antenna And Wave Propogation	Expert Talk	AIR, Calicut	25 Sept 2016	1	50	9544
10	IT	3d Max	Expert Lecture	Arc Designs, Kollam	24 Aug 2016, 27 Aug 2016, 1 Sept 2016	3		14130
11	ECE	Laptop Mobile Phone Servicing	Workshop	PC Engineers, Kottayam	03 Aug 2016	1	17	4391

12	CSE	Web Technology And Php Programming	Industrial Tutoring	White Oval Technologies Pvt. Ltd, Technopark, Tvm	21 Sept 2016 - 24 Sept 2016	2	231	45445
13	ECE	Ideation Boot Camp		We Do Good, Orendia Tech	12 Nov 2016	1		(Not Settled)
14	ECE	Designing With Cpld's & Fpga's		CDAC, Tvm	12 Nov 2016	1		Advance - Nil (Not Settled)
15	EEE	Industrial Visit	Non TEQIP	BHEL Kasargode	29/01/2016	1		
16	EEE	Industrial Visit	Non TEQIP	Diesel Power Plant Nallalam	30/01/2016	1		
17	CSE	Industrial Visit	Non TEQIP	Tejas Networks Limited,Bangalore	18 Feb 2016	1		
18	CSE	Industrial Visit	Non TEQIP	Infosys Bangalore	05 March 2016	1		
19	CSE	Industrial Visit	Non TEQIP	FCRI Palakkad	05 March 2016	1		
20	ECE	Industrial Visit	Facuty	High Voltage India Bangalore	02.04.2016	1		5354.00

Decision: The BG noted and ratified the expenditure. It is also decided to

2.11.2 IIIC activities planned for the next three months

The detailed proposal of IIIC activities planned for the next three months by different departments are given in the following Tables.

EEE Department: IIIC Programs planned during November – March 2017					
No	Activity	Name of Expert/Field	Institution	Month /Year	Est. Expenditure (Rs)
1	Expert lecture	Er. K J Abdul Vahid	K S E B	Dec 2016	6500
2	Industrial Tutoring in collaboration with Industry	PLC & SCADA	Experts fromvarious firms	Jan 2017	40000
3	STTP in collaboration with Industry	PSCAD	Nayak Power System	Jan 2017	40000

4	Seminar	Ms.Iswarya	Startup mission Kerala	Dec 2016	10000
5	Industrial Tutoring in collaboration with Industry	Transformer Testing & Protection	TELK	Feb 2017	40000
6	Expert lecture	Electrical Installation	Electrical Inspectorate	Feb 2017	6500
7	Expert lecture	Er. Jayaraj	Electrical Inspectorate	Feb 2017	6500
8	Expert lecture	Renewable Energy	ANERT	Feb 2017	6500
9	Expert lecture	Energy Auditing	Energy Management Cell	Feb 2017	6500
10	Expert lecture	Switch Gear & Protection	KSEB	Mar 2017	6500
11	2 days Workshop	Design Estimation & Costing	Electrical Inspectorate	Mar 2017	20000
12	Industrial Tutoring	Brushless alternator, PMMC Machines	KEL	Mar 2017	20000
Total					**209000**

.

Department : Computer Science & Engineering/ IT					
No	Name of program	Date	Duration	Industry	Est. Expenditure (Rs)
1	Workshop for Students - Android	Dec-16	3 days	Seaview support systems, Thiruvananthapuram	45,000
2	Workshop for Students – Open Software	Jan-17	3 days	Softex india ltd., Thiruvananthapuram	45,000
3	Workshop for Students – Open Hardware	Feb-17	3 days	Softex india ltd., Thiruvananthapuram	45,000
4	Workshop for staff - Android	Jan-17	3 days	Seaview support systems, Thiruvananthapuram	65,000
Total					**2,00,000**

Sl No	Type of Activity	Name of program	Date	Duration	Industry	Est. Expenditure (Rs)
		EC Department: IIIC Programs planned during November – March 2017				
1	Industrial Talk	Designing With CPLD's And FPG's	Nov-16	1 day	CDAC , TVM	5,000
2	Workshop	Social Entrepreneurship Ii	Nov-16	1 day	Founder We do good,Orendia Technologies	10,000
3	Workshop	Hfss	Dec-16	1 day		8,000
4	Industrial Talk	Mobile Communication	Feb-17	1 day	BSL	5,000
5	Workshop	SPICE	Dec-16	1 day	SFO Technology	10,000
6	Expert Talk	Power Generation	Jan-17	1day	KSEB	7,000
7	Expert Talk	Airport Communication	Feb-16	1 day	Airport Authority	5,000
8	Workshop	3D Printing	Dec-16	1 day		5,000
9	Workshop	Open Hardware	Dec-16	1 day	Tata Elxsi	10,000
10	Visit	Industrial Visit To NEST Ernakulam By Faculty	Dec-16	1 day	NEST	18,000
11	Workshop	Open Source Software	Feb-17	2 days	ZXYware	15,000
12	Workshop	Pcb Fabrication	Dec-16	2 days	ZXYware	20,000
13	Workshop	Rtos	Dec-16	1 day	Wipro , Bangalore	10,000
14	Tutoring	Microcontroller	Dec-16	2 days	Brain Bitz, Ernakulam	20,000
15	Workshop	Iot	Feb-17	1 day	E bird	10,000
16	Workshop	Computer Servicing	Nov-16	1 day	PC Engineers	6,000
17	Workshop	Electrical Appliances Servicing	Nov-16	1 day	Anoop Domestic appliances Services	4,000
18		Industry Institute Interaction	Jan-17		TCS	6,000
19	Workshop	Preparation Of Technical Reports				7,000
20	Workshop	PCB Fabrication	Feb-17	2 days	ZXYware	20,000
	Total					**2,10,000**

Decision: The BOG approved the action plan under IIIC cell for the next three months.

2.12 Report of Progress of R & D Activities

Eight proposals have been submitted to different external funding agencies such as KSCSTE, DBT, SERB and TDIL for a total amount of Rs.185.72 lakhs by the faculty who had availed seed money from TEQIP.

Decision: BOG noted the progress of the proposals submitted to various funding agencies under R and D.

2.13   Ratification of programmes under EAP

2.13.1 Remedial classes conducted

Remedial classes were conducted in various subjects for different groups of students. Bridge courses were conducted in Mathematics, Physics and Communication for the first year students. The details of these classes conducted are given in the following Tables.

SI NO	Name & Designation	Subject	Semester and Cass	Hours Engaged	No: of students	Total amount in Rs
1	Ajmal.K AP in EE	EE1506 Field theory	VII EE	6	9	3600
2	Ajmal.K AP in EE	EE1705 EL2HVDC	VII EE	3	9	1800
3	Ajmal.K AP in EE	EE1506 Field theory	V EE	6	10	3600
4	Ajmal.K AP in EE	EE1503 Power systems	V EE	3	10	1800
5	Preema R Chandran AP in EE	EE1604 Electrical machines III	VI EE	4	3	2400
6	Sujitha Surendran AP in EE	EE1603 Modern DSP	VI EE	6	3	3600
7	Alkha Mohan AP in CS	IT606 Computer networks	VIII IT	10	5	6000
8	Chippy Vijayan AP in EC	EC1404 Signals and systems	VIII EC	3	13	1800
9	Chippy Vijayan AP in EC	EC1404Signals and systems	IVEC	9	20	5400
10	Aswathy.S.S AP in EC	EC1604Communication engg:	VI EC	1	7	600
11	Aswathy.S.S AP in EC	EC1604Communication engg:	VIII EC	3	4	1800

12	Reji Thankachen AP in EC	EE1605DSP	VIEE	6	7	3600
13	Shamna.S.S AP in EC	EC1601EMI	VI EC	1	4	600
14	Subeena.H AP in EC	EC1402Microprocessor	IVEC	2	6	1200
15	Subeena.H AP in EC	Microwave techniques and devices	VI EC	5	5	3000
16	Subeena.H AP in EC	Microwave techniques and devices	VIII EC	3	2	1800
17	Remya.R.S AP in CS	CS1406Automata theory	IVCS	22	20	13200
18	Ajmal.K, AP in EE	Introduction to Electrical Engineering	I EE	6	11	3600
			I CS	6	9	3600
			I EE	18	9	10800
19	Meera Murali AP in EE	EE1406 Industrial & Power Electronics	VIIIEE/ VIEE	10	3,5	6000
Total						**79800**

2.13.2 Bridge Courses Conducted for First Year Students

Semester	Faculty	Subject	No. of students attended	Hours engaged	Date	Expenditure (Rs)
S1EE/EC/CS	Teetu Babu (Asst. Prof)	Mathematics	31+39+42	6	3.08.16	3600
S1EE/EC/CS	Teetu Babu (Asst. Prof)	Mathematics	31+39+42	3	4.08.16	1800
S1EE/EC/CS	Teetu Babu (Asst. Prof)	Mathematics	31+39+42	3	5.08.16	1800
S1EE/EC/CS	Neethu.A.S (Asst. Prof)	Physics	31+39+42	6	3.08.16	3600
S1EE/EC/CS	Neethu.A.S (Asst. Prof)	Physics	31+39+42	6	4.08.16	3600
S1EE/EC/CS	Neethu.A.S (Asst. Prof)	Physics	31+39+42	6	5.08.16	3600
S1EE/EC/CS	Libin Muslih .(Asst. Prof)	English	31+39+42	3	4.08.16	1800
S1EE/EC/CS	Libin Muslih. (Asst. Prof)	English	31+39+42	3	5.08.16	1800
		TOTAL	**112**	**36**		**21600**

Decision: The BOG noted and ratified the expenditure incurred for Bridge Courses and Remedial classes under EAP.

2.13.3 Action Plan for the Programmes Under EAP Cell for the next 3 months

The action plan for soft skill training, remedial classes and High Intensity Training Programmes are given in the following sections.

A. Soft Skill Training Programmes During Nov 2016 – March 2017

SOFT SKILL TRAINING PLAN					
MAY 2015-JULY 2015					
Sl. No.	**Year & Branch**	**Programme**	**No. of Days**	**Tentative Date**	**Expenditure (Rs)**
1	Final M Tech	Soft skill training for MTech	2	Nov 16	20,000
2	Final BTech	Aptitude Test training for Final CS/IT	5	Dec 16	54,000
3	Final BTech	Aptitude Test training for Final EC	5	Dec 16	54,000
4	Final BTech	Aptitude Test training for Final EE	5	Dec 16	54,000
5	Third Yr BTech	Getting Ready for Placement- CS/IT	5	Dec 16	54,000
6	Third Yr BTech	Getting Ready for Placement- EC	5	Dec 16	54,000
7	Third Yr BTech	Getting Ready for Placement- EE	5	Dec 16	54,000
8	Second Yr BTech	Communication skill training-CS/IT	3	Dec 16	32,000
9	Second Yr BTech	Communication skill training-EC	3	Dec 16	32,000
10	Second Yr BTech	Communication skill training-EE	3	Dec 16	32,000
11	First Yr BTech	Orientation Programme-CS	2	Dec 16	20,000
12	First Yr BTech	Orientation Programme-EC	2	Dec 16	20,000
13	First Yr BTech	Orientation Programme-EE	2	Dec 16	20,000
14	Final Yr BTech	Soft skill Practice sessions-CS/IT	5	Jan 17	54,000
15	Final Yr BTech	Soft skill Practice sessions-EC	5	Jan 17	54,000
16	Final Yr BTech	Soft skill Practice sessions-EE	5	Jan 17	54,000
		Total			**6,62,000**

B. Remedial Classes Planned During Dec 2016-March 2017

DECEMBER 2016-MARCH 2017

Semester	Subject	Hours	Expenditure

			(Rs)
1&IIEC	Engg:MathematicsI	10	6000
	Engg:Mechanics	10	6000
	Engg:Graphics	10	6000
	Computer Programming	10	6000
1&IICS	Engg:MathematicsI	10	6000
	Engg:Mechanics	10	6000
	Engg:Graphics	10	6000
	Computer Programming	10	6000
1&IIEE	Engg:MathematicsI	10	6000
	Engg:Mechanics	10	6000
	Engg:Graphics	10	6000
	Computer Programming	10	6000
IV EC	Engg:Mathematics	15	9000
	Signals & Systems	10	6000
	Digital System Design	15	9000
IV EE	Engg:MathematicsIII	15	9000
	Digital electronics	15	9000
	Circuits signals&systems	20	12000
	Analog communication	10	6000
	Power electronics	10	6000
IV CS	Engg:MathematicsIII	15	9000
	Data Structure and Algorithms	10	6000
	Microprocessors	15	9000
	Comp. Archetecture and Organization	10	6000
	Data Communication	10	6000
	Automata Language and Computations	15	9000
VI EC	Microwave theory	10	6000
	VLSIdesign	10	6000
	Control systems	10	6000
VI EE	Modern communication Engg:	15	9000
	ModernDSP	20	12000
	Control system I	15	9000
	Electrical drawing	10	6000
VI CS	DSP	15	9000
	Compilor Construction	10	6000
	OS	10	6000
	Comp. Networks	10	6000
	Control Systems	15	9000
VI IT	Fin. Management	5	3000
	Compiler Construction	10	6000
	Knowledge Engg.	10	6000
	Formal Languages and Automata Theory	10	6000
	Comp. Graphics and Animation	10	6000
VIII EE	Electrical Mechine design	15	9000
	Powersystem III	20	12000
	Electronic instrumentation	15	9000

	Flexible AC transimission	10	6000
VIII CS	AAPP	10	6000
	Mob. Computing	10	6000
	Object Oriented Modeling and Design	10	6000
VIII IT	Real Time Systems	10	6000
	Distributed Computing	10	6000
VIII EC	Wireless Communication	10	6000
	CCN	10	6000
		650	**390000**

Decision: BOG approved the action plan for remedial classes and the softskill training programme planned for the next three months.

C) High Intensity Training (HIT) Programme in Industrial Automation

The Head of the Department of EEE Smt.Libi A has submitted a proposal for conducting the HIT programme in Industrial Automation and the Academic Committee approved it. The students from both EE and EC Departments can be participated in this HIT. In these circumstances, it is proposed to conduct a High Intensity Training programme on Automation which is to be initiated as a service on the Procurement Management Support System (PMSS). The Terms of Reference of the said proposal is submitted.

Decision: The BOG discussed the ToR in details and asked to include the facilities that can be offered from the institution so that the firm selected for the programme need not bring the same to the institution thereby the rate quoted would be reduced. The BOG approved the programme for the estimated cost of Rs.9Lakhs

D) High Intensity Training (HIT) Programme in Automation Java and Android
The Head of the Department of CS Sri.Binu V P has submitted a proposal for conducting the HIT programme in Java and Android and the Academic Committee approved it. The students from CS, EE and EC departments can be participated in this HIT. In these circumstances, it is also proposed to conduct a High Intensity Training programme on Java and Android which is to be initiated as a service on the Procurement Management Support System (PMSS). The Terms of Reference of the said proposal is submitted

Decision: The BOG approved the programme for the estimated cost of Rs.9Lakhs

2.14   Approval for Library Modernization and Digitalization
The librarian has submitted a proposal to digitalise the library by utilizing TEQIP fund. The activity has to be initiated as a service on the Procurement Management Support System (PMSS). The ToR of the proposal is also submitted.

Decision: The BOG discussed the matter and approved the Library Modernization and Digitalization for the estimated cost of Rs.3.87 Lakhs.

2.15   Renewal of ICT Academy of Kerala Membership.

ICT Academy of Kerala has submitted a proposal for renewal of MoU which was expired. The benefits from last term MoU are:

- ICTAK organized two campus recruitments .First recruitment was by Infosys and the second was by SAP.
- ICTAK conducted Orientation programme for the first year B-tech students
- ICTAK publishes a student magazine titled VIDYARTHI .In its very first volume Two Articles written by our students were selected for publication from a large number of articles of students of more than 68 colleges
- ICTAK organized student interaction programme with ICTAK directors at Technopark Trivandrum
- ICTAK organized a state level technical contest titled ICTAK techathlon
- Conducted a webinar for students in association with Linkedin placements

The membership fee is Rs 69,000/- including all taxes.

Decision: The BOG asked to include the activities of ICT Academy and approved for payment of the renewal fee of Rs.69000/-.

2.16 Expenditure incurred under IOC-Ratification

The expenditure incurred under IOC post the eighth BOG meeting is Rs**. 8,63,351**/-. This amount is due to Salaries of TEQIP staff, Consumables purchased for TEQIP cell and other departments, and Operation and Maintenance charges. All the amounts have been paid as per TEQIP II norms. The details are given in the tables below.

Table: Expenditure incurred under IOC

Sl. No	Item	Amount (Rs)
1	Salaries for TEQIP Staff	3,51,600.00
2	Consumables	57,923.00
3	Operation and Maintenance	4,53,828.00
Total		**8,63,351**

Decision: BOG ratified the expenditure.

Part 3

Reports

3.1 Summary of Expenditure as on 15 November 2016

The summary of expenditure as on 15.11.2016 is as below.

Total Fund Received: Rs.9,00,00,000

Sr.No.	Expenditure Name	Expenditure Upto March 2016	Expenditure From Apri-Nov 15, 2016	Cumulative Expenditure upto 15th Nov 2016
1	Procurement	4,88,82,034	65,55,594	5,54,37,628
2	Providing Assistantships for Increased enrolment in existing and new PG Programmes in Engineering Disciplines	93,59,000	29,90,775	1,23,49,775
3	Enhancement of Research and Development and Institutional Consultancy Activities	7,42,408	13,39,252	20,81,660
4	Faculty and staff development for improved competence based on Training Needs Analysis(TNA)	63,53,771	51,73,769	1,15,27,540
5	Enhanced Interaction with Industry	5,98,457	1,92,424	7,90,881
6	Institutional Management Capacity enhancement	6,09,284	55,234	6,64,518
7	Implementation of Institutional reforms	8,98,880	---	8,98,880
8	Academic support for weak students	10,82,898	1,98,641	12,81,539
9	Incremental Operating Cost	37,50,998	8,63,351	46,14,349
9.1	Salaries	13,94,248	3,51,600	17,45,848
9.2	Consumables	4,17,642	57,923	4,75,565
9.3	Operation and Maintenance	19,09,008	4,53,828	23,62,836
	Total	**7,22,77,730**	**1,73,69,040**	**8,96,46,770**

Decision: BOG took note of the expenditure under various heads.

3.2 Report on Examination Results

The latest results of BTech and MTech students under KTU and CUSAT are as shown in the following Tables.

Table B.Tech Result statistics in percentage

Branch	Semester	General	OEC	SC/ST	Total
EC	2	65.38	60	0	60.61
	3	33.33	NA	0	31.91
	6	38.46	33.33	0	25.25
	8	48.21	0	0	44.26
CS	2	75	0	NA	72.72
	3	41.46	100	0	41.86
	6	50	NA	0	45.24
	8	52	NA	20	49.09
EEE	2	72.72	50	0	65.79
	3	36.96	0	NA	35.42
	6	34.78	0	0	32.00
	8	55.10	100	33.33	56.36
IT	3	100	NA	NA	100
	6	33.33	NA	0	28.57
	8	40	100	0	41.18

Branch	Semester	General	OEC	SC/ST	Total
EC	2	17/26	3/5	0/2	29/33
	3	15/45	NA	0/2	15/47
	6	15/39	1/3	0/4	16/46
	8	27/56	0/3	0/2	27/61
CS	2	24/32	0/1	NA	24/33
	3	17/41	1/1	0/1	18/43
	6	19/38	NA	0/4	19/42
	8	26/50	NA	1/5	27/55
EEE	2	24/33	2/4	0/2	26/39
	3	17/46	0/2	NA	17/48
	6	16/46	0/1	0/3	16/50
	8	27/49	3/3	1/3	31/55
IT	3	3/3	NA	NA	3/3
	6	2/6	NA	0/1	2/7
	8	6/15	1/1	0/1	7/17

Table: M.Tech Result Statistics in Percentage

Branch	Semester	General	OEC	SC/ST	Total
SP(EC)	1	10/10	1/1	1/1	12/12
	2	10/10	1/1	1/1	12/12
IP(CS)	1	12/16	2/2	1/1	15/19
	2	13/16	2/2	0/1	15/19
Branch	**Semester**	**General**	**OEC**	**SC/ST**	**Total**
SP(EC)	1	100	100	100	100
	2	100	100	100	100
IP(CS)	1	75	100	100	78.95
	2	81.25	100	0	78.94

Decision: The BoG took note of the results.

3.3   Report on visit of Performance Auditor

The Hon'ble performance auditor Dr. Sounak Kumar Choudhary, Professor in the Department of Mechanical Engineering, IIT Kanpur conducted the performance audit visit from 06.8.2016 to 8.8.2016 at CE Karunagappally. He interacted with the Principal, TEQIP Coordinators, Faculty, Technical and Office Staff and UG and PG students. He stressed the importance of acquiring accreditation and autonomy.
The auditor awarded highest grade (Grade 1) for three components and Grade 2 for another three components
Decision: The BOG took note of the report on the visit of performance auditor

3.4   Report on status of Accreditation

The Institution had remitted the fees for accreditation by the National Board of Accreditation (NBA) as per the requirements of TEQIP-II for the UG Prgrammes in Electronics & Communication Engineering and Computer Science & Engineering that are eligible to apply for accreditation. The Self-Assessment Reports (SARs) of both the programmes were uploaded.
As per the email received from the NBA on July 13, 2016 Department of Computer Science and Engineering and Department of Electronics and Communication Engineering were requested to submit the pre-qualifiers of the programme for accreditation. The same were submitted through email to NBA by both the departments.
Decision: The BOG took note of the report on accreditation.

3.5   Report on the statutory audit for the FY 2015-16

Statutory audit for the Financial Year 2015-16 was conducted in July 2016. Out of the total expenditure of Rs. 1,76,69,840/- during the financial year 2015-16, a sum of Rs. 11,500/- is reported to be ineligible. This amount was spent for purchasing a currency counter for the

office and in spite of the management reply given to the auditors the same was observed as ineligible by the auditors stating that the procurement did not result in improvement of teaching, training or learning facilities.

Decision: The BOG took note of the report on statutory audit and asked the institution to represent the issue based on the PIP.

Part 4

Any Other item with the permission of the chair

4.1 ISO Cerification

Dr.Smitha P, HOD in IT submitted a request along with ToR for ISO certification

Decision: The BOG approved for ISO Certification

4.2 Enhancement of remuneration of Accountant and Data Entry Operator of TEQIP

As per the letter No.HEDN-J3/260/2016-HEDN dated 16.11.2016 of Principal Secretary to Govt of Kerala, the remuneration of Accountant and Data entry operator have been increased as per G.O(P) No.28/2016/Fin dated 26.2.2016 with effect from 01.4.2016 limiting the monthly remuneration to Rs.19000/-.

Decision: BoG approved the remuneration as per the G.O(P) No.28/2016/Fin dated 26.2.2016.

The meeting came to end at 1.30pm

Dr.V P N Nampoori   **Dr. Jaya V L**
Chairman   **Principal**

GOVERNMENT OF KERALA

Abstract

Higher Education- Technical- Enhancement of remuneration of the wages MIS Officers of TEQIP-II Institutions, Kerala- Sanctioned -Orders issued.

HIGHER EDUCATION (J) DEPARTMENT

G.O.(Rt)No.
3560/2016/HEDN Dated,Thiruvananthapuram,30/12/2016

Read: 1. Letter No. Nil dated 29.10.2016 from the MIS Officers,TEQIP -
II Institutions,Kerala
2. U.O Note.246994/EDN-C2/156/2016-FIN dated 05.12.2016
from Fin (Edn C) Department.

ORDER

The MIS Officers TEQIP -II Institutions,Kerala vide letter read 1st above has requested Government to enhance the remuneration of their wages from Rs.25000/- to Rs 32000/-.

Government have examined the matter in detail and are pleased to revise the remuneration of wages of MIS Officers TEQIP -II Institutions, Kerala from Rs.25000/- to Rs 32000/- with effect from 1.4.2016

By order of the Governor
ANGELOSE.G
JOINT SECRETARY

To:- 1.Director, TEQIP, O/o the Director of Technical Education,
Thiruvananthapuram.
2.Director of Technical Education, Thiruvananthapuram.
3.Fin (Edn C) Department. vide U.O Note.246994/EDN-
C2/156/2016-FIN dated 05.12.2016.
4.Principal Accountant General(A&E),(Audit),Thiruvanathapuram.
5.Office Copy/Stock File.

Forwarded/By order

Section officer

NATIONAL BOARD OF ACCREDITATION

Pro-forma for Pre-Qualifiers TIER-II Institutions

PARTA- Profile of the Institute

A1. Name of the College:- College of Engineering, Karunagappally

Year of Establishment:- 2000

Location of the College:-Thodiyoor P O, Karunagappally

A2. Address:- Thodiyoor P O, Karunagappally

City:- Karunagappally   State:- Kerala

Pin Code:- 690523   Website:- www.ceknpy.ac.in

       E-mail:- princharicek@gmail.com

STD Code:- 0476   Phone No:- 2666160

Fax STD Code:-0476   Fax :- 2665935

A3. Head of the Institution:-

Name:- Dr Hari V S

Designation:- Principal

Status of Appointment:- Principal-in-charge

A4. Contact details of Head of the Institution:-

STD Code:-0476   Telephone No:- 2666160

Mobile:- 8547005036   Email:princhari@gmail.com

Fax STD Code:- 0476   Fax No:- 2666160

A5. Name of the Affiliating University:-

Address :- CUSAT, Kochi, Kerala

City:- Kochi   State:- Kerala

Pin Code:-   Website:- www.cusat.ac.in

E-mail:-controlex@cusat.ac.in

STD Code:- 0484   Phone No:- 2577109

Fax STD Code:- 0484   Fax:-2576623

University   Deemed University

Government Aided   Autonomous

Affiliated   √

A7. Ownership Status:

Central Government   State Government √
Government Aided   Self financing
Trust   Society
Section 25 Company   Any Other (Please specify)

Provide Details:

A8. Students Admissions (Institute level considering all UG programs):

Item	2015-16	2014-15	2013-14	Total
Sanctioned intake	180	225	225	630
Number of students admitted	133	139	114	386
% of Students Admitted over last three assessment years (Total Admitted/Sanctioned Intake)				61.2

A9. Campus Information:-

Does the College have its own building: Yes

Sports Complex:-   No

Canteen and Hostel (If any):   Yes

Medical Room:-   No

Computer Laboratories:-   Yes

Counselling and guidance:-   Yes

Placement:-   Yes

UG:-Electronics & Communication Engineering, Electrical & Electronics Engineering, Computer Science and Engineering

PG:-Signal Processing, Image Processing

Note: - Please mention department wise.

A11. Programs to be considered for Accreditation vide this application.

S. No.	Program Name
1	**B Tech in Computer Science and Engineering**
2	**B Tech in Electronics and Communication Engineering**

PART B- Program information as per point A11

(To be filled separately for all the programs applied for)

B1. Provide separate Information for each program applied for including shifts, if any:-

Name of the Department	Name of the programs running	Name of the program to be considered	Year of Start	Intake	Increase in intake, if any	Year of increase	AICTE Approval	Accreditation Status *
Department of Computer Science and Engineering	B.Tech. Computer Science and Engineering M.Tech. Computer Science (Image processing	B.Tech Computer Science & Engineering	2000	45	60	2009	Approved	Applying first time

Note: Please mention **all increase intake** starting from the first increase for all programs

*** Write applicable one:**

- Applying first time

- Granted provisional accreditation for two years for the period(specify period)

- Granted accreditation for 5 years for the period (specify period)

- Not accredited (specify visit dates, year)

- Withdrawn (specify visit dates, year)

- Not eligible for accreditation

- Eligible but not applied

B2. Student Admissions (Program specific):-

4

Item	2015-16	2014-15	2013-14	Total
Sanctioned intake	60	60	60	180
Number of students admitted	37	43	39	119
% of Students Admitted over last three assessment years (Total Admitted/Sanctioned Intake)				66.1%

B3. Information of Faculty

B3.1. Faculty Details

S. No.	Designation/Numbers	Number of Faculty in the Department for both UG and PG	Number of Faculty for the program applied*
1.	**Professor**	NIL	NIL
2.	**Associate Professor**	2	2
3.	**Assistant Professor**	12	12
4.	**Number of Ph. D** (as per the AICTE norms)	NIL	NIL

- **At least one Professor or Associate professor should be available exclusively for the department of the program under consideration**

B3.2. Detail of Head of the Department for the program under consideration:

Name:-   Binu V.P

Qualification:-

Ph. D

Others ✓ (Pursuing Ph.D.)

B.4.Student Faculty Ratio (No of Faculty as per the sanctioned intake):-

Year	Sanctioned Intake + 20% Lateral Entry, if any			N= x+y+z	Faculty (Considering the fractional load)	SFR=N/F
	II Year (x)	III Year (y)	IV Year (z)			
2015-16	72	72	72	216	10	21.6
2014-15	72	72	72	216	10	21.6
2013-14	72	72	72	216	10	21.6
Average SFR for three assessment years						21.6

F = No. of faculty = (a + b − c) for every assessment year

a: Total number of full-time regular Faculty serving fully to 2nd, 3rd and 4th year of the this program

b: Total number of full-time equivalent regular Faculty(considering fractional load) serving this program from other Program(s)

c: Total number of full time equivalent regular Faculty(considering fractional load) of this program serving other program(s)

Regular Faculty means:

- Full time on roll with prescribed pay scale. An employee on contract for a period of not less than two years AND drawing consolidated salary not less than applicable gross salary shall only be counted as a regular employee.
- Prescribed pay scales means pay scales notified by the AICTE/Central Government and implementation as prescribed by the State Government. In case State Government prescribes lesser consolidated salary for a particular cadre then same will be considered as reference while counting faculty as a regular faculty.

6

Compliance status to Pre-Visit Qualifiers

S.N	Pre Visit Qualifiers	Current Status	Compliance Status Complied/Not Complied
1.	**Essential qualifiers**		
1	**Vision, Mission & PEOs** **i. Are the Vision & Mission of the Department stated in the Prospectus / Website?** **ii. Are the PEOs of the Program listed in the Prospectus / Website?**	Yes Yes	
2	**Whether approval of AICTE for the programs under consideration has been obtained for all the years including current year**	Approved	
3	**Whether the Institute has received Zero deficiency report from the regulatory authority, i.e., AICTE, UGC etc. for the current academic session.**	yes	
4	**Whether admissions in the undergraduate programs at the Institute level has been more than 50% *(average of the last three assessment years)**	Yes	
5	**Whether admissions in the undergraduate programs under consideration has been more than 50% ** (average of the last three assessment years)**	**Program 1 CSE %**66.1	
6	**Whether student faculty ratio in the programs under consideration is better than or equal to 1:20 (average of the last three assessment years)**	**Program 1 CSE: Yes**	
7	**Whether at least one Professor or one Associate Professor available in the respective Department**	Yes	
8	**Whether number of**		

	available Ph.Ds in the department exceeds 10% of the required number of faculty	No	
9	Whether the placement ratio(Placement + higher studies) is greater than 40% (average of the last three assessment years)	Yes	
10	Whether two batches have passed out in the programs under consideration	Yes	
	Desirable parameters		
1	Whether department has program assessment and quality improvement committee. If so, its constitution and mandate.	Yes	
2	Whether the departments under consideration receives separately earmarked funds for i. Maintenance of Laboratory/computational facilities(recurring funds) ii. Up-gradation of laboratory/computation facilities(non-recurring funds)	Yes Yes	
3	Whether HODs possess Ph.D degrees for the programs under consideration	No	
4	Whether number of available Ph.Ds in the department exceeds 15% of the required number of faculty	No	
5	Whether admissions in the undergraduate programs under consideration has been more than 60% (average of the last three assessment years)	Yes	

*Total number of students admitted in first year minus number of students migrated to other institutions, plus the number of students migrated to this institution divided by the sanctioned intake.

**Total number of students admitted in first year in the respective program minus number of students migrated to other programs/ institutions plus the number of students migrated to this program divided by the sanctioned intake in the respective program.

8

Decision: If compliance status in all the cases is yes, then the institute shall be treated as eligible for furnishing the e-SAR of the programs which may be considered for accreditation as per procedure.

As far as desirable parameters are concerned, the Institutions are expected to meet these parameters also. Although institutions which are non-compliant on these parameters may be invited to prepare their SAR, it is expected that they would have taken necessary steps in this direction.

9

NATIONAL BOARD OF ACCREDITATION

Pro-forma for Pre-Qualifiers TIER-II Institutions

PARTA- Profile of the Institute

A1. **Name of the College:-** College of Engineering, Karunagappally

Year of Establishment:- 2000

Location of the College:-Thodiyoor P O, Karunagappally

A2. **Address:-** Thodiyoor P O, Karunagappally

City:- Karunagappally   State:- Kerala

Pin Code:- 690523   Website:- www.ceknpy.ac.in

E-mail:- princharicek@gmail.com

STD Code:- 0476   Phone No:- 2666160

Fax STD Code:-0476   Fax :- 2665935

A3. Head of the Institution:-

Name:-   Dr Hari V S

Designation:- Principal

Status of Appointment:- Principal-in-charge

A4. Contact details of Head of the Institution:-

STD Code:-0476   Telephone No:- 2666160

Mobile:- 8547005036   Email:princharicek@gmail.com

Fax STD Code:- 0476   Fax No:- 2665935

A5. Name of the Affiliating University:-

Address :- CUSAT, Kochi, Kerala

City:- Kochi   State:- Kerala

Pin Code:-   Website:- www.cusat.ac.in

E-mail:-controlex@cusat.ac.in

STD Code:- 0484   Phone No:- 2577109

Fax STD Code:- 0484   Fax:-2576623

1

A6. Type of the Institution:

University

Government Aided

Affiliated

Deemed University

Autonomous √

A7. Ownership Status:

Central Government

Government Aided

Trust

Section 25 Company

State Government √

Self financing

Society

Any Other (Please specify)

Provide Details:

A8. Students Admissions (Institute level considering all UG programs):

Item	2015-16	2014-15	2013-14	Total
Sanctioned intake	180	225	225	630
Number of students admitted	114	139	133	386
% of Students Admitted over last three assessment years (Total Admitted/Sanctioned Intake)				61.2

A9. Campus Information:-

Does the College have its own building: Yes

Sports Complex:-   No

Canteen and Hostel (If any):   Yes

Medical Room:-   No

Computer Laboratories:-   Yes

Counselling and guidance:-   Yes

Placement:-   Yes

2

A10. Names of programs offered by the College:-

UG:-Electronics & Communication Engineering, Electrical & Electronics Engineering, Computer Science Engineering

PG:-Signal Processing, Image Processing

Note: - Please mention department wise.

A11. Programs to be considered for Accreditation vide this application.

S. No.	Program Name
1	**BTech in Computer Science Engineering**
2	**BTech in Electronics & Communication Engineering**

PART B- Program information as per point A11

(To be filled separately for all the programs applied for)

B1. Provide separate Information for each program applied for including shifts, if any:-

Name of the Department	Name of the programs running	Name of the program to be consider -ed	Year of Start	Intake	Increase in intake, if any	Year of increase	AICTE Approval	Accreditation Status*
EC	BTech in EC	BTech in EC	2000	45	60	2009	Yes	Not Accredited
EC	MTech in SP	MTech in SP	2012	24	NA	NA	Yes	Not Accredited

Note: Please mention **all increase intake** starting from the first increase for all programs

* Write applicable one:

- Applying first time √
- Granted provisional accreditation for two years for the period(specify period)
- Granted accreditation for 5 years for the period (specify period)
- Not accredited (specify visit dates, year)
- Withdrawn (specify visit dates, year)
- Not eligible for accreditation
- Eligible but not applied

B2. Student Admissions (Program specific):-

Item	2015-16	2014-15	2013-14	Total
Sanctioned intake	60	60	60	180
Number of students admitted	36	44	37	117
% of Students Admitted over last three assessment years (Total Admitted/Sanctioned Intake)				65

B3. Information of Faculty

B3.1. Faculty Details

S. No.	Designation/Numbers	Number of Faculty in the Department for both UG and PG	Number of Faculty for the program applied*
1.	**Professor**	Nil	Nil
2.	**Associate Professor**	1	1
3.	**Assistant Professor**	11	9
4.	**Number of Ph. D** (as per the AICTE norms)	1	1

- **At least one Professor or Associate professor should be available exclusively for the department of the program under consideration**

B3.2. Detail of Head of the Department for the program under consideration:

Name:- C V Anil Kumar

Qualification:- MTech

Ph. D:- Nil

Others:- Nil

B.4.Student Faculty Ratio (No of Faculty as per the sanctioned intake):-

Year	Sanctioned Intake + 20% Lateral Entry, if any			N= x+y+z	Faculty (Considering the fractional load)	SFR=N/F
	II year (x)	III Year (y)	IV Year (z)			
2015-16	47	47	62	156	11	14.18
2014-15	47	62	66	175	10	17.5
2013-14	62	66	67	195	11	17.73
Average SFR for three assessment years						16.47

F = No. of faculty = (a + b − c) for every assessment year

5

a: Total number of full-time regular Faculty serving fully to 2nd, 3rd and 4th year of the this program

b: Total number of full-time equivalent regular Faculty(considering fractional load) serving this program from other Program(s)

c: Total number of full time equivalent regular Faculty(considering fractional load) of this program serving other program(s)

Regular Faculty means:

- Full time on roll with prescribed pay scale. An employee on contract for a period of not less than two years AND drawing consolidated salary not less than applicable gross salary shall only be counted as a regular employee.
- Prescribed pay scales means pay scales notified by the AICTE/Central Government and implementation as prescribed by the State Government. In case State Government prescribes lesser consolidated salary for a particular cadre then same will be considered as reference while counting faculty as a regular faculty.

6

Compliance status to Pre-Visit Qualifiers

S.N.	Pre Visit Qualifiers	Current Status	Compliance Status Complied/Not Complied
	Essential qualifiers		
1	**Vision, Mission & PEOs** **i. Are the Vision & Mission of the Department stated in the Prospectus / Website?** **ii. Are the PEOs of the Program listed in the Prospectus / Website?**	Yes Yes	
2	**Whether approval of AICTE for the programs under consideration has been obtained for all the years including current year**	Approved	
3	**Whether the Institute has received Zero deficiency report from the regulatory authority, i.e., AICTE, UGC etc. for the current academic session.**	Yes	
4	**Whether admissions in the undergraduate programs at the Institute level has been more than 50% *** **(average of the last three assessment years)**	Yes	
5	**Whether admissions in the undergraduate programs under consideration has been more than 50% **** **(average of the last three assessment years)**	**BTech in ECE: 65%** **Program 2<name>: % Admission** **Program n<name>: % Admission**	
6	**Whether student faculty ratio in the programs under consideration is better than or equal to 1:20** **(average of the last three assessment years)**	**BTech in ECE: 16.47%** **Program 2<name>: SFR** **Program n<name>: SFR**	
7	**Whether at least one Professor or one Associate Professor available in the respective Department**	Yes	
8	**Whether number of available Ph.Ds in the department exceeds 10% of the required number of faculty**	Yes	

7

9	**Whether the placement ratio(Placement + higher studies) is greater than 40% (average of the last three assessment years)**	Yes	
10	**Whether two batches have passed out in the programs under consideration**	Yes	
	## Desirable parameters		
1	**Whether department has program assessment and quality improvement committee. If so, its constitution and mandate.**	Yes	
2	**Whether the departments under consideration receives separately earmarked funds for** 　i. **Maintenance of Laboratory/computational facilities(recurring funds)** 　ii. **Up-gradation of laboratory/computation facilities(non-recurring funds)**	Yes	
3	**Whether HODs possess Ph.D degrees for the programs under consideration**	No	
4	**Whether number of available Ph.Ds in the department exceeds 15% of the required number of faculty**	Yes	
5	**Whether admissions in the undergraduate programs under consideration has been more than 60% (average of the last three assessment years)**	Yes	

*Total number of students admitted in first year minus number of students migrated to other institutions, plus the number of students migrated to this institution divided by the sanctioned intake.

**Total number of students admitted in first year in the respective program minus number of students migrated to other programs/ institutions plus the number of students migrated to this program divided by the sanctioned intake in the respective program.

Decision: **If compliance status in all the cases is yes, then the institute shall be treated as eligible for furnishing the e-SAR of the programs which may be considered for accreditation as per procedure.**

As far as desirable parameters are concerned, the Institutions are expected to meet these parameters also. Although institutions which are non-compliant on these parameters may be invited to prepare their SAR, it is expected that they would have taken necessary steps in this direction.

8

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAM (TEQIP)

PHASE-II

INTERNAL AUDIT REPORT FOR THE PERIOD 1ST APRIL 2016 TO 30TH SEPTEMBER 2016

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAM (TEQIP) PHASE II

INTERNAL AUDIT REPORT

COLLEGE OF ENGINEERING, KARUNAGAPALLY, KOLLAM

INTERNAL AUDIT REPORT

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAM (TEQIP)

Phase II

Part A: Brief Details of the Auditee & Audit

a.	Name & Address of the Auditee	:	**College Of Engineering , Karunagapally, Kollam**
b.	Names of the office Bearers	:	**Principal**: Dr. Jaya V.L **Coordinator**: Dr. Ajil Kumar A
c.	Name/s of Audit Team Members	:	**Partner:** Jolly Peter **Articled Assistants:** Vishnu Thejus Lal & Karan Bhavesh
d.	Days of audit	:	3 Days(13th, 14th & 15th of December 2016)
e.	Period covered in the previous audit	:	**01/10/2015 - 31/03/2016**
f.	Period covered in the current audit	:	**01/04/2016 - 30/09/2016**

Part B: Executive Summary

a. **Objectives of Audit**

i) To evaluate the adequacy of internal control systems and management of funds.
ii) To ensure the compliance of the laid down policies and procedures as documented in the Project Implementation Plan and Financial Management Manual of the project.

b. **Methodology of audit**

: Vouching of all bank and cash transactions, Ledger scrutiny, analysis of fixed assets register, cash book, advance register, checking of bank reconciliation statement, scrutiny of all documents relating to purchase of fixed assets.

c. **Status of implementation of financial management system:**

Finance Management System was implemented in the project Institution under the Board of Governors headed by the Chairman. Different Committees and sub- committees are formed for the implementation of the project under the scheme TEQIP Phase II.

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS   **Page 2 of 14**

d. **Status of compliance of previous audit reports, including major audit observations pending compliance:**

(Refer Part C)

e. **Key areas of weakness that need improvement:**

i. Disallowance of expenditure as per the World Bank Rules

No.	Observations	Implications with risk involved	Recommendations for improvement	Management Response
		Nil		

ii. Procedural Lapse

No.	Observations	Implications with risk involved	Recommendations for improvement	Management Response
1.	It is observed that the tally voucher numbers are not in order with the payment vouchers in physical form.	There is no clear linkage between the tally vouchers and the physical payment vouchers for easy verification of the transactions.	There should be a clear linkage between the tally vouchers and the payment vouchers in physical form.	**Voucher numbers up to June 2016 is correct. Due to oversight, there was a duplication of a voucher number in the next month. Now it is corrected.**
2.	**Maintenance of Additional bank account:** As per the Project Implementation plan (PIP), the institution is permitted to establish four bank accounts, namely Corpus Fund, Faculty Development Fund, Equipment Replacement Fund and Maintenance fund under TEQIP Phase II. It is observed that, the institution maintains an additional bank account other than the four permitted bank accounts, for security deposits collected (other than NCB)	This amounts to violation of PIP.	It is recommended that the said account be closed and the proceedings be deposited into the main bank account	**The recommendation will be followed.**
3.	As per Section 2(23) of the Indian Stamp Act, 1899, it is mandatory to affix revenue stamp on any payment exceeding Rs.5000/-. During	Violation of the Indian Stamp Act, 1899.	It is recommended that a revenue stamp be affixed on payment vouchers exceeding Rs.	**The Institution has been following the Indian Stamp Act and revenue stamp is affixed on all**

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS   **Page 3 of 14**

			5000/-.	**payment vouchers exceeding Rs. 5000/-.** **In the observed cases, since the stamps affixed were not properly glued, they were not in place. However, the observation will be followed.**
the course of our audit, it was observed that, some of the payment vouchers exceeding Rs. 5000/- have been found without revenue stamp affixed and signature on it.				

iii.   **Accounting Lapse**

No.	Observations	Implications with risk involved	Recommendations for improvement	Management Response
1.	**Difference in Opening balance** It is observed that the opening balances of tally accounts referred below were not in agreement with last year's audited Financial statement. The management could not provide a reasonable explanation as to why such differences arose.	Difference in opening balance also affects the closing balance of the respective accounts. Actual position of assets and liabilities as on a date cannot be ascertained.	The same should be corrected as soon as possible.	1. **The difference in opening balance is due to stale cheque of Rs.4415/- (Cheque No.211993) and the other four cheques [Cheques of Rs.3934.00, Rs.9674.00, Rs.1627.00 and Rs. 691.00] which were not cleared as on that date (i.e. March 2016). Now these four cheques are cleared and the opening balance is corrected.** The details of the cheques are given below. Chq No 211993 Rs 4415 211999 Rs. 3934 212002 Rs. 9674 212007 Rs. 1627 212010 Rs. 691 Total Rs. 20341 2. **The difference in the case of EMD is due to the duplicate entry in Tally which is now corrected.**

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAM (TEQIP) PHASE II

INTERNAL AUDIT REPORT

Particulars	As per Tally (A)	As per Audited statements as on 31.3.2016 (B)	Difference (A-B)
Bank Balance	2,10,53,141.00	2,10,73,482.00	-20,341.00
EMD	9,05,880.00	8,89,380.00	16,500.00

2.	**Transfer of Funds:** As per the MOU the Institution is supposed to contribute 2 %(0.5% into each of the four funds namely the Corpus fund, Faculty development fund, Equipment replacement fund, and Maintenance fund) of the annual recurring expenditure each year. It was observed that the required amount has not yet been transferred to the respective accounts till date.	This amounts to violation of the MOU and the directions in the FM Manual.	It is recommended that the amounts specified below are transferred to the four funds at the earliest.	**The required amount up to and including the year 2015-2016 has been deposited to the four accounts on 09.01.2017. The attested copies of the updated bank statements are attached as Annexure 1 for verification.**
3.	**MFMR** It is observed that there were differences in expenditure reported in MFMR submitted to the SPFU and expenditure reported in accounts as per tally. We have noticed that the MFMR was understated by Rs. 1,44,000/-as detailed below.	MFMR will not reflect the actual position of the amount spent for each activity.	Necessary care should be taken to ensure that the entries passed in tally match with the amount recorded in MFMR.	**The recommendation will be followed.**

Amount in Lakhs

Particulars		As per Tally) (A)	(As per MFMR) (B)	Difference (B-A)	Response
Month	Head of Accounts				
May	FSD	16.56	16.35	(0.21)	**The entry regarding the amount 0.21 was not made in the month of May due to oversight and was done in August 2016.**
	IOC	0.70	(0.58)	(1.28)	**The expense of performance audit reimbursed from SPFU in March 2016 (Rs.1.28 Lakhs) was entered only in Tally and the entry regarding this**

					was done in the MFMR of May 2016.
June	IOC	3.74	3.63	(0.11)	A cancelled cheque in the month of October 2014 shown in the MFMR of that month has been reissued in June 2016
August	FSD	7.55	7.76	0.21	Variation in the month of May (as stated above) has been corrected
September	IIIC	0.29	0.24	(0.05)	The entry regarding the amount 0.05 was not made which is shown in the next month's MFMR.
Total				(1.44)	

iv.   Accounting Books & records not maintained

No.	Observations	Implications with risk involved	Recommendations for improvement	Management Response
1.	**Petty Cash Book** As per the FM manual, the institution is liable to maintain the petty cash book in the prescribed format. The expenses met must be properly documented. Petty Cash Book is to be closed at the end of each working day and verified and attested by In-charge (Finance). It is noticed that the petty cash book is not maintained as per the format specified.	Non-compliance of FM Manual. Proper control over the petty cash expenses cannot be ensured.	It is recommended that the supporting document regarding the expenses met from petty cash must be properly numbered and annexed in chronological order as per the FMM requirement.	**The institution has never met expenses from petty cash and no money has been kept as petty cash so far. A petty cash book in the prescribed format is kept in TEQIP office. The recommendation will be followed.**

Part C: Compliance of previous Audit Reports:

- **Internal Audit Report**

Observation	Description	Management's Response	Status Of Implementation
Petty Cash Book: It was observed that the institution is receiving registration fees in cash. Hence the institution is recommended to maintain petty	In the absence of petty cash book the institution will lose control over cash management.	There is no petty cash transaction so far but a petty cash book is maintained for	The irregularity still continues.

cash book.		entering the receipt of course registration fee. However, the recommendation of the audit team will be followed	
Bank Charges: It was found that bank charges for the year have not been accounted in Tally. As explained to us bank charges deducted will be refunded to the institution later. In this regard neither refund application letter was produced for verification nor it was accounted as bank charges receivable	Bank charges will be reflected in Bank reconciliation statement which is not correct.	The recommendation will be followed.	The irregularity has been rectified.
Maintenance of Cash & Bank: Contribution to Funds: As per the MOU, the Institution is supposed to contribute 2 %(0.5% into each of the four funds namely the Corpus fund, Faculty development fund, Equipment replacement fund, and Maintenance fund) of the annual recurring expenditure each year. This is not being followed by the Institution.	This amounts to violation of the MOU and the directions in the FM manual.	The said amounts have been transferred to the four accounts on 31-10-2015	This has been rectified.
Maintenance of Bank Accounts: As per the Project Implementation plan (PIP), the institution is permitted to establish four bank accounts, namely Corpus Fund, Faculty Development Fund, Equipment Replacement Fund and Maintenance fund under TEQIP Phase II. It is observed that, the institution maintains an additional two bank accounts other than the four permitted bank accounts, the two additional bank accounts for registration fees and security deposits collected (other than NCB).	This amounts to violation of PIP.	The recommendation will be followed	This has not been rectified.
MFMR It is observed that there were differences in expenditure reported in MFMR submitted to the SPFU and expenditure reported in accounts as per tally. It was found that the	MFMR will not reflect the actual position which is the basis for further disbursement of funds.	Rs. 8 Lakhs was paid as Advance to 6 faculty members as seed money and the settlement of the	This has not been rectified.

MFMR was understated by 7.35 lakhs.		amount was done on 31st October 2015. This amount was booked as expenditure in MFMR and tally. But in June 2015, this amount was changed to advance in MFMR. Now there is no difference.	
TDS : It was observed that no TDS is being deducted on the amounts paid to the MIS officer, the data entry operator and the accountant under section 194C of the Income Tax Act 1961, even though the payment exceeded the limits prescribed in the said section.	Penal provisions under the income tax act 1961 would attract if the tax is not deducted and paid to the Government.	As MIS officer, the data entry operator and the accountant are paid remuneration, they are liable to pay the income tax as per the rules. Since the yearly salary of the data entry operator and the accountant do not exceed the Income Tax limit of Rs.2.5 Lakhs, tax is not deducted whereas the MIS officer has savings as per 80C and the balance amount does not exceed Rs.2.5 Lakhs. The section 194C is not applicable in these cases as they are paid remuneration.	We agree with the management's response.
Maintenance of Cash & Bank: Maintenance of additional Bank Accounts: It is observed that, the institution maintains an additional bank account other than the four permitted bank accounts, for security deposits collected (other than NCB).	This amounts to violation of the MOU and the directions in the FM Manual.	The recommendation will be followed.	This irregularity still exists.
No Prior Approval for appointment of subject Expert: As per G.O.(Rt) No:1993/2013/H.Edn. dated 08.10.2013, Subject experts can be appointed with prior approval of the BoG subject to the conditions specified in the circular and an amount limited to Rs.5,000 per day can be paid to such experts. We have noticed that prior approval of BOG	Since no prior approval was obtained from BoG, this amount to a direct violation of the said order and the amount of honorarium paid should be limited to Rs.3,000/- per day. It should be ensured that all	The BOG in its first meeting had delegated financial powers to the Principal to sanction amounts for the conduct of TEQIP related programmes.	We agree with the management's response.

has not been obtained for the appointment of an expert for the programme "Differential Equations" by Sheela T R. We have also noticed that an amount of Rs.5,000/- was paid as honorarium for the same.	appointments of experts, where a higher honorarium is required to be paid, should only be done with prior approval of BoG.		
During the course of our audit it was observed that the tally voucher numbers are not in order with the payment voucher numbers.	There is no clear linkage between the tally vouchers and the physical payment vouchers for easy verification of the transaction.	The recommendation will be followed.	This irregularity still continues.
During the course of audit it was noted that the TDS deducted by the institution on payments made is not remitted to the government within the due dates prescribed by the Income Tax Act, 1961.	Due to delay in payment, the Institution would be required to pay a penal interest at the rate of 1.5% per month from the date of deduction till date of actual payment.	All taxes deducted were remitted to government through chellan. However, the recommendation will be followed	This irregularity no longer exists.
Maintenance of Cash & Bank: Bank Charges We have noticed that the bank charges for the year has not been accounted in Tally .As explained to us, bank charges deducted will be refunded to the institution later. In this regard neither refund application letter was produced for verification nor was it accounted as bank charges receivable.	Bank charges will be reflected in Bank reconciliation statement which is not correct.	Now it is corrected. The recommendation will be followed	This irregularity has been rectified
Stale Cheque: As per FM Manual, stale cheque should be accounted by debiting bank a/c and crediting Stale cheques a/c at the time of identification of the same. During finalization of accounts, the stale cheque a/c shall be debited and the respective project activity head shall be credited. It is observed that a stale cheque of Rs.3,027/- pertained to a previous year. is still appearing in Tally accounts	Since this entry has not been passed it is a violation of the provisions of the FM manual.	The recommendation will be followed	This irregularity has been rectified.
Difference in Opening balance It is observed that the opening balance of tally accounts was not in agreement with last year's audited Financial statement.	Difference in opening balance also affects the closing balance of the respective accounts.	Now it is corrected	This has been rectified, but there exists a difference in the Current year

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS

			opening balance.
The management could not provide a reasonable explanation as to why such differences arose.	Actual position of assets and liabilities as on a date cannot be ascertained.		
Petty Cash Book As per the FM manual, the institution is liable to maintain the petty cash book in the prescribed format. The expenses met must be properly documented. Petty Cash Book is to be closed at the end of each working day and verified and attested by In-charge (Finance). It is noticed that the petty cash book is not maintained as per the format specified.	Non-compliance of FM Manual. Proper control over the petty cash expenses cannot be ensured. It is recommended that the supporting document regarding the expenses met from petty cash must be properly numbered and annexed in chronological order as per the FMM requirement.	The institution has never met expenses from petty cash and no money has been kept as petty cash so far. A petty cash book was kept in TEQIP office which was not as per the requi0red format. Now, the petty cash book has been changed and maintained as per the format.	The petty cash book maintained is not as per the format specified.

Statutory Audit Report

o **General Observations:**

Observation	Description	Management Response	Status of implementation
Non accounting of bank charges collected by bank in the books of accounts.	Bank charges collected by bank should be recorded in books of accounts as an expense incurred during the period.	Letters are given to revert the bank charges for issuing cheque hook. In the mean time entries will be made under bank charges.	This irregularity still exists.

o **Improvement in teaching, training and learning facilities:**

Observation	Description	Management Response	Status of implementation
An amount of Rs.11, 500 was incurred on 12/01/2016 for purchase of currency counter machine for the office.	Rs.11, 500 incurred does not results in improvement of teaching, training or learning facilities. Hence Rs.11,500 is disallowed.	The currency counter was purchased for office for the benefits of the students. For paying the fee at the college office, students stand in queue for long time and sometimes they miss the classes as well. The delay in paying the fee occurs due to the extra time taken to count the notes and identify fake notes (students have to write	This irregularity still exists.

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS

		the serial number of all the notes - a student paying a fee of Rs.1,00,000 will take lot of time to write the serial number of all notes) and to avoid this, currency counter is procured. Moreover, students would use the counter for validation purpose of fake note detection project using image processing. Since this is beneficial for the students the disallowance may kindly be dropped.	
The Institute has subscribed E-Journal-Science Direct for the period 1/01/2016 to 31/12/2016.However the Purchase order in this regard was issued in the month of February and actual access to the E-journal commenced in the month of March. On verification it was found that payment was made even for the month of January and February during which no access to journal was available. Proportionate amount of Rs.92, 792 incurred for the month of January and February is disallowed.	Research Journal or other educational journal to be made available in appropriate time. New updates and researches should be known at the event of its occurrence.	As per AICTE norms E-Journals are mandatory for Engineering Colleges. Even though such journals are subscribed for one year from January to December, the papers in the journals including bound volumes can be viewed and downloaded throughout the year. Someone who uses the journal from March 2016 onwards can download the papers published up to that period. So ultimately there won't be any loss since the journal can be utilized up to December 2016. Considering this, the disallowance may kindly be dropped.	We agree with the management's response.

o **Academic Support for weak students**

Observation	Description	Management Response	Status of implementation
A soft skill training programme was conducted for 5 days on 13th Feb and 14th Feb and from 19th to 21st Feb. The total expenditure incurred for the programme was Rs.1,49,250.The honorarium	A significant amount of expenses could have been saved, had the institute availed the services of the firm "CL Educate". As per the Teqip rules when the services of the firm is availed,	The 5 days programme was conducted for students of EC, CS and EE branches (3 batches) simultaneously by different trainers. For each class 5 days of	We agree with the management's response.

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS   **Page 11 of 14**

and TA provided to the trainers for five days amounts to Rs.1,37,199.All the trainer who handled classes were from CL educate.	Maximum Rs.10,000 per day is allowed.	programmes were conducted (Copy of the students' attendance is attached here as Annexure 1 for reference). So cumulatively 15 days of programmes were conducted. Hence if Rs10,000 per day is allowed, it will come to Rs1,50,000. Now the expended amount is only Rs.1,37,199 and hence the observation may kindly be dropped.	
A soft skill training programme was conducted for final year B.Tech students on 5th and 6th September, 2015 and from 11/09/2015 to 13/09/2015. The total expenditure incurred for the programme was Rs.1,97,272. The honorarium and TA provided to trainers amounts to 1,54,752. All the trainers who handled the classes were from CL Educate.	As per the Teqip rules when the services of the firm is availed, Maximum Rs.10,000 per day is allowed.	The 5 days programme was conducted for students of EC, CS, EE and IT branches (4 batches) simultaneously by different trainers. For each class 5 days of programme were conducted (Copy of the students' attendance is attached here as Annexure 2 for reference). So cumulatively 20 days of programmes were conducted. Hence if Rs10,000 per day is allowed, it will come to Rs2,00,000. Now the expended amount is only Rs.1,54,752 and hence the observation may kindly be dropped. In PIP page no. 92 item no.8 it is given that honorarium, TA/DA to outside experts for training in soft skills can be permitted.	We agree with the management's response.

Part D: Serious Observations:

Difference in Opening Balance;

We have noticed that the opening balance of tally accounts was not in agreement with last year's audited financial statement in the following cases.

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS **Page 12 of 14**

Part E: Other Observations:

- It is recommended that a utility register be maintained for major assets purchased under TEQIP II for monitoring the functioning and efficiency of the same if not already maintained. It is also recommended that all the Major assets bought must be insured to cover such assets from loss due to fire or any other damages

Particulars	As per Tally (A)	As per Audited statements as on 31.3.2016 (B)	Difference (A-B)
Bank Balance	2,10,53,141.00	2,10,73,482.00	-20,341.00
EMD	9,05,880.00	8,89,380.00	16,500.00

ELIAS GEORGE & Co
CHARTERED ACCOUNTANTS   **Page 13 of 14**