

Minutes of Fifth Meeting of Board of Governors

Presided by

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

Venue :Office of Principal

Date:16/12/2014

Time 10AM

Members Present:

Agenda Summary

The meeting started at 10.Am under the presendency of the Hon'ble Chairman with a silent prayer followed by Welcome Address by Principal .Principal Dr Hari.V.S welcomed all members and special invities .A brief report was made by the Principal on various activities related to TEQIP and development in college as the impact of these activities .He also provided a brief report about the agenda of meeting.

Part 1

Item No 1.1 Confirmation of the Minutes of the fourth Meeting of the Board of Governors held on 27-05-2014 at CE Karunagappally

Minutes of the Fourth BOG meeting was circulated to the BOG members for confirmation. Based on the discussions the BOG confirmed the approved minutes of the BOG held on 27-05-2014

Item No 1.2 Report on the action taken/action pending on the pertinent decisions in the minutes of the fourth Meeting of the Board of Governors held on 27-05-2014 at college of engineering karunagappally

The BOG members analyzed and approved the actions taken by the College based upon the decisions made in the BOG meeting held on 27-05-2014.

Part 2

Item No 2.1 Expenditure incurred for procurement of goods and price revisions of various completed and Committed packages

BOG members enquired about the price variation seen in the estimated and actual amount of Package no:TEQIP11/KL1G18/7 and Package No:TEQIP11/KL1G18/150.They insisted to provide proper justification and documentation for the encountered price variations. They also suggested that specification and reliability of items should be properly analyzed before estimating the cost of the items. BOG members analyzed all the tables kept under the Item No2.1 and approved all the variations.

Item No 2.2 Expenditure incurred for completed civil works packages and status of other Civil Packages

Based on the agenda 2.2, BOG members inquired the status of package Extension of generator room No:TEQIP11/KL/1G18/130. Mr.Shaji.L, coordinator, civil works committee and Principal informed that this civil work is coupled with another package Unitized substation No. No:TEQIP11/KL/1G18/125. The 500 KVA transformer for the substation has not yet arrived. On its arrival, it is to be mounted on the platform constructed under the package No:TEQIP11/KL/1G18/130 using crane. So the side walls and roof cannot be constructed until then. Furthermore, the cable trench constructed under the civil work TEQIP11/KL/1G18/130 cannot be closed until the HT cable to be purchased under the package No. No:TEQIP11/KL/1G18/125 is laid and connected to the 11KV line and approval from Electrical Inspectorate is obtained. So the civil work cannot be completed before the commissioning of substation. On hearing this, BOG decided to complete the formalities regarding transformer purchase as soon as possible and then fix an extension period for the package No:TEQIP11/KL/1G18/130 for one month from the date of renewal of contract for the civil work package No:TEQIP11/KL/1G18/130 and asserted that there should not be any more extension. Also it has been decided to pass the pending part payment for the above civil work on the renewal of contract.

The packages College electrical work No:TEQIP11/KL/1G18/160 and partitioning work No:TEQIP11/KL/1G18/127 came under discussion. The coordinator explained that the package partitioning work No:TEQIP11/KL/1G18/127 was delayed as the semi-finished tables in it were damaged in an accident on transit from Alappuzha to the institution. The damaged items were needed to be replaced and this additional work needed some extension. The electrical connections in the civil work No:TEQIP11/KL/1G18/160 that were intended for these tables could not be completed in time. The time period for both packages No:TEQIP11/KL/1G18/160 and No:TEQIP11/KL/1G18/127 were to be extended for four months. The coordinator, civil works committee also explained that both works are presently

over. The BOG ratified the above extension and passed the payment No:TEQIP11/KL/1G18/160.

Also BoG decided to ratify the payments for the civil works partitioning work No:TEQIP11/KL/1G18/127, Foundations for machines No:TEQIP11/KL/1G18/131, Refurbishment work of labs No:TEQIP11/KL/1G18/132 and Ceiling work of computer labs No:TEQIP11/KL/1G18/133.

Item No 2.3 Ratification of cancelled Packages

BOG approved the cancellation of listed package and decided to keep a detailed justification for the cancellation.

Item No2.4 Details of approved packages to be initiated

BOG analyzed and affirmed the initiation of already approved packages. There was a query in the initiation of package No:TEQIP II/KL1G18/138 ,whether it is same the canceled package NoTEQIPII/KL1G18/139.Dr.Ajil Kumar provided proper justification for the query.

Item No2.5 Approval of new packages added

BOG analyzed and approved the list of packages added in the revised procurement plan.

Item No 2.6 Approval of the various academic programs conducted/attended by faculty and staff

BOG analyzed and approved all academic programs conducted /attended by faculty and staff.BOG enquired about not including the number of participants in the table of in -house faculty development programmes kept in the prepared agenda for meeting and Dr Ajilkumar submitted other documents that reveals the fact.BOG insisted to send faculties only to relevant courses that take place in government institutions , IIT's and NIT's.Attending courses in private institution should not be encouraged.

ItemNo:2.7 Approval of Reimbursement of fee for PhD and journal publications

BOG analyzed and approved all the request provided under the items except the request of Reji Thankachan ,Assistant Professor in Electronics and communication for reimbursing an amount of Rs 2700/- for publishing his paper in IJERT.BOG decided that publishing research works in peer reviewed journals will only be promoted.BOG also enquired about the payment of PhD fees of Mr Shaji.L,Lecturer in computer applications and decided to approve the request.

ItemNo:2.8 International Conference attended by smt Deepa A K -Ratification of advance paid

BOG appreciated Deepa A K for attending international conference in China. BOG members were highly interested to meet Deepa A K and to discuss her experience in attending International conference. BOG approved the advance payment sanctioned to Deepa A K.

ItemNo:2.9 Approval of the In-house and outstation programmes for faculty and staff for next three months

BOG has analyzed and approved the detailed proposal of in-house and outstation training programmes for staff and faculty planned for next three months.

Item No2.10 Report of IIC activities and Ratification/Approval

Item No.2.10.1 III Cell Activities Conducted

BOG analyzed and approved the activities under III cell. They enquired about the T/A provided to students and also suggested to include the number of participants attended the industrial visit in the specified table kept as the part of agenda.

Item No 2.10.2 III Cell Activities planned for next three months

BOG analyzed and approved the III cell activities planned for next three months.

Item No 2.11 Report of progress of R and D activities

BOG members appreciated all R/D activities. Dr.AjilKumar explained about appreciation obtained from SPFU regarding the R/D activities conducted in our college .BOG insisted to give more importance to the quality of work done rather than the amount spent as the part of R and D.

Item No2.12 Report of programmes under EAP

BOG analyzed and approved the remedial classes already conducted and action plan for next 3 months. They enquired about the criteria for determining the number of students benefitted. They also insisted that remedial classes should only be conducted with student strength of less than 25 percentage. They also said that SC/ST student can be promoted by imparting special care and support.

Item No 2.13 Ratification of appointment of TEQIP Clerk cum Junior Assistant

BOG ratified and approved the appointment of TEQIP clerk cum Junior Accountant Smt Anju Y.U .

Item No 2.14 Expenditure incurred under IOC-Ratification

BOG analyzed and approved the expenditure incurred under IOC for giving salary to TEQIP staff and expenditure incurred for consumables.

Part 3

Item No 3.1 Summary of Expenditure as on 12 December 2014

BOG reviewed the summary of expenditure

Item No 3.2 Faculty Position as on 1.12.2014

BOG analyzed various faculty positions and insisted that for next BOG meeting Director should surely be present to discuss about the faculty deficiency.

Item No 3.3 Report on visit of mentor

BOG analyzed the report on visit of mentor.

Item No 3.4 Report on status of accreditation

BOG analyzed and reviewed the status of accreditation.

Item No 3.5 Report on signing MoU with IIT Guwahati as knowledge Incubation Centre

BOG analyzed the report of MoU signed with IIT Guwahati .Dr Ajilkumar inquired about the using flight means for travelling, in order to attend 2 days courses in IIT Guwahati. Bog insisted to request IIT Guwahati to extend the course period of course. If not possible then use flight for travelling purpose.

Part 4

- **Item 4.1**

BOG decided to refund the amount spent from IOC for travelling purpose for booking flight for attending the cancelled course of ESCI ,Hyderabad. BOG affirmed that amount is refunded because Institution because the institution has decided to cancel the course.

- BOG decided to force the discontinued student to refund the scholarship amount that she has received. Other wise her TC and qualification certificate should be withheld.
- BOG decided not to give scholarship amount to failed MTech students.

- BOG affirmed that Manoj Ray D former HOD CSE department who has been deputed for PhD,can still be a member of BoG and attend BOG meetings.
- Next BOG meeting is planned to be held on February 2015

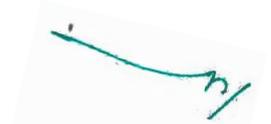
The meeting adjourned at 1.00P.M

Chairman



Prof.V.P.N. Nampoori

Principal



Dr. Hari. V.S