

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME,
PHASE II Sub Component 1.1**



**8th MEETING OF THE BOARD OF GOVERNORS
MINUTES**

Date: 12.01.2016 Time: 11.00 AM

Venue: Conference Hall, College of Engineering Adoor



**COLLEGE OF ENGINEERING ADOOR
Manakkala PO, Adoor, PIN: 691551
Phone: +91 4734 291551.**

Minutes of Eighth Meeting of Board of Governors

Presided by

Hon'ble Chairman: Prof. ELDHO T I

Venue: Conference Hall, College of Engineering, Adoor

Date: 12th January 2016 Time: 11.00 A.M

Members Present

1. Prof. Eldho T I, Chairman , BOG
2. Dr. V. Gopakumar, Director, TEQIP (Special invitee)
3. Sri. M Sherif, Addl Sec., H.Edn, Government of Kerala (State Govt. Nominee)
4. Sri. James Joseph, Joint. Sec. Finance, Government of Kerala (State Govt. Nominee)
5. Dr. Ashaletha Thampuran, Mentor (Special invitee)
6. Dr. John George, Associate Professor in EEE, Principal in charge, College of Engineering Adoor

Also present

1. Prof. Venkitaraj K P, TEQIP Coordinator
2. Dr. Jayachandran E S, HOD ECE Dept
3. Prof. Renjith Kumar D, Civil works Coordinator & HOD EEE Dept
4. Prof. Binulal B R, HOD ME Dept
5. Prof. Krishnadas G, Accreditation Coordinator & HOD AS Dept
6. Prof. Girija V R, HOD CSE Dept
7. Sri. P K Rajendran Nair, Administrative Officer

The following members of the BOG conveyed their inconvenience to attend the meeting.

1. Dr. Achuthsankar S Nair, HOD, Department of Computational Biology and Bioinformatics, University of Kerala
2. Dr. Zakkariya K A, Syndicate Member, CUSAT (University Nominee)
3. Mr.K.C.Chandrasekharan Nair , Associate Principal Consultant, KITCO, Cochin
4. Sri. L L Ramachandran, Deputy General Manager IIS, BPCL Cochin Refineries Ltd.
5. Prof. Manju S Nair, Associate Professor in CSE, College of Engineering Adoor

Agenda Summary

Part 1-Procedural

Item No	Item
1.1	Confirmation of the minutes of the 7 th meeting of the BoG held on 03.10.2015
1.2	Action taken on the minutes of the 7 th meeting of the BoG held on 03.10.2015.

Part 2-Ratifications and Approvals

Item No	Item
2.1	Approval for the Academic plan for the remaining project period
2.2	Ratification of the revisions made in the procurement Plan
2.3	Approval of proposals for the conducting Conferences
2.4	Ratification of International Travel by Dr. John George under ITSS.
2.5	Ratification of the honorarium paid for subject experts from IIT/IISc/IIST for FDP
2.6	Ratification of the enhancement of scholarship for M.Tech Students

Part 3 – Reports

Item No	Item
3.1	Fund Utilization Report
3.2	Report of the progress made in the various activities envisaged in TEQIP Phase II, since the last meeting of the Board of Governors on 03/10/2015
3.2.1	Procurement Status
3.2.2	Academic Activities
3.2.3	Teaching and Research Assistantships
3.2.4	Finishing School [Soft Skill Training/student support programs, Result Analysis, Transition Rate]
3.2.5	Accreditation Status

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

Item No	Item
4.1	Request letter from Smt. Vidya S, Data Entry operator
4.2	Request letter from Smt. Viji S, Junior Accountant

Part 5 -Annexure

Anne xure No	Item
I	Minutes of 7th BOG held on 03/10/2015
II	Academic Plan
III	Proposals for the conferences
IV	ITSS Report
V	Request Letter from Smt.Vidya S & Smt. Viji S

The Meeting started at 11.00 AM under the presidency of the Prof. Eldho T I, Hon'ble Chairman. The Principal Dr. John George welcomed all the 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. The Principal also provided a brief report about the agenda of the meeting. The BOG chairman congratulated Dr. John George and Dr. Jayachandran E S for acquiring Ph.D.

PART 1: PROCEDURAL

Item No 1.1: Approval of the minutes of the 7th BOG meeting held on 03/10/2015

Minutes of the seventh BOG meeting held on 03.10.2015 was circulated to the BOG members for confirmation. The BOG approved the minutes of the BOG meeting held on 03.10.2015.

Item No 1.2: Report on the action on the decisions in the minutes of the 7th BOG meeting held on 03.10.2015

The Principal explained about the action taken based on the decisions made in the 7th BOG meeting. The BOG noted the actions taken as reported in the agenda item on the decisions of seventh meeting held on 03.10.2015.

BOG expressed displeasure on the written explanations given by Sri. Rajesh M S, Assistant Professor, ECE Dept and Sri. Ajeesh S, Assistant Professor in CSE Dept for not attending the Pedagogical Training Programme conducted at IIT Madras from June 22-24, 2015. BOG opined that the written explanations given by them are insulting in nature and hence not acceptable. BOG opined that this kind of reply is not expected from responsible faculty members. BOG directed to inform this matter to Sri. Rajesh M S, Assistant Professor, ECE Dept and Sri. Ajeesh S, Assistant

Professor in CSE Dept with a warning for not to repeat this kind of irresponsible actions in future.

PART 2: RATIFICATIONS AND APPROVALS

Item No 2.1: Approval for the academic plan for the remaining project period

The Principal presented the academic plan for the remaining project period. BOG discussed the academic plan and approved the plan for the remaining project period.

Item No 2.2: Ratification of revisions made in the procurement Plan

The Principal presented the revisions in the institutional procurement plan. BOG approved the revisions and ratified the revised procurement plan.

Item No 2.3: Approval of the proposals for the conducting conferences

The Principal presented the proposals from respective departments for conducting conferences. Two proposals were presented viz. (1) Heat Transfer, Fluid Dynamics and Propulsion (ME Dept.) and (2) Emerging Trends in Power Control Communication & Computing (Jointly by ECE, EEE, CSE Depts.). BOG approved the proposals as well as the budget proposed for the same.

Item No 2.4: Ratification of the International Travel by Dr. John George under ITSS

A proposal received from Sri. John George, Associate Professor in Electrical Engineering Department (In Charge of Principal), College of Engineering Adoor for presenting paper at the IEEE Power and Energy Society ISGT Asia 2015 conference to be held in Bangkok, Thailand from 04.11.2015 to 06.11.2015 under International Travel Support Scheme ,TEQIP. The honorable BOG chairman had accorded sanction for the same based on the screening committee report. The

BOG ratified the decision made on proposal for ITSS and instructed to complete the procedure as per the TEQIP guidelines.

Item No 2.5: Ratification of the honorarium paid to the subject experts from IIT/IISc for faculty development program

The Subject experts from IIT /IISc and IIST who delivered lectures in the faculty development program “Green Nanotechnology in Materials Engineering and Energy Applications” held from 15th to 19th December 2015 were given honorarium of Rs.5000/- per day. The details are given below.

Sl no	Name & Designation of Subject Expert	Organization
1	Dr. Kuruvila Joseph, Senior Professor, Dept. of Chemistry	IIST, Trivandrum
2	Dr. P Muthukumar, Professor, Dept. of Mechanical Engineering	IIT, Guwahati
3	Dr. Rishi Raj, Asst. Prof ,Coordinator of Center for Energy & Environment, Dept of Mechanical Engineering	IIT, Patna
4	Dr. Shantanu Bhattacharya, Asso. Professor, Dept. of Mechanical Engineering	IIT, Kanpur
5	Dr. Siddarth P Dattagupta, Asso. Professor , Dept. of Electrical Engineering	IIT, Bombay

The BOG ratified the honorarium paid to subject experts for “Green Nanotechnology in Materials Engineering and Energy Applications”.

BOG also given approval for the honorarium disbursing at the rate of Rs.5000/ day to the experts from IIT who are delivering lectures in the ongoing faculty development program “Computational Fluid Dynamics” held from 11th to 15th January 2016. The details are given below.

Sl no	Name & Designation of Subject Expert	Organization
1	Dr. Swarup Kumar Mahapatra , Professor & HOS, Department of Mechanical Sciences	IIT Bhubaneswar
2	Dr. Anil Kishan, Assistant Professor, Department of Mechanical Engineering	IIT, Mandi
3	Manabendra Pathak, Associate Professor, Department of Mechanical Engineering	IIT, Patna
4	Dr. T I Eldho, Professor, Dept. of Civil Engineering	IIT, Bombay
5	Dr. Rajesh G, Associate Professor, Dept. of Aerospace Engineering	IIT, Madras
6	Dr. Arvind Pattamatta, Associate Professor, Dept. of Mechanical Engineering	IIT, Madras
7	Dr. S P Mahulikar, Professor, Dept. of Aerospace Engineering	IIT, Bombay
8	Dr.Syed Nizamuddin Khaderi, Assistant Professor, Department of Mechanical Sciences	IIT, Hyderabad
9	Dr. Somnath Roy, Assistant Professor, Department	IIT, Patna

	of Mechanical Engineering	
10	Dr.Yogesh G Bhumkar, Assistant Professor, Department of Mechanical Sciences	IIT, Bhubaneswar
11	Dr. Sameen A, Associate Professor, Dept. of Aerospace Engineering	IIT, Madras
12	Dr. Raja Banerjee, Associate Professor, Department of Mechanical & Aerospace Engineering	IIT, Hyderabad

BOG also given prior approval for the honorarium to the resource person from IISc for delivering an expert talk “Incubational Product Design” held on 16th January 2016, to students. The details are given below.

Sl no	Name & Designation of Subject Expert	Organization
1	Dr. Amaresh Chakrabarti, Professor & Chairman, CPDM	IISc, Bangalore

BOG directed to obtain prior sanction from the Honorable Chairman for disbursing honorarium to resource person from IIT/IISc and similiar institutions at a rate of 5000/day.

PART 3: REPORTS

Item No 3.1: Fund Utilization Report

The Principal presented the summary of expenditure as on 30.12.2015. The BOG noted the expenditure incurred till date, for the allotted fund of Rs.900 lakhs.

Item No 3.2: Report of the progress made in the various activities envisaged in TEQIP Phase II, since the last meeting of the BOG.

The Principal presented of the summary of the procurement activities post the seventh BOG meeting. The Principal reported the in-house and out-station training programmes for faculty, out-station pedagogical training programs for faculty after the seventh BOG meeting. The Principal also reported the teaching and learning assistantships given to PG students, activities under finishing school and activities for student support. The status of accreditation process has been reported after the BOG. The progress made under these various activities had been reviewed and approved by the BOG.

PART 4 Other items with the permission of the chair

Item No 4.1: Request from Smt. Vidya S, Data Entry Operator, TEQIP II office, College of Engineering Adoor

A letter has been received from Smt. Vidya S, Data Entry Operator, TEQIP II office, College of Engineering Adoor requesting for converting from daily wages basis to contract basis. BoG observed that qualifications of Smt. Vidya S qualifications do not match with prescribed qualifications of Data Entry Operator contract basis, and therefore rejected her request.

**Item No 4.2: Request from Smt. Viji S, Junior Accountant, TEQIP II office,
College of Engineering Adoor**

A letter has been received from Smt. Viji S, Junior Accountant, TEQIP II office, College of Engineering Adoor requesting to grant retrospective effect to the revised consolidated pay in respect of Clerk-cum- Junior Accountant. BOG rejected the request.

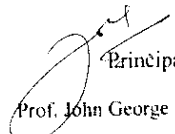
Part 5 Any Other Matters with the permission of the chair

The Principal asked a clarification about the support under TEQIP for staffs qualification Upgradation. The Director, SPFU and the BOG confirmed that the TEQIP support can be provided for qualification upgradation only if it is a necessary qualification requirement notified for the post held by the staff concerned.

The meeting was dissolved at 1:30 PM.


Chairman -BOG

Prof Eldho T I


Principal
Prof. John George

