

**COLLEGE OF ENGINEERING TRIKARIPUR, CHEEMENI**

**Minutes of the meeting of Board of Governors under TEQIP Phase-II  
Programme Held on 26-02-2013**

The Meeting commenced at 11AM in the chamber of Principal, College of Engineering Trikaripur with Sri. Raghavan.K, Chairman of BoG in the chair. The following members of the BoG participated in the meeting.

1. Sri.K.Raghavan – Chairman
2. Dr. A.K.Padmini
3. Prof..P. Kunhikannan
4. Sri.Mahesh.V.V
5. Smt. Naveena.A.K
6. Sri. Sudheesh.N

The Principal welcomed all the members and briefed the Report of action taken on the minutes of the previous meeting held on 20-11-2012. After detailed discussion the following decisions are taken.

**Item No.1> Minutes of the previous BoG Meeting held on 20-11-2012 was approved.**

**Item No.3> Ratification of procurement of packages initiated, revised and cancelled.**

BoG ratified all the packages initiated, cancelled and revised through PMSS and approved. (Refer Annexure-I)

**Item No.4> Data Audit & Performance Audit**

BoG suggested the last week of March 2013 as the tentative date for Performance and Data Audit. This may be fixed, if the concurrence got from the Performance Auditor. Else, the new date may fix after the discussion with Performance Auditor.

The procedures to be followed in the performance audit shall comply with the Guidelines of Performance Audit. BoG directed the Principal and all HoDs to take all the necessary steps in this regard and to make the necessary awareness among all the staffs.

**Item No.5> MFMR, Annual Budget Plan for the year 2013-14**

BoG discussed and approved the MFMR of Jan 2013, MFMR till 20<sup>th</sup> Feb 2013 and Annual Budget Plan for the year 2013-14.

**Item No. 6> Upcoming Training Programmes**

The BoG has sanctioned the following training programmes with estimated cost along with.

- a. 5 Day FDP on "Power Electronics Applications and Challenges", Organized by EEE Dept. Duration is from 18.03.2013 to 22.03.2013. The estimated amount for the programme is Rs. 2 Lakhs.
- b. One day workshop on "Teaching Innovation" for Faculty, organized by CSE Dept. The scheduled date is 23.03.13. The estimated amount for the programme is Rs. 15000/-.
- c. One day workshop on "Linux" for Faculty & Staff, organized by CSE Dept. The scheduled date is 25.03.13. The estimated amount for the programme is Rs. 15000/-.

**Item No. 7> Termination of Accountant and Appointment of new Accountant**

BoG ratified and approved the termination of Accountant-cum-Clerk, Nasfali.M, with effect from 25.01.13. BoG also gave sanction for the recruitment of new Accountant-cum-Clerk. The selection procedures shall be the same that adopted in the previous appointment.

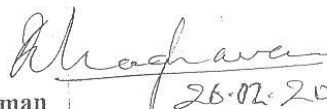
**Item No.8> TA/DA**

The BoG permitted to avail the actual lodging expenses, not more than Rs. 1000/- per day per head, for those who are attending different training programmes / meetings in India.

**Item No.9> Next BoG Date**

BoG has proposed third week of March 2013 for the next BoG meeting.

**Item No.10> Any Other Item (s)**

  
Chairman | 26.02.2013  
Sri.K.Raghavan

## Annexure I.

Ratified the decision of giving purchase committee for giving purchase sanction of the following packages

Regarding Financial sanction for NCB:

SPFU Kerala has directed to initiate any two packages which are to be purchased through NCB method. There for purchase committee has accorded financial sanction for purchasing the following packages.

- o Computer '12 vide package no. TEQIP/KL1G12/21 at a cost of Rs. 33,00,000/-
- o UPS vide package no. TEQIP/KL1G12/20 at a cost of Rs. 20,32,000

Package No	Package name	Estimated cost as per P.P	Action to be taken by
90	General- water purifier	3,00,000	Procurement Coordinator
96	Language Lab	1,00,000	Procurement Coordinator
97	Air Blower	18,000	Procurement Coordinator
62	Metal Furniture '12	6,72,000	Procurement Coordinator
82	Fibber Furniture	1,04,400	Procurement Coordinator
118	Fire extinguisher	30,000	Procurement Coordinator
114	Electronics Work Station	3,00,090	ECE Department
88	Electronics Lab Table	1,92,000	ECE Department
22	Peripheral	5,65,700	CSE & IT Department
119	Laptop	9,25,000	CSE & IT Department
68	Civil Work- Constructing of Curing Tank	26,860	CE Dept, AE & Procurement Coordinator
	<b>Total</b>	<b>32,97,804</b>	

**Ratified the decision of purchase committee for cancelation of the following packages**

<b>Package No</b>	<b>Package name</b>	<b>Estimated cost as per P.</b>	<b>Reason for cancelation</b>
01	Horizontal shake table with model set	Rs.6,51,000/-	Directed by SPFU for the cancelation due to non inclusive of one item inthe package
07	E-Journal -12	Rs.5,62,650/-	Annual subscription of E-Journal for 2012 had been closed before the start of our purchase procedure and hence further enquired about half year subscription pattern from the month of June to December 2012. But it was not possible to subscribe half year subscription of E-Journal. Therefore it is compelled to cancel the package
06	Printed Indian Journals	Rs.66, 000/-	The Company was not able to supply some printed Indian journal which is included in packages due to non availability of requested journal. The company also could not produce proprietary certificate for enabling purchase through direct contract method.
29	Erection of Electrical Machines and Equipments	Rs.66, 000/-	Due to non availability of suitable contractor for execution of above work, the procurement procedure could not be completed.

**Ratified the decision of purchase committee for adding following packages**

<b>Package No</b>	<b>Package name</b>	<b>Estimated cost of New or Revised Package</b>	<b>Reason for revise/ adding</b>
01	Horizontal shake table with model set	Rs.9,54,000/-	Directed by SPFU for adding new instead of cancelled package

118	Fire Extinguisher	Rs. 32,500/-	The market price of fire extinguisher has considerably been increased. Therefore, the package has been revised based on the current market price.
93	Books'12	Rs.9,51,976/-.	The details of books were not added preparing the procurement plan, hence package had to be revised with details of available books titles and its price