

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II Sub
Component 1.1

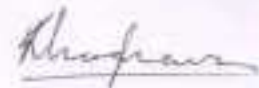
**MINUTES OF 9th MEETING OF
THE BOARD OF GOVERNORS**

Date: 26-11-2013 Time: 10.00 am

Venue: Chamber of Principal, College of Engineering Trikaripur

**COLLEGE OF ENGINEERING TRIKARIPUR
CHEEMENI P.O., KASARAGOD - 671313 KERALA**

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Members Attended:

The meeting commenced at 10.00 A.M in the chamber of Principal College of Engineering Trikaripur with Sri.K.Raghavan in the chair. The following members of the BoG participated in the meeting.

1. Sri. K.Raghavan –Chairman
2. Dr. M.K. Radhakrishnan
3. Prof. P. Kurhikannan
4. Smt. Naveena A.K
5. Sri. Sudheesh N

The Principal welcomed all the members and briefed the action taken report on the minutes of the previous meeting held on 17/07/2013. After detailed discussion following decisions were taken.

Item No.1 (A1 & A2): Confirming the minutes of the previous BoG Meeting held on 17-07-2013 and report on the action taken/pending.

Minutes of the previous BoG Meeting held on 17-07-2013 was approved.

Item No. 2 (B1 & B2): Ratification of procurement of packages initiated, revised and cancelled.

BoG ratified all the packages initiated, cancelled and revised through PMSS and approved as per **Appendix B1 and B2.**

Item No.3(B3):Ratification of Various In-house training programmes for the students.

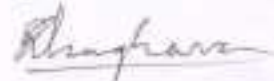
BoG ratified all the in-house training programmes for the students and approved as per **Appendix B3.**

Item No.4 (B4): Ratification of the various training programs attended by faculty, technical and administrative staff outside the institution.

BoG ratified of the various training programs attended by faculty, technical and administrative staff outside the institution and approved as per **Appendix B4.**

Item No.5 (B5):Approval for Long term Action plan for different TEQIP -II Activities till December, 2014.

BoG approved long term Action plan for different TEQIP -II Activities till December, 2014 as per **Appendix B5.** Also suggested that the possibility of temporary alternate fund resources of the institution (like PTA), if facing any TEQIP fund shortage during the implementation of these activities.



Item No.6 (B6): Good Governance Self Review.

BoG carried out self-review of Good Governance and put scores in the respective columns of the Good Governance Self Review sheets which is shown in **Appendix B6**.

Item No.7 (C1): Status of fund position as on 30-09-2013.

BoG verified and approved the status of fund position based on the MFMR for the month 30-09-2013. The status of Fund position is given in **Appendix C1**.

Item No.8 (C2): Status of the faculty position as on 01-11-2013.

BoG verified the status of faculty position as on 01-11-2013. Status of Faculty position is given in **Appendix C2**. BoG recommended strengthening the faculty position particularly in the senior cadre. BoG entrusted the Principal to discuss the matter with the CAPE management in this regard as early as possible.

Item No.9 (C3): Status of the new PG/UG programmes as on 01-11-2013.

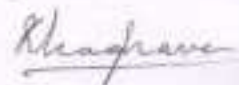
Reported to BoG the status of the new PG/UG programmes as on 01.11.2013.BoG also nodded for the new UG and PG programmes. Status is given in **Appendix C3**.

Item No.10 (C4): Accreditation status of the UG programmes.

Reported to BoG the accreditation status of the UG programmes. Status is given in **Appendix C4**.BoG noted that the main pitfall to get the accreditation is lack of senior faculty and faculty retention rate. BoG asked to the Principal to put the matter in front of the CAPE management at most urgent. Also sought special attention from PTA in this regard.

Item No.11 (C5& C6): Report on Remedial Classes and Result Analysis with emphasis on Remedial Classes.

Reported to BoG about the remedial classes and result analysis. Status is given in **Appendix C5** and **Appendix C6**.BoG had been suggested to give special attention to first year students to improve the first year transition rate further.



ANNEXURES

Appendix B1

Ratification of cancelled packages

Sl.no	Package no	Package name	Estimated amount (Rs)	Remarks
1	195	digital signal processing system 2	192000/-	the amount allocated for this package is reallocated for a/c units in project lab which is highly essential for maintaining the sophisticated machines in this lab
2	33	audio system	506500/-	the fund allocated for this package is reallocated for adding a new package on priority base- video conferencing equipments

Appendix B2

a. Ratification of revised packages

Sl.no	Package no	Package name	Estimated amount (Rs)	Revised amount (Rs)	Remarks
1	198	tools and equipments in mechanical workshop	146330/-	640330/-	added some more essential equipments and price also been revised based on the current market price
2	87	LR-E- Journals	562650/-	700000/-	revised based on the current market price

b. Ratification of financial sanction for the new packages

Package No	Package name	Estimated cost as per P.P
192	A/C unit in project lab	109500/-
199	Video conferencing equipments	790000/-



Appendix B3

a. Bridge Course Details

Date	Subject	Hours	No. of Students Attended
08-09-2013	Physics	6	49
14-09-2013	Mathematics & English	6	53
22-09-2013	English	12	88
28-09-2013	Mathematics & Physics	12	100
29-09-2013	Mathematics	12	116

b. Counseling and Guidance

Date	Topic	Class	No. of Students Attended
19-07-2013	Counseling and Guidance	S7 CE	50
02-08-2013	Counseling and Guidance	S7 CS	40

R. K. Prasad

Appendix- B 4

Name	Program	Title	Venue	Date
CSE				
Anoop PV	FDP	Fuzzy Logic and Graphic Theory	CE Thalassery	02/08/13 To 03/08/13
Devi Duth	FDP	Workshop on Cyber Security	IITMK Thiruvananthapuram	02/09/13 To 06/09/13
Rafeekh A P	FDP	Workshop on Cyber Security	IITMK Thiruvananthapuram	02/09/13 To 06/09/13
Navena A K	FDP	Pattern Recognition and Its Applications in Machine Intelligence	IT Department, Kannur University	18/10/13 To 20/10/13
Anoop PV	FDP	Digital Image Processing	CE Thalassery	18/11/13 To 22/11/13
IT				
Shamal P K	FDP	Fuzzy Logic and Graphic Theory	CE Thalassery	02/08/13 To 03/08/13
Shamal P K	FDP	Digital Image Processing	CE Thalassery	18/11/13 To 22/11/13
ECE				
Dayesh K G	SDP	Study and Maintenance of Modern Electronics Lab	CE Karunagapally	12/08/13 To 17/08/13
Dayesh K G	SDP	Study and Maintenance of Electrical and Electronics Lab equipments	CE Vadakara	04/11/13 To 08/11/13
Joseena M Jose	FDP	Antenna Design Using HFSS	VJEC Cherperi	07/11/13 To 08/11/13
Mahesh V V	FDP	Management Capacity Enhancement	IIM Kozhikode	11/11/13 To 16/11/13
Joby James	FDP	Management Capacity Enhancement	IIM Kozhikode	11/11/13 To 16/11/13
Priya M	FDP	Computational Tools In Research	CE Attingal	18/11/13 To 30/11/13

Shanfana

EEE				
Sujith D K	FDP	Management Capacity Enhancement	IIM Kozhikode	11/11/13 To 16/11/13
Anil K	SDP	Study and Maintenance of Electrical and Electronics Lab equipments	CE Vadakara	04/11/13 To 08/11/13
Binesh Mohan	SDP	Study and Maintenance of Electrical and Electronics Lab equipments	CE Vadakara	04/11/13 To 08/11/13
Sujith D K	SDP	Study and Maintenance of Electrical and Electronics Lab equipments	CE Vadakara	04/11/13 To 08/11/13
Nisha B Kumar	FDP	Computational Tools In Research	CE Attingal	18/11/13 To 30/11/13
CE				
LincyKoshy	FDP	Structural Engineering And Geotechnical Engineering	CE Kollangoor	17/09/13 To 22/09/13
Sekhar J	FDP	Applications Of Finite Element Method To Engineering Problem	NIT Calicut	09/12/13 To 15/12/13
ME				
Anoop K T	FDP	Recent and Advanced Technologies In Pumps	CE Thalassery	11/10/13 To 11/10/13
Deepu K N	FDP	Recent and Advanced Technologies In Pumps	CE Thalassery	11/10/13 To 11/10/13

Signature

Appendix- B5

ACTION PLAN FOR THE NEXT 14 MONTHS

Activity Head	Dept	Activity	Duration (Days)	Tentative Date	No. of Participants	Estimation (in Lakhs)
RESEARCH & DEVELOPMENT	CE	Consultancy Assignments		3rd Week Aug-14, Sep-14, Oct-14		1
		Publication of Research Papers		2nd Week Oct-14		2
		Patenting and Commercialization		Nov-14		1
		Conference		4th Week Dec-14	30	1.5
	CSE & IT	Latest trends in Research Methodology	2	2nd Week Apr-14	40	1
		Patenting and Commercialization		Nov-14		1
		Publication of Research Papers		1st Week Oct-14		1.5
		Conference in latest trends in Information Technology	2	4th Week Sep-14	40	1.5
		Training in Research areas in Information Science	5	3rd Week Nov-14	40	4
	SCE	Workshop on Research Motivation & Approach	2	3rd Week April-14	11	0.5
		Training on Awareness of Patenting and Commercialization of Product	2	2nd Week May-14	25	0.75
		Consultancy Assignments	4	3rd Week Aug-14, Sep-14, Oct-14		1.5
		Publication of Research Papers		1st Week Oct-14		0.75
	EEE	Patenting and Commercialization		Nov-14		1.5
		Publication of Research Papers		1st Week Dec-14		1
		Patenting and Commercialization		4th Week Dec-14		1
		Research Work by Faculty		Jun-14 to Dec-14		2
		Consultancy Assignments		Sep-14 to Nov-14		1.25
	SD	Publication of Research Papers		1st Week Oct-14		3
		Patenting and Commercialization		Nov-14		1.5
Consultancy Assignments			3rd Week Aug-14, Sep-14, Oct-14		1	
Sub Total:						30.25
FACULTY & STAFF DEVELOPMENT	CE	FDP on Advances in Structural Engineering	3	2nd week January	40	3
		FDP on Advances in Geo Technical Engineering	3	4th week April	40	3
		FDP on Advances in Environmental Engineering	3	4th week June	40	3
		FDP on Advances in Earthquake Engineering	3	2nd week August	40	3
		FDP on Advances in Transportation Engineering	3	4th week November	40	3
		Workshop on NDT Lab	2	2nd week December	20	1.5
		Workshop on Total Station	2	4th week March	140	2
		Workshop on GIS, GPS, Remote Sensing	2	3rd week July	140	2

Khadgawa

	Workshop on Disaster Management	2	1st week October	100	2
	Workshop on Structural Engineering	2	2nd week December	70	1.5
	External Faculty Programme on Advances in Engineering Mechanics	10	4w Nov 2013	3	0.15
	External Faculty Programme on Advances in Finite Element Method	5	2w Dec 2013	4	0.12
	External Programmes		Nov-13 to Dec-14	80	1.5
	Short term Training at ESO	14	1st & 2nd Week May-14	7	3.5
	Short term Training at NIT	14	1st & 2nd Week Nov-14	7	2
CSE	Training on Cryptography & Network Security	6	3rd week Nov-13	25	2.5
	Training on Advanced Data Structures	4	2nd week Dec-13	25	2
	Training on WAMP	5	1st week Mar-14	25	2
	Training on Cloud Computing Techniques	2	1st week Apr-14	25	1.25
	Training on Image Processing and Computer Vision	3	1st week May-14	25	1.5
	Live-Hands on Training	2	1st week Jul-14	25	1.5
	Training on Teaching Methodologies	2	1st week Aug-14	25	1
	General Computer Awareness -hands on	2	1st week Sep-14	25	1.5
	Hands on training on .Net framework	4	1st week Oct-14	25	2
	Internet and Web development hands on	5	2nd week Nov-14	25	2.75
	Expert Talk Cyber Security	1	2nd week Jan-14	25	0.15
	Expert Talk Computer Forensics	1	2nd week Dec-13	25	0.15
	Expert Talk Mobile OS	1	3rd week Jan-14	25	0.15
	Expert Talk Software Testing tools and Methodologies	1	1st week Feb-14	25	0.15
	Expert Talk Artificial Neural Networks	1	1st week March-14	25	0.15
	Expert Talk Data Backup and Recovery	1	2nd week March-14	25	0.15
	Expert Talk Multimedia & Animation tool	1	1st Week July-14	25	0.15
	Expert Talk Trends in Computer Architecture	1	2nd week Aug-14	25	0.15
	Training at IITK, TVM	8	2nd week Feb-14	2	1
	Training at IITK, TVM	4	3rd week Jan-14	2	0.75
	Training at ESO Hyderabad	3	2nd week Dec-13	2	0.7
	Training at ESO Hyderabad	4	3rd week Dec-13	2	1
	Training at ESO Hyderabad	8	2nd week July-14	2	1
	Training at ESO Hyderabad	6	2nd week Aug-14	2	1
	Training at ESO Hyderabad	8	4th week Oct-14	2	1
ECE	Training Programme on Digital System Design	5	1st week Dec-13	25	2
	Training Programme on Signal Processing	5	2nd week Jan-14	25	2
	Workshop on ROBOTICS	7	3rd week Jan-14	25	0.5
	Workshop on Maintenance of Lab equipments	1	3rd week Jan-14	25	0.25
	Training Programme on EDA Tools	3	4th week Jan-14	25	2

Kharghava

	Workshop on Electronic packages	2	4th week Jan-14	25	0.5
	Training Programme on RF Design	5	1st week Feb-14	25	2
	Workshop on MEMS	2	2nd week Feb-14	25	0.5
	Workshop on System administration and office automation	1	2nd week Feb-14	25	0.25
	Training Programme-MATLAB and LABVIEW exposure	5	3rd week Feb-14	25	2
	Workshop on LATEX	1	3rd week Feb-14	25	0.25
	STTP at ESO Hyderabad	5	1st week Mar-14	25	1.5
	Workshop on FPGA Design	1	5th week Mar-14	25	0.25
	Training Programme-Trends in Communication	5	1st week Apr-14	25	2
	STTP at ESO Hyderabad	5	2nd week Apr-14	25	1.5
	STTP at ESO Hyderabad	3	1st week May-14	25	1.5
	STTP at ESO Hyderabad	5	1st week June-14	25	1.5
	Workshop on Recent developments in Biomedical Engineering	2	1st week June-14	25	0.5
	Training Programme on Embedded system	5	2nd week June-14	25	2
	Training at NITR Chennai	5	2nd week July-14	25	2
	Workshop on PCB Design and Fabrication	2	1st week Aug-14	25	0.5
	Training Programme on Research Methodology	5	3rd week Nov-14	25	2
	External FSD Programmes		Nov-13 to Dec-14	30	1.2
III	National Level Conference on Emerging Trends in Electrical And Electronics Engineering	5	1st week of June 2014	30	4.5
	Faculty Development Programme on Automation	5	4th Week of Dec2013	30	2
	Faculty Development Programme on Advanced Electrical and Electronics Equipments	3	2nd Week of Feb 2014	30	2
	Faculty Development Programme on Control System Design through simulation softwares	3	3rd Week of August 2014	30	2
	Faculty Development Programme on Power Quality - Issues And Mitigation	3	4th Week of Nov 2014	30	2
	Modelling and Simulation	3	Sept 2nd	30	1.5
	Computational Techniques in Electrical Sciences	5	4th April	40	1.5
	STTP on modern trends in AC drives and control	3	4th Week of Dec2014	30	2
	STTP at ESO Hyderabad	3	2nd Week May-14	8	4
	STTP at Jaipur	5	3rd Week Jun-14	4	2
	External FSD Programmes		Nov-13 to Dec-14	45	1.8
	PLC Programming Fundamentals	1	3rd Week of Nov-13	20	0.2
	Application of Wavelet Transforms	1	2nd week Dec-13	20	0.2

	Data Acquisition Using Labview	1	4th week of Feb-14	20	0.2	
	FEA technique in Electrical Engineering	1	2nd week July-14	20	0.3	
	Smart Grid	1	4th Week Nov-14	20	0.2	
	Infinity Control Strategy	1	3rd Week Dec-14	20	0.2	
IT	Workshop on LAMP	6	3rd week Nov-13	25	2.5	
	Training on Advanced Algorithms	6	3rd week Dec-13	25	2.5	
	Workshop on Java Technologies	10	4th week Apr-14	25	5	
	Training on Cloud Computing	3	2nd week Jan-14	25	0.75	
	Training on Artificial Intelligence	2	1st week Feb-14	25	1.25	
	Workshop on Documentation tool	2	2nd week March-14	25	1	
	Training on Teaching Methodologies	2	1st week Aug-14	25	1	
	Training on Mobile OS- latest trends	4	1st week Sep-14	25	2	
	Training on Automata techniques	4	1st week Nov-14	25	2	
	Expert talk on Data mining	1	2nd week Jan-14	40	0.15	
	Expert talk as introduction to web designing	1	2nd week Dec-13	40	0.15	
	Expert talk on Mobile Computing	1	3rd week Jan-14	40	0.15	
	Expert talk on latest trends in software Testing	1	1st week Feb-14	40	0.15	
	Expert talk on Neural Networks	1	1st week March-14	40	0.15	
	Expert talk on Automata & computation	1	2nd week March-14	40	0.15	
	Expert talk on Multimedia & Animation tool	2	1st Week July-14	40	0.3	
	Expert talk on Knowledge Engineering	1	2nd week Aug-14	40	0.15	
	Training at IITK, TVM	6	2nd week Feb-14	2	1	
	Training at IITK, TVM	4	3rd week Jan-14	2	0.75	
	Training at ESC Hyderabad	3	2nd week Dec-13	2	0.3	
	Training at ESC Hyderabad	4	3rd week Dec-13	2	1	
	Training at ESC Hyderabad	6	2nd week July-14	2	1	
	Training at ESC Hyderabad	6	2nd week Aug-14	2	1	
	Training at ESC Hyderabad	6	4th week Oct-14	2	1	
	SD	Fuzzy Logic and its Applications	3	1st week Dec-13	25	1
		Applications of Graph Theory	5	1st week Jan-14	25	2
Differential Equations and its Applications		3	1st week Feb-14	25	1	
Operations Research		3	1st week Mar-14	25	1	
Probability & Statistical Techniques		5	1st week Apr-14	25	2	
Applications of Integral Transforms		3	4th week Apr-14	25	1	
Linear Algebra & its Applications		3	3rd Week May-14	25	1	
Control and Engineering Systems		3	3rd Week Jun-14	25	1	
Applications of Calculus		3	2nd week July-14	25	1	
Algebraic Structures		3	2nd week Aug-14	25	1	
Nanotechnology		3	3rd week Aug-14	25	1	

R. Chandra

	Physics of Semiconductor Devices	5	2nd Week Sep-14	25	2		
	Modern Optics and its Applications	3	1st Week Sep-14	25	1		
	Laser technology and Applications	3	3rd Week Sep-14	25	1		
	Effective Writing	2	1st week Mar-14	25	0.5		
	Effective Communication	5	1st week Dec-14	25	2		
	Personality Development	2	3rd week Oct-14	25	1		
	Yoga, Meditation and stress management	3	1st week Dec-14	25	2		
	Recent advancements in pumps and hydraulic systems	2	1st week Jan-14	25	1		
	Management information systems emerging trends	3	2nd week March 14	25	2		
	Resource sharing in digital environment	2	3rd week of April 14	25	1		
	importance of digital library in library management system	2	1st week of June 14	25	1		
				Sub Total:	186.42		
INDUSTRY - INSTITUTE - INTERACTION CELL	CE	Steel design using Limit State	1	1st week Jan-14	80	0.25	
		Design of Bridges	1	2nd week Jan-14	80	0.25	
		Sustainable Development	1	2nd week of Oct-14	80	0.25	
		Thermo Active Foundations	1	1st week Nov-14	80	0.25	
		Ground Improvement Techniques	1	2nd week Dec-14	80	0.25	
		Soil Investigation	1	4th week Aug-14	80	0.25	
		Pavement deflection methods	1	4th Week Sep-14	80	0.25	
		Awareness on KMSB	1	2nd week July-14	80	0.25	
		Vasthu Shashtra	1	2nd week Feb-14	80	0.25	
		Fire & Safety Management	1	1st week Feb-14	80	0.25	
		Cost Effective Building Techniques	1	1st week Aug-14	80	0.25	
		Advanced Foundation Engineering	1	2nd Week Sep-14	80	0.25	
		Contracts and Legal Aspects in Construction	1	2nd week Mar-14	80	0.25	
		Seismo Resistant Buildings	1	3rd week July-14	80	0.25	
		Dredging methods	1	2nd week Feb-14	80	0.25	
		Industrial Visit					
		Cement Factory	1	1st week Mar-14	85	0.25	
		Hydro Electric Power Plant, Ready Mix Plant	2	1st week Apr-14	72	0.8	
		Sarban Dam	2	2nd week Mar-14	75	0.25	
		Railway signal Systems, Airport	1	4th week Oct-14	72	0.6	
		Water Treatment Plant, Solid Waste Treatment Plant	2	2nd week Aug-14	72	0.25	
		Metals and Construction, Harbour	1	1st week Mar-14	72	0.8	
		Inhouse Industrial Training					
SM lab	1	1st week July-14	12	0.25			
CE lab	1	2nd week July-14	12	0.25			
TE lab	1	4th week July-14	12	0.25			
PM lab	1	1st week Jan-14	12	0.25			

	Environmental Engg lab	1	1st week Feb-14	12	0.25
	NDT Lab	1	3rd week Dec-13	12	0.25
	Structural Engineering lab	1	1st week Aug-14	12	0.25
	Autocad	1	3rd week Jan-14	12	0.25
	STAAD&PRIMAVERA	1	4th week July-14	12	0.25
	External Industrial Training				
	L&T	7	1st Week May-14	1	0.25
	Shobha Builders	7	1st Week May-14	1	0.15
	Zamil Steel	7	4th Week May-14	1	0.15
	NATPAC	7	4th Week May-14	1	0.15
	KHRI	7	1st Week Jun-14	1	0.15
	CESS	7	1st Week Jun-14	1	0.15
	CRR	7	2nd Week Jun-14	1	0.15
	KITCO	7	2nd Week Nov-14	1	0.15
	Ultras	7	2nd Week Nov-14	1	0.1
CSE	Industrial visit	2	2nd Week Jan-14	60	1
	Industrial visit	2	2nd Week Nov-14	60	1
	Industrial Training	15	2nd Week May-14	4	1.5
	Industrial Training	15	2nd Week Jun-14	4	1.5
ECE	Workshop on Professional Ethics and IPB	3	4th week Feb-14		1
	Workshop on Industry expectation from technical education	1	4th week Feb-14		0.5
	Workshop on Embedded system and realtime applications	2	4th week Feb-14		0.5
	Workshop on Nanomaterials and electronics	2	2nd week Mar-14		0.5
	Industrial visit	2	4th week Mar-14		1
	Workshop on Solar energy	2	2nd week Apr-14		0.5
	Workshop on Advances in Nanotechnology and Drug discovery	2	1st week May-14		0.5
	Workshop on Stress management	2	1st week July-14		0.5
	Workshop on Display systems	2	2nd week Aug-14		0.5
	Workshop on Android application development	7	3rd week Sep-14		0.5
	Training in Electronic circuit design softwares	2	3rd week Oct-14		0.5
	Workshop on Software Defined Radio	2	4th week Oct-14		0.5
	Workshop on Electronics test automation	2	4th week Nov-14		0.5
	Workshop on Electronics Engineering industries in India	1	1st week Dec-14		0.5
	Workshop on Optoelectronics-Challenges in industry	2	2nd week Dec-14		0.5
EEE	Workshop on Programming in RISC Processors	2	1st Week Jan-14	60	0.4
	Materials science in High Voltage Engg	1	3rd Week Feb-14	60	0.2
	Modern Trends in Power Electronics	1	4th Week Mar-14	60	0.2

Signature

	Seminar on Embedded Control Systems	1	2nd Week Jun-14	80	0.1		
	Multilevel Inverters for Industrial Applications	1	2nd Week Aug-14	80	0.1		
	Integration of Hybrid Power Systems	1	3rd Week Dec-14	60	0.1		
	Introduction to SCADA & PLC	4	2nd Week Jan-14	15	1.8		
	Workshop on Robotics	4	3rd Week Nov-14	15	1.8		
	Industrial Visit	4	Jan-14, Feb-14, Aug-14, Sep-14	140	1.4		
IT	Industrial visit	3	2nd Week Jan-14	30	1		
	Industrial visit	3	2nd Week Nov-14	30	1		
	Industrial Training	15	2nd Week May-14	4	1.5		
	Industrial Training	15	2nd Week Jun-14	4	1.5		
SO	Modern trends in manufacturing	2	3rd Week Jun-14	25	1.5		
Sub Total:					36.43		
MANAGEMENT CAPACITY ENHANCEMENT	CE	Training on Leadership quality enhancement	6	3rd week Jan-14	25	3	
		Faculty training at foreign countries	7	2nd week Nov-14	1	1	
		Faculty training at national level	7	2nd week Sep-14	9	3	
	CSE	Faculty training at foreign countries	7	2nd week Dec-14	1	1	
		Faculty training at national level	7	2nd week Aug-14	5	3	
	ECE	Faculty training at foreign countries	7	2nd week Nov-14	1	1	
		Faculty training at national level	7	2nd week Sep-14	5	3	
	EEE	Faculty training at foreign countries	7	2nd week Dec-14	1	1	
		Faculty training at national level	7	2nd week Aug-14	6	3.6	
	IT	Faculty training at foreign countries	7	2nd week Dec-14	1	1	
		Faculty training at national level	7	2nd week Aug-14	5	3	
	SO	Faculty training at foreign countries	7	2nd week Nov-14	1	1	
		Faculty training at national level	7	2nd week Sep-14	6	3	
	Sub Total:					27.8	
INSTITUTIONAL REFORMS	CE	Accreditation Fee		Mar-14		3	
		Different Committee Meetings		Dec-13, Mar-14, Jul-14		0.5	
		Continuing Education	21	May-14 to Jun-14	50	1.5	
	CSE	Accreditation Fee		Mar-14		3	
		Different Committee Meetings		Dec-13, Mar-14, Jul-14		0.5	
		Continuing Education					
	ECE	Computer Literacy for Rural People	21	May-14 to Jun-14	50	1.5	
		Accreditation Fee		Mar-14		3	
		Continuing Education					
		1. Mobile phone Repairing	14	May-14	25	0.5	
	2. Maintenance of Electronic Appliances	14	Jun-14	25	0.5		

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EQUITY ACTION PLAN	EEE	3. Hardware maintenance and servicing	14	Dec-14	25	0.3	
		Different Committee Meetings		Dec-13, Mar-14, Jul-14		0.5	
		Accreditation Fee		Mar-14		3	
		Continuing Education					
		1. Wiring	14	1st & 2nd Week Jun-14	45	1	
		2. Energy Audit	14	3rd & 4th Week Dec-14	45	1	
		3. Maintenance and Repairs of Electrical Equipments	14	3rd & 4th Week Dec-14	45	1	
		Different Committee Meetings		Dec-13, Mar-14, Jul-14		0.75	
		Starting of CoE in Power Quality Control		July-14 – Dec-14		1.7	
		Accreditation Fee		Mar-14		3	
		Different Committee Meetings		Dec-13, Mar-14, Jul-14		0.5	
		Continuing Education					
		Web Programming	21	May-14 to Jun-14	50	1.5	
		SD	Continuing Education	21		50	3
		Sub Total:					30.95
EQUITY ACTION PLAN	CE	Remedial Class					
		1. Theory	600 Hrs.	Nov-13 to Dec-14		3.6	
		2. Practical	100 Hrs.	Nov-13 to Dec-14		1.1	
		Finishing School					
		1. Personality Development & Softskill Pgms.	5	2nd & 3rd Week Feb-14	35	1.5	
		2. Gate Coaching	592 Hrs.	Dec-13 to Dec-14		3.52	
	3. Bridge Course	40 Hrs.	Sep-14 to Oct-14	60	0.24		
	CSE	Remedial Class					
		1. Theory	634 Hrs.	Nov-13 to Dec-14		3.8	
		2. Practical	100 Hrs.	Nov-13 to Dec-14		1.7	
		Finishing School					
		1. Personality & Softskill Development	18	Dec-13, Mar-14, Jul-14	150	3	
		2. Gate Coaching	238 Hrs.	Dec-13 to Dec-14	40	1.55	
	3. Bridge Course	40 Hrs.	Sep-14 to Oct-14	60	0.24		
	ECE	Remedial Class					
1. Theory		525 Hrs.	Nov-13 to Dec-14		3.15		
2. Practical		156 Hrs.	Nov-13 to Dec-14		2.65		
Finishing School							
1. Personality Development Programmes		18	Dec-13, Sep-14, Oct-14	150	1.5		
2. Softskill Management		18	Jan-14 to Dec-14	150	1.5		

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Appendix B6

GOVERNANCE SELF-REVIEWS

The TEQIP-II Good Governance Programme promotes and encourages all institutions to carry out their own self-review of current governance practice led by its Governing Body.

To assist institutions a simple Institutional Governance Review Template was developed as part of the TEQIP Good Practice Guide for Governing Bodies (see Annex 4 of the Good Practice Guide).

The Good Governance Programme views the self-review as a development tool – a way of identifying good practice and also gaps and thereby an agenda for development and change. As such the self-review is a preliminary activity to inform the development of institutional governance guidelines (see below).

The due date for completed Self-reviews was 1 October 2013.

WHAT NEXT?

Each state institution should send a copy of their initial governance self-review to their SPFU with a copy also to the NPIU; CFIs should send their self-review to the NPIU. All institutions should also send a copy of their mentor.

Each institution's Mentor will analyse the institutional self-review and governance development priorities and comment on these, giving feedback to the institution to assist institutional governance development. (See Mentors' role in the Good Governance Programme)

The self-review is a development tool. It should lead to identifying governance development priorities, and ultimately to the development of institutional governance guidelines.

The governance guidelines document is not due until September 2014 to allow time for developments and changes identified in the self-review to be put in place. (See outline schedule below)

The SPFUs (and NPIU for CFIs) will analyse the development priorities to see if there are common issues across institutions that they can support and/or governance issues that require action from the state government.

The NPIU with support from the Expert Advisory Group will develop a national picture of governance practices and issues from the self-reviews.

THE ROLE OF MENTORS

Each institution should send a copy of their initial governance self-review to their SPFU with a copy also to the NPIU; CFIs should send their self-review to the NPIU. All institutions should also send a copy of their mentor.

The self-review is a development tool. It should lead to identifying governance development priorities, and ultimately to the development of institutional governance guidelines. The governance guidelines document is not due until September 2014 to allow time for developments and changes identified in the self-review to be put in place. The SPFUs (and NPIU for CFIs) will analyse the development priorities to see if there are common issues across institutions that they can support and/or governance issues that require action from the state government.

The NPIU with support from the Expert Advisory Group will develop a national picture of governance practices and issues from the self-reviews.

Institutions should agree with their Mentor what is the most effective and efficient way for their mentor to give feedback, whether in writing or during a visit or both. Mentors' comments should challenge, where appropriate, if the supporting evidence does not support the assessment made by the institution both in the text and grading provided. Without sound evidence it will be difficult for the institution to know how, and in what ways, it can improve its governance practice. The feedback is best given in dialogue with the institution so that questions can be raised, and areas of development explored. Mentors will remind the institution that the self-review is an institutional development tool; therefore revising the self-review in the light of the Mentor's feedback will be helpful to the institution in finalising its governance change agenda.

We hope that further TEQIP-II Learning Forums on Good Governance will be organised early next year and that the revised self-reviews can be used to inform discussion of good governance practice and development across India.

Importantly, for each institution, the self-review will identify strengths and also any gaps and areas for development that need to be taken into account prior to undertaking the drafting of the Institutional Governance Guidelines.


The NPIU will not evaluate or approve the self-reviews, but NPIU will organise a central review of the institutions' governance guideline documents. The NPIU will also identify common areas of good practice, gaps and barriers, underpinning the importance of this activity as a development tool and activity and will share its analysis with SPFUs and Mentors. We are also developing a good governance website which will give SPFUs, institutions and Mentors access to a wider range of governance materials.

Ultimately, the TEQIP-II Good Governance Programme is encouraging all institutions to develop, and make publicly available, clear institutional governance guidelines – setting out how good governance is practised in their particular institution – benchmarked against the five key categories of principles and practice set out in the Good Practice Guide for Governing Bodies. These governance guidelines should be discussed and approved by the institution's Board of Governors.

As can be seen from the outline schedule below, by close to the end of September 2014 there is an expectation that all TEQIP-II institutions would have developed and disseminated their own institutional governance guidelines indicative of how good governance is practised. Such a document will give stakeholders, including students and faculty, a clear understanding of how good governance supports institutional management, performance and development.


As such, the production and adoption of these Institutional Governance Good Practice Guidelines, is the primary outcome of the TEQIP-II Good Governance Programme.

OUTLINE SCHEDULE FOR THE GOOD GOVERNANCE PROGRAMME	
October 2013	Institutional self-reviews and initial governance development plans received
	Mentors and EAG review self-reviews and governance development plans/priorities
November – December 2013	Mentors give institutions feedback on their self-reviews and governance development plans. Institutions revise their self-reviews in the light of their discussions and use this as an agenda for strengthening governance
December 2013	EAG submits an interim report on the governance programme to the JRM, TEQIP Joint Review Meeting
February 2014	Regional Governance Learning Forums
February – September 2014	Institutions develop their Institutional Governance Guidelines and send to their SPFUs – supported by Mentors, SPFUs and NPIU, as needed
September – October 2014	Mentors review the institutional governance guidelines and provide feedback reports on the quality of the institutional documents (compared to the principles set out in the TEQIP Good Practice Guide for Governing Bodies) to the SPFUs/NPIU/EAG
October 2014	EAG reviews the Institutional Governance Guideline documents and



	conducts final sample of institutional visits
December 2014	EAG submits a final report on the Good Governance Programme to the JRM/MHRD

A - PRIMARY ACCOUNTABILITIES	
SELF-REVIEW QUESTIONS	Assessment
<p>1 Has the Governing Body approved the institutional strategic vision, mission and plan - identifying a clear development path for the institution through its long-term business plans and annual budgets ?</p> <p>SUPPORTING EVIDENCE Vision & Mission strategic plan</p> <ul style="list-style-type: none"> • Vision, Mission and strategic plan are evolved by institute faculty through extensive deliberations. Vision & Mission have been included in the Institution Development Proposal (IDP) which is approved by BoG. <p>Annual budgets</p> <ul style="list-style-type: none"> • Annual budget presented to the BoG and approved. • BoG Meeting held on 20-04-2011 Agenda 1: Approval of the revised IDP. • BoG Meeting held on 26-02-2013. Agenda 5: EPFR, Annual Budget plan for the year 2013-14. 	2
<p>2 Has the Governing Body ensured the establishment and monitoring of proper, effective and efficient systems of control and accountability to ensure financial sustainability (including financial and operational controls, risk management, clear procedures for managing physical and human resources.) ?</p> <p>SUPPORTING EVIDENCE</p> <ul style="list-style-type: none"> • The auditors ensure that funds provided by funding bodies are used in accordance with the terms and conditions specified in any funding agreements /contracts /memorandum. • Budgets are approved by the BoG annually after detailed discussion. • Finance Committee meetings are held twice a year to review and approve the expenditures. <ul style="list-style-type: none"> • BoG Meeting held on 26-02-2013. Agenda 5: EPFR, Annual Budget plan for the year 2013-14 • Human resource requirements are met with the 	2



	<p>permission of chair and approved by BoG in the subsequent meetings.</p> <ul style="list-style-type: none"> • BoG Meeting held on 16-03-2012. Agenda 4: Permission to appoint Staff. • BoG Meeting held on 20-11-2012. Agenda 4: Permission to appoint Physical Education Lecturer. • BoG Meeting held on 17-07-2013. Agenda 3: Permission to appoint MIS officer. 	
3	<p>Is the Governing Body monitoring institutional performance and quality assurance arrangements? Are these benchmarked against other institutions (including accreditation, and alignment with national and international quality assurance systems) to show that they are broadly keeping pace with the institutions they would regard as their peers or competitors to ensure and enhance institutional reputation?</p> <ul style="list-style-type: none"> • No benchmarking has been carried out so far. 	3
4	<p>Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?</p> <p>SUPPORTING EVIDENCE</p> <ul style="list-style-type: none"> • Formal arrangement for monitoring does not exist, however his performance is reviewed in an informal way when he presents progress report in the BoG. 	2
B - OPENNESS & TRANSPERENCY IN THE OPERATION OF GOVERNING BODIES		
SELF-REVIEW QUESTIONS		Assessment
1	<p>Does the Governing Body publish an annual report on institutional performance? No</p>	2
2	<p>Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body? No, register of interest is not maintained</p>	2
3	<p>Is the Governing Body conducted in an open a manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic performance, finance management?</p> <ul style="list-style-type: none"> • Governing body is conducted in an open manner. The 	2

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<p>proceedings of the minutes are published in institution web site.</p> <ul style="list-style-type: none"> The sharing of relevant information with departments and faculty happens through Department meetings. 	
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C - KEY ATTRIBUTES OF GOVERNING BODIES		
SELF-REVIEW QUESTIONS		Assessment
1	<p>Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently and ensure the confidence of its stakeholders and constituents?</p> <p>SUPPORTING EVIDENCE BoG has been constituted as per the guidelines of statutory and regulating bodies (primarily UGC guidelines for autonomous bodies).</p>	1
2	<p>Are the recruitment processes and procedures for governing body members rigorous and transparent?</p> <p>Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long-term educational objectives?</p> <p>SUPPORTING EVIDENCE</p> <ul style="list-style-type: none"> Nominations are decided by the GC based upon the merit and competencies in a transparent manner. Members are actively involved in furtherance of institutional objectives 	1
3	<p>Are the role and responsibilities of the Chair of the Governing Body, the Head of the Institution and the Member Secretary serving the governing body clearly stated?</p> <ul style="list-style-type: none"> Have come through practice. 	2
4	<p>Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?</p> <p>Yes</p> <p>Last 4 GC Meetings are held on</p> <ul style="list-style-type: none"> 16th Mar 2012 16th Aug 2012 20th Nov 2012 26th Feb 2013 21st March 2013 	1

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D - EFFECTIVENESS & PERFORMANCE REVIEW OF GOVERNING BODIES	
SELF-REVIEW QUESTIONS	Assessment
1 Does the Governing Body keep their effectiveness under regular review and in reviewing its performance, reflect on the performance of the institution as a whole in meeting its long term strategic objectives and its short term indicators of performance/success ? Yes.	2
2 Does the Governing Body ensure that new members are properly inducted, and existing members receive opportunities for further development as deemed necessary Yes.	1

E - REGULATORY COMPLIANCE	
SELF-REVIEW QUESTIONS	Assessment
<p>Does the Governing Body ensure regulatory compliance* and, subject to this, take all final decisions on matter of fundamental concern to the institution.</p> <ul style="list-style-type: none"> The BoG makes it a point to treat these (AICTE, UGC, DTE,Kerala) regulations as a minimum basic requirement and gives directions to higher provisioning of infrastructure, faculty (Human resources) and equipment <p>Does the regulatory compliance include demonstrating compliance with the 'not-for-profit' purpose of education institutions Yes</p> <p>Have there been accreditation and/or external quality assurance by a national or professional body? If so, give details: name, status of current accreditation etc.</p> <ul style="list-style-type: none"> Every year mandatory disclosure is sent to AICTE and published on website. Admissions and Fee structure are as per admission rules of Kerala State <p>AICTE Approval Letter:</p> <ul style="list-style-type: none"> F.No. South-West/1-1359778115/2013/EOA dt. 19 Mar 2013 and <p>CUSAT Extension of Provisional Recognition:</p> <ul style="list-style-type: none"> No. Ac.C3/Prov.Recog/13-14 dtd.15 May 2013. 	2

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Appendix C1

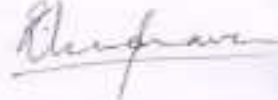
The status of fund position as on 30.09.2013

Fund utilization status for the allotted 400Lakh is presented below.

Sl. No	Activity/Category of Expenditure	Total Budget Provision out of Rs. 1000 Lakh	Fund received from SPFU in Lakhs	Amount spent Rs.
1	Improvement in teaching, training and learning facilities			
1.1	Equipments	550.00	213.00	9169542
1.2	Furniture			2109817
1.3	Books & LR & Software			5941044
1.4	Minor Items			
1.5	Refurbishment work (Minor Civil works)			2429054
1.6	Consultant services			
	Sub Total			19649457
2	Providing Assistantship for increased enrolment in existing and new PG	100.00		
3	Enhancement of R&D and Institutional Consultancy activities	20.00		
4	Faculty and Staff Development (FSD)	100.00		411430
5	Enhanced Interaction with Industry	40.00		21692
6	Institutional Management Capacity Enhancement	30.00		
7	Academic Reforms	20.00		833631
8	Academic Support for weak students	40.00		289220
9	Incremental Operating Cost	100.00		1068254
	TOTAL	1000.00	213.00	22275684

Bank interest and other income Rs.9,80,680/-
In addition to the above,

1. Committed an amount of **Rs. 251,27676 Lakh** (Purchase order sent)
2. Initiated procurement for an amount of **Rs. 80,4401 Lakh** (Initiated)



Appendix C2

Status of faculty position as on 01-11-2013

Electrical and Electronics Engg. Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Professor	1	Nil	1	
Associate Professor	2	Nil	2	
Assistant Professor	7	8	Nil	M. Tech 6 B.Tech 2
Contract Faculty		1		B. Tech 1
Electronics and Communication Engg. Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Professor	1	Nil	1	
Associate Professor	2	1	1	Ph D -1doing
Assistant Professor	7	6	1	M. Tech 3 B. Tech 3
Contract Faculty		6		M. Tech 6
Computer Science & Engg. Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Professor	1	0	1	
Associate Professor	2	1	1	M.Tech
Assistant Professor	7	4	3	M. Tech 4
Contract Faculty		5		M. Tech 5
Information Technology Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Professor	Nil	0	Nil	
Associate Professor	1	0	1	
Assistant Professor	3	3	0	M.Tech 1 doing B. Tech 2
Contract Faculty		4		M. Tech 2 B. Tech 2
Mechanical Engineering Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Professor	Nil	Nil	Nil	
Associate Professor	Nil	Nil	Nil	
Assistant Professor	3	3	0	M. Tech 3
Contract Faculty		1		B. Tech 1

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Civil Engineering Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Professor	1	Nil	1	
Associate Professor	1	Nil	1	
Assistant Professor	7	6	1	M.Tech 5 B. Tech 1
Contract Faculty		6		M.Tech 1 B. Tech 6
Applied Science Department				
	Sanctioned Nos.	Available Nos.	Vacancy Nos.	Qualification
Assistant Professor	4	4	Nil	PhD 1M. Sc. 3
Contract Faculty		3		M. Phil. 1M. Sc. 2

Appendix C3

Status of the new PG/UG programs as on 01-11-2013

We are preparing a detailed project report to submit to CAPE for give resolution to start one UG programme B.Tech in Mechanical Engineering and three PG programme one each in Electronics, Computer Science and in Electrical department.

Appendix C4

Accreditation status of the UG programs

The accreditation of all eligible UG programs is mandatory for the project institutions. The institution has already prepared a draft Self Assessment Report (SAR) and presented before the meeting held on 02-01-2013 at DTE, Thiruvananthapuram. Based on the suggestions of the meeting, the institution again modified the SAR.

We had send the DD of Rs. 7 lakh and and one lakh towards the accreditation fee and registration fee for seeking the accreditation of the following three eligible programmes on 30.03.2013 as per the letter no CET/166/2012/TEQIP. Another DD of Rs. 12,360/- was sent towards the tax on registration fee on 30.10.2013.

Discipline	Format	Level	Programme
Engineering & Technology	Tier II	Under Graduate	Computer Science & Engg.
		Under Graduate	Electrical & Electronics Engg.
		Under Graduate	Electronics & Communication Engg.



Appendix C5

Report on Remedial Classes

During last academic year, remedial classes are conducted for both regular and supplementary students (especially for first year subjects). For regular students, based on the first sessional exam the weak students are identified and remedial classes were conducted for them. For supplementary students, the remedial classes are conducted during study leave. All the classes are conducted during Saturdays, Sundays and study leave. Remedial classes were effectively implemented for first year students during last academic year.

Remedial class for first year subjects (2012-2013)

SUBJECTS	Number of Hours	Number of Hours
	First year	Supplementary
Engineering Mechanics	30	21
Engineering graphics	33	21
Computer programming	6	18
Chemistry	3	3
Electrical	13	13
Physics	15	12
Mathematics	21	15
Technical Communication	3	3

Appendix C6

a. Result Analysis of regular students

Result 12-13

	I & II			III			IV			V			VI			VII			VIII		
EC	63	28	44	69	35	51	68	21	30.88	72	41	57	70	37	59	71	43	61	71	51	72
CE	63	35	56	69	42	61	69	34	49.28	72	61	85	72	36	50	72	54	75	72	65	80
EE	63	28	45	60	37	54	69	23	33.33	72	33	46	72	28	39	64	40	62	64	47	73
CSE	63	18	29	68	26	38	68	21	30.88	66	40	61	65	29	45	59	44	75	59	42	73
IT	24	9	38	29	13	45	29	6	20.69	21	15	71	23	15	68	16	15	94	16	15	94
	276	118	43	305	153	50	303	105	34.65	303	190	63	301	143	48	282	196	70	282	221	78

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b. Result Analysis of the students attended remedial classes

Remedial Class: March/April 2013 Result

Sl. No.	Subject	No of Students	No. of students Passed
1	EE 603 Control systemsII	6	1
2	EE 402 Logic Design	10	7
3	EE 606 Electrical MachineIII	9	8
4	401 Engineering Maths	3	1
5	CS/IT 404 Automata Language and Computation	18	15
6	CS403 Computer architecture	4	4
7	EE 403 Electrical Technology	8	7
8	EE 405 Analog communication	3	2
9	EE 404 Linear system analysis	4	0
10	CE 403 Mechanics of structure	6	5
11	602EE/EC Industrial power electronics	6	5
12	CS 402 Microprocessor	6	5

Sub Total: 83 60

Remedial Class: November 2012 Result

1	EE 304 Electrical Circuit theory	15	5
2	301 Engineering Mathematics	22	9
3	IT 302 Electrical technology	8	7
4	DatabaseManagement system	1	1
5	EE 303 Strength of Material	7	3
6	602 Digital signal processing	18	5
7	ECLD	10	6
8	506 Microprocessor	6	6
9	EE 402 Logic Design	2	0
10	Machine Drawing	2	2
11	ECLD	2	3
12	Machine Drawing	3	3
13	EE 306 Electronic device and circuits	3	0
14	CE503 Structural design	6	4
		96	54
1	CS/IT/EE/EC/EC/401 mathematics	10	4
2	EC/CS/IT 402 microprocessor	3	2
3	CS 403 Computer Architecture	4	2
4	CE 402	1	1
5	CS/IT/ 404 Automata language and computation	18	11
6	EC 403 electronic Circuit	3	1

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7	CE 403 Mechanics of Structure	2	3
8	EC 404 Signal and Systems	14	6
9	CE 405 Fluid mechanics	4	3
10	IT 406 Data communication	5	3
11	104 Engineering Mechanics	97	59
12	105 Engineering Graphics	45	31
13	107 Basic Electronics and Electrical	14	9
14	101 Engineering Mathematics	14	7
15	103 Engineering Chemistry	2	2
16	108 Computer programming	16	3
17	CS 507 Microprocessor Lab	15	15
18	501 Engineering Mathematics	1	1
19	301 Engineering Mathematics	22	9
		290	170
TOTAL(UP TO 4TH SEM APRIL 2013)		469	284

60.6

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