

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME**

**Phase II Sub Component1.1**

**15<sup>th</sup> MEETING MINUTES OF  
THE BOARD OF GOVERNORS**


**Date: 28-10-2015**

**Time: 02.00 pm**

**Venue: Principal's Chamber, College of Engineering Trikaripur**

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

**Phone: 04672250377 Fax:04672250750**



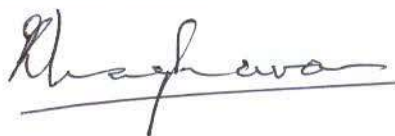
## Agenda

### Part A (Procedural)

<b>Part A</b>	
<b>Procedural</b>	
<b>Item. No</b>	<b>Items</b>
A0	Condolence for the sad demise of Dr. M K Radhakrishnan.
A1	Confirming the Minutes of the 14 <sup>th</sup> Meeting of the Board of Governors held on 17-06-2015 at the College of Engineering Trikaripur, Cheemeni.
A2	Report on the action taken/action pending on the pertinent decisions in the Minutes of the 14 <sup>th</sup> Meeting of the Board of Governors.

### Part B (Discussion, Consideration and Ratification/Approval)

<b>Part B</b>		
<b>Discussion, Consideration and Ratification/Approval</b>		
<b>Item. No</b>	<b>Items</b>	<b>Page No</b>
B1	Ratification of the various in- house training programmes for the students and staff.	4
B2	Ratification of the various training programmes attended by faculty, technical and administrative staff outside the institution.	7
B3	Approval for National Conferences.	12
B4	Approval for adding new Member in BoG.	12
B5	Approval for the cost of consumables for accreditation works.	13
B6	Approval of the expenditure norms for Internship Program for students.	13
B7	Approval for the expenditure incurred towards the preparation of Annual Budget.	13
B8	Approval for consolidated salary of Accountant and Data Entry Operator	13

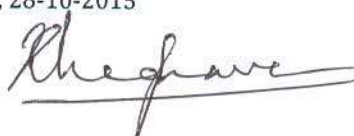


### Part C (Reports)

Part C Reports		
Sl. No	Items	Page No.
C1	Status of fund position as on 30-09-2015.	13
C2	The status of Faculty position as on 30-09-2015	13
C3	Report on Remedial Classes	13
C4	Result Analysis	13

### Part D (Other Items)

Part D Any other item with the permission of the Chair		
Sl. No	Items	Page No.
D1	Other Items	14



**Members Attended:**

The meeting was started at 02.00 p.m at Principal's chamber, and presided over by Sri. K. Raghavan, Chairman BoG. The following members of the BoG were presented in the meeting.

1. Dr. V. Gopakumar
2. Dr.A.K.Padmini
3. Sri. R.Rajeevan
4. Sri.Vijayamohan J
5. Dr. R. Bijukumar
6. Prof. P. Kunhikannan
7. Sri.Mahesh.V.V
8. Sri. Suresh kumar.A.V.
9. Sri. Sudheesh N

The Principal welcomed all the members and briefed the actions taken/pending on the recommendations of the previous meeting held on 17/06/2015. After detailed discussion the following decisions were taken.

**Item No.0 (A0): Condolence for the sad demise of Dr. M K Radhakrishnan.**

BoG paid the condolence for the sad demise of Dr. M K Radhakrishnan, one of the BoG members of the College.

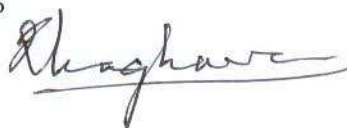
BoG also suggested to name the newly constructed Seminar hall as Dr. M K Radhakrishnan Hall as a mark of respect for the deceased academician who was also the founder Principal of the college.

**Item No.1 (A1&A2): Confirming the minutes of the previous BoG Meeting held on 17-06-2015 and report on the action taken/pending.**

Minutes of the previous BoG Meeting held on 17-06-2015 was approved. (Refer AnnexureA1 of detailed agenda and notes).

**Item No.2 (B1): Ratification of Various In-house training programmes for the students and staff.**

BoG ratified all the in-house training programmes for the students/staff and approved as per **Table B1.1** of detailed agenda and notes.



## In-house Programme Settled

Name	Programme	period		Head of Account	Amount(in Rs.)
		From	To		

### CSE

Placement	Campus Recruitment for final year students by engaging Grace Lab System	02/03/2015		Enhanced Interaction with Industries	24,605
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### ECE

FDP	FDP on Digital Signal Processing Tools For Engineering Applications organized by ECE	10/11/2014	14/11/2014	Faculty and Staff Development programme	92,385
Workshop	Workshop on Embedded System Design and Development, Dept of ECE	27/07/2015	01/08/2015	Enhanced interaction with industries	87,860
Workshop	workshop on hands on Training -8051	03/08/2015	05/08/2015	Advance to employee	53,380
Workshop	Workshop on Hands on Training -PIC microcontrollers ,Arm Processors and Raspberry Pi organized by ECE Dept.	21/07/2015	25/07/2015	Enhanced interaction with industries	83,369

### EEE

FDP	FDP on Latex -A Document Preparation System organized by Dept of EEE	27/04/2015	29/04/2015	Faculty and Staff Development programme	61,876
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*[Handwritten Signature]*

STTP	STTP on control engineering theory and applications, Organized by EEE	08/12/2014	12/12/2014	Faculty and Staff Development programme	93,804
Expert Talk	Expert talk on Training on Simulation Tools	28/08/2015	29/08/2015	Enhanced Interaction with Industries	18,218

### Applied Science

Placement	Placement Training Programme	04/09/2014		Enhanced Interaction with industries	69,540
Placement	Placement Training Programme	20/08/2014	26/08/2014	Enhanced Interaction with industries	69,420
Placement	Placement Training Programme	18/08/2014	23/08/2014	Enhanced Interaction with industries	68,940
Placement	Placement Training Programme	25/08/2014	30/08/2014	Enhanced Interaction with industries	71,460

### In-house Programmes completed but not settled

Name	Programme	period		Head of Account	Amount (in Rs.)
		From	To		

#### EEE

Workshop	workshop on Web Designing	28/07/2015	29/07/2015	Advance employee to	15,000
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#### CSE

Placement	Placement Training Program for CSE/IT Students	01/10/2015	06/10/2015	Advance employee to	50,000
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*Shekhawar*

Placement	Placement Training Program for ECE Students	08/10/2015	13/10/2015	Advance employee	to	50,000
Placement	Placement Training Program for EEE Students	15/10/2015	20/10/2015	Advance employee	to	50,000

### Applied Science

Soft Skill	Soft Skill Training Programme for Final year students	14/10/2015	17/10/2015	Advance employee	to	35,000
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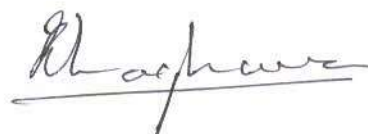
### Item No.3 (B2): Ratification of the various training programs attended by faculty, technical staff and administrative staff, outside the institution.

BoG ratified the various training programs attended by faculty, technical and administrative staff outside the Institution and approved as per **TableB2.1** of detailed agenda and notes.

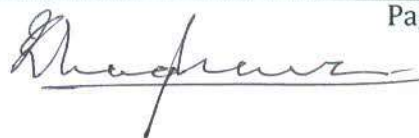
External Programs settled					
Name	Programme	period		Head of Account	Amount (in Rs.)
		From	To		

### EEE

Binesh Mohan	Workshop on Innovations in cable technology at PSG Coimbatore	06/05/2015		Salaries 1.1.9.A(IOC)	6,603
				Faculty and Staff Development programme	1,000
Sujith D K	Workshop on Innovations in cable technology at PSG Coimbatore	06/05/2015		Salaries 1.1.9.A(IOC)	5,141
				Salaries	1,000



				1.1.9.A(IOC)	
Sreekanth.P	Failure of Distribution Transformers and Remedial Measures at ESCI, Hyderabad	27/05/2015	29/05/2015	Faculty and Staff Development programme	31,249
Binesh Mohan	Failure of Distribution Transformers and Remedial Measures at ESCI, Hyderabad	27/05/2015	29/05/2015	Faculty and Staff Development programme	31,249
Gireeshkumar.A, A.P in EEE	International conference on Smart Grid Technologies (ICSGT2015), Amria School of Engg. Coimbatore	06/08/2015	08/08/2015	Faculty and Staff Development programme	15,204
Binesh Mohan.P, A.P in EEE	International workshop on Solar voltanic power systems for residential, commercial & off Grid Applications, Rajagiri School of Engg. Cochin	22/07/2015	23/07/2015	Faculty and Staff Development programme	7,724
Gireeshkumar.A, A.P in EEE	International workshop on Solar voltanic power systems for residential, commercial & off Grid Applications, Rajagiri School of Engg. Cochin	22/07/2015	23/07/2015	Faculty and Staff Development programme	7,724
Binesh Mohan	Pedagogical Training Programme at IITM Chennai	18/06/2015	20/06/2015	Faculty and Staff Development programme	5,537
Gireesh Kumar.A	Pedagogical Training Programme at IITM Chennai	18/06/2015	20/06/2015	Faculty and Staff Development programme	5,537
Praseetha.K	Pedagogical Training Programme at IITM Chennai	16/07/2015	18/07/2015	Faculty and Staff Development programme	5,251





Gireeshkumar.A	National Conference on Emerging Technologies 2015 at Barton Hill Trivandrum	25/09/2015	26/09/2015	Faculty Development Program	6,412
Swathimon N	FDP on PCB Design and Fabrication Technologies at COE karunagapally	16/09/2015	18/09/2015	Faculty Development Program	5,006

### CE

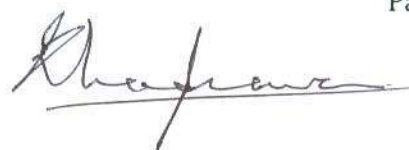
Shyni.T.V	Pedagogical Training Programme at IITM Chennai	27/04/2015	29/04/2015	Faculty and Staff Development programme	11,825
George Alex	Pedagogical Training Programme at IITM Chennai	27/07/2015	29/07/2015	Faculty and Staff Development programme	5,537

### Applied Science

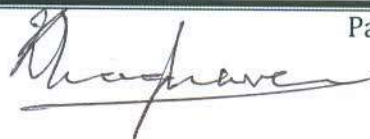
Roshina.K.V	Pedagogical Training Programme at IITM Chennai	27/04/2015	29/04/2015	Faculty and Staff Development programme	28,401
Rekha.K.P	Pedagogical Training Programme at IITM Chennai	27/04/2015	29/04/2015	Faculty and Staff Development programme	28,401
Aneeshkumar.P	Pedagogical Training programme at IITM, Chennai	02/09/2015	04/09/2015	Faculty and Staff Development programme	16,372

### ECE

Priya.M	Pedagogical Training Programme at IITM Chennai	19/03/2015	21/03/2015	Faculty and Staff Development programme	13,946
Joby James	Pedagogical Training Programme at IITM	19/03/2015	21/03/2015	Faculty and Staff	13,817



	Chennai			Development programme	
Deepthi.P.M	Pedagogical Training Programme at IITM Chennai	19/03/2015	21/03/2015	Faculty and Staff Development programme	13,817
R.BijuKumar	Recent Advances in Engineering, Science & Technology, Noorul Islam Tamilnadu	17/04/2015		Faculty and Staff Development programme	5,000
				Salaries 1.1.9.A(IOC)	6,575
Joby James	FDP on Automatic Control Systems and Design with MATLAB/SIMULINK	19/05/2015	22/05/2015	Salaries 1.1.9.A(IOC)	4,730
				Faculty and Staff Development programme	5,000
Priya.M	FDP on Automatic Control Systems and Design with MATLAB/SIMULINK	19/05/2015	22/05/2015	Faculty and Staff Development programme	4,730
				Faculty and Staff Development programme	5,000
Dayesh K.G	FDP on PCB Desigh and Fabrication Technologies at COE karunagapally	16/09/2015	18/09/2015	Faculty Development Program	4,514
<b>CSE</b>					
Anoop.P.V	Pedagogical Training Programme at IITM Chennai	27/07/2015	29/07/2015	Faculty and Staff Development programme	5,617
Muhammed Sajeer.N	Pedagogical Training programme at IITM,	02/09/2015	04/09/2015	Faculty and Staff Development	11,436



	Chennai			programme	
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## ME

Deepu.R.J	Pedagogical Training Programme at IITM Chennai	27/07/2015	29/07/2015	Faculty and Staff Development programme	5,617
Sudheesh.N	Pedagogical Training programme at IITM, Chennai	02/09/2015	04/09/2015	Faculty and Staff Development programme	17,568

## IT

Reejamol.K.J	Pedagogical Training Programme at IITM Chennai	16/07/2015	18/07/2015	Faculty and Staff Development programme	5,251
Santhosh.S.N	Work shop on "Day with RSA Security" Bangalore	09/07/2015		Salaries 1.1.9.A(IOC)	4,150

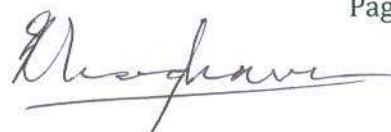
### External Training Programmes unsettled

### External Program completed but not settled

Name	Programme	period		Head of Account	Amount (in Rs.)
		From	To		

## EEE

Gireeshkumar. A	Hi impact Leadership Programme at Barton Hill Trivandrum	08/10/2015	10/10/2015	Advance to employee	45,000
Binesh Mohan.P	Special training Program on Power Industry-Familiarisation at PETRAR, Moolamattom	15/10/2015	17/10/2015	Advance to employee	11,000



Sreejith V Nair	Special training Program on Power Industry-Familiarisation at PETRARC,Moolamattom	15/10/2015	17/10/2015	Advance to employee	11,000
Cyriac Bernard	Special training Program on Power Industry-Familiarisation at PETRARC,Moolamattom	15/10/2015	17/10/2015	Advance to employee	11,000

### ECE

Dr.R.Bijukumar	Hi impact Leadership Programme at Barton Hill Trivandrum	08/10/2015	10/10/2015	Advance to employee	45,000
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### External Training Programmes to be settled

External Program not completed					
Name	Programme	period		Head of Account	Amount (in Rs.)
		From	To		

### EEE

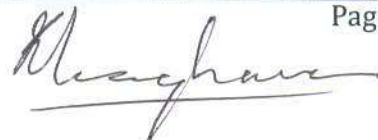
Sujith.D.K	National traing Course on Wind Energy Technology at NIWT Chennai	26/10/2015	30/10/2015	Advance to employee	32,000
Binesh Mohan.P	National traing Course on Wind Energy Technology at NIWT Chennai	26/10/2015	30/10/2015	Advance to employee	32,000

### Item No.4 (B3): Approval for National Conferences.

BoG has given approval to conduct two National conferences of CSE/IT and ECE departments which are scheduled on the month of February and March 2016 respectively. To meet the expenses, BoG has sanctioned an amount of Rupees (up to) 6 Lakhs separately for both the conferences.

### Item No.5 (B4): Approval for adding new Member in BoG.

BoG has made a suggestion to identify an eminent academician as the new member in the BoG. The details of such a person, who is willing to act as BoG member, should be sent to CAPE for obtaining the Government sanction.



**Item No.6 (B5): Approval for the cost of consumables for accreditation works.**

BoG has suggested to seek some financial assistance from CAPE to meet the expenditure for purchasing the consumables for Accreditation work.

**Item No7 (B6): Approval of the expenditure norms for Internship Program for students.**

The BoG has fixed the daily allowance that has to be paid to a student who may be deputed for internship inside Kerala and outside Kerala are as per Table.

	Inside Kerala	Outside Kerala
Food (per Day)	Rs. 150/-	Rs. 150/-
Accommodation (per Day)	Rs. 400/-	Rs. 500/-
Maximum No of days	Two weeks	Two weeks

**Item No8 (B7): Approval for the expenditure incurred towards the preparation of Annual Budget.**

Approved the expenditure committed for the preparation of Annual Budget.

**Item No.9 (B8): Approval for consolidated salary of Accountant and Data Entry Operator**

The BoG approved and revised the salary of Accountant as Rs.15,000/- (Consolidated) as per the norms included in the minutes of 7<sup>th</sup> and 8<sup>th</sup> SSC meeting on 29/01/2014 and 25/04/2015 respectively with effect from 01/04/2015. Also the salary of Data Entry Operator may be revised as Rs.15,000/- (Consolidated) if meets the TEQIP norms included in the minutes of 7<sup>th</sup> SSC meeting on 29/01/2014.

**Item No.10 (C1): Status of Fund Position as on 30-09-2015.**

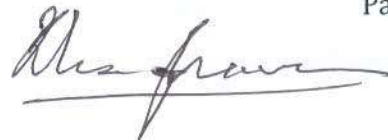
BoG noted the status of fund position based on the MFMR for the month of 30-09-2015. The status of fund position is given in Table C1.1 of detailed Agenda & Notes.

**Item No.11 (C2): Status of Faculty Position as on 30-09-2015.**

BoG noted the Status of Faculty Position as on 30-09-2015.

**Item No.12 (C3): Report on Remedial Classes.**

Reported to BoG about the remedial classes. Refer detailed Agenda & Notes.

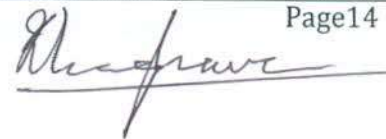


**Item No.13 (C4): Result Analysis.**

Reported to BoG about the Result Analysis. Refer detailed Agenda & Notes.

**Item No.14 (D1): Other Items.**

BoG has given approval for International conference of EEE department scheduled on April 2016. BoG has sanctioned an amount of Rs.27 Lakhs for the smooth conduction of the conference.

A handwritten signature in black ink, appearing to read 'M. S. Prave', is written over a horizontal line.