

COLLEGE OF ENGINEERING TRIKARIPUR, CHEEMENI

**Minutes of the meeting of Board of Governors under TEQIP Phase-II
Programme Held on 17-07-2013**

The Meeting commenced at 9.30AM 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.M.K.Radhakrishnan
3. Prof..P. Kunhikannan
4. Smt. Naveena.A.K
5. Sri. Sudheesh.N
6. Dr.PratapaChandran Nair (Mentor)

The Principal welcomed all the members and briefed the Report of action taken on the minutes of the previous meeting held on 21-03-2013. After detailed discussion the following decisions are taken.

Item No.1> Minutes of the previous BoG Meeting held on 21-03-2013 was approved.

Item No.2>Engaging a Professional Counsellor.

BoG permitted to appoint a Professional Counsellor (visiting) for the benefit of all students in our institution. The frequency of visit fixed as one day per week on a trial basis. The remuneration fixed as an amount of Rs. 3000/- maximum (Rupees Three Thousand only) per visit.

Item No.3>Appointing of MIS (Management Information System) officer.

BoG approved to appoint an MIS officer for the processing of MIS data of institution. A consolidated amount of Rs. 25000/- (Rupees Twenty Five Thousand only) per month, fixed as remuneration. The qualification of candidate should be as per the norms given by SPFU/NPIU.

Item No.4>Bridge Course for Lateral Entry Students.

BoGhas given approval for conducting Bridge course in Mathematics for the Lateral Entry students.

Item No.5>Ceiling of Honorarium for remedial classes.

BoG fixed Monthly Ceiling of Rs. 15000/- (Rupees Fifteen Thousand only) for the remuneration for remedial classes by an In-House Faculty/Staff.

Item No. 6>Course Fee Refund for MTech.

BoG has given sanction for the refunding of MTech course fee for those who are joined in MTech even before signing the MoU and satisfy the following condition.

- a. For refunding of the course fee of the MTech, the beneficiary must join in the parent institution and should serve in parent institution at least for a period of one year.
- b. Only after the completion of 1 year, the tuition fee will be refunded.

Item No. 7>Fees for PhD and MTech Programme.

BoG approved to refund tuition fee only as per Govt. norms.

Item No. 8>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. 9>MFMR for the month of June 2013

BoG discussed and approved the MFMR of June 2013.

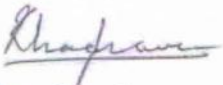
Item No. 10>Any Other Item (s)

- a. BoG has appointed Dr. T.P. Mohandas, MES Kuttippuramas Senior Research Advisor to felicitate R&D activities of the Institution. Honorarium per visit is fixed as Rs. 5000/- + TA + Actual Lodging Expenses.
- b. The performance auditors report was discussed in detail and the following decisions were taken
 - i. One of the KPIs in TEQIP-II is the commencement of PG programmes in the project institution. As per the AICTE norms all the faculty position has to be filled. BoG empowers the Principal to communicate this issue to the CAPE management.
 - ii. As per the PIP of TEQIP II delegation of administrative and financial powers to senior functionaries is necessary. So the BoG decided to give a resolution to CAPE for appoint senior faculty in the Department as HoDs and orders may be issued for delegation of administration and financial powers.
 - iii. All the faculty and Staff should be attended atleast one programme per year. Necessary orders may be issued by the Principal in this regard.

- iv. Continuing Education Cell must be established, which in turn, can act as a source of IRG.
- v. III Cell should take necessary immediate action to tie-up with nearby industries and conducting industrial visit of students and faculty.
- vi. Orders should be released from Authority regarding the Duty of the Principal.
- vii. Finishing school and TPC should co-ordinate together and may devise suitable programmes for the students to improve their employability.

17-07-2013

Cheemeni.


(K. Raghavan)