Minutes of the XVIIth meeting of the Board of Governors (BoG) of TEQIP II held on 01st October 2016 at Mascot Hotel, Thiruvananthapuram.

Members present	Signature
K.C. HARI KUMAR	K.C.H. Kumar.
Dr. S. Jayakumar	
Dr. R. SASIKUMAR	
Sajeev. V	
Dr. P. R. [illegible]	
Dr. M. Ayyappan	
G. Vijaya Mohanan. Addl Secy. Fin.	
8 M. G. Ranjith Kumar DS H Edn	M.G. Ranjith
9 Ramachandran. C,	
10 Ranjith. K TEQIP Co-ordinator	
11 Anil Rajagopal KP Finance Officer	
12 Hyna M Accademic Co-ordinator	
13 Kiran. G.S R&D Coordinator	
14 Dr. Rajesh. J (HOD, ECE)	

Reeshma. K (Clerk cum Junior Accountant) [signature]

Anupama. P.P (Data Entry Operator) [signature]

Proceedings of the Meeting

Prof. HariKumar K C, Chairman of BoG presided over the meeting. The meeting started with an introduction by the Principal as member secretary of the BoG. The Principal welcomed all the honorable members of the BoG and briefed the progress made by the College on the TEQIP II performance. The BoG congratulated the team for the improved and commendable performance. After that each item in the agenda were taken for discussion and decision by the BoG.

A1: Confirming the Minutes of the 16th Meeting of the Board of Governors held on 12-07-2016 at College of Engineering Thalassery.

Discussion: The Minutes of the 16th Meeting of the Board of Governors of the TEQIP Phase II of CoE, Thalassery held on 12-07-2016 at College of Engineering Thalassery was sent to the Chairman and upon his consent, copies were circulated among the other members of the BoG. Comments received were well addressed. A copy of the Minutes is appended as Annexure 1 (Page No: 45) for confirmation. The BoG is requested to consider the Minutes for approval.

Conclusion: The minutes of the previous meeting held on 12-07-2016 was approved.
[Action by : Principal]

A2: Report on the action taken / action pending on the pertinent decisions in the Minutes of the 16th Meeting of the Board of Governors held on 12-07-2016 at College of Engineering Thalassery.

Discussion: The decisions taken by the Board as recorded in the Minutes of the 16th Meeting of the Board of Governors of the TEQIP Phase II held on 12-07-2016 have been noted and actions have been initiated.

Conclusion: The action taken Report of the previous meeting held on 12-07-2016 was approved.
[Action by: Principal]

PART B

Items for Discussion, Consideration and Approval in the 16th BoG Meeting.

Item B1: The role of General Manager, Mr. Suresh Babu M, Rubco Huat Woods (P) Ltd., Thalassery as Special Invitee, in order to utilize his expertise in developing Enterpreneurship, Technology Business Incubation, etc.

Discussion: The BoG proposed to consider making a MoU with Rubco Ltd.

Conclusion/Resolution/Recommendation/Decision:

The BoG recommended inviting him as an invitee member for all activities of startup and III Activities. Arranged to invite industry experts as visiting faculty members.

[Action by: Principal]

Item B2: How to Evaluate BoG Chairman and Members.

Discussion: BoG discussed in detail and made some general remarks such as

(i) BoG should give strategic direction and future plans such as where do the members want to position the college, evaluate the effectiveness of the TEQIP programmes and plans for three years.

(ii) Impacts of the money being spend.

(iii) How well informed the members are and communicate back to the BoG.

Conclusion/Resolution/Recommendation/Decision:
Evaluation procedure is to be developed.

[Action by: Principal].

Item B3: Internal Audit Report 2015-16 Second Half

Discussion: BoG discussed the Internal Audit Report

2015-16 First Half.

Conclusion/Resolution/Recommendation/Decision:
BoG noted.

[Action by: Finance Coordinator/Principal]

Item B4: Procurement of Services

Discussion: BoG discussed the services procured.

Conclusion/Resolution/Recommendation/Decision:
BoG noted.

[Action by: Procurement Coordinator]

Item B5: ISO Certification

Discussion: The BoG discussed ISO Certification activities and reviewed the process.

Conclusion/Resolution/Recommendation/Decision:
BoG recommended ensuring ISO certification before the completion of TEQIP II Project.

[Action by: ISO Coordinator]

Item B6: FSD Programme till Oct 2016

Discussion: BoG discussed the FSD programme till Oct 2016.

Conclusion/Resolution/Recommendation/Decision: BoG approved subject to the availability of funds and sought explanation why ME and IT are not involved in this. BoG expressed the concern on the low participation by ME and IT departments.

[Action by: Academic Coordinator]

Item B7: High Intensity training programmes

Discussion: BoG discussed the ToR of five high intensity training programmes.

Conclusion/Resolution/Recommendation/Decision: BoG recommended applying for the additional fund to SPFU. If additional fund will alot by SPFU then conduct HITs.

[Action by: Academic Coordinator]

Item B8: Internal training programs for the students

Discussion: BoG discussed the proposed Internal training programs for the students.

Conclusion/Resolution/Recommendation/Decision: BoG approved all the programmes.

[Action by: Academic Coordinator]

Item B9: R & D Activities

Discussion: BoG discussed the revenue generated by the conferences and the conduct of official auditing of the accounts.

Conclusion/Resolution/Recommendation/Decision: BoG sought the report on the revenue generated and decided to arrange an auditing.

[Action by: R & D Coordinator]

Item B10: International Conference

Discussion: BoG discussed the International Conference.

Conclusion/Resolution/Recommendation/Decision: The BoG deferred this to the future.

[Action by: Principal]

Item B11: Ratification of Internal training programs for the students.

Discussion: BoG discussed internal training programmes and remedial classes for students.

Conclusion/Resolution/Recommendation/Decision: BoG ratified 16 remedial classes. BoG ratified a total amount of Rs. 126,600/- towards the remedial classes. BoG directed to resubmit twenty five Internal training programmes (Sl. No. 1-24 and 27) after adding the rating for each programme, in the next BoG. BoG directed to place programme under serial No. 25 and 26 as seperate agenda in the next BoG.

[Action by: Principal]

Item B12: Ratification of Faculty Staff Development Programme – Internal

Discussion: The BoG discussed FSD Internal programmes conducted by different Department.
The BoG ratified all Ten items.

Conclusion/Resolution/Recommendation/Decision: BoG ratified a total amount of Rs. 6,51,809/- towards internal FSD programmes and a total amount of Rs. 16.82 Lakhs towards MDP at IIM Calicut.
[Action by: Principal]

Item B13: Ratification of Expenditure for Training, Seminar, Conference, Workshop attended by Faculty and Staff - External

Discussion: The BoG discussed Training, Seminar, Conference, Workshop attended by Faculty and Staff (external). BoG ratified all seventy five items.

Conclusion/Resolution/Recommendation/Decision: BoG ratified a total amount of Rs. 8,84,881/-
[Action by: Principal]

Item B14: Ratification of M.Tech Assistantship (ME&ECE)

Discussion: BoG discussed the details of Assistantship for M.Tech students from May 2016 to Aug 2016.

Conclusion/Resolution/Recommendation/Decision: BoG ratified a total amount of Rs. 7,68,771/-
[Action by: Principal]

Item B15: Ratification of Fee for Faculty Qualification Upgradation.

Discussion: BoG discussed the details of fee for faculty doing M.Tech.

Conclusion/Resolution/Recommendation/Decision: BoG ratified a total amount of Rs. 93,265/-
[Action by: Principal]

Item B16: Ratification of payment made for procurement packages:

Discussion: BoG discussed the procured packages.

Conclusion/Resolution/Recommendation/Decision: BoG directed to produce the entire details of the procurement of Computer Phase III in the next BoG.
[Action by: Principal]

PART C

REPORTS

Item C1: The status of fund position as on 27-09-2016

Discussion: BoG discussed the fund status.

Conclusion/Resolution/Recommendation/Decision: BoG noted.

Item C2: The status of four fund position as on 27-09-2016

Discussion: BoG discussed the four fund status.

Conclusion/Resolution/Recommendation/Decision: BoG noted.

PART D

Any other item with the permission of the Chair.

Item D1: NAAC Accreditation

Discussion: BoG discussed the need of NAAC Accreditation in addition to NBA Accreditation.

Conclusion/Resolution/Recommendation/Decision: BoG recommended applying for this.

Item D2: Additional fund from SPFU

Discussion: BoG discussed the severe fund shortage.

Conclusion/Resolution/Recommendation/Decision: BoG recommended applying for 1.5 Crores of additional funding above the 10 Crores.

The probable date of next BoG meeting.

The next BoG meeting will be held in 3rd December 2016 (Saturday) at CoE Thalassery.

The meeting concluded at 2:00 pm with vote of thanks by Principal.

K.C.H. Kumar.
29/12/2016
Dr. K C HariKumar
Chairman, BoG, TEQIP II