**Draft copy of the minutes of 11th BoG meeting**

**Date: 23-02-2015 Venue: TEQIP Office, CoET Time: 10:00 am**

**Members present**

1. Dr. Hari Kumar K.C., IIT Madras, Chairman.
2. Dr. Gopakumar V., Director, SPFU, Kerala
3. Dr. Raveendran S., Director, CAPE, Kerala
4. Mr. Surendran K.K., Deputy Secretary, Finance, Govt. of Kerala
5. Dr. Sajeev V., Principal, CoET.
6. Prof. Ramachandran C., Member, CoET.
7. Mr. Rajeev P., Member, TEQIP co-ordinator, CoET.

**Special invitee**

1. Dr. Pratapachandran Nair, Mentor,CoET
2. All HoD’s, Nodal officers and co-ordinators of TEQIP

**Proceedings of the meeting**

Prof. Hari Kumar K.C., Chairman of BoG presided over the meeting. The meeting started with an introduction by the Chairman. After that each item in the agenda were taken for discussion and decision by the BoG.

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| **Reference No. in the agenda note** | **Proceedings** |
| A1, A2 | The minutes of the 10th BoG meeting was confirmed by BoG. To avoid the long delay in preparing the final copy of minutes of meetings, BoG instructed to circulate the draft copy of minutes of BoG meetings, within one week, among the members for their valuable suggestions before the final approval of Chairman of BoG.  **[Action by : Principal/TEQIP co-ordinator]** |
| B1 | Principal introduced new TEQIP-II office bearers to the BoG meeting and explained the circumstances that forced him to take the decision. Members expressed their strong displeasure and anguish over the unfortunate incidents, involving certain students and faculty members, occurred in the college that led to the change of the office bearers. BoG advised the faculty members to help in creating a harmonious and healthy environment for overall growth of the college.  **[Action by : Principal]** |
| B2 | Comments of the internal audit report (April 2014 to September 2015) were discussed. Members appreciated and congratulated the services of nodal officers of previous TEQIP team. Immediate action was suggested to remit the TDS of honorarium of BoG members of previous meeting and TDS of amount paid to M/S Valappila Agencies as advertisement charges.  **[Action by : Nodal officer (finance)]** |
| B3 | Discussed the various suggestions of Mentor report. Dr. Gopakumar mentioned the importance of forming academic and examination councils, BoG instructed to give a report on actions taken in these matters in the next meeting.  **[Action by : Principal/TEQIP co-ordinator]** |
| B4 | BoG discussed the progress of procurement of items. BoG noted the procurement progress of the items under process and suggested to expedite the process.  **[Action by: Nodal officer (procurement)]** |

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| **PROCUREMENT PACKAGES IN PROGRESS** | | | | | |
| **Sl. No** | | **ITEM & DESCRIPTION** | **QTY** | **DEPARTMENT** | **AMOUNT** |
| 1 | | AIRCONDITIONERS PHASE III NEW | 7 | IL | 3,40,879 |
| 2 | | BOOKS PHASE III | 577 | IL | 2,41,445 |
| 3 | | COMPUTERS | 141 | All dept | 48,09,000 |
| 4 | | DELMIA SOFTWARE | 1 | ME | 5,00,000 |
| 5 | | E JOURNAL ELSEVIER 2015 | - | IL | 4,50,000 |
| 6 | | E JOURNAL IEEE 2015 | - | IL | 3,87,230 |
| 7 | | FIRE EXTINGUISHERS | 36 | IL | 2,55,600 |
| 8 | | LAB VIEW ACCESSORIES | 3 | EEE | 1,75,000 |
| 9 | | LCD PROJECTORS PHASE III | 2 | IL | 1,76,900 |
| 10 | | OFFICE AUTOMATION SOFTWARE | 1 | IL | 1,50,000 |
| 11 | | PRINT JOURNALS | - | IL | 1,50,000 |
| 12 | | WORKSHOP TOOLS | 44 | IL | 2,27,177 |
| 13 | | UPS | 13 | IL | 19,00,000 |
| 14 | | CAD CAM LAB RENOVATION | - | ME | 3,00,000 |
| 15 | | FLOORING | - | IL | 9,30,000 |
| 16 | | DSP TRAINER KIT | - | ECE | 4,95,375 |
| **PROCUREMENT PACKAGES TO BE INITIATED** | | | | | |
| 1 | DIGITAL CAMERA | | 1 | IL | 75000 |
| 2 | GENERATOR | | 1 | IL | 10,00,000 |
| **CANCELLED PACKAGES:NIL** | | | | | |
| **COMPLETED PACKAGES (After last BoG)** | | | | | |
| **Sl No** | **ITEM & DESCRIPTION** | | **QTY** | **DEPT** | **AMOUNT** |
| 1 | e-Books | | - | Library | 404496 |
| 2 | Digital Library | | - | Library | 288540 |
| 3 | Tables and Chairs | | 116 | All Depts | 490060 |
| 4 | Campus Networking | | -- | All Depts. | 3065094 |
| 5 | Audio Systems | | - | All Depts. | 388872 |
| 6 | Rheostat and Resistors | | 43 | EEE & ECE | 96066 |
| **Minor Civil Works** | | | | | |
| 7 | Minor Civil works | | -- | ECE,CSE,IT & ME | 459583 |
| 8 | Electrification work | | -- | ECE,CSE,IT & ME | 1122985 |

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| B5 | BoG considered and approved the proposals for different activities and academic progrmmes for the next 3 months .  **[Action by : Nodal officer (academic)]** |

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| **Sl No** | **Title of the Programme** | **Dept.** | **Coordinators** | **Resource Person** | **Probable date** | **Exp no of participants** | **Approx. Expense** |
| 1 | 5 Days FDP on “Multicore and Network on Chip Architectures” | CSE, IT | Sreena S (AP,CSE); Shimna M S (AP, IT) | Dr John Jose ,AP Rajagiri School Of Engineering and Technology | 20/04/2015 to 24/04/2015 | 40 | 150000 |
| 2 | 5 Days FDP on “Natural Language Processing” | CSE, IT | H A Nisharose C M (AP, CSE) ;Aswathi S Sheelan (AP,IT) | Dr Sreerag ,AP FISAT | 27/04/2015 to 01/05/2015 | 40 | 150000 |
| 3 | Energy Conservation & Renewable Energy Sources (5 days) | EEE | Pramod Tharu Panakkal AP,EEE | Soman ,Energy Management centre, Thrissur | 23/03/2015 - 27/03/2015 | 35 | 180000 |
| 4 | Labview (5 days) | EEE | Ashitha T AP,EEE | Sunil Kumar V,MD; Manimaran A, Sr Application Enggr; Kotresh K R, Application Enggr;Vi Solutions Pvt Ltd, Banglore | 06/04/2015 - 10/04/2015 | 35 | 180000 |
| 5 | 10 Day FDP on “ANSYS and applications in Research” | ME,CE | Rajeev P AP,ME; Sreeshankar K K AP,ME | Dr.Padmanabha AIT,Coimbatore | 16/03/2015 -25/03/2015 | 25 | 160000 |
| 6 | 5 Day FDP on “PRIMAVERA and applications in Engineering projects” | ME,CE | Arjun M,AP,ME; Siju K AP,ME | Mr.Vijith ,Rejath | 27/04/2015-01/05/2015 | 30 | 75000 |
| 7 | Three days workshop on GIS | ME,CE | Rinitha AP,CE, Aiswarya AP,CE | Dr.Radhakrishnan, IITMK,TVM | 21/04/2015 - 23/04/2015 | 30 | 70000 |
| 8 | 6 day FDP on "Simulation tools & Embedded systems" | ECE | Shihabueen H AP,ECE | Dr. Najeeb; Dr. Ranjith Ram, GEC Kannur | 04/05/2015 - 09/05/2015 | 30 | 100000 |
| 9 | Expert Talk on wavelet theory | ECE | Rahul Krishnan C M | AVV, Coimbatore | 21/03/2015. | 30 | 10000 |
| 10 | Electromagnetic wave propagation in waveguide and microwave passive devices | ECE | Dr. P C Subrahmanian, Prof NIT Calicut | NIT Calicut | 27/03/2015. | 30 | 10000 |

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| B6 | BoG evaluated the different activities and steps taken by the institution for accreditation and instructed to hire the service of a consultant for ISO certification, since ISO certification will be useful for accreditation.  **[Action by :Nodal officer (academic)/accrediatation co-ordinator]** |
| B7 | Regarding the achievement of academic autonomy for the institution, follow up actions were discussed and instructed to speed up the process. It was noted that accreditation for at least 3 courses are necessary for autonomy.  **[Action by :Principal/Nodal officer (academic)]** |
| B8 | Various problems of QEEE programmes of past one year were discussed and instructed to intimate these problems to Dr. Gopakumar, SPFU director immediately.  **[Action by :QEEE coordinator]** |
| B9 | Entrepreneurship development activities of III cell and TBI were evaluated and appreciated the activities planned by TBI cell. But complete details of the programs have to be submitted in the next BoG meeting for approval.  **[Action by: III cell/TBI cell coordinator]** |
| B10 | R&D activities were discussed. Some clarification were given by Dr. Gopakumar, director, SPFU and suggested to plan R&D activities by studying the best practices followed in Karunagappally Engg. College. The details regarding consultancy works has to be submitted in the next BoG meeting as per the guidelines of TEQIP. It was also decided that a request for starting a research and consultancy centre in the college has to be forwarded to the Director through Principal. Importance of having memberships in professional bodies was also mentioned and requested the faculty members to consider becoming members. The request from Mrs. Reshma T.V., HoD, CSE Dept. for initiating a student chapter of Computer Society of India (CSI) was discussed and BoG permitted to avail the expenditure from IOC of TEQIP-II for this purpose. The faculty members enrolling in professional bodies can avail 50% reimbursement of the membership fee from IOC of TEQIP II subjected to maximum of Rs.5000/.  **[Action by :Nodal officer (academic)/R&D cell co-ordinator**] |
| B11 | III Cell activities were discussed. Payment made to ICT academy was ratified by BoG. Verified the other activities and instructed to submit the detailed project and plans.  **[Action by :III cell co-ordinator]** |
| B12 | High intensity training program for students for the next 3 months were discussed and instructed to go ahead with the proposals.  **[Action by :Nodal officer (academic)/ co-ordinators of the programmes]** |

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| **Sl No** | **Title of the Programme** | **Dept.** | **Coordinators** | **Probable date** | **Expe. no of participants** | **Approx. Expense** |
| 1 | High intensive training program for Technical & soft skill development | CSE | Rashma T V, Sreena S | 15th June - 23th June 2015 | 69 | 175000 |
| 2 | High intensive training program on PRIMAVERA | ME | Rajeev P, Ranjith K, Shijin Maniyath | 22nd June -30th June 2015 | 65 | 250000 |

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| B13 | Regarding Institutional governance guidelines, BoG instructed to review, modify the governance development plan and submit in the next BoG meeting.  **[Action by :Principal/TEQIP co-ordinator]** |
| B14 | The institution has to revise the existing IDP and should prepare the revised IDP for 2016 containing plans and academic programs till TEQIP completion date. (October 2016). So all depts., nodal officers, coordinators, faculty and staff have to plan activities, programs etc. and submit the revised IDP for 2016 in the next BoG meeting.  **[Action by :Principal/TEQIP co-ordinator/Nodal officer(academic)]** |
| B15 | Proposal to start PG courses in CSE/IT Departments was rejected by BoG. The starting of M.Tech course in dept. of CS/IT can be considered only after accreditation.  **[No action required]** |
| B16 | Proposal from Mrs. Ashitha, AP, Dept. of EEE and Mr. Kiran S., AP, Dept. of ECE for qualification up gradation in 2015-17 under TEQIP II were discussed and BoG instructed to submit the details, after confirmation of admission, in the next BoG meeting.  **[Action by :Mrs Ashitha, Mr.Kiran or concerned faculty members]** |
| B17 | Action on the issue of Moodle course, taken by Principal was approved by BoG, but suggested to settle the accounts at the earliest to avoid further complexity in future audits.  **[Action by :Principal/concerned staff]** |
| B18 | Ratified the scholarship paid for students of M. Tech for assistantship (ME & ECE). The expense incurred by Principal was ratified by BoG.  **[ No action required]** |

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| **ASSISTANTSHIP FOR M.TECH STUDENTS** | | | |
| **Sl No** | **2014-15** | **ECE** | **ME** |
| 1 | August | 19744.00 | NA |
| 2 | September | 98400.00 | 54200.00 |
| 3 | October | 102000.00 | 78000.00 |
| 4 | November | 102000.00 | 78000.00 |
| 5 | December | 102000.00 | 78000.00 |
| 6 | January | 102000.00 | 72000.00 |
| **TOTAL** | | | **886344.00** |

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| B19 | Ratified the various Faculty Development Programme-In-house conducted in the institution after last BoG meeting. Details shown in Annexure IV  **[ No action required]** |

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| **SL No** | **Name of Programme** | **Dept** | **Type** | **Date** | **No of Days** | **No. of Participants** | **Resource person** | **Name of Coordinator** | **Total Expenditure** |
| 1 | Expert Talk on The current aspects of Signal Processing | ECE | EX.Talk | 25/08/2014 | 1 | 20 | Dr.Ranjith Ram, Assoc.Prof GEC,Kannur | Chempak Kumar A AP,ECE | 3000.00 |
| 2 | Advanced digital system design using hardware description language | ECE | Seminar | 26-09-2014 | 1 | 22 | Dr. D S HARISH RAM, AIT, Coimbatore | Shayini R, AP ECE | 7467.00 |
| 3 | Research Methodology | ME | EX.Talk | 13/10/2014 | 1 | 10 | Dr. Govindan P, AP ,ME GEC Kannur | Dr. Rajeev P,Asso Prof,ME | 5051.00 |
| 4 | One day seminar on Cyber Security | CSE | Seminar | 31-10-2014 | 1 | 36 | Dr.Sethumathavan , Prof Amrutha, Prof Sreenivas | H A Nisha Rose, AP CSE | 23398.00 |
| 5 | PRIMAVERA -A TOOL FOR PROJECT MANAGEMENT | ME | Training | 17/11/2014 to 21/11/2014 24/11/2014 to 25/11/2014 | 5 | 19 | Shanu cheriyal, Vijith K P | Siju K (AP, ME) | 69793.00 |
| 6 | NETWORK ON CHIP | CSE | Workshop | 04/12/2014 to 05/12/2014 | 2 | 40 | Dr.John Jose; Febin Jacob, AP Rajagiri School of Engg & Tech | Geetha Raj R, AP CSE | 38388.00 |
| 7 | PCB Fabrication and Antenna Design | ECE | Workshop | 25/11/2014 to 26/11/2014 | 2 | 30 | Mr.Kamlesh Kumar, Entuple Technologies | Binesh K AP, ECE | 13274.00 |
| 8 | ANSYS | ME | Workshop | 14/01/2015 to 16/01/2015 | 3 | 20 | Dr. R Padmanabhan, AP Amritha School of Engg, Coimbatore | Sreesankar K K AP,ME | 25260.00 |

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| B20 | Ratified trainings, seminars, conferences, workshops etc. (external) attended by faculty/staff of the institution after last BoG meeting.  **[ No action required]** |

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| **Training program/workshops/Conferences attended by Faculty, Technical and Administrative staff Sept 2014 to Feb 2015** | | | | | |
| **Sl No** | **Name of Person** | **Name of Course** | **Date** | **Place** | **Amount (Rs)** |
| **1** | Ms.Shylesh Kumar M K AP, ME | ICEE-2014 INTERNATIONAL CONFERENCE ON ENVIRONMENT AND ENERGY | 15/12/2014 to 17/12/2014 | JNTUH, HYDERABAD | 13672.00 |
| **2** | Ms.Sreenesh V AP, ME | ICEE-2014 INTERNATIONAL CONFERENCE ON ENVIRONMENT AND ENERGY | 15/12/2014 to 17/12/2014 | JNTUH, HYDERABAD | 13672.00 |
| **3** | Mr.Binesh K AP, ECE | Two day workshop on Electromagnetic Education | 18/12/2014 to 19/12/2014 | CUSAT, Kochi | *1000.00* |
| **4** | Mr.Biju N R, TM CSE | Web development using PHP and MYSQL | 14-10-2014to 18-10-2014 | ESCI, Hyderabad | 25547.00 |
| **5** | Mr.Praveen Kumar K S,TM CSE | Web development using PHP and MYSQL | 14-10-2014to 18-10-2014 | ESCI, Hyderabad | 25547.00 |
| **6** | Ms.Rinitha P (AP, Civil) | National Programme on Technology Enhanced Learning | 20/10/2014 to 21/10/2014. | Chintech,Kannur | 572.00 |
| **7** | Mr.Biju K M (TM,ECE) | Workshop on Microcontrollers | 17/11/2014 to 19/11/2014 | CoE Karunagappally | 4331.00 |
| **8** | Mr.Jignesh M (Instructor, ME) | Design,Realisation and Testing of Advanced Composites and Sandwich Structures | 27/11/2014 to 29/11/2014 | SCT COLLEGE OF ENGG.,TVM | 5812.00 |
| **9** | Mr.Rashid C (TM,CSE) | Linux Server Administration | 08/12/2014 to 12/12/2014 | ESCI, Hyderabad | 28090.00 |
| **10** | Ms.Soubhagya V N (AP,CSE) | Cloud Computing | 08/12/2014 to 12/12/2014 | College of Engg, Cheemeni | 3618.00 |
| **11** | Ms.Reethima R (AP,CSE) | 08/12/2014 to 12/12/2014 | College of Engg, Cheemeni | 3618.00 |
| **12** | Ms.Geetha Raj R (AP,CSE) | Research Document Preparation Using Latex | 08/12/2014 to 12/12/2014 | College of Engg, TVM | 3946.00 |
| **13** | Mr.Sunil P K | Workshop on Microcontrollers | 17/11/2014 to 19/11/2014 | CoE Karunagappally | 5268.00 |
| **14** | Ms.Silpa K | Two days workshop on “Plagiarism and Reference Management” | 11/12/2014 & 12/12/2014 | University of Calicut | 1204.00 |
| **15** | Mr.Shabin P (AP,ECE) | Advancements in Analog Circuits | 26/11/2014 to 28/11/2014 | Govt. College of Engineering, Kannur | 2182.00 |
| **16** | Ms.Snehasree R S (AP,EEE) | 5days FDP on Control Engineering: Theory and Application”(CETA-2014) | 08/12/2014 to 12/12/2014 | College of Engineering, Thrikaripur | 1000.00 |
| **17** | Mr.Prasanth M (TM,ECE) | Two days training program on “Study and Maintenance of Electrical and Electronics Lab Equipments” | 08/01/2015 & 09/01/2015 | College of Engineering, Trikaripur | 1864.00 |
| **18** | Ms.Reeju Das (AP,EEE) | Control Engineering : Theory and Applications (CETA-2014) | 08/12/2014 to 12/12/2014 | College of Engineering, Thrikaripur | 3376.00 |
| **19** | Mr.Kiran T S (AP,ECE) | Recent advances in Biomedical Engineering | 10/11/2014 to 15/11/2014 | College of Engineering , TVM | 3971.00 |
| **20** | Mr.Kiran T S (AP,ECE) | Research Document preparation using Latex | 12/01/2015 to 16/01/2015 | College of Engineering , TVM | 3771.00 |

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| **Capacity Development Management Training Program** | | | | | |
| **Sl No** | **Name of Person** | **Name of Course** | **Date** | **Place** | **Amount (Rs)** |
| 1 | Mr. Rajeev P., Assoc.Prof, ME | Management development program on academic leadership for TEQIP institutions | 27/10/2014 to 01/11/2014 | IIM Calicut | 2176.00 |
| 2 | Mr.Shijin Maniyath (AP,ME) | Management development program on academic leadership for TEQIP institutions | 27/10/2014 to 01/11/2014 | IIM Calicut | 2105.00 |
| 3 | Mrs. NISHA ROSE, AP CSE | Management development program on academic leadership for TEQIP institutions | 02/02/2015 to 07/02/2015 | IIM Calicut | 2176.00 |
| 4 | Ms. Prathibha P. G., AP,IT | Management development program on academic leadership for TEQIP institutions | 02/02/2015 to 07/02/2015 | IIM Calicut | 2176.00 |
| 5 | Dr. Sajeev V., Principal | Good governance , Leadership and Management Workshop | 12/10/2014 to 13/10/2014 | New Delhi | 72634.00 |

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| **SLNo** | **Topic of Lecture** | **Date** | **Name of the Resource Person** | **Resource Person 's Organisation** | **Resource Person from Academic /Industry** | **City** | **Amount** | **No of Students** |
| 1 | Document preparation Tools on LateX (CSE) | 26-09-2014 | Midhun A. V. | Nehru Arts and Science College | Academic | Kanhangad | 14417 | 70 |
| 2 | LAB VIEW(EEE) | 13/10/2014 to 14/10/2014 | N. KRISHNA PRAKASH, N KATHIRAVAN | AMRITHA SCHOOL OF ENINEERING | Academic | COIMBATORE | 33287 | 65 |
| 3 | Two day training pgm on Ethical Hacking and Cyber Security(CSE) | 11/10/2014 to 12/10/2014 | ANSHUL VERMA | Geekslab Technologies | Industry | Delhi | 49150 | 82 |
| 4 | Quality Functional Deployment(ME) | 13/11/2014. | Dr. T.D. John | Professor,ME,GEC | Academic | Kannur | 5413 | 13 |
| 5 | PCB Fabrication and Antenna Design (ECE) | 27/11/2014. | Mr.Kamlesh Kumar | Entuple Technologies | Industry | Banglore | 4756 | 15 |
| 6 | Two day training pgm on java programming (IT) | 12/12/2014 to 13/12/2014 | Anil Kumar R V., Kripa Krishnan | Think force Software Solutions | Industry | Ekm | 28807 | 54 |
| 7 | Three day training pgm on java programming (CSE) | 09/01/2015 to 11/01/2015 | Anil Kumar R V, Kripa Krishnan | Think force Software Solutions | Industry | Ekm | 42000 | 67 |
| 8 | PHP and Dotnet Programming (CSE) | 09/01/2015 to 11/01/2015 | Roy C., Marvin P | Mine Software Solutions | Industry | TVM | 36000 | 68 |
| 9 | Computer Networks(CSE) | 03/01/2015 to 04/01/2015 | Raneesh C. | Tech Bharath Pvt Ltd | Industry | Delhi | 25554 | 80 |
| 10 | LAMP-(Linux, Apache, MySQL, PHP) (IT) | 15/01/2015 to 17/01/2015 | Roopak A. N., Mithundas K (TCS) | SureWaves MediaTech Pvt Ltd | Industry | Banglore, Chennai | 39918 | 56 |
| 11 | STRUCTURAL HEALTH MONITORING (ME) | 20-05-2014 | Nishanth K. | Govt Engg College , Kannur | Academic | Kannur | 5097 | 28 |

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| B21 | Ratified various in-house training programs for the students conducted in the institution after last BoG meeting. BoG noted that details such as who conducted the program must be included in the Annexure. **[ No action required**] |

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| C1 to C6 | The records on status of fund position as on 20-02-2015, status of four fund positions as on 20-02-2015, faculty position as on 20-02-2015, result Analysis, campus Placement, Financial Management Report (MFMR & HFMR) etc were verified and suggested to improve the overall results of the institution and campus placement. In this regard a report on steps taken for result improvement and campus placement is required in the next BoG meeting.  **[Action by :Nodal officer (academic)/ placement officer]** |
| D1 | (1)The proposal, for enhancing the scholarship to non-GATE students of M.Tech, submitted by Mr. Eby David was discussed. MHRD has increased scholarship by 55%. BOG has decided to provide a proportional increase in the scholarship to the students of M.Tech i.e. from 6000 to 9300.  **[Action by :Principal/Nodal officer (finance)]** |
| (2)The proposal, received from Mr. Ranjith K., procurement co-ordinator, for increasing the estimated amount from Rs 3lakhs to Rs 4.35 lakhs for CAD/CAM renovation work was discussed. BoG instructed to issue the work order only after administrative sanction in this matter.  **[Action by :Principal/Nodal officer (procureme**nt)] |
| (3) BoG discussed the proposal for increasing the maximum limit on hours per subject for remedial classes from 20 hours. BoG has approved the suggestion but increase above 20 hours will be permitted as per the discretion and approval of Principal considering the necessity of more than 20 hours for a subject. Also prior approval from Principal is required before arranging classes above 20 hours.  **[Action by : Nodal officer (EAP)]** |
| (4) BoG discussed the suggestion for clarity in matters of flight travel for faculty members. Dr. Gopakumar, Director, SPFU clarified that faculty members with AGP 6000 and above can avail flight charges, but with prior sanction from Principal.  **[Action by : Principal/Nodal officer (finance)]** |
| (5) The restriction on number of faculty members or staff attending outside programs simultaneously is relaxed by BoG. The matter can be decided by HoD and Principal on their discretion considering the necessity and workload of the institution at the time of training.  **[Action by : Principal]** |
| (6) BoG instructed to meet the extra expenditure incurred from IOC, if a program is cancelled after registration.  **[Action by : Principal/Nodal officer (finance)]** |
| (7) Next BoG meeting will be held in the month of April 2015.  **[Action by : Principal/TEQIP co-ordinator]** |

The meeting concluded at 5.45 pm with vote of thanks by Principal.

Date: 23-02-2015,

CoE Thalassery.  **(Chairman, BoG, TEQIP-II, CoET)**