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| **Technical Education Quality Improvement Programme**  **(TEQIP Phase – II)**  **COLLEGE OF ENGINEERING**  **THALASSERY**  MINUTES OF THE  **IVth**  **Meeting of the**  ***BOARD OF GOVERNORS***  **held at**  **MASCOT HOTEL, THIRUVANANTHAPURAM**  **on**  **28th April 2012** |

**Minutes of the Fourth Meeting of BoG**

The fourth meeting of the Board of Governors of College of Engineering Thalassery, constituted for TEQIP Phase II held at the Mascot Hotel, Thiruvananthapuram on Saturday 28th April 2012. Dr.K.P.Isaac Member secretary AICTE and chairman of the BoG. Presided over the meeting

* Dr. Kuncheria P. Isaac (Chairman)
* Sri. K. S. Premachandra Kurup IAS
* Sri. M. Ayyappan B.Tech ,MBA
* Prof.Dr.V.Gopakumar
* Dr.U.A Kunhumoideen
* Sri .C.Ramachandran M.Tech
* Mr. Binesh K.

The meeting started at 10:15 am with the opening remarks and welcome by Chairman. The minutes of the third meeting held on 28-10-2011, Which was circulated to all members was read and passed.

Before taking up the points of the agenda the Chairman and the invited participant members insisted to exhibit the Vision and Mission of the college.

The Agenda items were then taken up.

* 1. **Acceptance of procurement plan**

The Chairman advised to conduct a workshop in this regard by involving the faculty members from NIT/CUSAT/Govt Engineering College to further check the specification given by us and correct it if needed.

**4.2 Academic plan**

The chairman and the members suggested preparing the training policy, conducting TNA and revising the academic plan by involving outside experts from reputed National or State Institutes.

* 1. **Starting of finishing school**

In this regard the BOG chairman and the invited members wanted a detailed report showing introduction, objective, time line, methodology etc and get it approved by BoG.

* 1. **Activities of III Cell**

The BoG required a detailed report same as item no 4.3 of the agenda

* 1. **Starting PG in Power electronic in EEE department and approval of reservation for the CAPE staff**

The deficiency of faculty has been identified by AICTE; Action in this regard has to be taken by the director of CAPE.

* 1. **Appointment of teachers in lieu of teachers who go for higher studies**

Fresh appointments or placements should be made in the vacancies of teachers who are allowed to undergo higher studies

* 1. **Approval of Appointment of Co-ordinators**

The decision taken by the college authorities has been approved by the BoG.

The various coordinators are:-

1. TEQIP co-ordinator : Mr Binesh.k
2. Procurement co-ordinator : Mr.Shykesh Kumar M.K
3. Academic co-orinator : Mr Rajeev P
4. Finance committee co-ordinator : Mr. Sreenesh
5. III cell co-ordinator : Mr Anith Krishnan

**4.8 Appointment of two staff members on daily wages for TEQIP**

The process and procedure followed in these appointments should be submitted for BoG

approval.

**4.9 Approval of Financial Expense upto 31st March, 2012**

This will be approved after audit of accounts for the year 2011-12.

**4.10 Approval of Internal Revenue Generation.**

The BoG advised to conduct a workshop, decide ways of generating IRG and submit proposal for BoG approval.

**4.11 Activities of Placement Cell**

In this regard the BOG chairmen wanted a detailed report showing introduction, objective, time line, methodology etc and get it approved by BoG.

**4.12 Reconstitution of the BoG**

It is decided to reconstitute BoG by including DTE Nominee, Member from Higher Education Department and Finance department of govt of Kerala.

**4.13** **Any other matter permitted by the Chairman**

No points were discussed in this regard.

**4.14 The date of the next BoG meeting**

The BoG decided to convene the next meeting by the last week of June 2012.

The meeting closed with lunch by 2 pm.

sd/-

Dr.Kuncheria P.Isaac