**MINUTES OF 20th MEETING OF THE BOG**

**COLLEGE OF ENGINBERING THALASSERY**

**(SELECTED UNDER SUB-COMPONENT 1.1 OF TEQIP PHASE-II)**

**Date:** 01-07-2017  **Venue:** CAPE Head office, Trivandrum **Time:** 10:00 AM

**Members present**

1. Dr. Hari Kumar K.C., IIT Madras, Chairman.
2. Dr. M Ayyappan, Chairman, AS Investment Holdings Pvt. Ltd.
3. Dr. R Sasikumar, Director, CAPE.
4. Dr. S Jayakumar, Director, SPFU.
5. Dr. V Kamala Kannan, Principal (In charge), CoET.
6. Prof. Ramachandran C., Member, CoET.
7. Mr. Ranjith K., TEQIP II Co-ordinator, CoET.

**Special invitee**

1. Dr. Sajeev V., Former Principal, CoET.
2. Dr. Pratapachandran Nair, Mentor, CoET.
3. Ms. Hyna M, Nodal Officer(Academic)
4. Ms. Reeshma K(Clerk Cum Junior Accountant)
5. Ms. Anupama P P(Data Entry Operator)

**Proceedings of the meeting**

Prof. Hari Kumar 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 19th Meeting of the Board of Governors held on 28-03-2017 at Hotel Apollo Dimora, Trivandrum.**

**Discussion:** The Minutes of the 19th Meeting of the Board of Governors of the TEQIP Phase II of COE, Thalassery held on 28-03-2017 at Hotel Apollo Dimora, Trivandrum 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 I (Page No: 24)** for confirmation. The BoG is requested to consider the Minutes for approval.

**Conclusion**: The minutes of the previous meeting held on 28-03-2017 was approved.

**[Action by:** Principal**]**

**A2. Report on the action taken/action pending on the pertinent decisions in the Minutes of the 19th Meeting of the Board of Governors held on 28-03-2017 at Hotel Apollo Dimora, Trivandrum**

**Discussion:** The decisions taken by the Board as recorded in the Minutes of the 19th Meeting of the Board of Governors of the TEQIP Phase II held on 28-03-2017 have been noted and actions have been initiated.

**Conclusion**: The action taken report of the previous meeting held on 28-03-2017 was approved.

**[Action by:** Principal**]**

**Part B**

**Items for Discussion, Consideration and Approval in the 20th BoG Meeting**

**Item B1. Internal Audit Report 2017-18 First Half**

**Discussion:** BoG discussed the detailed Internal Audit Report 2017-18 first half.

**Conclusion/Resolution/Recommendation/Decision:** BoG noted and the BoG was told that Corrective steps were taken.

**[Action by: Finance Coordinator/Principal]**

**Item B2. Ratification of Internal training programs for the students**

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

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified all remedial and bridge classes for a total amount of Rs. **6,600**/-.BoG ratified one internal training programmes for students for a total amount of Rs. **4,638**/-.BoG ratified seven programmes under CGPU for a total amount of Rs. **14,725,53**/-.

**[Action by: Principal]**

**Item B3. Ratification of expenditure for** Training, Seminar, Conference, Workshop attended by faculty and staff– External

**Discussion:** TheBoG discussed Training, Seminar, Conference, Workshop attended by faculty and staff (external).

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of Rs. **4, 80,542**/-.

**[Action by: Principal]**

**Item B4. Ratification of ISO Certification**

**Discussion:** TheBoG discussed the status of ISO 9001:2015 Certification.

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified a total amount of Rs. 33,750/-.

**[Action by: ISO Coordinator/Principal]**

**Item B5.Four fund utilization**

**Discussion:** Due to urgency sanction for spending Rs.75000/- towards the expenditure of BoG meeting to be held on 01/07/2017 at CAPE Head office, Trivandrum has been obtained from the CAPE Director.

**Conclusion/Resolution/Recommendation/Decision:** BoG allowed.

**[Action by: Principal]**

**Item B6. Completion Report**

**Discussion:** BoG suggested adding summary on each head specified in the completion report.

**Conclusion/Resolution/Recommendation/Decision:** BoG approved the completion report.

**[Action by: Principal]**

**Part C**

**Reports**

**Item C1. The status of fund position as on 28.06.2017**

**Discussion:** BoG discussed the fund status.

**Conclusion/Resolution/Recommendation/Decision:** BoG noted.

**Item C2. The status of four fund position as on 28.06.2017**

**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. Clarification regarding Procurement package No: TEQIPII/2014/ KL1G13/ Shopping/95**

**Discussion:** BoG accepted the management reply by the College.

**Conclusion/Resolution/Recommendation/Decision:** BoG ratified the payment.

**The probable date of next BoG meeting:**

The next BoG meeting will be held in Aug 2017 at CoE Thalassery.

**The meeting concluded at 2.00 pm with vote of thanks by Principal.**

**(Chairman, BoG, TEQIP-II, CoET)**

 Date: 01/07/2017,

 Place: Thalassery.