

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME
(TEQIP PHASE – II)
COLLEGE OF ENGINEERING
THALASSERY**

**MINUTES OF THE
VIIth
Meeting of the
*BOARD OF GOVERNORS***

held at

MELODY HALL, MASCOT HOTEL
TRIVANDRUM

on

19th MAY 2013

The minutes of the VIIth meeting of Board of Governors of TEQIP Phase –II, held on Thursday, 19th May 2013 at Melody Hall, Mascot Hotel Trivandrum.

The meeting started at 10.00 Am with the opening Remarks and Welcome by the Chairman.

Present:

1. **Prof. Dr. K C HARI KUMAR** : Chairman
IIT Madras, Chennai
2. **Dr. M Ayyapan** : Member
Chairman & MD
HLL, Thiruvananthapuram
3. **Dr. K SREEKRISHNAKUMAR** : Member
Director, AICTE Bangalore
4. **Prof. Dr. V GOPAKUMAR** : Member
Principal, College of Engineering,
Thiruvananthapuram
5. **Sri. C RAMACHANDRAN** : Member
Principal, College of Engineering, Thalassery
6. **Sri. BINESH K** : Member
TEQIP-II Co-ordinator,
College of Engineering, Thalassery

Invitee Members

- 1) Dr.P Prathapachandran Nair : Mentor
- 2) Mr.Shylesh Kumar M K : Procurement Coordinator
- 3) Mr Chempak Kumar : Academic Coordinator

No.	Agenda
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7.1	<u>Welcome by the Chairman</u>
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After a welcome speech by Dr. K C Hari Kumar, Chairman of BOG, The points were taken up for discussion.

7.2	<u>Confirmation of the Minutes of the VIth meeting of the Board of Governors held on 24.01.2013</u>
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The minutes of the VIth meeting held on 24/01/2013, placed before the Board of Governors has been approved.

7.3	<u>Discussion on the action taken report</u>
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The Action taken report on the VIth meeting of BOG held on 24-01-2013 was placed before the BOG. Principal then read out the report and discussions were made on certain points which are as shown below.

7.3.2	<u>Approval from BOG for the Revision of procurement plan</u>
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BOG has approved the revised procurement plan also members of BOG have given permission to purchase the package of CRO whose Quote was 25% greater than the estimated value.

7.3.4	<u>Approval of Expenditure incurred in connection with two faculty Members studying for M.Tech Under TEQIP-II</u>
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Board of Governors insisted to have a policy decision regarding this and approval has been granted for the expenditure incurred for this purpose.

(Action: Academic Co-ordinator)

7.3.8	<u>Approval for Various Courses</u>
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Approval has been granted by the BOG to conduct GATE and Competitive examination coaching classes for the students during the semester break

7.4 College of Engineering, Thalassery

7.4.1 Submission of Income & Expenditure details for kind perusal and approval upto 31/04/2012

The details of income and expenditure submitted by us have been perused by the BOG.

7.4.2 Approval from BOG for the Revision of procurement plan

Procurement coordinator discussed the various problems regarding the procurement (Increase in the cost for certain packages, certain obsolete packages). BOG Members suggested that a statement should be kept for procuring New packages. If required Proprietary certificate from the buyer, Should be kept. The details of Procurement plan to be revised are placed before the BOG .The Members of BOG has approved the revised procurement plan.

[Action: Procurement Coordinator]

7.4.3 Approval of expenditure incurred for the following programme

a) Outstation training taken by the faculties

Approval has been granted by the BOG for the expenditure incurred for this purpose.

[Action: Finance Co-ordinator]

b) Workshop/Seminars Conducted by various department

Approval has been granted for the expenditure incurred for the workshop/Seminars Conducted by Various Department. Dr Gopakumar Member of BOG Suggested those faculties from the concerned branch of department should participate in the FDP/Workshop if the FDP/workshop is concentrated for that particular area of the department.

[Action: Finance Co-ordinator/Academic Coordinator]

7.4.4 Approval to conduct Seminars/Workshops and Faculty Development Programme during the 2013-14

BOG Members Suggested that an Interdisciplinary National Workshop should conduct in the college which will give a real value to the College. Dr Ayyapan, Member of the Board Suggested that Conference should Market by Inviting targeted peoples for expert talk, by linking the academic activities with the corporate, by including the Corporate members in the organising committee of the conference, Having a good Brochure etc.

Approval has also granted by the Respective BOG members to conduct Seminars/Workshop and Faculty Development Programme during 2013-14.

[Action: TEQIP-II Co-ordinator/Academic Coordinator]

7.4.5 Approval to appoint Senior Research Advisor.

Respected Mentor & BOG Members have identified and given permission to appoint Dr T.N. Padmanabhan Nambiar, Professor & Chairman Amrita University Coimbatore as the Senior Research Advisor of College of Engineering Thalassery .

[Action: TEQIP Coordinator/Academic Coordinator]

7.4.6 Approval from BoG for Five faculty members to do their qualification Up gradation Under TEQIP-II

Approval has been granted by the BOG for the five faculty members to do their Qualification Up gradation Under TEQIP-II. Dr. K Sreekrishnakumar Member of the Board Suggested that Faculties should Select Reputed college to do their qualification Up gradation under TEQIP-II

[Action: TEQIP Co-ordinator/Academic Co-ordinator/HODs]

7.4.7 Approval of Expenditure incurred by UG students attended National Conference

BOG members suggested that More Number of Students should encouraged to participate Conference both in National/International and should encourage them to publish the papers in reputed Journals. Approval has been granted by the BOG Members for the expenditure incurred by the UG students who have attended the National Conference.

[Action: TEQIP-II Co-ordinator/Academic Coordinator]

7.4.8 Discussion regarding the Reimbursement of Tuitions fees for faculties enrolled for Qualification upgradation before commencement of TEQIP-II .

BOG Members decided that Salaries should not be given for long term Qualification upgradation programme. Members also decided to give the Tuition fee for the Two faculty Members who have enrolled for PhD Programme before signing of MOU of TEQIP-II.

[Action: Academic Co-ordinator/Finance Co-ordinator]

7.4.9 Discussion regarding the improvement of placement activities.

Members of Board suggested that there should be a full time placement officer. A report should sent to director of CAPE to appoint a fulltime placement officer. Members suggested that a separate Language lab should be made available and it should be made more effective to the students, Placement registration should be made compulsory to all the students, There should be a student coordinator for placement activities, There should be regular update of web page for the placement cell, college Alumni should be more effective., There should be a Regular interaction with the industries.

[Action: Academic Co-ordinator/Placement officer]

7.4.10 Discussion regarding the functioning of Continuing Education cell.

BOG suggested that by making use of various laboratories of the college CE programme should be conducted. Members suggested to conduct CE programme in Steel fabrication, welding, CNC training, Furniture design course. Members suggested to contact RUBBCO for furniture designing course. BOG suggested to utilise the PTA fund for the functioning of CE cell.

[Action: CE Cell co-ordinator/PTA]

7.4.10 Date and venue of next BoG meeting

The BOG has suggested that the Minutes of the meeting should send to the respective members within 15 days. BOG also suggested that a strategic presentation should be done regarding the activities of the college during the next BOG meeting.

BOG Members also suggested that Next Meeting of BOG can be conducted in college of Engineering Thalassery.

Next Meeting is scheduled to be convened During the Month of October 2013.

[Action: TEQIP Coordinator]

7.4.11 Any other Items permitted by the Chairman.

The Chairman suggested that there should be a Tie-up with IITs & NITs, and students should encourage for higher studies. Chairman also Suggested that some of best students from the college should be encouraged to participate in the summer internship programme conducted by various IITs.

The meeting concluded by 1 P.M with the buffet lunch.

[Action: TEQIP Co-ordinator]

Dr.K C Hari Kumar
Chairman, BOG