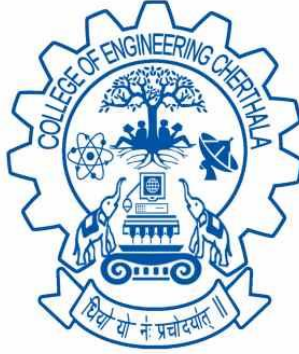


TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME

Phase II Sub Component 1.1



24th MEETING OF THE BOARD OF GOVERNORS

DETAILED AGENDA NOTES

Date: 25th Mar 2023

Time: 10.30 AM

**COLLEGE OF ENGINEERING CHERTHALA
PALLIPPURAM P.O., CHERTHALA-688 541, KERALA**

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Background

As per the Government order from MHRD, the meeting of Board of Governors is convened to monitor the utilization of the four special accounts of TEQIP-II namely Corpus fund, Faculty Development fund, Equipment replacement fund and Maintenance fund for the sustainability of TEQIP-II initiatives at CE Cherthala, with emphasis to activities related to student support, and to accord necessary approvals and clearances for the ongoing activities. Four-fund utilization has to be completed before 31/3/2023 and a grace period till 31/7/2023 is allowed for settling the accounts and conducting audit. A consolidated details of expenditure, under four funds are presented.

Agenda items of 24th meeting of the BOG, scheduled on **25th March 2023** are given below.

AGENDA**Part 1-Procedural**

Sl. No	Items	Page Number
1.1	Confirming the Minutes of the 23rd Meeting of the Board of Governors held on 15.11.2021 at College of Engineering Cherthala, Alappuzha	9
1.2	Report on the action taken/action pending on the pertinent decisions in the 23rd Meeting of the Board of Governors held on 15.11.2021 at College of Engineering ,Cherthala	9

Part 2-Reports and Ratifications

Sl. No	Items	Page Number
2.1	Expenditure made under Corpus fund	13
2.1.1	Remedial classes	13
2.1.2	Training on python programming to students	13
2.1.3	Placement Training & other training programs	14
2.1.4	Other expenses under Corpus fund	17
2.2	Expenditure made under Equipment Replacement fund	17
2.3	Expenditure made under Maintenance fund	17
2.4	Results and Placements	18
2.5	Re-appropriation of 4 funds	18
2.6	Expenditure summary of 4 funds	19

Part 3-Discussions and Approvals

3.1	Accreditation Status	23
3.2	Revision of Vision and Mission statements of Institution	23
3.3	Report on recent national level achievements	23

Part 4-Other items with the permission of the chair **25**

Annexure I: Minutes of the 23rd BOG meeting held on 15.11.2021 **27**

Annexure II: Details of Expenditure Summary of 4 funds **47**

Annexure III: Audit Report of 4 Funds **55**

PART 1

Procedural Items

Silent Prayer

1.1 Confirmation of the Minutes of the 23rd Meeting of the Board of Governors of CE Cherthala held on 15/11/ 2021

The Minutes of the 23rd Meeting of Board of Governors of TEQIP Phase II of CE Cherthala held on **15/11/ 2021** was circulated among the BOG members and after incorporating their suggestions, sent to the Honorable Chairman for his approval. A copy of the Minutes is appended as **Annexure I** for confirmation.

Action sought: BOG may consider and confirm the Minutes of the 23rd meeting.

1.2 Action Taken Report on the pertinent decisions in the Minutes of the 23rd Meeting of the Board of Governors of CE Cherthala held on 15/11/ 2021

A report on the action taken is presented in the Table given below.

Item No in Minutes of the 19 th BOG	Decision Taken	Action Taken/ current status
1.1	The BOG confirmed the approved minutes of the 23 rd Meeting	For information
1.2	Took note of the ATR and approved.	For information
2.1	BoG took note and ratified the expenditure made under Corpus fund	For information
2.2	BoG took note and ratified the expenditure made under Equipment Replacement Fund	For information
2.3	BoG took note and ratified the expenditure made under Faculty Development Fund.	For information
2.4	BoG took note and ratified the expenditure made under Maintenance Fund	For information
2.5	BoG took note of the results and placements for the academic year 2021 passed out students	For information
2.6	BOG approved the new TEQIP committees and coordinators	No action needed

2.7	BOG approved the action initiated for the purchase of 76 numbers of battery by buy back policy andBOG approved the re appropriation of 3 lakhs from the Faculty & Staff Development Fund to the equipment replacement fund	Purchased 76 batteries by buy-back policy
2.8	The BOG took note and approved the expenditure summary	For information
2.9	BOG took note and approved the revised budget for 2021-22	For information
2.10	The BOG reviewed and extended the service of account staff.	For information
3.1	BOG took note and approved the budgetfor 2022-23	For information
3.2	BOG approved the activities planned under corpus fund.	Conducted all the training programs to students.
3.3	BOG approved the plan of the purchase of the printer on buy back scheme	Purchased
3.4	BOG approved the maintenance of the printer in the exam cell	As maintenance was not recommended, purchased one from institution plan fund.
3.5	BoG has decided to put this proposal, given by Muhammed Ilyas for research seed money, in the technical committee to get an appropriate decision.	Technical committee not recommended.
4.1	BOG approved the maintenance activity of the EE department.	Overhauling of electrical machines in the machines lab is done.

Action sought: BOG may consider the ATR for approval.

PART 2
REPORTS & RATIFICATIONS

2.1. EXPENDITURE MADE UNDER CORPUS FUND OF TEQIP-II

2.1.1 Remedial Classes

Expenditure incurred for conducting remedial programmes is given below.

Sl No.	Subject	Resource person	Sem & Branch	No of students	No. of Hours & Dates	Expenditure In Rs.	No. of students passed duty exam
1	CST 202 COA	Ms. Aswathy G S	S4 CS	16	6 hrs during 11,12/8/22	2,400	15
2	CST 204 DBMS	Mr. Jayakrishnan R	S4 CS	17	15 hrs during 13,16,17,19/8/22	6,000	16
3	CST 204	Ms. Lakshmi R Nair	S4 CS	16	3 hrs on 16/8/22	1,200	12
4	EST 130 Basics of electrical and Electronics	Ms. Meera Thampy	S3 EC (supply)	12	3 hrs-21/1/22	1,200	3
5	ECT 203 Network theory	Ms. Vishanthi V P	S3 EC	17	5 hrs-22/1/22,5/2/22	2,000	17
6	ECT 205 SSD	Ms. Jishamol L	S3 EC	17	4 hrs-22/1/22,5/2/22	1,600	16
7	CS 207 EDC	Mr. Ajaynath S A	S7 CS (supply)	20	15 hrs during 9,16,23,30/11,7/12/21	9,000	14
Total						18,600	

2.1.2. Training program on “Python programming with Data Structures”

The training program on ‘Python programming with Data Structures’ was conducted to third year students of Computer Science Department, during 2nd December to 4th December 2021 at the college. It was organized by Ms, Anitha M A, Staff advisor of S6 CS. The classes were taken by Noufal N and Deepak Jose, Technical Trainers of Pragmatix Learning Edutech. It was a hands on training session. The classes started with the basics in Python and ended up with discussing various programs. The classes were well organized and had interactive sessions too. The contents were clear, well-structured and easy to understand and hence the program was very helpful and pretty effective. The total expenditure was Rs. **23,209/-**

2.1.3. Placement Training and Other Training Programmes

Sl. No.	Title of the programme	Semester & batch	Duration & date	No. of participants	Expenditure (Rs)
1	Training program on Skill building	4 th Sem EC,CS & EEE	8/6/22 to 30/7/22(20 sessions)	120(60*2)	60,000
2	Placement training on employability skill	6 th Sem EC,CS& EEE	20/5/22 to 2/7/22(36 sessions)	105(35*3)	1,08,000
3	Training program on communication skill	6 th Sem EC,CS & EEE	20/5/22 to 2/7/22(36 sessions)	105(35*3)	1,08,000
4	Training program in mern stack	S7 CS	15/9/22 to 23/12 /22(30 sessions)	30	90,000
5	Workshop on IOT and Embedded systems	S6, S8 EE/EC	8/2/23 to 10/2/23(6 sessions)	60	18,000
6	Training program in mern stack for final year CS	S8 CS (2022 pass out)	11/11/21 TO 16/12/21 (6 sessions)	33	18,000
Total					4,02,000

Report :

1.Training Program on Skill Building for second year students

Training program on Skill Building were conducted for all the Fourth Semester students for 10 days during June and July, 2022 in the topics - Industry Orientation/ Internships, Campus to Corporate / Corporate Expectations, Communication Skills (Verbal and non verbal), Neurolinguistic Programming, Public Speaking and Presentation Skills, Introduction to Group Discussion, Team Building and Interpersonal Skills, Basics of Resume and LinkedIn Profile Building, Confidence Building and Motivation . The sessions were handled by two resource persons – Ms. Aswathy Mohan and Mr. Jayesh L. The fourth semester students were divided into 2 groups and two parallel sessions were arranged during FN (9 am – 12 Noon) at Seminar Hall and Auditorium. There were a total of 20 sessions , each of 3 hour duration. The total expenditure was Sixty Thousand Rupees only. [20 Sessions x Rs.3000/- per session = Rs.60000/-]

2.Training Program To Improve Communication Skills for third year students

Training program to enhance the communication skills were conducted for all the sixth semester students for 12 days during May, June and July 2022. The various topics covered will be Communication Skills, English Language [Oral & Written Communication], Vocabulary, Group Discussion, Interview Skills, Team Building, Leadership Skills, Body Language, Time Management, Creativity Skills and Listening Skills. The sessions were handled by three resource persons – Ms. Sujatha Menon , Ms. Meena Baiju and Ms. Sherine Deepak. The sixth semester students were divided into 3 groups of around 35 students each and three parallel sessions were arranged at Seminar Hall, Auditorium and in Room No.612 during FN (9 am – 12 Noon). There were a total of 36 sessions , each of 3 hour duration. The total expenditure were One Lakh Eight Thousand Rupees only. [36 Sessions x Rs.3000/- per session = Rs.108000/-]

3.Placement Oriented Training Program for third year students

Training program to enhance the employability skills and through that improve the campus placements were conducted for all the sixth semester students for 12 days during May, June and July 2022. This program were arranged along with the training program to improve Communication Skills. The various topics covered were Resume Preparation, Quantitative Aptitude, Logical Reasoning, Technical Aptitude and Programming in C, Interview Training, Mock Interview etc. The sessions were handled by three resource persons – Mr. Akhil Shan , Ms. Fadiya Shajahan and Ms. Gowri L. The sixth semester students were divided into 3 groups of around 35 students each and three parallel sessions were arranged at Seminar Hall, Auditorium and in Room No.612 during AN (1 pm – 4 pm). There were a total of 36 sessions , each of 3 hour duration. The total expenditure were One Lakh Eight Thousand Rupees only. [36 Sessions x Rs.3000/- per session = Rs.108000/-]

4.Technical Training in MERN STACK for final year Computer Science Students

Technical Training in WEB Development - MERN STACK were organized for the Seventh Semester CSE and ECE students for 30 days [3 Hrs per day] during August, September, October,

November and December 2022. Thirty students attended the program. The various topics covered were Java Script ,MongoDB, ExpressJS, ReactJS and NodeJS . The sessions were handled by Mr. Nirmal V who is a Freelance developer cum IT Trainer. All the sessions will be engaged in SDPK Lab. The total expenditure were Ninety Thousand Rupees only. [30 Sessions x Rs.3000/- per session = Rs.90000/-]

5.Hands on Workshop on IOT and Embedded System Design for 3rd and 4th year EEE and ECE students :-

A three days Hands on Workshop on IOT and Embedded System Design were organized for all the sixth and eighth semester ECE and EEE students to improve their Technical Skills during February 2023. The sessions were engaged by two resource persons from IPTIF (IIT Palakkad Technology Ihub Foundation) - Mr. Lomon Joy [Project Engineer , Embedded Systems] and Nirmal M R [Project Engineer , Embedded Systems] . The topics covered were – Introduction to Embedded Systems and IOT, Familiarization of Arduino , Basic Programming, Sensor interfacing, DHT 11, IR Sensor, Stepper Motor and LCD Interfacing , Developing IOT Applications using Arduino and ThinkSpeak. All the sessions were arranged at SDPK Lab. The total expenditure was Eighteen Thousand Rupees. [6 Sessions x Rs.3000/- per session = Rs.18000/-]

6.Workshop on Introduction to MERN STACK for Final year Computer Science Students (2022 Pass out Batch)

A short Technical Training for 6 days [3Hrs per day] on Introduction to WEB Development - MERN STACK were organized for the Seventh Semester CSE students for during November and December 2021. Thirty three students attended the program. The various topics covered were Java Script ,MongoDB, ExpressJS, ReactJS and NodeJS [Introduction only] . The sessions were handled by Mr. Aswin who is an experienced IT Trainer. All the sessions were engaged in Computer Lab. The total expenditure were Eighteen Thousand Rupees only. [6 Sessions x Rs.3000/- = Rs.18000/-]

2.1.4. Other Expenses

Sl.No.	Items	Expenditure (Rs.)
1	Expense for 23 rd BoG meeting	21,100
2	TDS data uploading charges	1,575
3	Miscellaneous(Stationery)	2,375
4	Salary to TEQIP Staff	56,500
5	Auditor's fee for the 4 funds of TEQIP-II audit for the financial years 2017-18,2018-19,2019-20, 2020-21, 2021-22.	35,000
Total		1,16,550

Total Expenditure under Corpus Fund after last BOG till 24th March 2023 is **Rs. 560359/-**

Action Sought :BoG may kindly take note and ratify the expenditure made.

2.2 EXPENDITURE MADE UNDER EQUIPMENT REPLACEMENT FUND

Sl.No.	Item details	Expenditure (Rs.)
1	Purchase of 130 AH Battery on Buy back basis-76 nos.(530400-199600 = 330800/-)	3,30,800
2	Ricoh Photocopier(MP2051) on buy back basis(replaced with multifunction printerMP2014D @Library)	47,672
3	Ricoh Photocopier(MP2501L) on buy back basis (replaced with multifunction printerMP2014D@ office)	55,342
Total		4,33,814

Action Sought :BoG may kindly take note and ratify the expenditure made.

2.3. EXPENDITURE MADE UNDER MAINTANANCE FUND

Sl.No.	Item details	Expenditure in Rs.
1	Maintenance of 5 KVA UPS	10,620
2	Maintenance of 9 laptops	24,300
3	Toner purchased (SP 200/201)	3,776
4	Servicing of Airconditioner-15 nos.	42,505
5	Renewal of Tally software of TEQIP office	9,200
6	Repair of measuring instruments in the circuits lab of EEE department	10,053
Total		1,00,454

Action Sought :BOG may kindly note and ratify the expenditure

2.4 RESULTS & PLACEMENTS

The college has 53rd position in the current year with a pass percentage of 41%. The branch wise details are given below in the table 2.4.1

Table 2.4.1 Result of B.Tech 2018 admissions(2022 pass out)

BRANCH/ COURSE	SANCTIONED INTAKE	NO OF STUDENTS		% OF FULL PASS
		APPEARED	WITH FULL PASS	
CS	60	50	24	48
EC	60	28	11	42
EE	60	27	10	41.6
Total	180	105	45	43

Table 2.4.2.Placement details

Department	2022 pass out batch			
	Total no of final year students	No of students passed	No of students placed	% placement
CS	50	24	34	68
EC	28	11	9	32
EEE	27	10	10	37
	105	45	53	50.4

Action Sought :BoG may kindly note.

2.5 REAPPROPRIATION OF 4 FUNDS

The current status of 4 funds is Rs.43118/- in Corpus fund , Rs.16967/- in Replacement fund , Rs. 1319/- in FSD and Rs. 8065/- in Maintenance fund. As TEQIP activities should wind up on 31/3/23 and Rs.16540/- is needed to refund of security deposit from replacement fund, the remaining money available in the last 3 funds- Rs.9811/- (8065+1319+427) should be transferred to Corpus fund.

Action sought:

1. BOG may approve the re appropriation of Rs.1319/- from the Faculty & Staff Development Fund, Rs.8065/- From Maintenance fund and Rs. 427/- from replacement fund and hence Rs.9811/- in total to Corpus fund

2.6. EXPENDITURE SUMMARY OF 4 FUNDS

Table 2.6.1 Expenditure summary at a glance (from 1/10/2017 to 25/03/2023)

YEAR	CORPUS FUND	MAINTANANCE FUND	FSD FUND	REPLACEMENT FUND	GRAND TOTAL
2017-18	1,54,890.5	4,837.5	52,259.5	88.5	2,12,076
2018-19	3,52,848	2,33,654	94,516	1,23,892	8,04,910
2019-20	3,36,618.29	1,04,749	83,926	0	5,25,293
2020-21	2,07,536	86,770	7,936	8,768	3,11,010
2021-22	2,37,754	1,29,850.5	20,330	5,42,113	9,30,047.5
2022-23	4,79,015	53,125	0	0	5,32,140
TOTAL	17,68,661.79	6,12,986	2,58,967.5	6,74,861.5	33,15,476.79
Balance fund	43,118	8,065	1,319	16,967	69,470

PART 3
DISCUSSIONS AND APPROVALS

3.1 ACCREDITATION STATUS

The UG (B.Tech) Computer Science and Engineering program of this institution was accredited for 3 years in Tier-II document upto 30.06.2023. A compliance report is submitted to the NBA in order to consider for further accreditation and the visit is expected on 6th May 2023.

Action sought: BOG may kindly note and guide.

3.2. REVISION OF VISION AND MISSION STATEMENT OF THE INSITUTION

In view of the observations made by the NBA team that there is only a single mission statement and also since a new programme (MCA) has started, the institution decided to take steps to revise existing vision and mission of the institution and departments.

Action sought: BOG may kindly note and give suggestions.

3.3 REPORT ON RECENT NATIONAL LEVEL ACHIEVEMENTS

- Aswin A of S6 CS has represented state NSS in the **National integration camp** held at Nagpur from 26/02/23 to 04/03/23
- Avitha Ashok was selected as the **state NSS volunteer secretary** in 2021-22
- Muhammed Suhail of S5 CS has represented KTU for **All India South Zone Inter University Badminton Championship** in 2022
- IEEE SB CECTL has won Kerala section rank 1 in **IEEEExtreme 16.0** in 2022
- IEEE PES SB chapter, CECTL won **High Performing SB chapter award, 2022** and positioned No. 16 globally from No. 55 position in 2021
- INNOVANZA event by IEEE SB CECTL has won Bronze medal under **Darrel Chong student activity award** by IEEE MGA student activity council in 2022
- Special mention in **Larry K. Wilson Translational award council** under best student branch OU by IEEE MGA student activity council in 2022.
- IEEE SB CECTL has **highest retention rate** of 75% in Kerala section in 2021
- Sruthy S Nair was selected as the **Regional Secretary of NSS Energy Cell** and Joint Secretary of IEEE SB CECTL

PART 4

OTHER ITEMS WITH THE PERMISSION OF THE CHAIR

ANNEXTURE-I
MINUTES OF 23rdBoG Meeting

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II

Sub Component 1.1



**23rd MEETING OF
THE BOARD OF GOVERNORS
MINUTES**

Date: 15th Nov 2021

Time: 2.00 PM

(Online mode)

**COLLEGE OF ENGINEERING CHERTHALA
PALLIPPURAM P.O., CHERTHALA-688 541, KERALA**

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AGENDA**Part 1-Procedural**

Sl. No	Items
1.1	Confirming the Minutes of the 22nd Meeting of the Board of Governors held on 01.12.2020 at College of Engineering Cherthala, Alappuzha
1.2	Report on the action taken/action pending on the pertinent decisions in the 21st Meeting of the Board of Governors held on 01.12.2020 at College of Engineering, Cherthala

Part 2-Reports and Ratifications

Sl. No	Items
2.1	Expenditure made under Corpus fund
2.1.1	Remedial classes
2.1.2	NPTEL Certification courses by Students
2.1.3	Placement Training & other training programs
2.1.4	Other expenses under Corpus fund
2.2	Expenditure made Equipment Replacement fund
2.3	Expenditure made under Faculty Development Fund
2.4	Expenditure made under Maintenance fund
2.5	Results and Placements
2.6	Faculty position
2.7	Re-appropriation of 4 funds
2.8	Expenditure Summary
2.9	Revised Budget for 2021-22

2.10	Extension of TEQIP Account Staff
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Part 3-Discussions and Approvals of action plan for next 6 months

3.1	Budget for 2022-23
3.2	Activities planned under Corpus fund
3.3	Activities planned under Equipment Replacement fund
3.4	Activities planned under Equipment Maintenance fund
3.5	Activities planned under Faculty Development fund

Part 4-Other items with the permission of the chair

Annexure I: Minutes of the 22nd BOG meeting held on 01.12.2020

Annexure II: TEQIP Committees

Members Present

- Dr C. P. Girijavallabhan, Hon. Chairman.
- Dr. P Sureshkumar , Director , IHRD
- Dr. Vrinda V Nair , Director , SPFU
- Dr. V P Devassia , Rtd Principal , Model Engineering College , Thrikkakkara
- Sri. Ajayan C, Additional Secretary , Higher Education
- Sri. Shiju Jose , Finance Officer , Collectorate , Alappuzha
- Shri. Jacob Mathew , Vice President , Idea Cellular , Bombay
- Dr. Vinu Thomas., (Principal)
 - Dr. Ramesh Unnikrishnan , AICTE Nominee and KTU Nominee were not present

Others present in the meeting,

1. Smt. Sarakutty K J , TEQIP Coordinator

2. Dr.Priya S, HOD, Dept of Computer Science& Engineering
3. Dr.Ashokkumar T, HOD, Dept. of Electronics and Communication and Procurement Coordinator
4. Sri. Manilal D L, Finance Coordinator
5. Smt. Greeshma N Gopal,
6. Smt. ElizwaLaiju, Academic Coordinator

The meeting started at 2.00 pm . Principal Dr. Vinu Thomas welcomed all members to the 23rd BOG meeting. The Hon'ble Chairman brought the meeting to order , welcomed all the members and invited the Principal to present the agenda of the 23rd BOG meeting. Principal thanked the Hon'ble Chairman and presented the agenda before the BOG.

2.3 Confirmation of the Minutes of the 22ndMeeting of the Board of Governors of CE Cherthalaheld on 01/12/ 2020

Although the Minutes of the 22ndMeeting of Board of Governors of TEQIP Phase II of CE Cherthala held on 01-12-2020 was circulated via e-mail, the Principal shortened the minures again as suggested by the Chairman.

Decision: The BOG confirmed the approved minutes of the 22nd meeting of Board of Governors of College of Engineering Cherthala held on 01/12/2020.

1.2 Action Taken Report onthe pertinent decisions intheMinutes of the 22ndMeeting of the Board of Governors of CE Cherthalaheld on 01/12/ 2020

A report on the action taken is presented in the Table given below.

Table 1.2

Item No in Minutes of the 19th BOG	Decision Taken	Action Taken/ current status	Reason for Non Compliance
1.1	The BOG confirmed the approved minutes of the 22nd Meeting	For information	NA
1.2	Took note of the ATR and approved.	For information	NA

2.1	BoG took note and ratify the expenditure made under Corpus fund	For information	NA
2.2	BoG took note and ratify the expenditure made under Faculty Development Fund	For information	NA
2.3	BoG took note and ratified the expenditure made under maintenance fund	For information	NA
2.4	BOG took note and approved the expenditure summary	For information	NA
2.	The BOG reviewed and decided to extend the service of account staff for a period of 6 months.	account staff is still continuing	N A
2.6	BoG took note the results and placement details	For information	N A
2.7	BOG approved Dr. Priya S as one institution member for BOG 2. BOG has approved the TEQIP committees and coordinators	For information	N A
2.8	BoG took note of the inspection report of four fund utilization	For information	N A
3.1	BOG approved the revised budget for 2019-20.	For information	N A
3.2	1. BOG approved the activities planned under corpus fund. 2. BOG permitted to transfer Rs.3.5 lakhs from equipment replacement fund to Corpus fund.	1. Conducted only item nos.1,2 & 3 2. Transferred the said amount	Difficulty in conducting the trainings as online mode.
3.3	BoG approved the program under Faculty Development Program	Not paid the bill	Bill was not submitted
3.4	BOG approved the proposal for replacing the batteries of UPS	Replaced 2 sets of VRLA battery 65 AH-30 nos	N.A
3.5	BOG approved the items under maintenance activities	Done the maintenance of measuring instruments.	N A

Decision: BoG took note of the ATR and approved

2.1. EXPENDITURE MADE UNDER CORPUS FUND OF TEQIP-II

2.1.1 Remedial Classes

Sl No.	Subject	Resource person	Sem & Branch	No of students	No. of Hours & Dates	Expenditure In Rs.	No. of students passed uty exam
1	Electronic Devices and Circuits (EDC)	Judith Mishal	S5 CS & S7 CS	20	15hrs on 11 th , 12 th , 13 th & 14 th March 2021	6000	13
2	Natural Language Processing (NLP)	Dr Sindhu L Jayakrishnan R	S7 CS	20	4hrs on 18 th , 5hrs on 19 th , 3hrs on 20 th & 3hrs on 21 st March 2021	7200	20
Total						13200	

2.1.2 NPTEL Online Certification Course

Sl No	Student Name	Course Name	Period	Amount
1	Krishnanjali P	Introduction to Internet of Things	Sep – Dec 2020- 12 weeks	1000
2	Umamaheswary S	Discrete Mathematics Social Networks	Sep – Dec 2020- 12 weeks Sep – Dec 2020- 12 weeks	2000
3	Sreelekshmi R	Problem Solving through programming in C	Sep – Dec 2020- 12 weeks	1000
4	Abhijith K D	Problem Solving through Programming in C Introduction to Internet of Things	Sep – Dec 2020- 12 weeks Sep – Dec 2020- 12 weeks	2000
5	SulfathShafeeque	Introduction to Internet of Things	Sep – Dec 2020- 12 weeks	1000
6	Lakshmi Priya R	Problem Solving through programming in C	Sep – Dec 2020- 12 weeks	1000
Total				8000

2.1.3. Placement Training and Other Training Programmes

Sl.no.	Title of the programme	Semester & batch	Duration & date	No.of participants	Expenditure (Rs)
1	Hands on Workshop on MATLAB (Programming and Circuit Simulation)	5 th Sem	2 nd & 3 rd February 2021	28	12500
2	Basic Python Programming	8 th Sem EC & EEE	March –June 2021	70	40000
Total					52500

Electrical & Electronics Engineering Department has conducted **Hands on Workshop on MATLAB** for the students of S5 EEE in our college under TEQIP II, student training program. The program aimed to get a thorough knowledge on MATLAB programming and simulation, which will be helpful for the successful completion of design project.

2.1.4. Other Expenses

Sl.No.	Items	Expenditure
1	Expense for 22 nd BoG meeting	26580
2	Salary to TEQIP staff	104585
3	Miscellaneous (Stationery)	4551
Total		135716

Total Expenditure under Corpus Fund after last BOG till 31st October 2021 is **Rs.2,09,416/-**

Discussion : Dr. V P Devassia has appreciated the result of the remedial class and asked why it was not taken for the remaining subjects. As the current Principal Dr. Vinu Thomas transferred to CE Cherthala during last month, the TEQIP Coordinator responded that CS department only did the initiative at that time and Principal informed that now the remedial classes for this semester have already begun. Dr. P Sureshkumar enquired about placements and Principal informed the placement details which is given as another agenda item in table 2.5.2. He also suggested to approach Infopark Cherthala for more placements. The Chairman Dr. Girijavallabhan mentioned about the poor demand in Engineering and enquired the admission status. The Principal replied that it is reflected in EC and EE branch admissions and enquired the status of Electronics and Computer Science branch in St. Thomas Engineering College Pala, to Dr. V P Devassia. He replied that its curriculum and full syllabus are not yet confirmed by the university even though the course is started.

Decision : BoG took note and ratified the expenditure made under Corpus fund

2.2 EXPENDITURE MADE UNDER EQUIPMENT REPLACEMENT FUND

Sl.No.	Item details	Expenditure
1	Purchase of 130 AH Battery on Buy back basis-1 no.	8350
2	Purchase of 65 AH SMF BATTERY on Buy back basic- 30 nos.	99360
Total		107710

Decision :BoGtook note and ratified the expenditure made.

2.3 EXPENDITURE MADE UNDER FACULTY DEVELOPMENT FUND

Sl. no.	Name of faculty	Designation	Details of the program	Date and duration	Expenditure
Out- station programs					
1	Greeshma N Gopal	Asst. Prof CS	Paper presentation in International Conference on Pervasive Computing and Social Networking (ICPCSN-2021)	19-20, March 2021	9500
2	Anitha M A	Asst. Prof CS	Paper presentation in International Conference on advance in computing & communication (ICACC-2021)	21-23, October 2021	10617
Total					20117

Decision :BoGtook note and ratified the expenditure made.

2.4 EXPENDITURE MADE UNDER MAINTANANCE FUND

Sl.No.	Item details	Expenditure
1	Maintenance of 5 KVA UPS	14160
2	Maintenance of 3 KVA UPS	18585
3	Interconnecting cable for UPS	4800
4	Photocopier Service Charge	5118
5	Replacing of Damaged Keyboards & chargers of laptops	9735

6	Toner purchased (SP 200/210)	4800
7	Servicing of Airconditioner	36200
8	Toner Purchased SP210 printer	1600
9	Repairing of rectifier	2360
10	Toner Purchased for Photocopier	3540
11	Maintenance of Diesel Generator	12390
Total		119365

Decision :BoGtook note and ratified the expenditure made.

2.5 RESULTS & PLACEMENTS

The college has 72th position in the current year with a pass percentage of 40.46%. The branch wise details are given below in the table 2.6.1

Table 2.5.1 Result of B.Tech 2017admissions(2021 pass out)

BRANCH/ COURSE	SANCTIONED INTAKE	NO OF STUDENTS		% OF FULL PASS
		APPEARED	WITH FULL PASS	
CS	90	69	32	46.4
EC	120	36	13	36.1
EE	60	33	11	33.3
Total	270	138	56	40.5

Discussion: The additional Secretary Sri Ajayan C enquired about the online mode of teaching and learning process and how it was affected the results . The Principal replied that it was badly affected and requested him to give this feedback on online education to government.

Table 2.5.2.Placement details

Dept	2021 pass out batch			
	Total no of final students	No of students passed	No of students placed	% placement
CS	69	32	33	47.8
EC	36	13	5	13.8
EEE	33	11	2	06.1
	131	56	40	42.7

Discussion: All the members commented that this is a good placement compared to the students who have passed.

Decision :BoG took note.

2.6 FACULTY POSITION

Due to transfer and posting, some of the faculty members left the institution and new members joined. Institutional member of BOG Dr. Sumitha Mathew got transferred. Dr. Ashok kumar has taken the charge of HoD EC. The present faculty position(Regular) is given below;

Table 2.6

Department	Professor	Associate Professor	Assistant Professor	Total
ECE	1	1	6	8(2 are on leave)
CSE	1	1	6	8 (one on leave for study purposes & one on LWA)
EEE	-	-	1	1
ME	-	-	2	2
Applied Science	-	3	-	3
Total	2	5	15	23

Academic coordinator Ms.Sumitha Mathew, purchase coordinator Mr. Jimmy John and Finance Coordinator Mr.Pradeep M were got transferred. Smt.ElizwaLaiju Assistant Professor EE is assigned the charge of academic coordinator and Mr. Ashok kumar T Associate Professor in EC is assigned the charge of purchase coordinator and Mr.Manilal D L Associate Professor in CS are assigned the charge of Finance coordinator . All the TEQIP committees are restructured. Details attached as annexure II.

Action sought:

- 1.BOG approved DrAshokKumar T as one institution member for BOG
2. BOG approved the TEQIP committees and coordinators

2.7 REAPPROPRIATION OF 4 FUNDS

There is an urgent necessity of replacing the batteries (16 numbers of 50 AH batteries and 60 numbers of 100 AH Batteries) for the UPS purchased using TEQIP funds, and the approximate total amount for the same is Rs 5 Lakhs (Rs 4.5 lakhs for the 100 AH Batteries and Rs 50,000/- for the 50 AH Batteries) including buyback of the old batteries. But there is not enough money in equipment replacement fund. Hence it is requested to reappropriate Rs 3 lakhs from the Faculty & Staff Development Fund to the equipment replacement fund as there are absolutely essential equipment replacement / maintenance requirements for the institution.

The request , seeking the approval for the above action, was already circulated via e mail to all BoG members and hence initiated the action after obtaining the approval via mail..5 Tenders obtained and opened it on 5 /11/2021. Now tabulation is going on.

Decision:

1. BOG approved the action initiated for the purchase of 76 numbers of battery by buy back policy
2. BOG approved the re appropriation of 3 lakhs from the Faculty & Staff Development Fund to the equipment replacement fund

2.8 EXPENDITURE SUMMARY

Type of Fund	Funds received from IRG	Interest received as on 31 st Oct	Re-appropriation	Total Fund after Re-appropriation	Expenditure made					Total during project period	Balance fund available
					2017-18	2018-19	2019-20	2020-21	2021-22 Till 3rd nov		
Corpus Fund	912233	100191	+350000	1362424	154891	352848	335732	207536	135244	1186251	176173
Faculty Development Fund	697462	80222	-300000	477684	52259.5	94516	83926	7936	20330	258967.5	218716.5
Equipment Replacement Fund	700898	81405	-50000	732303	88.5	123892	0	8768	99360	232108.5	500194.5
Maintenance Fund	700816	71877	-	772693	4837.5	233654	105634	86770	78024	508919.5	263773.5
Total	3011409	311053	-	3345104	212076.5	804910	525292	311010	332958	2186246.5	1158857.5

Discussion: The SPFU Director Dr.Vrinda V Nair suggested to modify the above table by deleting the 3 columns of expenditure made during 2017-18, 2018-19 and 2019-20, to avoid confusion. The Principal agreed to make such a modification from the next meeting.

Decision: The BOG took note and approved the expenditure summary

2.9 BUDGET FOR 2021-22

In the last BOG meeting, the revised budget for 2020-21 was approved but the full budget for 2021-22 was not included in the agenda as it was difficult to plan events during the covid period. The full budget for 2021-22 (including re appropriation) is shown in the table below:

Table 2.9.1 Budget

(Head of expenditure)	Sub-Activity	Revised Budget for 2020-21	Expenditure for 2020-2021	Budget for 2021-22	Expenditure till 31 st Oct. 2021	Balance Amount for 2021-22
CORPUS FUND Academic support for students	Expenditure on research projects taken by UG/PG students	5000		5000		5000
	Expenditure on research publications	5000		5000		5000
	Remedial Class	40000		40000	13200	26800
	Visiting Faculty	230000	78880	100000	60500	39500
	Industry Institute Interaction	20000		10000		10000
Incremental operating cost	Salary	105000	97010	100000	50060	49940
	BoG meetings	40000	26580	30000		30000
	Stationary and other expenses	7000	6796	5000	1714	3286
Total		452000		295000	125474	169526
FSD	Expenditure on faculty development	75000	7936	20000	9500	10500
	Expenditure on staff development	15000		10000		10000
Total		90000		30000		20500
ERF	Equipment, Books, Software, Furniture	50000	8350	550000	99360	450640
ECMF	Equipment Maintenance, Civil Works	100000	85818	100000	59005	40995
Total		692000	311010	875000	293339	681661

Action sought: BOG took note and approved the revised budget for 2021-22

2.10. EXTENSION OF TEQIP ACCOUNT STAFF

BOG in its 22nd meeting has extended the service of TEQIP account staff for a period of 6 months and decided to review it in the next meeting.

Action Sought:The BOG review and extended the service of account staff.

3.1 BUDGET FOR 2022-23

BOG , in previous meetings has instructed to present the utilization as per budget in each meeting. The budget amount planned for the financial year2022-23is shown below;

Table 3.1 Budget

(Head of expenditure)	Sub-Activity	Balance budget amount available for 2021-22	Budget for 2022-23
CORPUS FUND Academic support for students	Expenditure on research projects taken by UG/PG students	5000	5000
	Expenditure on research publications	5000	5000
	Remedial Class	26800	40000
	Visiting Faculty	39500	60000
	Industry Institute Interaction	10000	10000
Incremental operating cost	Salary	49940	60000
	BoG meetings	30000	30000
	Stationary and other expenses	3286	5000
Total		169526	205000
FSD	Expenditure on faculty development	10500	80000
	Expenditure on staff development	10000	20000
Total		20500	200000
ERF	Equipment, Books, Software, Furniture	450640	70000
ECMF	Equipment Maintenance, Civil Works	40995	150000
Total		681661	4,79,000

Decision: BOG took note and approvedthebudgetfor 2022-23

3.2 ACTIVITIES PLANNED UNDER CORPUS FUND

3.2.1. Placement cell coordinator Mr.Joe Francis, Staff advisor of S5 CS Ms.Anitha M A ,Staff advisor of S7 CS MsGreeshma N Gopal, Staff Advisor of S1 CS Ms. Janu R Paniockerand HOD EC Dr.Ashok Kumar T have given proposals for conducting training programmes for final year

students and pre final year students, to improve their employability and to do the final year project, as per the following details:

Table 3.2.1

Sl.No	Details of programme	Resource person	Appr.cost	Targeted beneficiaries	Probable dates
Placement Trainings					
1.	MERN Stack-Industrial training(40 hrs)	Phaethon Academy	40000	S7CS	Nov2021 – Jan2022
2	Embedded systems & IOT- Industrial Training(25 hrs)	DCS Robotics, Creative Learning Academy	25000	S7EC&EE	Nov2021- Jan2022
3	Machine learning Using Python(12 hrs)	Dr.Shailesh S Asst.Prof. in CS CUSAT	12000	S5CS	April 2022
4	Python programming in Data Structures(3 days)	Deepak Jose Pragmatics, Kochi	18000	S5CS	26,27/11/2021
5	Hardware Design and Modeling with HDL (3 days)	Kiran Susan Pavu, Research Scholar, Model Engineering College	18000	S7EC	Jan 2022
6	Hands-on workshop on MATLAB (3 days)	Ajay Nath S A, Research Scholar, Model Engineering College	18000	S5 &S7EC	April 2022
7	Basic Python Training(2 days)	Ciji Sebastian Technovalley	15000	S2 CS	May 2022
Student Training Programmes					
1	Hands-on training with LaTeX and beamer (2 days)	Ajay Nath S A, Research Scholar, Model Engineering College	12000	S5 &S7EC	Feb2022
Total cost			158000		

3.2.2 Remedial Coaching – 40000

Total amount required for activities planned under Corpus fund –Rs.1,98,000

Discussion : The Spfu Director reminded that the remuneration can be given to research scholars only as per rules

Decision: BOG approved the activities planned under corpus fund.

3.3 ACTIVITIES PLANNED UNDER EQUIPMENT REPLACEMENT FUND

In Oct.2013, we have purchased the following printers from RICOH INDIA LIMITED, by TEQIP –II fund.

Table.3.3.1

Sl.no.	Particulars	Quantity	Rate	Amount in Rs.
1	Colour laser printer- SP C242SF	1	49500	49,500
2	Laser Printer SP 200	4	10000	40,000
3	Laser Printer(4 in 1) SP 203 SFN	2	22500	45,000
4	Colour Digital Copier MPC 201 MFP	1	230000	2,30,000
5	Digital Copier MP 2501 L	2	100000	2,00,000
6	Digital duplicator Copy printer DX 2430	1	118000	1,18,000
TOTAL				7,16,625

The 1st, 5th and 6th items in the above table were not working properly. Now one of the 5th item is repaired but we found that the company had stopped making that model printers and could not find its damaged parts for the second one. So we cannot repair this printer which is urgently required for the proper functioning of office. The 6th item is also repairable with a cost of Rs.30,000/-

Hence we are planning to purchase one RICOH MULTI-FUNCTION PRINTER MP 2014 D, by buy back policy with one digital copier MP 2501L. The quote details regarding the printer to be purchased and the buy backvalue of the above said machine is given below:

Table 3.3.2

Sl. no.	Item description	Qty.	Unit price(Rs.)	Total Amount(Rs.)
1	<ul style="list-style-type: none"> • Type: Digital B & W Multifunction printer • Connectivity via USB • Scanning : Color • Print Speed: 20 sheet per minute • Handles paper : 52 -105gsm • Duplex: 75- 105gsm • Memory : 256MB • Resolution: 600dpi • Paper Size: A3, A4, A5, A6, B4, 	1	48000	48000

	B5, B6			
2	Network board for network connectivity	1	8300	8300
Buy back value				9400
Net amount after buy back				46900
GST(for46900)				8442
Net Amount				55342

Action sought: BOG approved the plan of the purchase of the above printer on buy back scheme.

3.4 ACTIVITIES PLANNED UNDER EQUIPMENT MAINTANANCE FUND

The Digital Duplicator installed in Exam cell which is the 6th item in **table 3.3.1**is repairable with an approximate cost of Rs.30,000/-

Action sought: BOG approved the maintenance of the above said printer..

3.5 ACTIVITIES PLANNED UNDER FACULTY DEVELOPMENT FUND

Sri.MuhammedIlyas H, Assistant Professor in Computer Science had given a proposal during Jan.2021,for research seed money for doing the following research work .

Title of the project proposal : **Coconut tree disease identification using Machine Learning and Digital Image Processing techniques.**

Budget Details: Estimated expenditure

Sl No	Items	Amount (Rs)
1	Consumables	5000.00
2	Equipment	40000.00
3	Travel	2000.00
4	Contingency	3000.00
	Total	50000.00

In March 2021 he has completed his 15 years of service. But as per the new guidelines of four fund utilization , given by SPFU, seed money should be given to those young faculty researchers who have completed 15 or less years of service. Now he has resubmitted the proposal to consider him to continue the project with financial support from TEQIP-II four funds, since due to COVID pandemic situation he couldn't go with the procurement of equipment for the project.

Discussion : The chairman commended that the estimated expenditure given above is not enough for a good quality drone camera which is very essential for this project. Dr. V P Devassia also agreed with that point. SPFU Director suggested that after discussing in the technical committee, it was advised to take an appropriate decision.

Decision: BoG has decided to put this proposal in the technical committee to get an appropriate decision.

4.1 .OVERHAULING OF ELECTRICAL MACHINES

The Electrical Engineering HOD Ms. ElizwaLaiju has given a proposal for overhauling of electrical machines in the machines lab of EEE department. The approximate cost is Rs.10000/-

Decision : BOG approved the above maintenance activity

Conclusion:

The Honorable Chairman in his concluding remarks thanked all the members for attending the meeting and contributing to it and called the meeting to an end at 3.30 P.M.

Dr . C P Girijavallabhan

Dr. Vinu Thomas

ANNEXTURE-III

Details of Expenditure summary of 4 funds

Details of expenditure summary of 4 funds from 1/10/2017 to 25/03/2023

CORPUS FUND			MAINTANANCE FUND		FSD FUND		REPLACEMENT FUND	
Year	ITEM	AMOUNT	ITEM	AMOUNT	ITEM	AMOUNT	ITEM	AMOUNT
2017-2018	Salary	50389	BANK Charge	88.5	Bank Charge	88.5	Bank charge	88.5
	Stationery	7350	Camera Service charge	649	TA-Colloquim	7840		
	BOG	43823	Others (Catridge Purchased)	4100	TA & Registration fee	44331		
	Remedial Class	25200						
	Industrial visit	10000						
	Motivation class	18040						
	BANK Charge	88.5						
TOTAL		154891		4837.5		52260		88.5
2018-2019	Salary	69875	Equipment Maintenance	3500	Subject Domain FDP	4516	Networking in new block(CS block)	123892
	New notice bord Purchased	19000	Project Maintenance	36462	Short term course at IITG	90000		
	BOG	38816	AC service	14160				
	Remedial class	76400	UPS Service	1680				
	Stationery & Others	30823	AC service	1000				
	Others (toner refilling)	800	Lock of solar battery box	1292				
	others (mouse purchase)	5000	Chair Weaving	17500				
	Women cell Program (Corpus fund - Others)	2038	Electrical item purchased	4540				
	TA PP Review (Corpus fund - Others)	40436	Printer Repairing Charge	600				

	CORPUS FUND		MAINTANANCE FUND		FSD FUND		REPLACEMENT FUND	
		ISO surveillance audit	3230	toner purchase	10500			
	AC repaired	150	Rubber Mat	20700				
	toner purchase	5900	CRO Repairing charge	9900				
	digging charge	8500	battery purchase	7500				
	placement Training	51880	battery replacement	89820				
			Battery Purchase	14500				
TOTAL		352848		233654		94516		123892
2019-2020	Salary	76860	System Service charge	4248	Workshop	17951	Nil	0
	Stationery	538	AC maintenance	4500	One day training program	4259		
	BOG	63359	Incinerator repairing	2000	Registration fee paid	1000		
	Remedial Class	15200	UPS Repairing	1770	Registration fee paid	7500		
	Expert Talk Nano Electronics	4933	Photocopier & printer repairing	15612	Student induction programme	6196		
	Counselling class	10200	battery water	4500	FDP on outcome based education	22672		
	Cprogramming workshop	74560	Electrical item purchased	20405	FSD short term course at IITG	15000		
	Placement training	7880	Electrical work	5400	NBA preparatory	5348		
	NBA Accreditation fee	9000	toner refilling	3450	Workshop	4000		
	Toner Refilling	885	AC maintenance	2400				

	CORPUS FUND		MAINTANANCE FUND		FSD FUND		REPLACEMENT FUND	
	NBA Accreditation fee	21000	Photocopier repair	4488				
	Bank charge	89.29	AC maintenance	2050				
	Workshop on basic mathematics	8716	Catridge Purchase	11138				
	Performance review meeting	4100	Binding Charge	3680				
	Expert Talk	5284	Refilling & replacement of Fire extinguisher	11008				
	Workshop	13374	Laptop Service charge	6400				
	Industrial visit	20000	Catridge purchase	1700				
	TDS data processing charge	640	TOTAL					
Total		336618		104749		83926		0
020-21	Salary	97010	Servicing of Digital Training Kit	4200	Registration Fee Judy Ann Joy	1000	Bank charge	418
	Placement Training	78880	Servicing of Ac	700	TA & Registration fee toGreeshma N Gopal	6936	130AH Battery purchased	8350
	Bush & Washer purchased	3485	Battery Water Purchased	5340				
	BANK Charge	801	Laptop Maintenance	4248				
	BOG Meeting	26580	Maintenance of Revolving Chairs	8550				

	CORPUS FUND		MAINTANANCE FUND		FSD FUND		REPLACEMENT FUND	
	Stationery Purchased	780	Licence renewal of Tally Software	9234				
		Printer Service charge	1200					
		battery water purchased	4800					
		Photocopier Service charge	5653					
		Toner purchase	4800					
		AC repairing	12800					
		AC Service charge	12800					
		Photocopier Service	893					
		Bank Charge	952					
		AC Service charge	10600					
TOTAL	207536		86770		7936		8768	
2021-22	Salary	115260	Interconnecting cable	4800	Paper presentation	9500	Battery replacement	99360
	W/s on MATLAB	12500	Toner purchased	1600	Bank charge	213	Bank charge	79
	Bank charge	2010	servicing of Laptops	9735	Paper presentation in conference	10617	Advertisement charge	8428
	Reimbursement of Online Exam fee	8000	bank charge	227			Purchase of Battery	330800
	Python programming	40000	Maintenance of 5 KVA UPS	14160			GST collected sale of Tender form	432
	Remedial class	13200	Maintenance of 5 KVA UPS	18585			Photocopier purchased	55342

CORPUS FUND		MAINTANANCE FUND		FSD FUND		REPLACEMENT FUND	
BOG Meeting	21100	Photocopier Service charge	4225			Purchase of photocopier	47672
Advance settlement Data structures in Python	23209	Rectifier Repairing	2360				
Cash book purchased	850	bank charge	203				
Stationery	690	Toner purchased	3540				
TDS data processing charge	935	Bank charge	122				
		Photocopier maintenance	12390				
		Replacement of Drum & balde of Photocopier	6077				
		Purchase of battery charger -DG Set	4130				
		Bank charge	366.5				
		Servicing of Electrical Measuring Instrument	10054				
		Laptop Servicing	24300				
		Toner purchased	3776				
		Tally license Renewal	9200				
TOTAL	237754		129851		20330		542113

	CORPUS FUND		MAINTANANCE FUND		FSD FUND		REPLACEMENT FUND	
2022-2023	Salary	16500			Nil	0	Nil	0
	Technical training in MERN STACK	18000	Maintenance of 5 KVA UPS	10620				
	Audit fee	35000	AC repairing	42505				
	Remedial class	24680						
	placement Training	294000						
	Stationery	835						
	Technical training in MERN STACK	90000						
TOTAL		479015		53125		0		0
GRAND TOTAL		17,68,661.79		6,12,986		2,58,967.5		6,74,861.8

ANNEXTURE-III

Audit Report of 4 Funds

(attached as separate file)