

**TECHNICAL EDUCATION QUALITY IMPROVEMENT
PROGRAMME Phase II**

Sub Component 1.1

**18th MEETING OF
THE BOARD OF
DETAILED AGENDA**



**GOVERNORS
NOTES**

Date: 29th Nov 2017

Time: 10.30 AM

Venue: Seminar Hall

**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. The 18th meeting of the BOG is being convened on 29th November 2017.

AGENDA**Part 1-Procedural**

Sl. No	Items	Page Number
1.1	Confirming the Minutes of the 17th Meeting of the Board of Governors held on 17-07-2017 at College of Engineering Cherthala, Alappuzha	9
1.2	Report on the action taken/action pending on the pertinent decisions in the 17th Meeting of the Board of Governors held on 17-07-2017 at College of Engineering, Cherthala	9

Part 2-Reports and Ratifications

Sl. No	Items	Page Number
2.1	Summary of Expenditure of TEQIP-II fund	13
2.2	Status of IRG Accounts	14
2.3	Expenditure made under the four Funds	15
2.3.1	Corpus Fund	15
2.3.2	Faculty Development Fund	15
2.3.3	Maintenance Fund	16

Part 3-Discussions and Approvals of action plan for next 4 months

	Activities proposed under the four funds	19
3.1	Expenditure under Corpus fund	19
3.2	Faculty Development fund	20
3.2.1	Paper presentation in International Conferences	20
3.2.2	Attending short term training programme	20
3.3	Maintenance Fund	21

3.3.1	Annual Maintenance Contract	21
3.3.2	Networking cable laying	21

Part 4-Other items with the permission of the chair

Annexure I: Minutes of the 17th BOG meeting held on 17.07.2017

PART 1

Procedural Items

Silent Prayer

1.1 Confirmation of the Minutes of the 17th Meeting of the Board of Governors of CE Cherthala held on 17th July 2017

The Minutes of the 17th Meeting of Board of Governors of TEQIP Phase II of CE Cherthala held on 17-07-2017 was circulated among the BOG members and after incorporating their suggestions, sent to the Hon’ble 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 17th meeting.

1.2 Action Taken Report on the pertinent decisions in the Minutes of the 17th Meeting of the Board of Governors of CE Cherthala held on 17th July 2017

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

Table 1.2

Item No in Minutes of the 16th BOG	Decision Taken	Action Taken / current status	Reason for Non Compliance
1.1	The BOG confirmed the approved minutes of the 16 th Meeting	For information	NA
1.2	Took note of the ATR and approved.	For information	NA
2.1	The BOG took note of the outstation faculty development programmes attended and ratified the expenditure.	For information	NA
2.2	The BOG took note of the Research colloquiums conducted and ratified the expenditure made in this regard.	For information	NA
2.3	The BOG took note and ratified the expenditure on reimbursement of Tuition fee.	For information	NA
2.4	The BOG took note of the IIIC programmes conducted and ratified the expenditure.	For information	NA
2.5	The BOG took note of the EAP programmes conducted and ratified the expenditure made.	For information	NA
2.6	The BOG took note of the report on ISO	For information	NA

	certification		
2.7	The BOG took note of the official TEQIP programs attended	For information	NA
2.8	The BOG took note of the audit reports and mentoring reports	For information	NA
2.9	The BOG took note of the faculty position	For information	NA
2.10	The BOG took note of the status of IRG Accounts	For information	NA
2.11	The BOG took note of the summary of Expenditure	For information	NA
3.1	The BOG approved the Project Completion Report	For information	NA

Action sought: BOG may consider the ATR for approval.

PART 2
REPORTS & RATIFICATIONS

2.1 EXPENDITURE SUMMARY OF TEQIP-II FUND

Expenditure Summary
1-Apr-2013 to 31-Oct-2017

Table 2.1.2

Particulars	Amount in lakhs	
Incremental Operating Cost		72.29713
Bank Charge	0.534304	
Consumables	6.40642	
Operation and Maintenance	42.22891	
Salaries	23.60837	
Procurement		558.80517
Books & LRs & Software	100.16710	
Equipment	349.71737	
Furniture	59.90893	
Minor Civil Works	48.52514	
Minor Items	0.48663	
Assistantships		95.49245
Capacity Development		3.40237
FSD		150.08204
III Cell		14.86210
R & D		32.50344
Reforms		11.60380
Student Support		78.85005
Grand Total		1017.89855

After the 17thBoG meeting, an amount of Rs.1,24,047/-has been spent from the head “Incremental Operating Cost” as per the following details :

Expenditure Summary from 7-july-2017 to 31-Oct-2017**Table 2.1.1**

Sl.No.	Item	Expenditure
1	Expense on 17 th BoG meeting	43054.00
2	Induction program for first year students	5333.00
3	Salary for TEQIP Staff	67410.00
4	Festival Allowance for TEQIP Staff	8250.00
TOTAL		124047.00

Action Sought:

The BOG may kindly note and ratify the expenditure made after 17th BOG..

2.2 STATUS OF IRG ACCOUNTS

As per the direction from MHRD, an amount of Rs.30,11,408/- was deposited in four funds of which an amount of Rs.9,76,760/- was generated through international conferences, Research Colloquiums and faculty and staff development programs conducted. The details of the four funds are given below:

Table :2.2.1

Particulars	Amount in Rs
SBT 67262515481 (Corpus Fund)	912233.50
SBT 67262515628 (Faculty Development Fund)	697461.50
SBT 67262516519 (Maintenance Fund)	700815.50
SBT 67262516586 (Equipment Replacement)	700897.50
Grand Total	3011408.00

Action Sought:

The BOG may kindly note.

2.3 EXPENDITURE MADE UNDER THE FOUR FUNDS

Director, SPFU has informed that balance in project fund is to be deposited to Corpus fund and the expenditure on any activity for the benefit of students and General Incremental Operating cost, Governance etc can be taken from Corpus fund. Similarly expenditure on any activity for the benefit of faculty is to be taken from Faculty Development fund, any activity related to purchase is to be taken from Equipment Replacement Fund and any activity related to maintenance, repair, AMC, Minor Civil work etc to be met from Equipment Maintenance fund. It was also informed that the money from the first two funds i.e. Corpus fund and Faculty Development fund could not be diverted in any case. But if there is a scarcity of fund for activities, money from the third and fourth can be re-appropriated and used for the first two activities. i.e. money from Equipment Replacement Fund and Equipment Maintenance fund can be re-appropriated to the Corpus fund and Faculty Development fund with prior permission of the BOG and the reverse is not permitted in any case as we already have spent 65% of the project fund for the procurement.

The following expenditure was met from the four funds as detailed below;

2.3.1 Corpus fund

An amount of **Rs.9806/-** was spent towards salary for TEQIP staff for the month of October.

2.3.2 Faculty Development fund

Four faculty members attended a colloquium on “Challenges and Opportunities in Engineering Education- Kerala Perspectives in National Scenario “, conducted by SPFU, Trivandrum at Hotel Apollo Dimora Trivandrum on 05.10.2017.

This program was arranged for the benefit of policy makers in the State and Principals and HODs of TEQIP institutions (24 Nos) in the State of Kerala. The introductory remarks were given by Dr. Usha Titus IAS, Secretary Higher Education followed by a talk on “New initiatives of the APJ Abdul Kalam Technological University like Cluster Autonomy, Start-ups, minor in Engineering etc. by Dr. Kuncheria P Isaac – Vice Chancellor. Then the topic “Impact of TEQIP on Engineering Education in India “ was delivered by Dr. P.M. Khodke, Central Project Advisor, National Project Implementation Unit, MHRD, New Delhi and the session on “Role of AICTE in Facilitating Technical Educations to Promote Development” was taken by Dr. Ramesh Unnikrishnan, Director, S-W Region, AICTE. The contributions of IHRD, CAPE and LBS to the Engineering Education of the State of Kerala was delivered by Dr. P. Suresh Kumar, Director IHRD, Dr. R Sasi Kumar, Director, Co-operative Academy of Professional Education and Dr. Baiju Senadhipan, Director, LBS.

An amount of **Rs.7840/-** was spent to meet the expenditure on the above said program.

2.3.3 Maintenance fund

An amount of **Rs.649/-** was spent towards the repair charge of one camera of the video surveillance system purchased under TEQIP II.

Action Sought:

The BOG may kindly ratify the expenditure made.

PART 3
DISCUSSIONS AND APPROVALS

ACTIVITIES PROPOSED UNDER THE FOUR FUNDS

3.1 CORPUS FUND

As per GO (Rt) No.1578/HEDN /2017 dtd 25/08/17 guidelines were issued for the utilization of the 4 funds. As per this the service of a contract staff, full time or part time can be hired depending on the volume of the transactions, with the prior approval of BOG for handling the clerical and accounting work related to fund utilizations. The expenditure for this can be booked under corpus fund.

Student support activities

Remedial classes for the current semester are planned as detailed below;

Sl .No.	Semester/batch	Subject	No.of hours	Expenditure
1	S1 EC/CS/EE	Engineering graphics	12	7200
2	S3 EE	Computer programming	10	6000
3	S3 EC	Linear Algebra and Complex Analysis	10	6000
4		LCD	10	6000
5		EDC	10	6000
6	S3 CS	Switching Theory and Logic Design	10	6000
7	S5 EE	Power Electronics	10	6000
8		Microprocessors	10	6000
9	S5 EC	Microprocessors	10	6000
10		DSP	10	6000
11		DSD	10	6000
12	S5 CS	Microprocessors and Micro Controllers	10	6000
Total Expenditure				73,200

Table 3.1.1

The anticipated expenditure from corpus fund for the next four months is given below;

Table 3.1.2

Sl.No.	Items	Anticipated Expense
1	Salary for TEQIP staff	60000
2	Expenditure on BoG meeting	60000
3	Student support scheme	75000
TOTAL		1,95,000

Action Sought:

1. The BOG may kindly sanction the appointment of an accounts staff
2. The BOG may kindly approve the activities and expenditure for next six months.

3.2 FACULTY DEVELOPMENT FUND

3.2.1 Paper presentation in International Conferences

Mr.Jagadeeshkumar P, A.P in Electronics has presented a paper ‘An NBTI Aware Real Time Scheduler for Multi Core Processors’in the 2nd international conference on Science , Technology , &management at the Institution of Electronics and Telecommunication Engineers , Osmania University Campus , Hyderabad on 15th October 2017 and submitted a request for the reimbursement of TA and registration fee(Rs.2700/-) for the same . The total expenditure for the above is Rs.11,350/-

Ms.Leena Timothy , AP in Electrical Engineering has requested for registration fee of Rs.28,288/- for her research paper selected for presentation in the IEEE Life Sciences Conferences , Sydney , Australia to be conducted from 13th to 15th December 2017.

3.2.2 Attending short term training programme

Mr.Muhammed Ilyas has requested for permission to attend Short term training program on “website design using PHP framework training”,conducting by SPFU Trivandrum for a duration of 10 days from 27th November to 1st December and 11th to 15th December at Thiruvananthapuram. The course fee for the above programme is Rs. 15.000/- and total expected expenditure is Rs.29,000/-

Table 3.2

Sl.No	Program	Name of Faculty	Duration/Dates	Expenditure
1	Registration fee for Paper presentation abroad	Leena T Thimothy	3 days , 13-15/12/2017	28,288
2	Registration fee & TA for Paper presentation	Jagadeeshkumar P	1 day , 15/10/2017	11,350
3	Short term training program Trivandrum	MuhammedIlyas H	10days , 27/11/17 to1/12/17 &11/12/17 to 15/12/17	29,000
TOTAL				68,638

Action Sought:

The BOG may kindly approve the above.

3.3 MAINTANENCE FUND

3.3.1 Annual Maintenance Contract

Mr. Muhammed Ilyas, AP Computer Science and Mr. Jayadas C.K, HoD Electronics has submitted requests for taking AMC for projectors, workstations, Computers, UPS etc and the Institutional Purchase Committee considering the availability of funds, recommended to take AMC for 23 nos of projectors for 3 years and for 2 workstations and 13 no of UPS for one year at an approximate total cost of Rs. 3 lakhs.

Vide Govt order (MS) No.13/2000/ITD dated 28.07.2000 IHRD is designated as Total Solution Providers for implementation of IT projects in Govt department and rate approved as per the GO for AMC is 5% to 8% of total value of Computers and other related peripherals. Currently the PMD of IHRD is providing AMC to many govt. departments and other organizations.

3.3.2 Networking cable laying

Purchase of equipments and components for providing networking in the new building is being done under plan fund of IHRD. Since plan fund will not provide for laying of the cable, it is requested to do the same under the TEQIP maintenance fund. It is planned to provide 30 points in computer lab, 25 points in staff rooms and HOD rooms plus 10 wifi points. It is also planned to incorporate OFC & Intercom (10 points) plus wifi devices. The approximate cost for the above is Rs. 2 lakhs.

The total anticipated expenditure under maintenance fund with details is given in the table below;

Table 3.3.1

Sl.No.	Activity	No.of units	Anticipated expenditure
1	AMC for projectors(3 year)	23	1,17,500
2	AMC for Work Station(1year)	2	14,400
3	AMC for UPS(1year)	13(6kv-1,5kv-9,3kv-3)	1,40,420
4	Networking –Laying works	N.A.	2,05,674
5	Catridge for ID Card printer	1	5,000
TOTAL			4,82,994

Action Sought:

The BOG may kindly approve the same.

PART 4

OTHER ITEMS WITH THE PERMISSION OF THE CHAIR

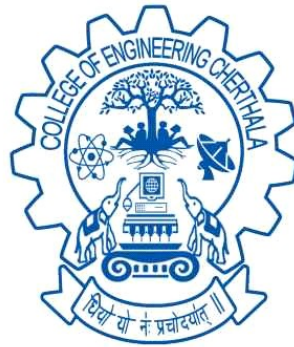
1. Audit Disallowance

ANNEXURE I- Minutes of 17th BOG

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME

Phase II

Sub Component 1.1



**17th MEETING OF
THE BOARD OF GOVERNORS
MINUTES**

Date: 17th July 2017

Time: 10.30 AM

Venue: Seminar Hall

**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 16th Meeting of the Board of Governors held on 23-03-2017 at College of Engineering Cherthala, Alappuzha
1.2	Report on the action taken/action pending on the pertinent decisions in the 16th Meeting of the Board of Governors held on 23-03-2017 at College of Engineering ,Cherthala

Part 2-Reports and Ratifications

Sl. No	Items
2.1	Out Station Faculty and Staff Development Programmes
2.2	Research Colloquiums conducted
2.3	Reimbursement of tuition fee
2.4	IHC Programme conducted
2.5	Programmes conducted under EAP
2.5.1	Remedial Programmes
2.5.2	HIT Programs
2.6	Report on ISO certification
2.7	Official TEQIP Programmes attended
2.8	Audit Reports and Mentoring report
2.9	Faculty Position
2.10	Status of IRG Accounts
2.11	Summary of Expenditure

Part 3-Discussions and Approvals

3.1	Approval of Project Completion Report
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Part 4-Other items with the permission of the chair**Annexure I: Minutes of the 16th BOG meeting held on 23.03.2017****Annexure II: Internal Audit Report****Annexure III : Statutory Audit Report****Annexure IV : Mentor Report****Members Present**

- Dr C. P. Girijavallabhan, Hon. Chairman.
- Dr.V. P Devassia , Principal MEC, Thrikkakkara
- Shri. James Joseph, Joint Secretary, Finance Govt. of Kerala
- Dr. Mini M.G., (Principal)
- Dr.Preetha Teresa Joy. HOD, Dept of Computer Science& Engineering
- Shri.Jayadas C K , HOD , Dept of Electronics & Communication Engineering

The following persons were specially invited to attend the BOG meeting

1. Dr.PSureshkumar , Director , IHRD
2. Dr. S Jayakumar , Director , SPFU

Others present in the meeting,

1. Smt. Sarakutty K J , TEQIP Coordinator
2. Smt .Jibi John Academic Coordinator
- 3 Shri.JagadeeshkumarP ,Procurment Coordinator
- 3 Smt. RadhaBalakrishnan, , EAP Coordinator
4. Smt. Greeshma N Gopal, Coordinator, Finishing School

5. Smt. Leena T Timothy , HOD, Electrical and Electronics Engineering

The following members of the BOG conveyed their inability to attend the meeting:

1. Shri.Salim M K, MD, Assuretech, Technopark, Thiruvananthapuram
2. ShriSelvan T, Joint Secretary, Higher Education, Government of Kerala
3. Shri.JacobMathew , Vice President , Idea Cellular , Bombay
4. Shri. Philip Kurian , Principal , ISAT , Kalamassey

The meeting started with silent prayer at 10.45 AM. The Hon'ble Chairman brought the meeting to order. The Chairman in his introductory note welcomed the BOG members and expressed his satisfaction in the good performance in TEQIP-II activities of the college and congratulated the TEQIP cell for the successful completion of the allocated fund. Thereafter, the Chairman invited the Principal to introduce the agenda of the 17th BOG meeting. Principal Dr. Mini M.G. thanked the Hon'ble Chairman and presented the agenda of the meeting.

1.1 Confirmation of the Minutes of the 16th Meeting of the Board of Governors of CE Cherthala held on 23rd Mar 2017

Decision: The BOG confirmed the approved Minutes of the 16th meeting of board of governors of College of Engineering Cherthala held on 23/03/2017.

1.2 Action Taken Report on the pertinent decisions in the Minutes of the 16th Meeting of the Board of Governors of CE Cherthala held on 23rd Mar 2017

The decisions taken by the Board as recorded in the Minutes of the 16th Meeting of the Board of Governors of CE Cherthala held on 23-03-2017 have been noted and actions have been initiated. A report on the action taken and actions pending is presented in the Table given below.

Table 1.2

Item No in Minutes of the 16th BOG	Decision Taken	Action Taken / current status
1.1	The BOG confirmed the approved minutes of the 15 th Meeting	For information
1.2	Took note of the ATR and approved.	For information
2.1	BOG took note of the 3 packages purchased and ratified the	For information

	expenditure.	
2.2	The BOG noted the in-house programs conducted and ratified the expenditure in this regard.	For information
2.3	The BOG took note of the outstation faculty development programmes attended and ratified the expenditure.	For information
2.4	The BOG took note of the Conference attended by faculty members	For information
2.5	The BOG approved the request for reimbursement of IEEE membership fee	For information
2.6	The BOG took note of the IIC programmes conducted and ratified the expenditure	For information
2.7	The BOG took note of the EAP programmes conducted and ratified the expenditure made .	For information
2.8	The BOG took note of the status of IRG accounts	For information
2.9	The BOG took note of the summary of expenditure incurred after 15 th BOG and the total expenditure	For information
3.1	The BOG took note of the 2 colloquiums planned to conduct on March 24 th and 25 th and approved the resource persons and budget and ratified the action taken by the Principal in conducting the colloquiums and approval given by the Chairman for the same..	The colloquiums were conducted successfully
4.1	The BOG directed the Principal to transfer the amount to Dr.Rajesh V.G on account of taking remedial classes to his account and then inform him	Transferred the amount

Decision: BOG took note of the ATR and approved.

2.1 OUTSTATION FACULTY AND STAFF DEVELOPMENT PROGRAMMES

Details of faculty attended out station training and expenditure involved are described below;

Table 2.1

No	Name of Faculty	Designation	Department	Program and Venue	Dates	Expenditure
1	MuhammedIlyas	AP	CS	Research Methodologies at MNIT, Jaipur	20/3/17-24/03/17	30432
2	Jayadas C.K	Associate Professor	EC	Entrepreneurship & Innovation in Academic Institutions: Challenges and Opportunities at IIT, Kanpur	18/3/17-19/03/17	35048

Staff Development Programmes						
1	Ancy Paul	Librarian	Library	Workshop for Librarians: basics, Label creation, and spread sheet applications in stock verification	27.03.17-28.03.17	1394
Total						66874
Attending international conference						
1	Anitha M.A	A.P	CS	Paper presentation in the International Conference on Recent Advances in Electronics and Communication Technology ICRAECT-2017 at Bengaluru	16 th & 17 th March 2017	22558

Decision: The BOG noted the programs and ratified the expenditure made in this regard.

- RESEARCH COLLOQUIMS CONDUCTED**

2.2.1 colloquium on “Intelligent System and Computing”

Table 2.2.1

Title of the colloquium	Intelligent System and Computing
Duration and Date	1 day , 25/3/2017
Name of the coordinator	Dr. Preetha Theresa Joy
Number of external participants	59
Number of internal participants	23
Total Expenditure	Rs.235898/-

Table 2.2.2 List of Resource Persons & Topics

Sl No	Resource Person	Topic
1	Dr. Madhukumari,(NIT,Hamirpur)	Deep Learning Models
2	Dr. K. Chandrasekaran (IIT,	Computational Intelligence in Cloud

	Surathkal, Mangalore)	Computing
3	Dr.SayanRanu (IIT, Delhi)	Indexing and Matching Noisy Trajectory Data
4	Dr. Shivashankar B Nair (IIT, Guwahati)	Bio-inspired Artificial Intelligence

Table 2.2.3 Expenditure Details:

Items	Expenditure in Rs.
TA/DA/Remuneration/ Accommodation	102690
Venue & Refreshment	90000
Colloquium Kit	26060
Stationery & Printing	17148
Total	235898

2.2.2 Colloquim on “Nano Technology,Materials,Devices& Medicine”

Table 2.2.4

Title of the colloquium	Nano Technology,Materials,Devices& Medicine
Duration and Date	1 day , 24/3/2017
Name of the coordinator	Sri. Jayadas C.K
Number of external participants	36
Number of internal participants	49
Total Expenditure	Rs.2,52303 /-

Table 2.2.5 List of Resource Persons & Topics

SI No	Resource Person	Topic
1	Prof GirijaVallabhan	Nano Technology an overview
2	DrAshish Pal,INST, Mohali	designing of soft nano materials in a bottom up approach for various application in tissue engineering, wound healing"
3	Dr Roy Paili,IIT ,Guhawati	Nano Scale Devices
4	Prof BinduSalim PSGIAS Coimbatore	Microfluidics for diagnosis. Modelling simulation for organic devices/ nano devices.
5	Prof. Joseph Joby,IIT ,Delhi	Nano Photonic Structures & meta materials

Table 2.2.6 Expenditure Details:

Items	Expenditure in Rs.
TA/DA/Remmuneration/Accomodation	97799
Venue & Refreshment	90000
Colloquium Kit	40000
Stationery & Printing	24504
Total	252303

Discussion : The BoG members enquired about the IRG obtained on the two colloquiums and the Principal replied that an amount of Rs. 10000/-each for two programs was collected as registration fee from participants from TEQIP institutions.

Decision: The BOG ratified the expenditure made.

2.3 REIMBURSEMENT OF TUITION FEE

An amount Rs.51366/- was reimbursed as tuition fee as per the following details

Table 2.3

Sl No.	Name of Faculty	Designation and Department	Program /University	Expenditure
1	Jasleena C	Asst.Professor in EC	M.TechGEC,Calicut	28296
2	Jibi John	Asso Prof. in EC	Ph.D at CUSAT	6010
3	Jagadeeshkumar P	Asst.Professor in EC	Ph.D at CUSAT	5780
4	Greeshma N Gopal	Asst.Professor in CS	Ph.D at CUSAT	11280
Total				51,366/-

Decision: The BOG took note and ratified.

2.4 IIC PROGRAMMES CONDUCTED

One Workshop on Dye Sensitized Solar Cell for S2 and S4 ECE students was conducted from 20.03.2017 to 21.03.2017 under IIC after 16^h BOG .This was coordinated by Jayadas C.K. 144 students participated in the workshop and the total expenditure for the same was Rs.42724/.

Decision : The BOG took note and ratified the expenditure in this regard.

2.5 PROGRAMMES CONDUCTED UNDER EAP

2.5.1 Remedial Classes

Table 2.5.1

Sl No.	Subject	Handled by	Batch& no of participants	No.of Hours	Expenditure
1	EnggGraphics (Supplementary)	Faizal K ,SOE CUSAT	S1/S2 Supply	18Hrs,	10800
Total					10800

2.5.2. HIT programmes

The amount paid for HIT after the last BOG is detailed in the table below;

Table 2.5.2

Sl No	Title	Agency	Duration	No of participants	No. of participants got placed	Amount Paid now
1	HIT on Linux Server Administration	Clado Solutions, Ernakulam	30/8/16 - 25/10/16	30	17	234270 (25%)
2	Fiber Optic Technology	NEST Institute of Fiber Optic Technology, Pvt, Ltd.	30/8/16 – 29/9/16	21	9	248750 (25%)
3	Red Hat certified system administrator	IPSR Solution Ltd	24/02/17 – 20/03/17	23	6	950000 (100%)
TOTAL						1433020

Decision:

- The BOG took note and ratified the expenditure made under EAP.
- TheBOG approved the action of not paying the balance 25% of the contracted amount of the HIT on Electronic Chip Level Training as the service provider was unable to meet the agreement conditions.

2.6. REPORT ON ISO CERTIFICATION

Table 2.6 Expenditure Details:

Sl.No	Activity	Agency	Amount Paid
1	Consultancy Service	M/s AQA Quality management Services Pvt.Ltd.	135000
2	Audit	M/s.Integrated Quality Certification Pvt. Ltd	126500
TOTAL			261500

Discussion: The Principal informed that the college got certified by ISO and informed that there will be two surveillance audits in next two years. Shri.Jayadas C K, ISO coordinator explained the comments given by the ISO auditors. He informed that they were impressed by all the activities of the college and one of the minor findings is about the faculty evaluation by students. They have enquired about how the issue of faculty having less marks are handled and how the corrective measures taken are documented.

Shri.James Joseph and Dr.SJayakumar commented that student's evaluation is not the single parameter to scale a teacher and also suggested that there should be strict representation during the feedback session to avoid laxity. Dr. S Jayakumar informed that in government engineering colleges

, feedback is taken by giving the hard copy of the feedback form to students just at the beginning of their internal exam after seating them in the hall , to avoid laxity and the score obtained by each faculty is counted for their career advancement

The BoG members appreciated the Principal and all the staff members of the college for the effort behind the ISO certification process and suggested to continue the process to sustain the ISO certification.

Decision: The BOG took note and ratified the expenditure made.

2.7 OFFICIAL TEQIP PROGRAMMES ATTENDED

Principal and TEQIP coordinator attended the post procurement review meeting for financial year 2017 at NPIU, New Delhi on 12.04.2017.

Decision: The BOG took note of the program.

2.8 AUDIT REPORTS AND MENTORING REPORT

Discussion: The Principal informed the BOG that the auditors suggested two disallowances; one for a resource person being paid the airfare for his return journey, without production of flight tickets. He was paid the same amount which was incurred for the onward journey. The committee agreed that sometimes we are forced to pay, particularly in the case of invited guests, without observing all the formalities. Dr. Jayakumar agreed that he will try to remove the disallowance, but generally the auditors are very particular about flight tickets. The second disallowance was the accommodation charge incurred by the Principal for attending the Good Governance meeting conducted by NPIU at New Delhi. Dr. Jayakumar informed that in such visits the officials representing the institution can incur accommodation charges upto Rs.5000/- per day and the disallowance can be removed by properly giving the management response.

Decision: The BOG took note.

2.9 FACULTY POSITION

Due to transfer and posting some of the faculty members left the institution and new members joined. The present faculty position is given below;

Table 2.9

	EC	CS	EEE	ME	ASc
Professor	1	1			
Associate Professor	3	1			2

Assistant Professor	8	6	2	3	1
Total	12	8	2	3	3

Decision: The BOG took note of the faculty position

2.10 STATUS OF IRG ACCOUNTS

As of date, an amount of Rs.3011408.00 has been deposited in the four Corpus Accounts for TEQIP-II of CE Cherthala. The split up is shown in the following table:

Table 2.10

Particulars	Amount in Rs
SBT 67262515481 (Corpus Fund)	912233.50
SBT 67262515628 (Faculty Development Fund)	697461.50
SBT 67262516519 (Maintenance Fund)	700815.50
SBT 67262516586 (Equipment Replacement)	700897.50
Grand Total	3011408.00

Decision: The BOG took note of the IRG accounts

2.11 SUMMARY OF EXPENDITURE

The expenditure incurred after the 16thBOG is listed in the following table::

Table 2.11.1

Expenditure summary	
23-Mar-2017 to 07-Jul-2017	
Particulars	Amount in Rs
Procurement	204202.00
Reforms	261500.00
R & D	488201.00
Incremental Operating Cost	807767.75
Assistantships	488000.00
FSD	135548.00
III Cell	42724.00
Student Support	1645066.00
Grand Total	4073008.75

Table 2.11.2

Expenditure Summary	
1-Apr-2013 to 07-July-2017	
Particulars	Amount
Incremental Operating Cost	7106493.33
Bank Charge	5343.04

Consumables		
Operation and Maintenance	4175331.29	
Salaries	2285177.00	
Procurement		55880517.00
Books & LRs & Software	10016710.00	
Equipment	34971737.00	
Furniture	5990893.00	
Minor Civil Works	4852514.00	
Minor Items	48663.00	
Assistantships		9549245.00
Capacity Development		340237.00
FSD		15008204.00
III Cell		1486210.00
R & D		3250344.00
Reforms		1160380.00
Student Support		7885005.00
Grand Total		10166635.33

Decision: The BOG took note of the summary of expenditure.

3.1 APPROVING PROJECT COMPLETION REPORT

As per the directions from SPFU, a complete report of the TEQIP-II is prepared, which is to be signed by the BOG Chairman, Principal and the TEQIP Coordinator and to be submitted to SPFU.

Discussion: The Chairman Commented that College of Engineering, Cherthala has not only completed the project successfully, but produced a very good project completion report detailing all the activities carried out from 2013 to 2017 under the project. The chairman and Dr.SJayakumar have opined that the TEQIP coordinator needs to be congratulated specially as she had taken up the position only recently and she is from a non-engineering background. Everyone agreed to this. The chairman and committee members expressed their appreciation for the entire TEQIP team and Mr.James Joseph said that this should be recorded in the minutes

Decision:

The BOG approved the project completion report.

The chairman in his concluding note thanked everyone and hoped that the BOG will meet again to direct CE, Cherthala to prosperity and achieve its vision. Dr.K.Jayakumar informed that SPFU will soon direct all colleges under TEQIP II to reconstitute their BOGs.

The meeting came to a close at 1 p.m.