

MINUTES OF EIGHTH MEETING OF THE BoG
GOVT. ENGINEERING COLLEGE IDUKKI, PAINAVU
(SELECTED UNDER SUB-COMPONENT 1.1 OF TEQIP PHASE – II)

Date: 01.11.2013 Venue: Hotel Chaithram, Thiruvananthapuram Time: 10.00 hours

Members Present

1. Prof. A. Veeraragavan, IIT Madras, Chennai, Chairman
2. Dr. J. Letha, Director of Technical Education
3. Prof. K. P. P. Pillai, AICTE Nominee
4. Prof. Abraham T Mathew, NIT Calicut, Government Nominee
5. Mr. M. Sherif, Additional Secretary, Higher Education
6. Prof. V. Santhakumari, Senior Joint Director, DTE, Kerala
7. Prof. V. Gopakumar, Director, SPFU
8. Dr. B. Jayanand, Professor in Charge of Principal
9. Dr. C. Sathish Kumar, Faculty Representative
10. Prof. I M Chandran, Financial Nodal Officer
11. Prof. Amby A. K., Accreditation Coordinator
12. Prof. Suresh Babu V, IIC Coordinator
13. Dr. Abhilash Suryan R, TEQIP Coordinator
14. Prof. Lakshmi J Mohan, Procurement Nodal Officer
15. Prof. Remesh Babu K R, Academic Nodal Officer
16. Prof. Josna V R, EAP Nodal Officer
17. Prof. Anoob Sebastian, Civil Works Nodal Officer
18. Prof. Suresh Lal, Monitoring and Evaluation Committee Member

Dr. A. Veeraragavan, Chairman, Board of Governors presided over the meeting. At the onset the Chairman welcomed the members. He appreciated the efforts of the faculty members and staff of the college for improving the academic ambience of the institution significantly and it is heartening to learn that IEC is a model engineering college to many TEQIP Institutions in the state and country. He had also observed that the College has made significant improvement with regard to facilities and instruction, with the TEQIP support.

The items as per the agenda note were taken for discussion and approval.

Minutes

Part A

Procedural

Item No.A1: Confirmation of minutes of 7th Meeting of BoG held on 10-07-2013.

Minutes of BoG meeting held on 10-07-2013 was read and confirmed.

Item No.A2: Report on the action taken/action pending on the pertinent decisions in the Minutes of the 7th Meeting of the Board of Governors held on 10-07-2013 at Trivandrum.

The Principal reported the action taken on pertinent decisions in the minutes of 7th meeting of the Board of Governors held on 10-07-2013.

BoG appreciated the effort taken in the preparation of the agenda notes and lauded the TEQIP team. Continuing the focus on the remedial classes, the BoG advised to include feedbacks from students attending the remedial classes in the report for the next BoG meeting. BoG enquired about the activities of the Research and Development Cell and requested to make a presentation on the activities of the R & D Cell in the next meeting.

BoG noted that some procurement packages which were cancelled have subsequently been completed as new packages, but not been included in the Appendix B2 and advised for the inclusion of the same. BoG enquired about the preparations for National Conference to be organized in the institution and asked to prepare the brochure and website without delay. BoG also instructed to use NPTEL videos for teaching and mark one hour each week exclusively for NPTEL video sessions.

BoG suggested that Contract Faculty with minimum three months experience at the institution may be sent to attend training programs in subject domain within the state. BoG instructed that the academic committee must ensure that the faculty and staff members attending training programmes outside the institution are conducting FEST or organizing similar workshops in the institution for staff or students.

The Director of Technical Education in her remarks had observed that the College has made notable progress in the activities of TEQIP and congratulated the staff.

Part B

Discussion, consideration and Ratification

Item No.B1: Consideration of the various procurement packages cancelled till date.

Prof. Lakshmi J Mohan, the Procurement Coordinator, presented the list of items cancelled in the approved procurement plan till date. The BoG discussed the cases in detail and approved the cancellations as per the details given in Appendix B1.

Item No. B2: Consideration of newly created procurement packages

Procurement Coordinator presented new package proposals submitted by various departments. The BoG discussed the proposals in detail and the list as approved by the BoG is given in Appendix B2.

Item No. B3: Ratification of the various in house training programs for the faculty, technical staff and administrative staff.

The BoG ratified the in house training programs for the staff as per the Appendix B3.

Item No. B4: Ratification of the various in house training programs for the students.

The BoG ratified the in house training programs for the students as per the Appendix B4.

Item No. B5: Ratification of the various training program attended by faculty, technical and administrative staff outside the institution.

The BoG ratified the training programs attended by faculty, technical and administrative staff outside the institution as per the Appendix B5.

Item No. B6: Consideration of long term plan for the academic activities till December, 2014.

Academic Nodal Officer, Prof. Remesh Babu K R, presented the long term plan for academic activities till December, 2014. The BoG approved the proposals as per the Appendix B6.

Item No. B7: Ratification of the purchase of consumables and other minor items for the TEQIP office till date.

The BoG ratified the purchase of consumables and other minor items for the TEQIP office. Details of consumables and other minor items purchased as approved by the BoG are given in the Appendix B8.

Item No. B8: Ratification of the appointment of MIS Officer.

The BoG ratified the appointment of Ms. Littin Joseph as the MIS Officer.

Part C

Reports

Item No. C1: The status of fund position as on 01.11.2013.

Principal explained the status of fund position as on 01-11-2013, and also presented category wise expenditure as presented in Report C1.

Item No. C2: The status of faculty position as on 01-11-2013

Principal presented the status of faculty position as on 01-11-2013. BoG reiterated the concern on shortage of permanent faculty members.

Item No. C3: Status of the construction projects as on 01-11-2013.

The BoG members expressed satisfaction over the various State Government funded construction projects progressing in the campus. Based on the progress report on construction activities, BoG requested the Principal to fix the date for the inauguration of the four buildings where 90% work has been completed, during the first week of January 2014 in consultation with the PWD. The BoG also asked the institution to expedite the process of handling first year classes to main campus. BoG instructed to explore the possibility of converting the Annex block as PG Men's hostel.

Item No. C4: Status of the new PG/UG programs as on 01-11-2013

The Principal reported that classes for new M. Tech. programmes in Information Technology and Electronics and Communication Engg. Departments shall commence this academic year. Classes have already started for the newly commenced B. Tech. course in Mechanical Engineering.

Item No. C5: Accreditation status of the UG programs

Prof. A K Amby presented the current status of accreditation process of the institution. Members suggested that the preparation for the Accreditation process should be intensified.

Item No. C6: Result Analyses

EAP Nodal Officer Prof. Josna V R presented the detailed report on the activities including Bridge Courses, Remedial Classes and Evening Classes. Result analyses for the previous University Examinations (Appendix C1) and the Remedial Classes (Appendix C2) were also presented.

Other items with the permission of the Chair (Appendix D1)

1. The BoG approved the expenses incurred for the evening classes which can be met from the head, “Academic Support to Students” and decided that such expenditure for future remedial evening classes shall be met in the same manner. BoG appreciated the efforts of the faculty in conducting the remedial classes during evening hours.
2. On the submissions from Prof. Remesh Babu K R and Prof. Premson Y for the support of Tuition Fees for Part Time PhD programmes, the BoG was of the opinion that full fees may be supported, if the institution is a Government institution, else, the support should be limited to MG University Fees.
3. Request from Mr. Cinu P C, Tradesman, Carpentry for first semester fees for evening course Diploma in Engineering at Govt. Polytechnic, Muttom is not approved since he has been transferred from the institution.
4. Request from Prof. Lakshmi J Mohan, APIT for supporting the fees for registering for PhD programme abroad is not approved.
5. Request from Prof. Lakshmi J Mohan and Prof. Mala J B, APIT for support for undergoing six days training cum certification programme on Certified Ethical Hacking at Mirox India, Technopark, Trivandrum may be granted under the condition that they must conduct/organize a similar programme at the institution as a finishing school activity for the benefit of the students.

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