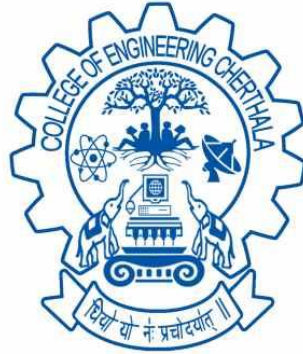TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II

Sub Component 1.1

4th MEETING OF
THE BOARD OF GOVERNORS

DETAILED AGENDA NOTES

Date: 25-02-2014

Time: 10.30 am

Venue: Seminar Hall, College of Engineering Cherthala

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

Phone: +91 478 2553416

Background

The meeting of Board of Governors is convened regularly to monitor the progress of TEQIP-II activities at CE Cherthala, under Sub component 1.1, with emphasis to procurement and academic activities, and to accord necessary approvals and clearances for the ongoing activities. The 4th meeting of the BoG is being convened on 25th of February, 2014.

AGENDA

Part 1-Procedural

Part 2-Ratifications and Approvals

Part 3-Reports

4

Part 4- Any Other item with the permission of the chair

Sl. No	Items	Page Number
4.1	Institutional membership in professional bodies	29
4.2	Guidelines for payments to counselor	29

Part 5
Annexure

Sl. No	Minutes of the third BOG meeting held on 04.12.2013	31

Part 1

Procedural Items

1.1 Confirmation of the Minutes of the 3rd Meeting of the Board of Governors held on 04-12-2013 at CE Cherthala

The Minutes of the 2nd Meeting of Board of Governors of TEQIP Phase II of CE Cherthala held on 04-12-13 was sent to the Chairman for his approval. A copy of the Minutes is appended as **Annexure 1** for confirmation.

Action sought: BoG may consider the Minutes for approval.

Part 2

Ratifications and Approvals

2.1 Expenditure incurred for procurement of goods, and price revisions of various completed and committed packages

The packages completed and committed, post the third BOG meeting are detailed below.

Details of Completed Packages Post the 3rd BOG meeting

Sl. No	Package Name	Package Code	Proc. Method	FIRM	Budgeted Amount (Rs.)	Amount (Rs.)	% Difference	PO Generated Date
1	Multimedia Projectors and interactive boards	TEQIP-II/KL/KL1G19/91	Direct Contract	Binary Systems	953,360.00	953,353.00	0.00	10-Dec-13
2	Eleven Lab PCB Prototyping Machine	TEQIP-II/KL/KL1G19/45	Direct Contract	ENTUPLE Technologies	990,000.00	990,000.00	0.00	19-Dec-13
3	Science direct e journal	TEQIP-II/KL/KL1G19/76	Direct Contract	International Book House Pvt. Ltd.	470,000.00	472,973.00	-0.63	31-Dec-13
4	Transformer and load	TEQIP-II/KL/KL1G19/31	Shopping	scientific enterprises	279,260.00	209,264.00	25.06	31-Dec-13
5	Cables and Installation for multimedia projectors, interactive boards	TEQIP-II/KL/KL1G19/94	Minor Item	Binary Systems	24,995.00	24,995.00	0.00	31-Dec-13
6	EPABX	TEQIP-II/KL/KL1G19/9	Shopping	ZERONE TECHNOLOGIES PRIVATE LTD	450,000.00	243,150.00	45.97	31-Dec-13
7	IEEE ASPP e journal	TEQIP-II/KL/KL1G19/55	Direct Contract	Global Information Systems Technology Pvt Ltd	370,500.00	376,200.00	-1.54	30-Dec-13
8	Springer -e Journal	TEQIP-II/KL/KL1G19/79	Direct Contract	Global Information Systems Technology Pvt Ltd	220,000.00	205,390.00	6.64	31-Dec-13

Details of Committed Packages (PO Generated) post 3rd BOG meeting

Sl.No	Package Name	Package Code	Proc. Method	FIRM	Budgeted Amount (Rs.)	Amount (Rs.)	% Difference	PO Generated Date
1	AC machines	TEQIP-II/KL/KL1G19/32	Shopping	Elmatics Enterprises	921,000.00	733,589.00	20.35	6-Jan-14
2	Barcode printer and scanner	TEQIP-II/KL/KL1G19/29	Shopping	Van League Automation Solutions pvt Ltd	44,900.00	47,985.00	-6.87	19-Feb-14
3	Electrical measuring instruments	TEQIP-II/KL/KL1G19/35	Shopping	Elmatics Enterprises	295,675.00	236,742.00	19.93	15-Jan-14
4	Estinet network simulator	TEQIP-II/KL/KL1G19/51	Direct Contract	Dell Soft Technologies	900000.00	577500.00	35.83	14-Feb-14
5	general books	TEQIP-II/KL/KL1G19/74	Shopping	current books india pvt ltd	57,350.00	57,123.00	0.40	12-Dec-13
6	Mechanical Text books	TEQIP-II/KL/KL1G19/60	Shopping	current books india pvt ltd	117,200.00	104,451.00	10.88	11-Dec-13
7	mentorgraphics modelsim	TEQIP-II/KL/KL1G19/16	Direct Contract	CoreEL Technologies (I) Pvt. Ltd.	300,000.00	300,675.00	-0.23	4-Jan-14
8	Office furniture	TEQIP-II/KL/KL1G19/25	DGS&D	Godrej Boyce	997,571.00	997,522.00	0.00	12-Feb-14
9	OrCad software	TEQIP-II/KL/KL1G19/46	Direct Contract	FTD AUTOMATION PVT. LTD.	600,000.00	599,550.00	0.08	30-Dec-13
10	Text books-applied science	TEQIP-II/KL/KL1G19/59	Shopping	current books india pvt ltd	250,000.00	237,375.00	5.05	11-Dec-13
11	Voice and Data cabling	TEQIP-II/KL/KL1G19/92	Shopping	ISYX Technologies India Pvt Ltd	945,000.00	975,064.00	-3.18	18-Dec-13
12	Xilinix FPGA Boards	TEQIP-II/KL/KL1G19/81	Shopping	CoreEL Technologies (I) Pvt. Ltd.	458,000.00	452,173.00	1.27	5-Feb-14

13	Xilinix University VIVADO System Edition S - 25 user license	TEQIP-II/KL/KL1G19/15	Direct Contract	CoreEL Technologies (I) Pvt. Ltd.	126,600.00	126,600.00	0.00	3-Jan-14
14	Optical Fibre Trainer Kits	TEQIP-II/KL/KL1G19/12	Shopping	Benchmark Eelectronic Systems Pvt ltd	1,32,000.00	1,26,000.00	4.55	19-Feb-14
15	Diesel Generator	TEQIP-II/KL/KL1G19/23	Shopping	Southern Associates Federal Perl Jawahar Nagar Kochi	7,50,000	6,65,727	11.2	07-Nov14
16	Library Reference Furniture**	TEQIP-II/KL/KL1G19/96	Shopping	Alappatt Agencies Pvt Ltd., Hospital Junction, Aluva	8,23,866	7,99,138	3.02	24-Feb-2014

** The package Library Furniture (30) was deleted and the package Library Reference Furniture (96) added in its place, based on recommendation from the Library Committee, procurement and finance committees.

Action sought: The BoG may kindly and ratify the completed procurements and approve the price revisions,

2.2   Status of various NCB Packages and BOG approval for the packages.

There are four NCB Packages in the approved Procurement/Minor Civil Works Plan of CE Cherthala. The present status of the NCB packages is summarized as below.

Sl. No	Package Name	Package Code	Budgeted amount	Eligible Lowest Quoting Firm	Quoted Amount	Current status
1	Computers	TEQIP-II/KL/KL1G19/5	1,00,88,000.00	Frontier Business Systems Cochin	Rs 99,15,486/-	Waiting for BOG Approval
2	UPS	TEQIP-II /KL/KL1G19/6	20,00,000.00	Noveateur Electrical and Digital Systems PVT. LTD, Kochi	Rs. 17,83,000/-	Waiting for BOG Approval
3	Network Accessories	TEQIP-II /KL/KL1G19/10	32,24,738.00	Zerone Technologies PVT. LTD, New Delhi	Rs. 28,13,058.75/-	Waiting for BOG Approval

4	Servers	TEQIP-II /KL/KL1G19/49	22,86,000.00	Frontier Business Systems Cochin	Rs. 20,90,010/-	Waiting for BOG Approval

Nationwide advertisement in National Daily (The Hindu- November 29) and state wide advertisement in Vernacular daily (Malayala Manorama- November 30) was given for all the four NCB packages. The same was also published on the college website. The details of the various NCB Packages are given below.

1.   COMPUTERS :TEQIP-II/KL/KL1G19/5

The pre-bid meeting for the package was held on 4.12.2013, following which it was decided that qualification criteria and the technical specifications will be retained as such. Three firms participated in the pre-bid meeting. The bids were opened on 02.01.2014 at 2.00 PM. Two firms, Smartsoft, Cochin- the Manufacturer Authorized Firm (MAF) for Dell and Frontier Business Systems, the MAF for IBM Lenovo submitted bids. Smartsoft Kochi submitted a bid for Rs. 1,02,22,890.30/- inclusive of all taxes. Frontier Business Systems Kochi submitted a bid for Rs. 99,15,486/- inclusive of all taxes. Both bids were found to be technically and commercially responsive by the Procurement Committee. The Procurement Committee recommends that the contract be awarded to the eligible lowest quoting firm Frontier Business Systems, Pvt. Ltd, Kochi, who is the MAF for IBM Lenovo, for an amount of Rs. Rs. 99,15,486/- (Rupees Ninety Nine Lakh Fifteen Thousand Four Hundred and Eighty six only) inclusive of all taxes. This amount is lesser than the budgeted amount of Rs. 1, 00,88,000/- (Rupees One Crore Eighty Eight Thousand only) by Rs. 1,72,514/- (1.7 %). The Bid Evaluation Report for the package Computers: TEQIP-II/KL/KL1G19/5 is shown as Annexure II.

Action Sought: It is requested that the BOG may kindly give its approval for the purchase of the package Computers -TEQIP-II/KL/KL1G19/5 from the eligible lowest quoting firm Frontier Business Systems Pvt Ltd, Kochi, the L1 bidder, who is the MAF for IBM Lenovo, for an amount of Rs. 99,15,486/- (Rupees Ninety Nine Lakh Fifteen Thousand Four Hundred and Eighty six only) inclusive of all taxes.

2.   UPS: TEQIP-II /KL/KL1G19/6

The pre-bid meeting for the package was held on 4.12.2014, following which it was decided that qualification criteria and the technical specifications will be retained as such. Four firms participated in the pre-bid meeting. The bids were opened on 02.01.2014 at 2.30 PM. Five firms, Supra Hi-Tech Electro Equipments Pvt. Ltd, Cochin, Hykon Thrissur, Novateur Electrical and Digital Systems Pvt. Ltd Cochin, Techser Power Solutions Cochin and Igatech Industrial Electronics Pvt Ltd. Cochin submitted bids. All the firms were Original Equipment Manufacturers (OEM). Supra Hi-Tech Electro Equipments Pvt. Ltd, Cochin, submitted a bid for Rs. 19,05,500/- inclusive of all taxes. Hykon, Thrissur submitted a bid for Rs. 22,40,100/- inclusive of all taxes and did not supply the bid security as required. Igatech, Cochin submitted multiple bids in one price schedule with the lowest being Rs. 18,09,780/- inclusive of all taxes. Techser Power Solutions Kochi submitted a bid for Rs. 1930998/- inclusive of all taxes. Novateur Electrical and Digital Systems Pvt. Ltd Cochin submitted a bid for Rs. 17,83,000/- inclusive of all taxes. The Procurement Committee found that the bids from the Igatech Pvt. Ltd, Kochi and Hykon Thrissur were not conforming to the specifications and the format for the bid. All other bids were found to be technically and commercially responsive by the Procurement Committee. The Procurement Committee recommends that the contract be awarded to the eligible lowest quoting firm Novateur Electrical and Digital Systems Pvt. Ltd Cochin for Rs. 17,83,000/- (Rupees Seventeen Lakh Eighty Three Thousand only) inclusive of all taxes. This amount is lesser than the budgeted amount of Rs. 20,00,000/- (Rupees Twenty Two Lakhs only) by Rs 2,17,000/- (10.85%).

Action Sought: It is requested that the BOG may kindly give its approval for the purchase of the package UPS: TEQIP-II /KL/KL1G19/6 from the eligible lowest quoting firm Novateur Electrical and Digital Systems Pvt. Ltd Cochin, the L1 bidder, for an amount of Rs. 17,83,000/- (Rupees Seventeen Lakh Eighty Three Thousand only) inclusive of all taxes.

3.   Network Accessories: TEQIP-II /KL/KL1G19/10

The pre-bid meeting for the package was held on 5.12.2014, following which it was decided that qualification criteria and the technical specifications will be retained as such. Five firms participated in the pre-bid meeting. The bids were opened on 02.01.2014 at 3.00 PM. Three

firms, Zerone Technologies Pvt. Ltd, New Delhi, Techser Power Solutions Pvt. Ltd Cochin and Frontier Business Systems Pvt Ltd. Cochin submitted bids. Zerone Technologies Pvt. Ltd New Delhi, submitted a bid for Rs. 28,13,058.75/- inclusive of all taxes. Techser Power Solutions Pvt. Ltd Cochin submitted a bid for Rs. 34,79,804.25/- inclusive of all taxes. Frontier Business Systems Pvt. Ltd Cochin submitted a bid for Rs. 37,11,414.00/-. The price bid by Frontier Business Systems Pvt. Ltd Cochin included commissioning charges, which were not permissible as per the Bid Invitation Letter. The other bids were found to be technically and commercially responsive by the Procurement Committee. The Procurement Committee recommends that the contract be awarded to the eligible lowest quoting firm Zerone Technologies Pvt. Ltd New Delhi, for Rs. 28,13,058.75/- (Rupees Twenty Eight Lakh Thirteen Thousand Fifty Eight, Paise Seventy Five only) inclusive of all taxes. This amount is lesser than the budgeted amount of Rs. 32, 24,738.00 (Rupees Thirty Two Lakh Twenty Four Thousand Seven Hundred Thirty Eight only) by Rs411679.25/- (12.77%).

Action Sought: It is requested that the BOG may kindly give its approval for the purchase of the package Network Accessories -TEQIP-II/KL/KL1G19/5 from the eligible lowest quoting firm Zerone Technologies Pvt. Ltd New Delhi, for Rs. 28,13,058.75/- (Rupees Twenty Eight Lakh Thirteen Thousand Fifty Eight, Paise Seventy Five only) inclusive of all taxes.

4.　　Servers: TEQIP-II /KL/KL1G19/49

The pre-bid meeting for the package was held on 4.12.2014, following which it was decided that qualification criteria and the technical specifications will be retained as such. Three firms participated in the pre-bid meeting. The bids were scheduled to be opened on 02.01.2014 at 3.30 PM. However it was not done, as only one firm, Frontier Business Systems Pvt. Ltd, MAF for IBM Lenovo, supplied a bid. As per TEQIP-II guidelines, to proceed with a National Competitive Bid, one responsive bid is sufficient. In consultation with the SPFU, as per TEQIP guidelines, the date of opening of the bid was extended by two weeks, to 16.01.2014. The extension of the bid opening date was advertised nationwide through the National Daily "The HINDU" (08.01.2014), state wide (07.01.2014) through the vernacular daily "Mathrubhumi" and through the college website. No other bids were received at the time of opening. The bid submitted by Frontier Business Systems Pvt. Ltd Cochin was for Rs. 20, 90,010/- (Rupees Twenty Lakh Ninety Thousand and Ten only) inclusive of all taxes. The bid submitted by

Frontier Business Systems Pvt. Ltd Cochin was found to be technically and commercially responsive by the Procurement Committee. The Procurement Committee recommends that the contract be awarded to the only eligible firm Frontier Business Systems Pvt. Ltd Cochin for Rs. 20, 90,010/- (Rupees Twenty Lakh Ninety Thousand and Ten only) inclusive of all taxes. This amount is lesser than the budgeted amount of Rs. 22,86,000.00 (Rupees Twenty Two Lakh Eighty Six Thousand only) by Rs. 195,990/- (8.6%).

Action Sought: It is requested that the BOG may kindly give its approval for the purchase of the package Servers -TEQIP-II/KL/KL1G19/49 from the only eligible firm Frontier Business Systems Pvt. Ltd Cochin for Rs. 20,90,010/- (Rupees Twenty Lakh Ninety Thousand and Ten only) inclusive of all taxes.

2.3 Status of various civil works packages

The civil works packages of CE Cherthala as per the approved Procurement/Minor Civil Works Plan, is reproduced below,

Sl. No	Package Name	Package Code
1	Extension of Mechanical W/S	TEQIP-II/KL/KL1G19/85
2	Extension of Electrical Machines Lab	TEQIP-II /KL/KL1G19/86
3	Refurbishment of Seminar Hall	TEQIP-II /KL/KL1G19/87
4	Electrification Works	TEQIP-II /KL/KL1G19/88
5	Extension of building to house Diesel Generator	TEQIP-II /KL/KL1G19/89
6	Extension of building to provide GD and Interview Rooms	TEQIP-II /KL/KL1G19/90

Contract for all civil work packages were awarded and the work has been initiated on all packages. The Asst. Executive Engineer of IHRD has certified that more than 25 % of the work on the packages TEQIP-II/KL/KL1G19/85 - Extension of Mechanical W/S, TEQIP-II /KL/KL1G19/89-Extension of building to house Diesel Generator and TEQIP-II /KL/KL1G19/90-Extension of building to provide GD and Interview Rooms have been completed. As per the contract agreement uploaded in the PMSS, 25% of the contract amount for these packages has been disbursed to the contractor after deducting all taxes at the rate of 6.03%, based on the stage completion certificate provided by the Asst. Executive Engineer of IHRD. The Civil works packages are expected to be completed by March 31st of 2014.

2.4 Report of IIIC activities

The Institute has signed three M.O.Us with industry. The details are summarized below.

I.

Industry Details: **Cyber Prism Pvt.Ltd., Cochin-682017, Ernakulam**.

MOU Signed on 8th November 2013.

Industry Size: Small Scale

Product/Service delivered: Education : Students and Staff Training

Institutional Link

- Student project & Training
- Staff training
- Collaborative task to be undertaken

II.

Industry Details : **Kites Softwares Pvt. Ltd ,Palarivattom, Edappally P.O, Ernakulam**

Profile: Professionally managed company developing web-based applications for clients. ISO 9001:2008 Certified.

MOU Signed on 10th January 2014

Industry Size: Medium Scale

Product/Service delivered: Education: Students and Staff Training, Other service activities: Software and Hardware Development.

Institutional Link

- Student project & Training
- Staff training
- Collaborative task to be undertaken
- Joint Research

III.

Industry Details : **WALCO SOLUTIONS, Edappally , Cochin-60 20 24 , Ernakulam**.

Profile: ISO 9001:2008 Certified Company.

MOU Signed on 21st December 2013

Industry Size: Medium Scale

Product/Service delivered: Education : Students and Staff Training, Other service activities : Software and Hardware Development.

Institutional Link

- Student project & Training
- Staff training
- Collaborative task to be undertaken
- Joint Research

A High Intensity Training on JAVA and Android was conducted by Cyberprism, based on the MOU. 18 students from the 2012-13 batches attended the programme, out of which 3 students received placements and another student received placement offer.

The Expert talk and Training programmes conducted under IIIC is as below,

Sl.No.	Details of Programme				Details of Resource Person		
	Program Code	No. of Participants	Title of the programme	Date of Conduction	Name	Designation	Official Address
1	TEQIP-II/CEC/IIIC/13-14/EC-03	100	Next Generation Networks	16.01.2014	Mr.Kamalasanan P.K.	Sr.Sub Divisional Engineer	Mobile Services , BSNL, Kerala

						WALCO Solutions, Kochi
2	TEQIP-II/CEC/IIIC/ 13-14/EC-01	98	PIC Microcontro ller s	19-22 December 2013	WALCO Solutions	
3	TEQIP-II/CEC/IIIC/ 13-14/EC-01	30	LabView on DSP Commands	17 and 18/01/2014	Mr.K.Rajamall aiah	Engineer	NI, Bangalu ru

2.5 Report of the various Academic programs attended by faculty and staff.

The tables below summarize the in-house and out-station training programmes, as well as conferences attended by the faculty and staff of the institute, post the second BOG.

Faculty Development Programme – In-house

Sl. No.	Title of the Programme	Dep artm ent & cour se No.	Duration & date	No. of participants			Co-ordinator	IRG(Rs.)	Expenditu re (Rs.)
				Own Instit ute	Othe r Instit utes (IRG)	Tot al			
1.	Expert talk on "Multirate Filter Banks"	EC-04	30/12/13 (FN) &31/12/13 (FN)	30	0	30	Dr. Vinu Thomas	0	8940
2.	Expert talk on "Timing Analysis in Digital Systems"	EC-05	09/01/14 (FN)	25	0	25	Dr. Jobymol Jacob	0	4710
3.	Training Programme on "Advanced Algorithm Design & Analysis"	CS-06	28/01/201 4- 01/02/201 4 (5 days)	30	12	42	Greeshma N. Gopal		107225
4.	An Introduction to Wavelet Transforms	EC-06	01/02/201 4 (FN)& 03/02/201 4	30	0	30	Jasleena C.	0	10618

Faculty Development Programme – Outstation

Sl.	Name	Design:	Code	Institute	Title of programme.	Days	Expenditure

No							
1.	Pradeep M.	ASP	EC-12	IIT Kharagpur	Statistical Modeling for Data Analysis	6 Days 09/12/2013-14/12/2013	26532
2.	Sreekumar K.	ASP	EC-13	IIT Kharagpur	Statistical Modeling for Data Analysis	6 Days 09/12/2013-14/12/2013	26532
3.	Irshadali T.K..	ASP	EC-14	IIT Kharagpur	Statistical Modeling for Data Analysis	6 Days 09/12/2013-14/12/2013	26532
4.	Devanand C.N.	ASP	ME-04	IIT Kharagpur	Statistical Modeling for Data Analysis	6 Days 09/12/2013-14/12/2013	26532
5.	Radha Balakrishnan	AP	AS-02	COE Kidangoor	Formulating and Evaluating Course Outcomes in Engineering Education	2 Days 10/02/2014-11/02/2014	1940
6.	Sandhya P.Gopal	AP	ME-05	COE Kidangoor	Formulating and Evaluating Course Outcomes in Engineering Education	2 Days 10/02/2014-11/02/2014	1940
7.	Jasleena C.	AP	EC-15	COE Kidangoor	Formulating and Evaluating Course Outcomes in Engineering Education	2 Days 10/02/2014-11/02/2014	1940
8.	Sony P.	AP	CS-09	COE Kidangoor	Formulating and Evaluating Course Outcomes in Engineering Education	2 Days 10/02/2014-11/02/2014	1940

Staff Development Programme – Outstation

Sl. No	Name	Design:	Code	Institute	Title of programme.	Days	Expenditure
1.	Suresh T. K.	Tech. Gr.-I	CS-01	TKM College of Engg. Kollam	Technology Clinic – Laptop &Mobile Phone Maintenance, Repair, & Servicing	2 Days 10/12/2013-11/12/2013	2988
2.	George C. Caramel	Tech. Gr.-I	EC-02	TKM College of Engg. Kollam	Technology Clinic – Laptop &Mobile	2 Days 10/12/2013-	2988

				Phone Maintenance, Repair, & Servicing	11/12/2013	
3.	Seenamol P.M.	Librarian	AD-04	School of marine Sciences,Kochi	Seminar on Research Impact, Publishing & profiling	1 Day 03/01/2014	1555

Paper presented in Conferences

Sl. No.	Name of the faculty	Name of the Conference& Paper Presented	*Institute*	*Department & Conf.No.*	Duration & date	Expenditure (Rs.)
1.	Sony P.	National Conference on Recent trends in Knowledge Management 1. Anaphora Resolution in Malayalam Using Machine Learning Approach 2. Privacy Preserving Concept Based Electronic Health Record Retrieval System	CUSAT	CS-01	2 Days, 7/1/2014 to 8/1/2014	4190

Report of the Academic Programmes

- ### In-house Programmes

Expert talks on 'Multirate Filter Banks' was coordinated by Dr. Vinu Thomas, Associate Professor in Electronics on 30/12/2013 (FN) and 31/12/2013 (FN). The talks were delivered by Dr. Rajesh Cherian Roy, Associate Professor, AdiShankara Institute of Engg. & Technology, Kalady.

Thirty faculty of the college attended the programme. The talk was about theory of Perfect Reconstruction, Near Perfect Reconstruction, Quadrature Mirror Filters, Orthogonal and Biorthogonal filter banks. The feedback from the participants was excellent.

An expert talk on 'Timing Analysis in Digital Systems' was coordinated by Dr. Jobymol Jacob, Associate Professor in Electronics on 9th January 2014. The session was handled by Mr. C.V. AnilKumar, Associate Professor in Electronics, College of Engineering Chengannur. The talk dealt with timing classification, Idealities and non-idealities of clocking in sequential circuits, timing parameters and sources of non-idealities. He also discussed about the latch based design, self timed design, synchronizers and arbiters etc. A total of twenty five faculty members attended the talk. The participants rated the talk as excellent.

Department of Computer Science And Engineering has conducted Training program on "Advanced Algorithm Analysis And Design" on 28th ,29th ,30th ,31th of January and 1st February 2014 under FSD of TEQIP PHASE II. The program covered all the relevant and advanced algorithms that have various applications in networks, scheduling, social networks and image processing. Faculty had a great opportunity to interact with the resource persons to aid their progress in their research. They were also exposed to many effective approaches for solving relevant problems like cloudlet scheduling in cloud, network traffic management, social network analysis and image compression algorithms. The total span of the program was 5 days. There were 8 resource persons, having abundant expertise in Advanced Algorithm Analysis and Design, for handling different sessions in the program schedule. The revenue generated from this program (fee collected from external participants) was Rs 6000/-. As per the feedback, the entire program was a success and got an "Excellent Rating".

An expert talk on "An Introduction to Wavelet Transforms" was coordinated by Jasleena C, AP in Electronics on 01/02/2014 (FN)& 03/02/2014 (FN). The talk was delivered by Dr. Gopakumar, Associate Professor in Electronics, College of Engineering Chengannur. Thirty faculty of the college attended the programme. The talk introduced the need for Time Frequency Transforms, STFT, CWT, DWT and its discrete versions, as also algorithms for implementation. Some of the applications of Wavelet Transforms in Image Processing, Computational Electrodynamics etc were introduced. The talk was rated excellent by the participants.

- **Outstation Programmes**

Sri Pradeep M. , HOD, EC Department, Sri Sreekumar K. , AP in EC, Sri IrshadAli T.K, AP in EC, and Sri Devanand C. N., AP in Mechanical Engineering attended the Six Days Training Programme on 'Statistical Modeling for Data Analysis' at IIT Kharagpur from 9th to 14th December 2013. Eminent professors from IIT Kharagpur and other premier institutions handled the classes. Dr.Rudra Pradhan from the Dept. of Management studies of IITK discussed the fundamental aspects of statistics and the modeling strategy. The second day classes were oriented towards regression modeling and hypothesis testing. Prof.Bachi analyzed various aspects of regression analysis. On the third day the discussions were about multi dimensional scaling and cluster analysis. On the remaining days the discussions were on the detailed analysis of Time series modeling and structural equation modeling. The classes were all very informative and scheduled in such a way to facilitate information from scratch to in-depth level.

Radha Balakrishnan, AP in Mathematics, Sandhya P. Gopal, AP in Mechanical Engg., Jaslina C., AP in EC and Sony P., AP in CS attended the TEQIP-II sponsored Two Day Workshop on "Formulating and Evaluating Course Outcomes" at College of Engineering Kidangur on 10th & 11th February 2014. The course enabled the participants to Construct Learning Objectives/ Learning Outcomes (LO's), Prepare a blue print of assessment tools according to the Revised Bloom's Taxonomy, Design other tools to measure achievement of LO's. The workshop was well planned and the participants were highly benefited by it.

Suresh T. K., Technician Gr-I, CS Department and George C. Caramel, Technician Gr-I, EC Department attended TEQIP-II sponsored two day 'Technology Clinic on Laptop and Mobile Phone Maintenance, Repair and Servicing' organized by Dept. of Electronics and Communication, TKM Engineering College, Kollam on 10th & 11th of December 2013. Mr. Harilal from InfoTech introduced laptop hardware, types of laptop motherboard, trouble shooting , general problems ,modern tool for servicing ,demonstration of fault location and solution. On second day, Mr. Deepu from INET Kollam discussed about various types of mobile networks, types of mobile phones, general hardware problems, servicing methods, tools, and software alteration. The course was informative and useful.

The training programme on ' Research Impact Publishing & Profiling was conducted at SMS Auditorium, CUSAT on 3/1/2014 . Seenamol P.M., Librarian, CE Cherthala attended the programme. The seminar included sessions on 'Quality and Indexed Research Publications' ,`Indexed Databases Impact Measures ,Indicators & profiling' and 'Publishing in High Impact journals –Case studies and Illustrations' .The programme concluded with an interactive session.

According to the participant, the seminar was very useful and gave a clear picture of the quality of research, how to write a good research report, ways to improve science research in India ,citation reports, h index etc.

- **Papers Presented in Conferences**

Sony P, AP in CS Dept. presented papers in two technical sessions in the National Conference on Recent trends in Knowledge Management held at CUSAT from 7th Feb 2014 and 8th Feb 2014. : "Anaphora Resolution in Malayalam Using Machine Learning Approach" and "Privacy Preserving Concept Based Electronic Health Record Retrieval System".

2.6 Report of programmes under EAP

1. High Intensity Training programme on Android and Java

The programme commenced on 18/11/13 and was completed by 07/12/13 . 18 students of the 2012-13 batch participated in the programme. Three students got placement. Another student received a placement offer.

Rameshlal V.L. , Uthra Unnikrishnan and Muhammed Shammeer were placed at Cyber Prism Ltd. as programmer trainee with effect from 20-01-14. Muhammed Shameer did not complete the programme.

Expenses:

1.Honorarium to resource persons – 82000/-

2.T.A. &D.A.   – 11336/-

3.Tea and Snacks to students   – 4250/-

4.Certificate printing   – 250/-

TOTAL   – 97836/-

2.   Remedial classes from 01-01-2014 to 10-02-14

The following is the list of remedial programmes conducted post the third BOG meet.

No.	Subject	Faculty	No.of students participated	*No. of students identified (from the list of students with supplementary)	No. of hours taken till 10/02/14
1	404 Signals &Systems	Samitha T	15	29	8
2	401 ALC	Janu R Panicker	20	46	16
3	401 Engg.Mathematics-A batch	Sarakutty K.J.	40	62	15
4	401 Engg.Mathematics-B batch	Radha Balakrishnan	40	60	4
5	406 IPE	Elizwa Laiju	15	16	1
6	405 Analog Communication	Nidhin K	20	24	1
7	602 DSP	Ajay Nath S A	15	25	11
8	1101 Engg.Mathematics-Bbatch	Dr.Remadevi S	45	62	8
9	1105 Engg.Graphic-	Jayadeepkumar J	30	40	12

	A batch				
10	1105 Engg.Graphic-B batch	Jimmy John	32	42	10
11	1104 Engg.Mechanics-B batch	Devanand C N	35	60	6
12	1107 Basic Electrical & Electronics	Elizwa Laiju	15	48	2
TOTAL					94

Additional Schedules of the college bus were operated to enable participation of the students in the remedial classes. The college timing was changed to 9 am to 5 pm for the month of February 2014. In addition, special classes are being conducted on every Saturday. In effect, the number of working hours per week has been increased by 12 per week. As per the request from students, remedial classes for first year subjects have been temporarily suspended as examinations have been postponed by about a month to June 3rd -2014. The remaining classes will be conducted during the month of May-2014. Remedial classes for 4th semester and 6th semester subjects will be recommence from March 1st week onwards.

Expenses:

1. Remuneration: - 94*600   56400/-
2. Tea & Snacks :-   4725/-
3. Meals provided for external faculty members :-   250/-
TOTAL :-   **61375/-**

3. Motivation & Counseling" session to S4 students

It was observed that many of the students in 4th semester were very lazy in their approach to studies and performed poorly in their first series examination. So a "Motivation and Counseling" classes was conducted for S4 EC(105) ,S4EE(42) , S4CS (80) students on 13/02/14 , 17/02/14 , 20/02/14 respectively(from 9.30 am to 4.30pm).

A feedback was collected from students which showed that they benefited greatly from the counseling classes . Many students have requested personal counseling sessions.

Expenses:

1.Remuneration to the resource person Mr.Anoopkumar K.V. -   9000/-

2. Meals & Refreshments   -   450/-

TOTAL:-   - **9450/-**

Part 3

Reports

3.1   Summary of Expenditure as on 24.02.2014

The summary of expenditure as on 24.02.2014 is as below.

Total Expenses up 01.04.2013 to 24.02.2014		
Assistantships		*1023938.00*
Capacity Development		*134132.00*
FSD		*1442709.00*
III Cell		*114537.00*
Reforms		*112360.00*
Student Support		*454655.00*
Incremental Operating Cost		
Advertisement	*444400.00*	
Bank Charge	*254.00*	
Festival Allowance	*2730.00*	
Operation and Maintenance	*587754.00*	**1355393.00**
Salaries	*237486.00*	
T A	*72506.00*	
Telephone Charge	*10263.00*	
Procurement		
Books & LRs & Software	*4689864.00*	
Equipment	*9729025.00*	**14930069.00**
Minor Civil Works	*511180.00*	
Total Amount		**19567793.00**

3.2 Faculty Position as on 24.02.2014

An Associate Professor, Mr. C K Jayadas, and two Assistant Professors, Ms. Remya S and Ms. Anupama A, have joined in the Department of Electronics. The regular faculty strength has now increased to 27 against total faculty strength of 57. The number of regular faculty on campus is 20 at present.

3.3 Report on Performance Audit

The performance audit of the institute was conducted by the Performance Auditor of CE Cherthala, Dr. Suresh Kumar Dhameja, Dean, NITTR, Chandigarh, during 29.1.2014 to 31.01.2014. He was accompanied by the Data Auditor Prof. Pradeep R, College of Engineering Trivandrum. Dr. Dhameja commented favourably on the efforts taken by the TEQIP Cell for the implementation of TEQIP-2 activities under subcomponent 1.1. Dr. Dhameja noted that the institute had made significant progress on most fronts, with the deficiencies in faculty strength and built up space to be addressed by the parent body at the earliest. He also commented that pedagogical programmes need to be conducted at the basic and advanced levels for the faculty and staff which the various NITTRs conduct regularly. He noted with appreciation in the final meeting with the TEQIP cell that despite the college having only 18 regular faculty, it had topped the second cycle institutions of the state, in terms of expenditure upto the month of January 2014. Prior to this, the Data Auditor Prof. Pradeep R had visited the campus on 8th January 2014 to conduct the data audit.

3.4 Report on visit of Mentor

The second visit of the mentor Dr. P Pratapachandran Nair, was conducted on February 6th and 7th of 2014. He interacted with the TEQIP Cell, faculty, technical and office staff on both days. Some of the Alumni had a discussion with the mentor in person and through Video Conference, during which he advised them on various ways in which they could contribute back to the college.

3.5 Status of the IRG Accounts

As of date, an amount of Rs 45,000/- has been deposited equally in the four TEQIP-IRG Accounts of the college.

Part 4

Any Other item with the permission of the chair

4.1 Permission for institutional membership in Professional Bodies

It is requested that permission maybe granted for taking institutional memberships in professional Bodies such as IEEE, CSI etc for establishing functional bodies in the college. The same is required to avail of financial and other aids from such bodies for hosting international and national seminars and conferences. The subscription rates for journals from such bodies will be available at a concessional rate if the College obtains Institutional Membership.

Action Sought: This amount is sought to be met from the IOC Component

4.2 Guidelines on Payments to student Counselor

Action Sought: It is requested that guidelines maybe issued for payment to the student Counselor.

4.3 Research Guidance Council

It is proposed to set up a Research Guidance Council (RGC) for College of Engineering Cherthala, with the Senior Research Advisor Dr. E. Gopinathan as chairman, and Dr. Santosh Kumar, Assistant Professor, Dept. of Computer Science, CUSAT, Mr. Vivekanand V, Engineer (S.E), CSDD, ISRO, Thiruvananthapuram and Mr. Jaison Martin, Senior Project Lead, WIPRO VLSI, Cochin as members. The committee will scrutinize the proposals for seed money from the faculty members of CE Cherthala, and evaluate their progress periodically. It is also proposed that the seed money thus availed must be utilized by the concerned faculty member for the initial work that should lead to a project proposal from a funding agency. The Research

Guidance Council of CE Cherthala will meet in the month of March 2014 to evaluate the requests for seed money grant from the faculty members.

Action Sought: The BOG may kindly approve the constitution of the RGC, and fix norms for honorarium to the RGC members.

ANNEXURE 1

College of Engineering Cherthala

Minutes of Third Meeting of Board of Governors

Presided by

Hon'ble Chairman: Dr. C P Girijavallabhan

Venue: Conference Hall, C.E. Cherthala

Date: 4th December 2013   **Time:** 10:30 AM

Agenda Summary

Part 1

Procedural

Sl. No	Item	Page Number
1.1	Confirming the Minutes of the 2nd Meeting of the Board of Governors held on 29-10-2013 at College of Engineering Cherthala, Alappuzha	5

Part 2

Consideration and Ratification

Sl. No	Item	Page Number
2.1	Ratification of expenditure incurred for procurement of goods	5

2.2	Consideration of a procurement package for virtual class room for QEEE	6
2.3	Ratification of the various in house FDP programs for the faculty, technical staff and administrative staff conducted and the expenditure incurred.	8
2.4	Ratification of the expenditure incurred in various IIIC/EAP programs.	10
2.5	Ratification of the various outstation training programs (FSD and Management Capacity Enhancement) attended by faculty.	11
2.6	Ratification of utilizing the services from the Technical Consultants – Mr. Sreekumar N, Asst. Executive Engineer IHRD, Mr. Noushil P M ,Asst. Engineer IHRD, Mr. Arun Prasad, Assistant Professor, Model Engineering College, Thrikkakara,	13
2.7	Remedial Classes conducted and Ratification of expenditure incurred	14

Part 3
Reports

Sl. No	Item	Page Number
3.1	Summary of expenditure as on 30-11-2013	15
3.2	Status of NCB Packages	19
3.3	Status of the Construction projects as on 30-11-2013	20
3.4	Report on the meeting for pilot implementation of Quality Enhancement in Engineering Education at New Delhi	21
3.5	Accreditation status of the eligible programs	22
3.6	Report on steps taken to improve infrastructure and faculty positions	22

Part 4
Other items

Sl. No	Item	Page Number

4.1	Permission to start IRG Accounts for maintaining four corpus funds	23
4.2	Any other item with the permission of the chair	23

Members present

1. Dr C P Girijavallabhan, Hon. Chairman.

2. Shri. M Sherif , Addl. Sec. ,H. Edn, Government of Kerala (State Govt. Nominee)

3. Shri James Joseph, Jt. Sec, Finance, Government of Kerala (State Govt. Nominee)

4. Dr VP Devassia , Principal Model Engineering College

5. Dr. Philip Kurien, (University Nominee)

6. Sri Jacob Mathew, Vice President, Idea Cellular

7. Prof. Pradeep M, HOD, Electronics Engineering Dept.

8. Prof. Manilal D L, HOD, Computer Science and Engineering Dept.

9. Dr. P Suresh Kumar (Principal)

The following member of the BOG conveyed his inability to attend the meeting:

1. Shri Salim M K

The following persons were invited to attend the BOG meeting

1. Dr P Pratapachandran Nair, Hon. Mentor of C.E Cherthala

2. Prof. K Narayanan, consultant, TEQIP-SPFU, Kerala

3. Dr. P Sreejith, Director, IHRD

The meeting started with silent prayer at 10.30 AM.

The Hon'ble Chairman brought the meeting to order. The Chairman in his introductory note commended the efforts put in by the Principal and the TEQIP Cell of CE Cherthala for the implementation of TEQIP-II project at the institute. He expressed satisfaction at the progress in Procurement and the Academic activities. Sri Jacob Mathew, Vice President of Idea Cellular, Mumbai, was introduced by the Principal. The BOG sought his help and suggestions in

improving the academic activities and industry linkage at CE Cherthala. Sri Jacob Mathew assured all possible support.

The Hon'ble Chairman invited the Principal to introduce the agenda for the third BOG meeting. Principal Dr P Suresh Kumar thanked the Hon'ble Chairman and presented the agenda for the meeting.

1.1 Confirmation of the Minutes of the 2nd Meeting of the Board of Governors held on 29-10-2013 at CE Cherthala

The Minutes of the 2nd Meeting of Board of Governors of TEQIP Phase II of CE Cherthala held on 29-10-13 was approved by the BOG.

2.1 Ratification of expenditure incurred for procurement of goods

The procurement of the items as mentioned in the detailed agenda notes for the third BOG were approved. The justifications for the revisions were explained by TEQIP Coordinator Dr. Vinu Thomas and Procurement Coordinator Prof. Manilal D L. The justifications were already entered in the Procurement Plan through the Procurement Management Support Software (PMSS).

Hence the BOG unanimously approved the revisions of the Procurement Plan in view of the justifications.

2.2 Consideration of a procurement package for virtual class room for QEEE

The QEEE (Quality Enhancement in Engineering Education) programme envisaged by the MHRD was explained by the TEQIP Coordinator. He reported that the QEEE live lectures and live tutorials had to be included in the regular time table as per the instructions received. Dr. V P Devassia opined that it will be difficult to incorporate QEEE live lectures, tutorials and labs in the timetable, and they should be considered only as value addition programmes. Prof. K. Narayanan informed the BOG that QEEE is on MHRD's long term agenda. It is being introduced on a test basis to get the feedbacks from the participating institutions and observe the limitations in implementing the programme. The BOG decided in principle, to participate in the QEEE programme, to the extent possible and to purchase the necessary equipment when quotes for the same are made available by the QEEE programme.

2.3 Ratification of the various in house FDP programs for the faculty, technical staff and administrative staff conducted

The Principal presented the report of various in house FDP programmes at the college as per the detailed agenda notes. The BOG approved the programmes conducted. The BOG directed that the revenue generated by such programmes should be included.

2.4 Ratification of the various EAP/IIIC programmes for the students and the expenditure incurred.

The Principal presented the report of various EAP/IIIC programmes at the college as per the detailed agenda notes. The BOG approved the programmes conducted.

2.5 Ratification of the various outstation training programs attended by faculty.

The Principal presented the report of various outstation subject domain and management capacity building programmes attended by the faculty and staff of the college as per the detailed agenda notes. The BOG approved the programmes conducted.

Sri M Sheriff and Sri James Joseph commented that whenever possible, the prior approval for conduct of academic programmes should be obtained from the BOG, and their estimated expenditure should be approved. Prof. Narayanan asked the Academic committee to revise TNA plan every six months and get the BOG approval.

Prof. Narayanan also opined that the faculty and staff maybe encouraged attending online certification programmes that have credibility, and that expenditure towards such programmes maybe met from TEQIP-II funds when the certificates are produced by the faculty/staff concerned.

2.6 Ratification of utilizing the services of the Technical Consultants –

The BOG ratified the decision to utilize the services of Shri Sreekumar N, Asst. Executive Engineer IHRD and Mr. Noushil P M ,Asst. Engineer IHRD for the civil works packages (no.s 85, 86, 87, 89, 90) and Mr. Arun Prasad, Assistant Professor, Model Engineering College,

Thrikkakara, for the Electrification package (no. 88) under Procurement Plan of C E Cherthala, as the sanction from IHRD has already been obtained.

2.7 Remedial Classes and Bridge Course conducted and Ratification of expenditure incurred

The BOG approved the list of remedial classes conducted and the bridge courses conducted for the first year students at the college, presented by the Principal.

On a pertinent note, Professor Narayanan commented on the less number of remedial classes conducted for certain subjects, and reminded that remedial classes under EAP was a major component of TEQIP-II. He suggested that all measures, including running extra schedules of the College Bus, and conducting remedial classes outside the college, should be tried to attract students, and that expenditure for the same maybe met from TEQIP-II funds. Remedial classes can be conducted for theory as well as laboratory subjects. He also emphasized the fact that remedial classes are to be conducted for academically weaker students, who should be identified through quizzes, diagnostic tests and assignments, at the beginning of the semester itself. He instructed the Academic Committee to take note of this and comply, and the same maybe reported in the next BOG. Professor Narayanan also remarked that the services of a professional student counselor maybe made available for the students, and the expenditure for the purpose maybe booked under the Equity Action Expenditure.

Sri. M. Sheriff opined that the best faculty maybe identified for remedial classes. Reputed and competent faculty from outside the institute maybe invited, and that individual attention must be given to the students.

Shri M Sheriff asked to explore possibility of conducting such courses at a centrally located and accessible location. He also emphasized that all faculty be sent for training programmes, without affecting the conduction of classes.

The BOG took note of the above points and approved.

3.1 Summary of expenditure as on 30-11-2013

The BOG took note of the expenditure summary as per MFMR, presented by the Principal and commented favourably about the progress of the procurement activities.

3.2 Status of NCB Packages

The BOG took note of the progress in the NCB packages, presented by the Principal, as per the detailed agenda notes.

3.3 Status of the Construction projects as on 30-11-2013

The BOG took note of the progress in the civil construction activities as per the minor civil works plan of the College, presented by the Principal.

3.4 Report on the meeting for pilot implementation of Quality Enhancement in Engineering Education at New Delhi

The details of the QEEE programme were already presented under section 2.2.

3.5 Accreditation status of the eligible programs

The BOG took note of the status of applying for accreditation, and requested the Director of IHRD, to take steps to facilitate the accreditation process, by appointing sufficient number of permanent faculty and to take steps to provide sufficient built up space for the college.

3.6 Report on steps taken to improve infrastructure and faculty positions

The BOG took note of the steps taken to improve infrastructure and faculty positions at College of Engineering Cherthala, in the meeting convened in the Chamber of the Hon. Secretary of Higher Education, Govt. of Kerala, where a presentation for the purpose was made by the DTE and the SPFU Director. Professor Narayanan asked the TEQIP Coordinator to present the salient features of the PowerPoint presentation for the benefit of the BOG. The TEQIP Coordinator presented the status of faculty positions, built up area etc, and other factors that are to be addressed to enable the college to undergo process of accreditation, and also achieve the deliverables of TEQIP-II. The Director of IHRD informed that steps have been initiated to fill up regular faculty vacancies, and that work on the new academic block utilizing the NABARD grant will be started shortly by the PWD.

4.1 Other Items – permission to start IRG Accounts for maintaining four corpus funds

The BOG gave permission to start the accounts for maintaining the corpus funds. Professor Narayanan informed that separate bank accounts are to be started for each of the funds and that the IRG generated by the institute be equally deposited in these four accounts.

4.2 Any Other Item with the permission of the chair

With the permission of the Hon. Chairman, the rank holders in CUSAT from CE Cherthala were invited to the meeting. The BOG congratulated Smt. Remya Haridas, First rank holder in B.Tech Electronics and Communication, Smt. Samitha T, First rank holder in M.Tech Signal Processing and Sri. Hari T R, Third rank holder in MTech Signal Processing, for their commendable achievement.

The 4[th]BOG meeting was tentatively scheduled for 6th of February 2014.

The Hon'ble Chairman of the BOG called the meeting to end at 12.30 PM.

Dr. C.P Girijavallabhan
Chairman

Dr. P Suresh Kumar
Principal