TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II

Sub Component 1.1

8th MEETING OF

THE BOARD OF GOVERNORS

DETAILED AGENDA NOTES

Date: 20-08-2015

Time: 10.30 AM

Venue: Seminar Hall

COLLEGE OF ENGINEERING CHERTHALA

PALLIPPURAM P.O., CHERTHALA-688 541, KERALA

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The meeting of Board of Governors is convened 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 8th meeting of the BOG is being convened on 20th of August 2015.

AGENDA

Part 1-Procedural

Sl. No	Items	Page Number
1.1	Confirming the Minutes of the 7th Meeting of the Board of Governors held on 05-05-2015 at College of Engineering Cherthala, Alappuzha	6
1.2	Report on the action taken/action pending on the pertinent decisions in the 7th Meeting of the Board of Governors held on 05-05-2015 at College of Engineering Cherthala	6

Part 2-Reports and Ratifications

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Part 3-Discussions and Approvals

Part 4-Other items with the permission of the chair

Annexure

PART 1

Procedural Items

1.1 Confirmation of the Minutes of the 7th Meeting of the Board of Governors of CE Cherthala held on 30-01-2015

The Minutes of the 7th Meeting of Board of Governors of TEQIP Phase II of CE Cherthala held on 05-05-2015 was sent to the Hon'ble 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.

1.2 Report on action taken/action pending on the pertinent decisions in the Minutes of the 7th Meeting of the Board of Governors of CE Cherthala held on 30-01-2015

The decisions taken by the Board as recorded in the Minutes of the 6th Meeting of the Board of Governors of CE Cherthala held on 30-1-2015 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

Sl no.	Decision Taken	Action Taken	Reason for Non Compliance	Mapping to Item Number in Minutes of the 7th BOG Meeting
1	Deputing Contract Faculty for pedagogical and subject domain training	Complied with. Three Contract faculty have been proposed for the 13th FDP on Pedagogy at IIT Madras during September 2-4, 2015.		2.2
2	Preparing draft brochures for the proposed International Conferences on			2.4

	1. Signal Processing and Advanced Communications Conference (SPAC-2015)	Brochure prepared, Resource Persons were identified and contacted through email.		
	2. International Conference on Micro Electronics and VLSI	Not Complied with	The coordinator found it difficult to get commitment from resource persons in this area	
	3. International Conference on Big Data Analytcs	Brochure prepared, Resource Persons were identified and contacted through email. Some resource persons have confirmed participation.		
3	Conduct HIT on Java and Android at the earliest.	The HIT Programme has been initiated as a QCBS Package on PMSS. The package is at the stage of RFP. The Technical proposals will be opened on 21.8.2015 Progress of this package is discussed in section 3.4		2.5

4	Discussion with Director IHRD on steps to be taken for improving faculty strength, cadre ratio and infrastructure at College of Engineering Cherthala		Modality for this discussion to be decided in this BOG meeting	2.7

Action sought: BOG may consider the ATR for approval.

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PART 2

REPORTS &RATIFICATIONS

2.1:PROCUREMENT COMPLETED AFTER THE 7TH BOG MEETING.

The following two packages in the procurement plan have been completed after the 7thBOG meeting.

Table 2.1

Sl.No	Package Name	Package Code	Firm	Budgeted Amount (Rs.)	Actual Amount (Rs.)	Difference (Rs.)	% Difference
1	E Books	TEQIP-II/KL/KL1G19/107 - Direct Contract	GIST	6,10,000.00	5,99,430.00	10,570.00	1.73
2	ID Card Printer	TEQIP-II/KL/KL1G19/109 – Shopping	KM Technologies Kottayam	100000.00	82,000.00	18,000.00	18.00
		TOTAL		7,10,000.00	6,81,430.00	28,570.00	

Action sought: BOG may kindly take note and ratify the expenditure incurred.

2.2 PACKAGES FOR WHICH PURCHASE ORDERS HAVE BEEN ISSUED.

Purchase Orders have been issued for the following packages.

Table 2.2

Sl.No	Package Name	Package Code	Budgeted Amount	Actual Amount	Difference	Firm
1	Campus Automation Software	TEQIP-II/KL/KL1G19/130-Shopping	500000	4,98,750.00	1250.00	Meshilogic, Calicut

2	Cut Sections of Machine	TEQIP-II/KL/KL1G19/106-Shopping	80085	65035.00	15050.00	Elmatics Enterprises, Kochi
3	Electrical demonstrator & Trainer Module	TEQIP-II/KL/KL1G19/121-Shopping	134250	128985	5265.00	Elmatics Enterprises, Kochi
4	Lightning Arrester for Protection	TEQIP-II/KL/KL1G19/112-Shopping	800000	790390.00	9610.00	M C Mathew
5	Microsoft Open value Education Solution	TEQIP-II/KL/KL1G19/132-Shopping	168709	157723.00	10986.00	Smart Soft ,Vyttila
6	Water Purifier System	TEQIP-II/KL/KL1G19/123-Shopping	200000	196940.00	3060.00	Nila Trading International
7	Platform & Lectern	TEQIP-II/KL/KL1G19/114-Shopping	520000	583950.00	-63950.00	SIDCO Marketing Centre
8	Interactive visualizer	TEQIP-II/KL/KL1G19/134-Shopping	90000	80377.00	9623.00	HIND Digital Solution ,Kottayam
9	Telephone	TEQIP-II/KL/KL1G19/139-Shopping	30000	28250.00	1750.00	Nevus Tele systems
Total			2523044	25,30,400.00	-1736	

- The package Phone, approved to be added in the procurement plan in the 5th BOG meeting (minutes item number 2.3) and revised as shopping package in the 7th BOG meeting (minutes item number 2.1) was renamed as Telephone and added in the procurement plan in PMSS.

- The package Cut Sections of Machines was approved in the 5th BOG meeting as a shopping package with 3 items in the package. This package was added in the procurement plan in PMSS, with two items namely, DC Compound Motor and Trainer Kits, with the same budget.

- The package Electrical demonstrator & Trainer Module approved in the 5th BOG (minutes item number 2.3) was included in the procurement plan in PMSS as Electrical demonstration kit.

- The package interactive visualizer approved in the 6th BOG for 4 numbers for a total budget of Rs 1,68,000/- was added in the procurement plan with two numbers, for a total budget of Rs 90,000/-.

- The package Dreamspark Premium, approved in the 6th BOG meeting for a budget of Rs 1,70,000/- was added in the procurement plan in PMSS for a budget of Rs 1,68,709/-.

Action sought: BOG may kindly take note and ratify the changes as above.

2.3 IN HOUSE FACULTY AND STAFF DEVELOPMENT PROGRAMMES CONDUCTED

Table 2.3

| Sl. No. | Title of the Programme | Dept & course No. | Duration & date | No. of participants | | | Coordinator | IRG in Rs/- | Expenditure (Rs.) |
				Own Institute	Other Institutes (IRG)	Total			
1.	Motivation & Orientation Programme on "How to Excel in your Profession"	GN-01	25/07/2015	46	0	46	Dr. Jobymol Jacob	0	6500
2.	Expert talk on 'Open GL – An Introduction'-	CS-08	27/07/2015 (1 day)	20	0	20	Sony P.	0	3280
3.	Expert talk on 'Hands –on programming in Open GL'	CS -09	31/07/2015 (1 day)	20	0	20	Sony P.	0	3280
4.	Training Program on 'Programming Skills in NASM, open GL & Python'	CS-10	10/09/2015 - 13/09/2015 (4 days)				Muhammed Ilyas H.		To be settled

Report of the Programmes

A one day motivation and orientation programme for the faculty on "How to Excel in Your Profession" was coordinated by Dr. Jobymol Jacob. The talk given by Anoop Kumar, Psychologist, Wellness Hospital, Kochi was highly inspiring and motivating. He talked about different methods of teaching to be adopted for different kinds of students. The session was highly interactive. Forty six faculty members from the college participated in the program and benefited out of it.

An expert talk on 'Open GL – An Introduction' was coordinated by Sony P., Assistant Professor in Computer Science on 27/07/2015. The talk was given by Shailesh S., Senior Software Engineer, Techgencia Software, Infopark, Cherthala. He explained about the various applications of the tool. The basic commands and the usage of the commands in graphic application programs were explained. Twenty faculty from the institute participated and the feedback about the program was excellent.

Another one day workshop on 'Hands on Programming with Open GL' was coordinated by Sony P., Assistant Professor in Computer Science on 31/07/2015. The program was handled by Shailesh S., Senior Software Engineer, Techgencia Software, Infopark, Cherthala. He showed how to create an application program in graphics. Creation of B-Splines, Bezier curves were done using Open GL. He guided how to create an expert program for 2D, 3D transformations. Twenty faculty from the institute participated and the program got an excellent rating.

The Department of Computer Science conducted a four days Faculty Development Program on "Programming Skills in NASM, OpenGL and Python" from 10th to 13^{h} Aug 2015 which is coordinated by Muhammed Illyas H. This training Programme aimed to provide an in-depth understanding of the fundamental aspects of Python, OpenGL and Nasm. The program was inaugurated on 13/08/2015 by Dr. Ignatius Kunjumon, Professor, CUSAT. The session on 'Python and advanced Python Programming in Web Application' was handled by Dr. Ignatius Kunjumon from CUSAT and Mr. Arun Babu from Bitsforge, Kochi. The talk on 'OpenGL programming in Computer Graphics' was given by Jasim and Prashanth from Bitsforge, Kochi. The session on 'NASM in Microprocessor Assembly programming' was handled by Prashanth and Pringle Poly from Bitsforge, Kochi. Thirty faculty members of the college participated in the program and benefited out of it.

Action sought: BOG may kindly take note and ratify expenditure.

2.4 OUTSTATION FACULTY AND STAFF DEVELOPMENT PROGRAMMES

The following faculty attended the FDP programme on pedagogy organized by the SPFU at the Teaching Learning Centre of IIT Madras.

Table 2.4

Sl. No.	Name	Designation	Department & course No.	Programme Title	Duration & Date	Expenditure (Rs.)
1.	Anupama A	AP	EC-22	Pedagogy	3 Days 22/06/2015 - 24/06/2015	10212
2.	Anitha M.A	AP	CS-16	Pedagogy	3 Days 22/06/2015 - 24/06/2015	10212
3.	Sandhya P.Gopal	AP	ME-09	Pedagogy	3 days 16/07/2015 - 18/07/2015	10362
4.	Radha Balakrishnan	AP	AS-04	Pedagogy	3 days 16/07/2015 - 18/07/2015	10362
5.	Remya S.	AP	EC-23	Pedagogy	3 days 16/07/2015 - 18/07/2015	10362
6.	Dr. Rajesh V.G	Associate Professor	ME-10	Pedagogy	3 days 27/07/2015 - 29/07/2015	To be settled
7.	Sreekumar K.	AP	EC-24	Pedagogy	3 days 27/07/2015 - 29/07/2015	To be settled
8	Rajeevan A K	AP	EE-08	Pedagogy	27/07/2015 - 29/07/2015	To be settled
9	Jasleena C	AP	EC-25	Pedagogy	27/07/2015 - 29/07/2015	To be settled

Total Expenditure: Rs. 51510/-

The Librarian Grade 1 Smt. Ancy Paul attended the training programme on Greenstone Digital Library organized by CE Perumon. Details are as per the following table.

Sl. No.	Name	Designation	Department & course No.	Programme Title	Duration & Date	Expenditure (Rs.)
1.	Ancy Paul	Librarian Gr-I	AD-06	Workshop on Open Source Software:Greenstone Digital Library(GSDL) – Basic	3 Days 13/06/2015-15/06/2015	7000

Total Expenditure: Rs 7000/-

Report of the Programmes

Nine faculty members - Anupama A, Anitha M.A, Sandhya P.Gopal, Radha Balakrishnan, Remya S., Dr. Rajesh V.G, Sreekumar K., Rajeevan A. K., Jaslina C- have attended the Pedagogy training at Teaching and Learning Centre, IIT Madras. The various sessions in the three day training program were handled by eminent faculty members from IIT Madras. The need of adopting various teaching methodology and the necessity of collecting feedback from the students were explained. Open discussions and group activities made the program very interesting and enlightening. The participants got a clear insight into the changes to be made in the class room teaching. The faculty decided to adopt the new techniques to make the learning process happening within the classroom itself so that the teaching becomes highly effective.

Ancy Paul, Librararian Gr-I attended the workshop on Open Source Software: Greenstone Digital Library(GSDL) –Basic at College of Engineering Perumon from 13/06/2015 to 15/06/2015. Installation of Greenstone and creation of different Greenstone collections were discussed in the program. The workshop was very informative and motivating for the participant, which according to her will help in the creation of a Digital Library.

Action Sought: The BOG may kindly note and ratify expenditure.

2.5 IIIC PROGRAMMES CONDUCTED.

An expert talk was delivered by Mr Manoj V, Scientist C, Naval Physical and Oceanographic Laboratory (DRDO) Kochi on PCB Design: Theory and Practice using CADENCE-ORCAD on the 18th and 19th of August 2015. The target group was the third year Electronics and Communication Engineering students. The details are as per the following table.

Table 2.5

Sl.No.	Event	Hosted by			Details of Talk		Expenses
		Dept. of	**Target Group**	**No. of Participants**	**Topic**	**No.of Days and Dates**	
1	Workshop	Electronics Engineering	3rd year EC	104	PCB Design: Theory and Practice Using ORCAD	2 Days, 18/8/15 &19/8/15	**To be settled**

Action Sought: The BOG may kindly note.

2.6 PROGRAMMES CONDUCTED UNDER EAP

A motivational and counselling programme was conducted for the first year students by Mr. Anoop Kumar K V, Psychologist of the Wellness Hospital, Ernakulam. Bridge courses were conducted in Mathematics, Physics, Chemistry, Basics of Electrical & Electronics Engineering, Computer Fundamentals, Engineering Mechanics and Engineering Drawing. Remedial classes were organized for the final year students in the subjects Database Management Systems and Digital Signal Processing, who were to write the special supplementary examinations for the pre-final year. A remedial class was organized on Linear Algebra concepts required for Signal Processing for the third year Electronics & Communication students.

The details are as per the following tables.

Table 2.6

Student Training program

No.	Topic	Semester	Resource person	No.of students	Date
1	Motivation & Counselling	S1	Anoopkumar K.V. Psychologist Wellness hospital Ernakulam	88	28/07/15
2	Motivation & Counselling	S1	,,	75	30/07/15

Total Expenditure = Rs.10258/-

Bridge courses to first year

No.	Subject	Name of faculty	Branch	No.of students	No.of hrs taken	Date
1	Mathematics	Sarakutty K.J.	EC,CS,EE	90,74,69	9	28,29,30/07/15
2	Mathematics	Priyakumar T.N.	EC,CS,EE	76,38	6	29,30/07/15
3	Mathematics	Radha Balakrishnan	EC,CS,EE	91,62	6	28,29/07/15
4	Physics	Alphonsa S	EC	71	3	01/08/15
5	Chemistry	Hardas K.A.	CS,EE	59,40	6	01,08/08/15
6	Basic Electronics	Jayadas C.K.	EC	69	3	31/07/15
7	Basic Electronics	Ashok kumar T	EC	55	3	31/07/15
8	Basic Electrical	Veena Mathew	EE	39	3	31/07/15
9	Basic Electrical	Meera E	EE	39	3	31/07/15
10	Computer basics	Manilal D L	CS	56	3	31/07/15
11	Computer basics	Muhammed Illyas	CS	59	3	29/07/15
12	Mechanics	Devanand C.N.	CS	68	3	29/07/15
13	Mechanics	Sandhya P Gopal	EE	38	3	29/07/15
14	Graphics	Rajesh V.G.	EC	66	3	31/07/15

Total Expenditure = Rs.34200/-

Remedial classes for 7th sem students appearing special supplementary exam (5th sem)

No.	Subject	Name of faculty	No.of students	No.of hrs taken	Date
1	DBMS	Meera M	15	17	22/07/15 to 13/08/15
2	DSP	Ajay Nath S.A.	21	18	14/08/15 to 18/08/15

Total Expenditure = Rs.23390/--

Remedial classes for Regular students

No.	Subject	Name of faculty	No.of students	No.of hrs taken	Date
1	DSP	Dr Vinu Thomas	72	5	01/08/15 (ongoing)

Action Sought:

The BOG may kindly note and ratify the expenditure.

2.7 REPORT ON FACULTY POSITION

Dr. Rajesh V G, Associate Professor in Mechanical Engineering, has joined the institution. He is officiating as the Head, General Engineering Department. Sri Irshad Ali T K, Smt. Jasleena C, Smt. Remya S and Smt. Anupama A have joined for MTech Programmes to upgrade their qualifications. Sri Rejin Joseph, Asst.

Professor in Computer Science & Engineering has rejoined after LWA. The list of faculty is provided in the following table:

Table 2.7

Sl.No	Name	Designation	Status
1	Dr. P. Sureshkumar	Principal, Additional Director IHRD	
2	Dr. Ashok Kumar T.	Associate Professor in Electronics	
3	Dr. Vinu Thomas	Associate Professor in Electronics	
4	Dr. Jobymol Jacob	Associate Professor in Electronics	
5	Sri. Pradeep M.	Associate Professor in Electronics	
6	Sri. Jayadas C.K.	Assistant Professor in Electronics	
7	Sri. Sreekumar K.	Assistant Professor in Electronics	
8	Sri. Manilal D.L.	Associate Professor in Computer	
9	Sri. Rejin Joseph	Assistant Professor in Computer	
10	Sri. Mohammed Illiyas H.	Assistant Professor in Computer	
11	Smt. Sony P.	Assistant Professor in Computer	
12	Smt. Greeshma N. Gopal	Assistant Professor in Computer	
13	Smt. Elizwa Laiju	Assistant Professor in Electrical	
14	Dr. Rajesh V.G.	Associate Professor in Mechanical	
15	Sri. Devanand C.N.	Assistant Professor in Mechanical	
16	Smt. Sandhya P. Gopal	Assistant Professor in Mechanical	
17	Smt. Sarakutty K.J.	Associate Professor in Mathematics	
18	Sri. Priyakumar T.N.	Associate Professor in Mathematics	
19	Smt. Radha Balakrishnan	Assistant Professor in Mathematics	
20	Sri. Sreenivas P.	Assistant Professor in Mechanical	QIP
21	Sri. Rajeevan A.K.	Assistant Professor in Electrical	QIP
22	Smt. Anitha M.A.	Assistant Professor in Computer	QIP
23	Sri. Irshad Ali T.K.	Assistant Professor in Electronics	LWA for Study Purpose
24	Smt. Jasleena C.	Assistant Professor in Electronics	LWA for Study Purpose
25	Smt. Anupama A.	Assistant Professor in Electronics	LWA for Study Purpose
26	Smt. Remya S.	Assistant Professor in Electronics	LWA for Study Purpose
27	Smt. Janu R. Panicker	Assistant Professor in Computer	Maternity Leave
28	Dr. Rajesh M.V.	Associate Professor in Electronics	LWA
29	Sri. Lomin Joy V.	Assistant Professor in Computer	
30	Smt. Asha Thomas	Assistant Professor in Computer	
31	Smt.. Aswathy V. Shaji	Assistant Professor in Computer	
32	Smt.. Josna Jose	Assistant Professor in Computer	
33	Smt. Joyce Jose	Assistant Professor in Computer	
34	Smt. Juddy Ann Joy	Assistant Professor in Computer	
35	Smt. Lekha N.K.	Assistant Professor in Computer	
36	Smt. Meera M.	Assistant Professor in Computer	
37	Smt. Renu Krishnan	Assistant Professor in Computer	
38	Smt. Santhi Krishna M.S.	Assistant Professor in Computer	

39	Sri Vimal Vinod	Assistant Professor in Computer	
40	Sri. Ajay Nath S.A.	Assistant Professor in Electronics	
41	Sri. Anoob B.	Assistant Professor in Electronics	
42	Sri. Biju P.	Assistant Professor in Electronics	
43	Smt. Anaswara V. Nath	Assistant Professor in Electronics	
44	Smt. Athiramol S.	Assistant Professor in Electronics	
45	Smt. Deepika R.	Assistant Professor in Electronics	
46	Smt. Femina P.T.	Assistant Professor in Electronics	
47	Smt. Greeshma K.V.	Assistant Professor in Electronics	
48	Smt. Geethu N. Gopal	Assistant Professor in Electronics	
49	Smt. Reshma Mary Jose	Assistant Professor in Electronics	
50	Smt. Rijimol Mathew	Assistant Professor in Electronics	
51	Smt.. Sreedhu T. Sasi	Assistant Professor in Electronics	
52	Sri. Manu madhavan	Assistant Professor in Electrical	
53	Smt.. Meera E.	Assistant Professor in Electrical	
54	Rani T.R.	Assistant Professor in Electrical	
55	Sandhya T.	Assistant Professor in Electrical	
56	Smt. Veena Mathew	Assistant Professor in Electrical	
57	Sri. Vishnu V.S.	Assistant Professor in Mechanical	

Action Sought:

The BOG may kindly note**.**

2.8 OFFICIAL TEQIP PROGRAMMES ATTENDED

- Dr. Vinu Thomas, Associate Professor, attended the ITSS review meeting at Mascot Hotel Thiruvananthapuram on July 25, 2015 at Mascot Hotel Thiruvananthapuram where the international travel undertaken by him to present his paper at the World Automation Congress in Hawaii in August 2014 was reviewed.

- Dr Vinu Thomas, TEQIP Coordinator, attended the TEQIP Coordinators meet held at the office of the DTE on 12.8.2015

Action Sought:

The BOG may kindly note**.**

2.9   SECOND STATUTORY AUDIT OF CE CHERTHALA

The second statutory audit of CE Cherthala was conducted during August 4-6, 2015. The Audit report is awaited.

Action Sought:

The BOG may kindly note**.**

2.10 STATUS OF IRG ACCOUNTS

As of date, an amount of Rs.20,87,766/- has been deposited in the four Corpus Accounts for TEQIP-II of CE Cherthala. The split up is as in the following table:

Table 2.10

Particulars	Amount In Rs
SBT 67262515481 (Corpus Fund)	667876
SBT 67262515628 (Faculty Development Fund)	473296
SBT 67262516519 (Maintenance Fund)	473298
SBT 67262516586 (Equipment Replacement)	473296
Grand Total	20,87,766/-

Action Sought: The BOG may kindly note.

2.11 SUMMARY OF EXPENDITURE

The expenditure incurred after the 7[th]BOG is listed in the following table::

Table 2.11

Particulars	Debit	Credit
Expenditure summary after 7th BOG		
5-May-2015 to 18-Aug-2015		
Incremental Operating Cost		**264802.00**
Operation and Maintenance	62279.00	
Catridge & Toner for Printers and Photostat Machines	49662.00	
Salaries	152400.00	
Consumable (Installing new Switch Rack)	461.00	
Procurement		**681430.00**
Books & LRs &Software (E-Books)	599430.00	
Equipment	82000.00	
Assistantships		**1080000.00**

FSD		**139879.00**
R & D		**32121.00**
Student Support		**27058.00**
Grand Total		**2225290.00**

The summary of the expenditure incurred till date is as follows:

Expenditure summary	
01.04.2013 to 18.08.2015	
Particulars	**Amount**
Incremental Operating Cost	3125616.00
Procurement	50012002.00
Assistantships	4203114.00
Capacity Development	177626.00
FSD	3965675.00
III Cell	114537.00
R & D	38121.00
Reforms	898880.00
Student Support	1055950.00
Grand Total	**63591521.00**

Action Sought: The BOG may kindly note.

PART 3

DISCUSSIONS AND APPROVALS

3.1 Procurement Packages proposed to be cancelled

The following packages are proposed to be cancelled.

Table 3.1

Sl.No	Package Name	Package Code	Budgeted Amount (Rs.)	Reason
1	Information Display system	TEQIP-II/KL/KL1G19/133 - Shopping	181560.00	no responsive quotations received
2	Label Printer	TEQIP-II/KL/KL1G19/110 - Shopping	5000.00	no quotations received
3	LCD Monitor	TEQIP-II/KL/KL1G19/108 - Shopping	130000.00	no responsive quotations received
4	MCGRAW-HILL'S ACCESS ENGINERING	TEQIP-II/KL/KL1G19/131 - Direct Contract	152750.00	Change in price due to dollar conversion rate fluctuation
5	Media Converter	TEQIP-II/KL/KL1G19/118 - Shopping	10000.00	no quotations received
6	N Video card for CUDA	TEQIP-II/KL/KL1G19/115 - Shopping	100000.00	no quotations received
7	Sensor Network Nodes	TEQIP-II/KL/KL1G19/119 - Shopping	75000.00	no responsive quotations received
8	Electrical workshop tools	TEQIP-II/KL/KL1G19/124 - Shopping	22600.00	no responsive quotations received
9	Vacuum Cleaner	TEQIP-II/KL/KL1G19/113 - Direct Contract	25000.00	no quotations received
10	Cabinet for keeping Lab Equipments	TEQIP-II/KL/KL1G19/104 - Shopping	300000.00	no responsive quotations received
	TOTAL		**1001910.00**	

Action Sought:

The BOG may kindly approve.

3.2 New Procurement Packages proposed to be added

The following packages are proposed to be added.

Table 3.2

Sl.No	Package Name	Proc. Method	Budgeted Amount (Rs.)	Justification
1	Equipment for Physics lab	Shopping	230170	The Current First Year Batch of students is affiliated to the newly formed Kerala Technological University. The curriculum and syllabus for KTU and CUSAT, to which the college is currently affiliated, are different. Physics and Chemistry Laboratories have been included, Civil Lab has been introduced, Foundry has been included in Mechanical Workshop and new text books are specified. Therefore the packages 1-7 are proposed to be included in the Procurement Plan in place of cancelled packages.
2	Equipment and glassware for Chemistry lab	Shopping	311800	
3	Chemicals for Chemistry lab	Shopping	148260	
4	Furniture for Chemistry and Physics lab	Shopping	428000	
5	Foundry Tools for Mechanical Workshop	Shopping	37850	
6	Surveying Tools for Civil lab	Shopping	12350	
7	New Library books for KTU revised syllabus	Shopping	289602	
Total			**1458032**	

Action Sought:

The BOG may kindly approve.

3.3 Planned Academic Programmes for the next three months

A Training Need Analysis was conducted and a list of academic programmes were identified for faculty and staff. This was included in the revised (IDP) discussed in the VIIth BOG meeting. The academic activities planned for the next quarter is as follows.

Faculty Development Programme – In-house –planned

Table 3.3

Sl. No.	Title of the Programme	Depart ment & course No.	Duration & date	No. of participants Expected			Co-ordinator	Expected Expenditure (Rs.)
				Own Institute	Other Institutes (IRG)	Total		
1.	Applications of Computer Graphics and Multimedia Technologies	CS-05	4 days October 2015	35	5	40	Greeshma N. Gopal	1.2 lakh
2.	Advancd Signal Processing	EC-03	4 days November 2015	35	5	40	Jayadas C. K.	1.2 lakh
3.	Modeling of Electrical Machines	EE-01	3 days October 2015	35	5	40	Elizwa Laiju	1 lakh
4.	Discrete mathematics and linear algebra	AS-01	4 days November 2015	35	5	40	Radha Balakrishnan	1.2 lakh

Faculty Development Programme – Outstation –planned

Sl. No.	Name	Designation	Department	Host Institute	Programme Title	Duration & Date	Expenditure (Rs.)
1.	Manilal D.L.	Associate Professor	CS	IIT Kharagpur	Management Development Programme-Training for Trainers	Nov. 13-15 2015	40000
2.	Dr. Vinu Thomas	Associate Professor	EC	IIM	Management Capacity Enhancement	Sept.7-11 2015	45000
3.	Dr. Rajesh V. G	Associate Professor	ME	IIT Kanpur IIM	FDP on Micromanufacturing Management Capacity Enhancement	August 31-September 4 2015 Sept.7-11 2015	40000 45000
4.	JayadasC.K.	Associate Professor	EC	IIT Kharagpur	Short term Course on Research Methods & Data Analysis	Sept. 16-20 2015	35000
5.	Dr. Jobymol Jacob	Associate Professor	EC	IIT Roorkee	Mathematical Modeling & Numerical Computation	Oct. 16-20 2015	30000
6..	Pradeep M	Associate Professor	EC	IIT Kharagpur	Short term Course on Research Methods & Data Analysis	Sept. 16-20 2015	35000
7..	Sreekumar K.	AP	EC	IIT Kharagpur	Short Term Course on Dielectric Resonator Antennas-Analysis &	Nov. 17-21 2015	40000

					Design		
8.	Elizwa Laiju	AP	EE	IIT Bombay	Energy Management	Nov. 23-27 2015	40000
9.	Devanand C. N.	AP	ME	IIT Kharagpur	Short term Course on Research Methods & Data Analysis	Sept. 16-20 2015	35000
10.	Sandhya P. Gopal	AP	ME	IIT Bombay	Energy Management	Nov. 23-27 2015	40000
11.	Sarakutty K J	Associate Professor	Mathematics	IIT Roorkee	Mathematical Modeling & Numerical Computation	Oct. 16-20 2015	40000
12.	RadhaBalakrishnan	AP	Mathematics	IIT Roorkee	Mathematical Modeling & Numerical Computation	Oct. 16-20 2015	40000

Action Sought:

The BOG may approve the list of planned academic activities for the next three months.

3.4 Progress in the proposed HIT on Java & Android

The proposed HIT on Java and Android (**TEQIP-II/KL/KL1G19/103)** was initiated as a QCBS package on PMSS. The weightage for Quality was taken as 75 % and the weightage for Cost was selected as 25 %. The package was initiated on 20.11.2014. The World bank NOC was received on 30.3.2015. It was decided by the Academic Committee to proceed further after the results of the 2015 batch of students were declared by CUSAT. A Technical Evaluation Committee comprising of the following faculty members were constituted:

1. Ms. Sony P, Asst. Professor in Computer Science
2. Sarakutty K J, EAP Coordinator
3. Manilal D L, HOD, Computer Science
4. Greeshma N Gopal, Asst. Professor in Computer Science
5. Dr Vinu Thomas, TEQIP Coordinator
6. Dr P Sureshkumar, Principal

The Terms of Reference approved by the BOG and World bank was uploaded in the PMSS procurement portal and Advertisements were placed in The Hindu and Mathrubhumi inviting Expression of Interest. The original advertisement generated in PMSS was condensed to a smaller advertisement, as the cost for publishing the original advertisement was disproportionately high compared to the project budget. The advertisement in The Hindu was done in the classifieds section. This was done on the basis of the recommendation of Ms. Rupali Jha, Procurement consultant of NPIU and the Director of SPFU. Seven EOIs were received as below.

Table 3.4

Consultant Name	Address
Rivulets Infotech	Kochi
Networkz systems	2nd Floor, Mullasery Tower, Vanross junction, Trivandrum
Nest Information Technologies Private Limited	Nest Towers, Cochin University Jn., South Kalamassery, Kochi
Laxmi Infotek	Laxmiinfotek, CCM Complex, NAD Road, HMT P O, Kalamassery
iNode Talent Institute Pvt. Ltd.	Padinjare Valamkottil Building,Kollamkudi Mugal Road,Opp. BMC College, Thrikakkara
Electronics Corporation Of India Ltd.	ECIL - ECIT, Aarush Arcade, Kalavathu Road, Near National Excellency Apartment, Palarivattom, Cochin
Accel IT Resources Limited	II Floor, Guru Madhavendra Towers, Kaloor Kadavanthara Road, Kaloor, Ernakulam

All the EOIs except that of the first firm were shortlisted. The shortlisted firms were invited to make presentations. Request for Proposals were generated. The format for the Technical Proposal was selected as Simplified Technical Proposal. A pre-proposal meeting was held on 7.8.2015, where the shortlisted firms made a presentation of their executive summary, and the action plan for conducting the HIT as well as for ensuring placements. M/s Laxmi Infotech did not attend the pre-proposal meeting. The last date for submitting the Technical and Finance Proposals is 21.8.2015. Once the Technical Proposals are evaluated, World Bank NOC will be further required to proceed to the stage of evaluating Financial Proposals. The consultant will be selected after a combined Technical and Financial Evaluation followed by negotiations. It is proposed to include an expert in Java & Android from Industry in the evaluation team for evaluating the Technical Proposal.

Action Sought:

The BOG may kindly take note and approve the decision to include an expert from Industry to evaluate the Technical Proposal.

3.5 Revising the salary of the Junior Accountant for TEQIP-II

With reference to the Minutes of the 8th Meeting of State Steering Committee of TEQIP-II,dated 25th April 2015, the qualification of Junior Accountant for the TEQIP office is amended to include   B.Com with Certification in Tally as a sufficient qualification and their salary is revised to 15000/- per month. The Junior Accountant for TEQIP at CE Cherthala, Ms. Divya S, is having the above qualification. It is requested that her salary be revised w.e.f from the above date as per the minutes of the 8th Meeting of State Steering Committee of TEQIP-II .

Action Sought:

The BOG may kindly approve.

3.6 Reimbursement of Tuition and other fees for faculty upgrading qualification from B.Tech to M. Tech

Four Faculty members of the Electronics Department, . Sri Irshad Ali T K, Smt. Jasleena C, Smt. Remya S and Smt. Anupama A have joined for M.Tech Programmes to upgrade their qualifications. Sri Irshad Ali T K has joined the M.Tech programme at the Department of Electronics, CUSAT. Smt. Jasleena C has joined the the M.Tech programme at the Govt. College of Engineering Kozhikkode. Smt. Remya S has joined the M.Tech programme at Model Engineering College Thrikkakara. Smt. Anupama A has joined the Mtech programme at Younis College of Engineering Kollam. As per the Project Implementation Plan of TEQIP-II, it is permitted to reimburse them the fee charged for course work, registration fee etc . Now the above faculty have requested to reimburse their tuition fees. It is requested that the BOG permits to reimburse their tuition fees, exam fees et which will be incurred by these faculty for undergoing the MTech Programmes.

Action Sought:

The BOG may kindly approve.

3.7 Fixing the tentative date of the VIII BOG meeting
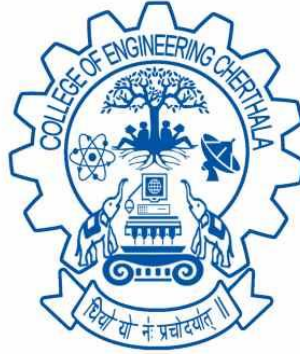
Action Sought:

The BOG may kindly fix a tentative date for the conduction of the ninth BOG meeting.

PART 4

OTHER ITEMS WITH THE PERMISSION OF THE CHAIR

ANNEXURE 1

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME Phase II Sub Component 1.1

7th MEETING OF

THE BOARD OF GOVERNORS

Minutes for approval

Date: 30-01-2015

Time: 11.30 am

Venue: Seminar Hall, College of Engineering Cherthala

COLLEGE OF ENGINEERING CHERTHALA

PALLIPPURAM P.O., CHERTHALA-688 541, KERALA

Phone: +91 478 2553416

AGENDA OF THE VIIth BOG MEETING

Part 1-Procedural

Sl. No	Items
1.1	Confirming the Minutes of the 6th Meeting of the Board of Governors held on 30-1-2015 at College of Engineering Cherthala, Alappuzha
1.2	Report on the action taken/action pending on the pertinent decisions in the 6th Meeting of the Board of Governors held on 30-01-2014 at College of Engineering Cherthala

Part 2-Reports

Sl. No	Items
2.1	Status of procurement of goods and civil works
2.2	Academic programmes after 6th Meeting of the Board of Governors
2.3	Planned Academic Programmes for May-July 2015
2.4	Conferences proposed to be organized
2.5	High Intensity Training Programmes proposed
2.6	Status of IRG Accounts
2.7	Report on Faculty Position
2.8	Report on Status of Accreditation
2.9	Summary of Expenditure

Part 3-Discussions

3.1	Revised Institutional Development Proposal	23
3.2	Revised Governance Development Plan	23
3.3	Statutory Audit Report	23
3.4	Fixing the tentative date of the VII BOG meeting	23

Part 4-Other items with the permission of the chair

Part 5
Annexures

1	Minutes of the 6th BOG meeting held on 30.01.2015	25
2	TOR of HIT on Optical Fibre Training	35
3	TOR of HIT on Embedded Systems	44
4	TOR of HIT on Big Data and Hadoop	51
5	Revised Institutional Development Proposal	61
6	Revised Governance Development Plan	133
7	Statutory Audit Report	144

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. Philip Kurien, (University Nominee)

5. Dr V P Devasia, Principal, Model Engineering College Thrikkakara

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

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

8. Dr. P Suresh Kumar (Principal)

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

1. Sri Jacob Mathew, Vice President, Idea Cellular

2. Shri Salim M K, MD, Assuretech, Technopark, Thiruvananthapuram

The following persons were specially invited to attend the BOG meeting

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

2. Dr. V Gopakumar, Director, SPFU

Others present in the meeting,

1. Dr Vinu Thomas, TEQIP Coordinator

2. Dr. Jobymol Jacob, Academic Coordinator

3. Prof. Sarakutty K J, EAP Coordinator

4. Sri Sreekumar K, IIIC Coordinator

5. Sri Irshad Ali T K, M&E Coordinator

6. Sri Muhammed Ilyas H, Asst. Professor in CS

7. Smt. Greeshma N Gopal, Asst. Professor in CS &Coordinator, Finishing School

The meeting started with silent prayer at 11.30 AM.

The Hon'ble Chairman brought the meeting to order. The Chairman in his introductory note welcomed the BOG members. He expressed satisfaction at the progress in TEQIP-II activities in the college. Thereafter, the Hon'ble Chairman invited the Principal to introduce the agenda for the 7th

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 6th Meeting of the Board of Governors held on 5-05-2015 at CE Cherthala

Decision:

The BOG confirmed the approved minutes of 6th Meeting of Board of Governors of CE Cherthala held on 5-09-14. It was also decided to circulate the minutes among all BOG members before sending to

1.2 Report on the action taken/action pending on the pertinent decisions in the Minutes of the 6th Meeting of the Board of Governors held on 5-05-2015 at CE Cherthala

Decision:

The BOG took note of the Action Taken Reports and approved.

2.1 Status of procurement of goods and civil works

Discussion:

The Director of SPFU instructed to speed up the activities for procurement at the college.

Dr V P Devasia enquired whether the campus software that is proposed to be procured will be adapted to the needs of the college and to the curriculum. The Director of SPFU opined that the sustainability of the software has to be ensured. Once the software is procured, the Computer Science Department should take up the development of the different modules in the software to ensure this. Further the Computer Science Department should also take up the website administration of the college. Sri James Joseph opined that faculty should be well versed in the aspects of the campus automation software to enable them to develop its modules on their own. The Honourable Chairman concurred with this view, and asked to keep this in mind after the procurement of the software.

The Principal requested that the requirement for security deposit for civil works for small amounts be waived, as it was difficult to get quotations for such works. This was not insisted as per TEQIP-II norms, however the college had been following this for all the civil works packages. The

Principal also asked for permission to cancel the civil works packages which are newly included and to add new packages for procuring goods in its place if quotations are not received even after this. The BOG agreed to this.

Decision:

- The BOG noted the procurement completed till date and ratified.
- The BOG permitted to waive the requirement for security deposit for the newly added civil works packages.
- The Package Phone was revised as a shopping package.
- The BOG permitted to cancel the newly added civil works packages and to add new packages for procuring goods in its place if quotations are not received.

2.2 Academic programmes after 6th Meeting of the Board of Governors

Discussion:

The Principal presented the list of Academic programmes conducted at the college after the 6th BOG meeting and the revised TNA for the next three months. The Director of SPFU enquired about the feedback from the participants of the pedagogical training programme at IIT Madras. The Principal replied that it was excellent and some of the techniques learned by the faculty such as minute paper etc. were being put to use by faculty. The Director instructed that contract faculty also be deputed for pedagogical training and other training.

Decision:

Contract Faculty also maybe deputed for pedagogical training and subject domain training.

2.3 Planned Academic Programmes for May-July 2015

Decision:

The BOG approved the list of planned academic programmes for May-July 2015.

2.4 Conferences proposed to be organized

Discussion:

The Chairman instructed that the draft brochures for International Conferences that are proposed should be discussed in the next meeting. The BOG gave approval for the conduct of the International Conferences that were proposed.

Decision:

- The Proposed International Conferences were approved. The draft brochures are to be presented in the next meeting.

2.5 HIT programmes Proposed

The SPFU Director appreciated the college for having proposed the HIT programmes on 1)Embedded Systems 2) Optical Fibre Technology 3) Big Data and Hadoop. Sri M Sherif suggested that wide spread publicity be given to the HIT programmes through print media and FM Channel etc. The SPFU Director instructed to conduct the previously approved HIT on Java and Android at the earliest.

Decision:

1. The proposed HIT programmes were approved.
2. The HIT on Java and Android is to be conducted at the earliest.

2.6 Status of the IRG Accounts

Decision:

The status of the IRG Accounts was noted by the BOG.

2.7 Report on Faculty Position

Discussion:

The BOG noted the current faculty position and expressed concern at the shortage in permanent faculty and cadre ratio. It was felt that this would be a disadvantage for getting the accredited status

of the NBA. The shortage in built up space also was noted. It was decided to take up the matter with the Director of IHRD.

Decision:

The BOG noted the current faculty position of CE Cherthala, and to discuss with the Director of IHRD to take steps for improvement in faculty position, cadre ratio and built up space.

2.8   Report on Status of Accreditation

Discussion:

The Principal reported that the college had uploaded the Self-Assessment Reports on the NBA portal and that the visit by the NBA team was expected later this year.The eligible courses for accreditation were the UG programmes in Electronics & Communication Engineering and Computer Science & Engineering

Decision:

- The BOG noted the above.

2.9Summary of Expenditure

Decision:

The BOG noted the expenditure incurred till date for TEQIP-II activities at CE Cherthala.

3.1 Revised Institutional Development Proposal

Decision:

The BOG approved the revised IDP of College of Engineering Cherthala.

3.2Revised Governance Development Plan

Decision:

The BOG approved the revised GDP of College of Engineering Cherthala.

3.3Statutory Audit Report

Decision:

The BOG noted the statutory Audit Report of College of Engineering Cherthala.

3.4 Fixing the tentative date of the VII BOG meeting

Decision:

The next BOG meeting was fixed tentatively for 17th August 2015.

The Hon'ble Chairman in his concluding remarks appreciated the quality of the deliberations of the VIIth BOG meeting. He thanked all the members for attending the meeting and contributing to it by their valuable suggestions and comments. He once again commended the Principal and the TEQIP Cell of CE Cherthala for their good work. He hoped that this good work would continue. The Hon'ble Chairman called the meeting to end at 2.30 PM.

Dr. C.P Girijavallabhan
Chairman

Dr. P Suresh Kumar
Principal