GOVERNMENT ENGINEERING COLLEGE PALAKKAD. SREEKRISHNAPURAM
Selected under Sub Component 1.1
Technical Education Quality Improvement program Phase II

Minutes of 13ᵗʰ meeting of the Board of Governors (BoG) held on18/03/17 at Mascot Hotel, Thiruvananthapuram at 10:00 AM in the presence of following members.

Dr. A K Nandakumaran, Professor, Dept. of Mathematics, IISc Bangalore, Chairman, Board of Governors, Government Engineering College, Sreekrishnapuram, Palakkad presided over the meeting in the presence of following members and special invitees.

Members Present

1. Dr K Vijayakumar, Director, Department of Technical Education, Kerala.
2. Dr. K.R. Dayas, Director (Retd.), CMET, Thrissur.
3. Dr. P.P. Deepthi, Associate Professor, Dept. of ECE, NIT Calicut.
4. Dr. B.S. Manoj, Associate Professor, IIST, Thiruvananthapuram, Kerala.
5. Dr. P.C. Reghu Raj (Ex-officio), Principal, GEC, Palakkad.
6. Dr. P C Rafeeque, Professor and Head, CSE Dept., Govt. Engg. College, Palakkad.
7. Dr. K R Jayadevan, Professor and Head, ME Dept., Govt. Engg. College, Palakkad.

The following members were absent:

1. Dr. Sreemahadevan Pillai, Dean- Faculty of Engineering, University of Calicut
2. Dr. S Jayakumar, Director, SPFU, Trivandrum, Kerala
3. Smt. R.S. Pushpakumari (Ex-officio), Additional Secretary, Finance Dept., Kerala.

The following Special Invitees were present

1. Dr. A. Sukesh Kumar,Mentor
2. Dr. A. Selvakumar TEQIP Coordinator
3. Sri Gopi C, Nodal Officer-Procurement Committee
4. Smt. Rani L, Nodal Officer- Finance Committee
5. Dr Vincent G, Nodal Officer-IIIC Committee
6. Dr Ajeesh Ramanujan, Nodal Officer-R&D Committee
7. Smt. Lisy R , Nodal Officer EAP Committee
8. Smt. Anjana K R, HoD IT

Agenda: *Discussions and Decisions on 13ᵗʰ BoG agenda and notes presented by The Principal, Government Engineering College, Palakkad.*

The meeting started at 10:00 AM with a welcome address by the Chairman. The Chairman accepted the leave request made by the members (1) Smt. R.S. Pushpakumari (Ex-officio), Additional Secretary, Finance Dept., Kerala (2) Dr. Sreemahadevan Pillai,

Dean- Faculty of Engineering, University of Calicut over phone, expressing their inconvenience in attending the meeting due to urgent matters in their work place/health complaints.

The Principal made a power point presentation highlighting the major developments in the college since the 12th BoG meeting. He projected the improvement in the TEQIP-II activities since 12th BoG. He brought out the complete statistical details of activities done in the institution during the TEQIP-II Project period. The Principal pointed out the deficiencies in the college such as unfilled faculty posts which has made the institution ineligible to appear for NBA Accreditation. The frequent transfers of faculties without replacement also affected the complete utilisation of funds allotted under TEQIP-II. However, the institution is able to utilize about 89% of the allocation. He pointed out that the fund was utilised only for improving the infrastructure, and for the benefits of the students, faculty and staff. The activities were done in a transparent and fair manner by the respective committees. He also pointed out that there is no audit objection till the last quarter for the activities performed. He then brought out the improvements in the placement, student performance in university examinations, and enrolement for higher studies. The institution had secured 5th place in the KTU results. The Principal had pointed out the academic developments in the institution such as the improvement in the results (100% in IT and ECE for 8th semester) and the student selected through GATE for higher studies in premiere institutes like IIT and NITs. The BoG members appreciated the faculty on this achievement and directed the Principal to send an appreciation note to all faculty and staff members.

The Chairman expressed his happiness in the improvements that have been achieved by the TEQIP-II team for the institution using the fund allotted. The Chairman reminded that the Principal and HoDs must take all steps to ensure the quality of academic activities for improving the pass percentage of students and to maintain the current position of the institution in academic activities among other institutions in the state under KTU. He noted that, the amount spent was utilised in a useful way for students, faculty and the institution. He congratulated the whole TEQIP-II team on behalf of BoG for this achievement.

Regarding the inability to go for the NBA Accreditation the BoG RESOLVED THAT the matter of less number of faculty appointment in the institution leading to another government agency like NBA to disqualify the institution from getting accredited is distressing. The BoG recommended the Principal to take the matter to higher

authorities including the government and the ministers.

The BoG noticed the acute shortage of faculty and staff members in the institution and requested the Director, Technical Education to take urgent steps to fill the vacancies before the arrival of accreditation committee so as to ensure that the institution get the NBA Accreditation at least in future.

With this, the Principal, Government Engineering College, Palakkad submitted the 13th BoG agenda notes for discussion.

The BoG expressed its satisfaction over the development of TEQIP-II activities in the institution. The BoG appreciated the team work of nodal officers and the coordinators in the implementation of TEQIP-II activities in the institution. Also, the BoG RESOLVED that, the Principal and HoDs of department have to ensure the completion of programs planned and approved by the BoG.

Actions suggested for items in 11th BoG agenda notes		
Sl. No	Item	Decision & Discussion
1	**A 13.1**: Confirming the Minutes of the 12th BoG meeting held at Mascot Hotel, Trivandrum on 24/11/16.	RESOLVED, that the Board of Governors accept and approve the 12th BoG minutes substantially in the form submitted.
2	**A 13.2**: Report on the action taken / action pending on the pertinent decisions in the Minutes of the 12th BoG meeting held at Mascot Hotel, Trivandrum on 24/11/16.	RESOLVED that the BoG noted the actions taken by the Principal and accepted it.
3	**B 13.1**: Consideration of revised action plan for internal FSD Programs	RESOLVED, that the BoG accept and approve the conduct of 1 programs submitted by various departments under FSD in-house programs..
4	**B 13.2:** Ratification of internal FSD programs conducted.	RESOLVED, that the BoG approve and ratify the 4 new programs conducted under internal FSD by various department and the action taken by the Principal permitting to conduct the program. The BoG noted the two programs that were rescheduled by various departments. The BoG approved the action taken by the Principal in rescheduling the activities with a direction to all HoD's to ensure the completion of the activities in time. The programs canceled were noted by the BoG with dissatisfaction and concern with a direction to the Principal and HoDs to take steps to ensure the completion of programs as planned.
5	**B 13.3:** Consideration of revised action plan for external FSD Programs	• RESOLVED that the BoG accept and approve the **4** programs planned under external FSD and give permission for faculties and staff (technical) to attend the program. • The BoG noted the programs planned by the **4** faculties on topic *Outcome based assessment*

		and outcome based preparation of NBA SAR at Shimla by ESCI Hyderabad. The BoG observed that though the course is not conducted in the headquarters of ESCI Hyderabad, the program will be useful for the departments and hence for the institution while undergoing accreditation. Hence, it is RESOLVED THAT, the BoG permit the faculty members to attend the program at Shimla. Also, it is permitted to take air journey admissible for the faculties to attend the program.
6	**B 13.4:** Ratification of external training programs attended by faculty and staff under FSD.	RESOLVED that the BoG accept and approve the 37 programs planned under external FSD and ratified the action of the Principal giving permission for faculties and technical &ad-ministerial staff to attend the program. Again, the BoG noted the programs are canceled. The HoDs had informed that the cancellation was unavoidable due to the university examination duties for participants and cancellation of programs by the institute itself, which was accepted by the BoG.
7	**B 13.5:** Ratification of R&D programs	RESOLVED THAT the BoG accept and approve the R&D programs, publication of 6 papers in conferences and the Technical symposium conducted by the ECE department. FURTHER RESOLVED THAT the BoG accept decision taken by the Principal in conducting the programs and cancellation of 1 program.
8	**B 13.6:** Ratification of Management Capacity Programs	RESOLVED, that the BoG ratify the action taken by the Principal in permitting faculty to attend the 2 management capacity programs in IIM. FURTHER RESOLVED THAT, the cancellation of the 2 programs are acceptable due to the reasons cited by the HoDs, deputation of participants in invigilation and evaluation duties under KTU.
9	**B 13.7:** Ratification of programs conducted under EAP	RESOLVED THAT the BoG accept and approve the programs planned by IT departments for the students under EAP. Further, the BoG RESOLVED to ratify the action taken by the Principal to conduct the programs considering the benefit of the students. FURTHER RESOLVED THAT the BoG accept and approve the GATE coaching classes conducted by CSE department and ratify the action taken by the Principal.
	B 13.8: Ratification of Student Support programs conducted under EAP	RESOLVED THAT the BoG accept and approve the 2 programs conducted by counseling and grievance cell and the women cell for the students under EAP. Further, the BoG ratify the action taken by the Principal to conduct the programs considering the benefit of the students.
10	**B 13.9:** Consideration of revised action plan for programs under IIIC	RESOLVED THAT the BoG accept and approve the 5 programs planned by various departments and

		the 1 program planned by the placement cell considering the benefits of the students, under IIIC
11	**B 13.10:** Ratification of Programs conducted under IIIC	RESOLVED that, the BoG accept and approve the conduct of 21 new programs under IIIC. The BoG ratified the action taken by the Principal in the conduct of the programs. FURTHER RESOLVED THAT the BoG ratify the renewal of the MoU signed with ICT Academy. IT IS RESOLVED THAT the BoG ratify the amount payable to students towards boarding charges as Rs.500/- in line with the amount paid to the students attending the internship. However, the amount will be given only for the days of industrial visit subject to the production of original bills for expenses for stay.
12	**B 13.11:** Revised action plan for IOC	The BoG approved the 7 proposals from various departments and for the institution. FURTHER RESOLVED THAT the BoG ratify the action taken by the Principal in permitting the printing of student records required for various departments.
13	**B 13.12** Ratification of reforms	RESOLVED THAT the BoG ratify the action taken by the Principal in permitting the faculties to attend the program of student evaluation and Question Paper setting under reforms. The program conducted by EEE department for its Vision ad Mission statement is ratified by the BoG. FURTHER RESOLVED THAT the BoG accept the new vision and mission statement for the EEE department.
14	**B 13.13** Ratification of air journey carried out by faculties:	RESOLVED, that the BoG ratify the air journeys performed by eligible faculties to attend the programs. .
13	**B13.14**: Ratification of revised procurement amount for procurement plan for packages:	RESOLVED THAT, the BoG accept and approve the amount allotted for the package of TEQIP-II/KL/KL1G16/97: Furnishing of department seminar halls using the available balance interest amount of 4,90,000/-.
14	**B 13.15:** Membership in Professional bodies for faculty members	RESOLVED, that the BoG accept the proposal to take membership for faculty in professional bodies like IEEE, ASME, ISTE etc.50% of the fee amount can be refunded through TEQIP-II for such membership in reputed bodies.
15	**C 13.1:** Expenditure status and fundposition and the Status of Procurement Plan	The BoG discussed the fund position of the institution and has decided to take the course of action. The Principal had reported that an amount of order 1 crore which is unspent will be taken back by the SPFU. RESOLVED THAT, the BoG accept the decision of SPFU to take back the unspent money from the institution as per the direction of NPIU. The BoG expressed its satisfaction in the utilization of fund for the procurement of packages planned. The BoG noted that the amount is spent in line with the IDP planned.

17	**C 13.2**: Status of the faculty position as on 15/3/17.	The BoG noted the shortage of faculties and staff in various departments. RESOLVED that the matter to be represented to higher authorities by the Principal and Chairman to bring their urgent attention in creation of posts for ME department and filling of existing vacancies in other departments.
18	**C 13.3**: Accreditation status of the UG programs:	RESOLVED that the BoG recommend to proceed with accreditation. The primary issues such as faculty shortages must be addressed to higher authorities. All faculties and staff members to work actively towards accreditation.
19	**C 13.4**: Next BoG meeting:	RESOLVED THAT the BoG meetings to be conducted at least once in a year subject to the orders from higher authorities on the functioning of the BoG after TEQIP-II