

GOVERNMENT ENGINEERING COLLEGE PALAKKAD, SREEKRISHNAPURAM

Minutes of 16th meeting of the Board of Governors (BoG) held on 25/05/2018 at Mascot Hotel, Thiruvananthapuram at 02:00 PM in presence of the following members:

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

Members Present:

1. Dr. A K Nandakumaran, Professor, IISc Bangalore (Chairman)
2. Dr. K P Indiradevi, Director of Technical Education Kerala
3. Dr. S. Jayakumar, Director, SPFU, Thiruvananthapuram, Kerala.
4. Dr. B S Manoj, Professor, IIST, Thiruvananthapuram
5. Sri. James Raj, Joint Secretary Higher Education Department, Kerala
6. Dr. S. Shabu, Controller of Examinations, KTU, Trivandrum
7. Dr. P.C. Reghu Raj, Principal, Govt. Engg. College, Palakkad (Ex-officio),
8. Dr. K R Jayadevan, Professor and Head, ME Dept., Govt. Engg. College, Palakkad.
9. Dr. P C Rafeeqe, Professor and Head, CSE Dept., Govt. Engg. College, Palakkad.

The following members were Absent:

1. Dr. T Asokan, Professor, Department of Mechanical Engineering, IIT, Madras
2. Dr. Ramesh Unnikrishnan, Regional Officer & Director, AICTE (SWRO)
3. Sri. Anil Kumar G, Joint Secretary/Additional Secretary, Finance dept, Trivandrum.

The following Special Invitees were present:

1. Dr. A. Selvakumar TEQIP Coordinator
2. Dr. Vincent G, Nodal Officer-IIIC Committee
3. Dr. A R Jayan, HoD ECE
4. Smt Anjana K R – HoD IT

Agenda: Discussions and Decisions on 15th BoG agenda and notes presented by The Principal, Government Engineering College, Palakkad.

The meeting started at 02:00 PM with the welcome address by the Chairman. The Chairman also welcomed the new BoG members. He requested all the members to give their constructive suggestions required for the development of the institution. The Chairman accepted the leave request made by the members (1) Dr T Asokan (2) Dr. Ramesh Unnikrishnan and (3) Sri. Anil Kumar G over phone/E-mail, expressing their inconvenience in attending the meeting due to urgent matters in their work place.

The Principal made a presentation highlighting the major developments in the college since the 15th BoG meeting. He projected the development in the campus infrastructure like the status of the boy's hostel which will be ready to accommodate students from this year, visit by the KIIFB and CED teams to the institution.

The Principal also outlined the academic developments in the institution, such as the pass percentage in the examinations. The BoG noticed that the results are just above average and the pass percentage in S3 EEE branch is the lowest. The members expressed their concern over it. HoD EEE is advised to study the root cause of the problem and take urgent steps to give remedial classes to students and to improve the results.

The other department HoDs were also urged to put in efforts to improve the results, which was just satisfactory. The BoG appreciated Vishnu K B the third year Mechanical Engineering student for scoring 100% in NPTEL course. As a token of appreciation, it is RESOLVED THAT, the student may be reimbursed the fee amount of Rs.1000/- paid by him for the exam.

The BoG noted the present status of placements. The BoG asked the Principal to take steps to improve the campus placements. The performance of students in GATE is a measure of the academic level of the college. BoG observed that considerable efforts are needed to increase the number of students qualifying GATE examination.

TEQIP coordinator summarized the committee about the visit to NPIU for meeting World Bank officials with the procurement documents for verification. The problems pointed out by the World Bank team such as the delay in completion of work by the contractor without any liquidation damage charges and the delay in payment to the contractor was discussed. The BoG discussed the item and observed that, the delay was due to the university examination announced during this period of work. The work being a refurbishment work was done in Mechanical Engineering work shops and labs, where exams were conducted. This disturbed the continuation of civil work many times causing delay in the work done by the contractor. Also, the delay in payment was due to the delay in obtaining the work completion certificate from the PWD, who were monitoring the work without any financial commitment as per government norms. Moreover, the work was completed satisfactorily by the contractor within two months though the work involved normally takes six months. However, the BoG directed all the committee to comply with the norms and record the happenings in future as per the World Bank norms. RESOLVED THAT, the reason for delay in work and payment delay are reasonable and may be reported to NPIU if required by them.

Regarding the Accreditation status, the Principal stated that the NBA had returned the fee paid citing the poor faculty to student ratio. The BoG noticed the acute shortage of faculty and staff members in the institution leading to the ineligibility of the institution for accreditation. RESOLVED THAT THE INSTITUTION SHOULD APPLY FOR NBA ACCREDITATION FOR CSE, ECE AND ME DEPARTMENTS AND SIMULTANEOUSLY REQUEST THE GOVERNMENT FOR THE CREATION OF NECESSARY POSTS FOR MECHANICAL ENGINEERING AND ELECTRICAL ENGINEERING DEPARTMENTS AND TO FILL THE VACANCIES IN OTHER DEPARTMENTS, WHICH IS MANDATORY FOR ACCREDITATION.

The Chairman reminded that the teamwork should continue in moulding the institution as a Centre of Excellence that occupies a premier position among other institutions in the state under KTU. **The BoG recommended that the fee for accreditation can be met from the plan fund, if there is delay in obtaining the plan fund, the amount may be taken from Corpus fund and the same is to be recouped as and when allocation was made from the Plan fund. The amount available in four funds may be used judiciously by the Principal for Accreditation activities.**

RESOLVED THAT 50% of the fee for taking membership by faculties in reputed professional bodies will be reimbursed from the four funds.

With this, the Principal, Government Engineering College, Palakkad submitted the 16th BoG Agenda notes for discussion.

The BoG expressed its satisfaction over the completion of activities planned using four funds in the institution. The BoG appreciated the team work of nodal officers and the coordinators in the implementation of activities in the institution. The BoG urged the Principal to take necessary steps to

retain the momentum obtained by the faculty and staff in using four funds by conducting programmes useful to students, faculty, staff and society.

Actions suggested for items in 15th BoG agenda notes		
Sl. No	Item	Decision & Discussion
1	A 16.1: Confirming the Minutes of the 15 th BoG meeting held at Government Engineering College Palakkad on 28/11/17.	RESOLVED, that the Board of Governors accept and approve the 15 th BoG minutes substantially in the form submitted.
2	A 16.2: Report on the action taken / action pending on the pertinent decisions in the Minutes of the 15 th meeting of the BoG held on 28/11/17 at Government Engineering College, Palakkad	RESOLVED that the BoG noted the actions taken by the Principal and accepted it. AGAIN IT IS RESOLVED THAT the BoG accept and approve the proposals from the departments of CSE, ECE and ME to apply for NBA accreditation.
3	B 16.1 Ratification of the Faculty Development Programs utilizing Four Funds	RESOLVED, THAT THE BoG RATIFY the programs attended by the faculty and staff from ECE, CSE and IT departments.
4	B 16.2 Approval of Action plan for the Conduct of in house Faculty and Staff Development Programs utilizing the Four Funds	RESOLVED, THAT THE BoG ACCEPT AND APPROVE the action plan for the conduct of all in house programs submitted by various departments.
5	B 16.3 Approval of Action plans for participating in the External Faculty Development Programs utilizing the Four Funds:	RESOLVED, THAT THE BoG ACCEPT AND APPROVE the action plan for attending external program submitted by CSE department. AGAIN the BoG RECOMMENDED the effective utilization of funds for attending international conferences conducted by reputed institutions, by faculties for oral presentations.
6	B 16.4: Ratification of student support programs	RESOLVED, that the BoG RATIFY all the student support programs which were conducted in the campus/ conferences attended by the students.
7	B 16.5: Approval of action plan for student support programs	RESOLVED, THAT THE BoG ACCEPT AND APPROVE the action plan for the conduct of student support program submitted by various department. The student improvement must be measured and reported by each department in the subsequent BoG.
8	B 16.6: Ratification of Air journey performed by the faculties	The BoG noticed that, the air journeys were performed for official work It is further observed that the delayed intimation from the NPIU has resulted in the high travelling cost, which is ratified it is RESOLVED THAT THE BoG RATIFY THE AIR JOURNEY PERFORMED AND THE EXPENDITURE MADE FOR ATTENDING THE MEETING.
9	B 16.7: Ratification of maintenance work	The BoG noticed that, the maintenance work were done to protect the equipment in the institution Hence it is RESOLVED THAT THE BoG RATIFY THE EXPENDITURE FOR THE MAINTENANCE WORK.
8	B 15.6: Any other item with the permission of chairman	
	1.Salary Revision of TEQIP-II Office staff	DTE and SPFU director had informed that, the salary for TEQIP office staff throughout the state is limited to Rs.12,000/- and hence a revision is not possible. Hence the BoG RESOLVED THAT the existing salary will continue as such. However, the staff can be utilized effectively for other activities in the institution providing appropriate compensation by the Principal.

	2.Plan fund	<ul style="list-style-type: none"> • DTE informed that from the next BoG onwards the plan fund expenditure for the institution must be approved by the BoG. RESOLVED THAT the Principal to submit the plan fund details from next BoG onwards. • Green Protocol must be followed in the campus.
9	C15.1: Expenditure status and fund position as on 21/5/18	RESOLVED THAT The BoG RATIFY the fund positions as given in Table C 16.1.
10	C16.2: Status of faculty position as on 21/5/18.	The BoG noted the shortage of faculties and staff in various departments. RESOLVED that the Principal and Chairman to bring the urgent attention of higher authorities in creation of posts and filling of existing vacancies in various departments.
11	C 16.3: Next BoG meeting on	November/December 2018