

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME**

**Phase II Sub Component 1.1**

**17<sup>th</sup> MEETING OF  
THE BOARD OF GOVERNORS**

**MINUTES OF THE MEETING**

**Date: 30/03/2016      Time: 10.30 am**

**Venue: KTDC Water Scapes, Kumarakom**

**RAJIV GANDHI INSTITUTE OF TECHNOLOGY**

**VELLORE P.O., KOTTAYAM-686501 KERALA**

**Phone: 0481-2505963 Fax: 0481-2506153**

Prof. (Dr) S Mohan, Professor, IIT, Chennai, the Chairman presided over the meeting.

The following members of the BoG attended the meeting:

Dr. K. Vijayakumar, Director of Technical Education

Sri. N.R.V Kartha, Director, BRAHMOS

Dr. Sabu Thomas Director, Centre for Nanoscience & Nanotechnology

Prof. (Dr) Ruby Abraham, Principal

Prof. Geetharenjin P R, Member

Prof. (Dr.) Bino. I. Koshy, Member

The meeting started at 10:45 AM. The Principal welcomed all the members to the meeting.

**Also present**

Dr. R. Sasikumar, TEQIP Coordinator

Dr. G. Venugopal, HOD ME Department.

Dr. Leena Mary, HOD ECE Department.

Dr. Reena Murali, HOD CSE Department.

Prof. Vijayakumari C.K., Nodal officer academic

Prof. Antony J.K., III Cell Coordinator

Prof. Manojkumar M., Nodal officer EAP

Prof. Swapnesh S., Asst. Professor in ME

## Decisions on Agenda Items

### Part A

A1. Confirming the Minutes of the 16<sup>th</sup> Meeting of the Board of Governors held on 01/12/2016 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam.

The draft minutes of the 16<sup>th</sup> Meeting of Board of Governors of TEQIP Phase II of RIT Kottayam held on 01/02/2016 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam was sent to the Chairman with copy to the members. The Chairman approved the minutes. A copy of the Minutes is appended as Appendix A1 for confirmation.

**BoG Decision : Since there are no comments on the minutes from any member, the minutes of the 16<sup>th</sup> meeting of the BoG is confirmed.**

### A2. Status of Performance Indicators and Governance Self Review

A2.1 The status of Nine Performance Indicators are given below

SI No	Performance Indicator	Expected Target	Status of RIT and Action Taken	Remarks by BoG & gist of the discussion
1	Autonomy	Obtained/Applied to UGC with no objection from university and state government	Applied to UGC with No Objection Certificate from Mahatma Gandhi University on 30 <sup>th</sup> October 2013. At present Dr. A P J Abdul Kalam Kerala Technological University has not become an autonomous body and once the university gets autonomous status we will proceed further.	BoG made a note of the status
2	Minutes of BoG Meeting	(last 4 Months) published on institution's website (Yes/No)	Yes. Minutes of all BoG Meetings are available in the web site. (Published in <a href="http://www.rit.ac.in">www.rit.ac.in</a> )	BoG made a note of the status
3	NBA Accreditation	At least 55% programmes accredited+ applied for	Applied for all eligible U.G courses- 5Nos. (B.Tech in Civil Engg, Mechanical Engg, Electrical and Electronics Engg., Electronics & Communication Engg. and	TEQIP coordinator informed that the result of Electronics & Communication Engg. is expected on April 8 <sup>th</sup> . Chairman asked to share major points of weakness so that corrective measures can be

			Computer Science & Engg) Accreditation visit by NBA expert team completed on 16 to 18 <sup>th</sup> October 2015. NBA has awarded provisional accreditation of Two years to Civil Engineering, Mechanical Engineering, Electrical Engineering and Computer Science Engineering. Result of Electronics and Communication Engineering is awaited.	taken for ensuring 5 year accreditation. Principal reported the general observations of NBA. BoG directed the principal to prepare an action plan after discussing with the faculty members. Take results in a positive way and steps for improvement has to be taken. If the department of Electronics and communication has taken some extra effort it has to be emulated by other departments. Principal informed that a detailed presentation by HOD's is there in the agenda.
4	Governance development plan	Approved by governing body and published on institutional website	Yes Published in <a href="http://www.rit.ac.in">www.rit.ac.in</a>	BoG made a note of the status
5	Revised IDP(Institutional Development Plan)	Published on the institution's website	Yes (Published in <a href="http://www.rit.ac.in">www.rit.ac.in</a> )	BoG made a note of the status
6	Statutory Audit	Completed till 2013-14	Completed up to 2014-15 (Report was presented in 16 <sup>th</sup> BoG meeting).	The BoG has gone through the comments in the Audit report and noted that there is no major adverse comments and there are some minor comments which will be taken care in future transaction.
7	Completion of all data input into the MIS	Completed	Completed up to 2014-15. Data Entry for 2015-16 is in progress.	BoG made a note of the status
8	Procurement Plan	To cover 100% procurement expenditure	Procurement Completed.	BoG made a note of the status
9	Commitment of Funds	100% of Funds Received	Amount Spent-800.05 Lakhs Amount Committed-199.95 Lakhs	BoG made a note of the status

Director of Technical Education informed that Order for transferring funds to four funds (Institutions has to establish Four Funds, Corpus Fund, Faculty Development Fund, Equipment Replacement Fund, and Maintenance Fund and to build each of these funds with at least 0.5 % of annual recurring expenditure of the institution.) has been given.

National Project Implementation Unit of TEQIP (NPIU) has published draft document indicating the status of performance indicators of the project institutions. The project institutions has been directed to report any discrepancies if any by 26<sup>th</sup> Feb 2016. The document is hereby submitted before the BoG for reference. In this document status of RIT (serial no. 79) is given as meeting six out of eight performance indicators.

The status of NBA Accreditation was incorrectly given as “No”. Communication was send to NPIU to rectify this discrepancy. BoG made a note of the status

#### A2.2 Governance Self Review

Governance Self Review document is hereby submitted before the BoG for review and discussion. As the self reviews of all indicators are one, there is no need of further action.

### **A3. Report on the action taken on the pertinent decisions in the Minutes of the 16<sup>th</sup> meeting of the BoG was convened on 01<sup>st</sup> of February, 2016 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam.**

The decisions taken by the Board as recorded in the Minutes of the 16<sup>th</sup> meeting of the BoG was convened on 01<sup>st</sup> of February, 2016 have been noted and actions have been initiated. A report on the action taken is presented in the Table given below.

TABLE A2.1

(Refer Part B –Minutes of 16 <sup>th</sup> BoG)			
Sl. No	Decision Item	Action Taken	Observation by the BoG
1.	The BoG approved Thirteen STTP/ Workshop/conferences /symposium to be attended by faculty/staff members (Outside the Institution).  (CE-3, ME-2, EEE-3,ECE- 1,CSE –2, Maths- 1, PE-1)	Attended – 8 (CE-2,ME-2, EEE-2, CSE-1, PE-1)  Not Attended – 2 (EEE-1, ECE-1).  Scheduled on April 2016 - 1(CE-1)	Chairman enquired about the reason for EEE faculty not attending the course. During the previous BoG meeting also it was noted that an electrical Engg. dept staff has not attended a training programme approved by the BoG. The reason quoted by the staff member was not satisfactory. Chairman enquired whether proper explanation was taken from the staff. It was also recommended to get documentary evidence to support the reason.  At the point of application itself staff member has to be

		Scheduled on May 2016- 1 ( Maths-1) Course Cancelled – 1 (CSE-1) (Appendix A1)	asked whether he is willing to go if selected.  The faculty/staff after attending the training has to initiate action like delivering talk or discussion in a faculty meeting for the benefit of the institution after coming back.  Faculty/staff may give a 30 minute presentation regarding the training. That practice need to be documented. HOD's has ensure that this is being carried out without fail.
	The BoG approved One STTP/Workshop proposed by faculty/staff members. (Inside the Institution). (ECE-1)	Conducted – 1(ECE-1)	BoG made a note of the action taken
2	The BoG Approved Twenty five expert lectures to be organized by III Cell. (ME -2, CE – 10, EEE-3, ECE- 5,CSE - 5)	<ul style="list-style-type: none"> <li>Organized -20( CE-8, ME -2, ECE- 3,EEE-3, CSE-4)</li> <li>Scheduled on April 2016-4(CE-2, ECE-1, CSE-1)</li> <li>Scheduled on May 2016 - 1 (ECE-1) (Appendix A1)</li> </ul>	Principal pointed out that corresponding page number of the annexure has to be given here itself so that cross reference is made easier.  BoG recommended that details of attendance should be put on record and it should be given as a separate column.  BoG enquired about the reason for ME dept. having less number of III cell programmes. HOD of ME dept. clarified that ME dept. has conducted a number of programmes prior to the last BoG meeting and if large number of programmes is conducted there will be less time for completing the syllabus.
3	The BoG Approved Finishing School Programme	Scheduled in June 2016 (Appendix A1)	BoG made a note of the action taken
4	The BoG Approved Professional Skill Development Programme	Scheduled in June 2016 (Appendix A1)	BoG made a note of the action taken
5	The BoG Approved Placement Cell Programme	Not organized (Appendix A1).	BoG enquired about the reason for not conducting the programme and TEQIP coordinator informed that the programme is rescheduled to June. BoG directed that in such instead of showing programme as not conducted it should be shown as rescheduled.
6	The BoG Approved Students Paper Presentation	Reimbursed the expenses to the students. (Appendix A1)	BoG made a note of the action taken

7	The BoG Approved One programme for students attending Workshops/competition-S8 EEE	Attended (Appendix A1)	BoG made a note of the action taken
8	The BoG Approved Two Other Programmes organized within the Institution	Organized- 2 (Appendix A1)	BoG made a note of the action taken .One more column for actual expenses to be put.
9	Constitution of Screening Committee for International Travel.	Constituted the Screening Committee for International Travel.	Chairman enquired whether the committee members have agreed to be the member of the committee. TEQIP coordinator informed that apart from one member other members has confirmed. A reminder may be send to the member who has not confirmed.If concurrence is not obtained from the member Dr. Sabu Thomas, BoG member may be included as the member.
10	Seed money	Sub Committee meeting held on17/03/2016 has approved the proposals after limiting the budget. The minutes of the screening committee is also submitted before the BoG. (Appendix A1)	Chairman recommended that the minutes of the committees meeting has to be mailed to him.  It was decided to put up the proposal to the subcommittee and the recommendation of the sub-committee may be sent to Chairman BOG for approval.
11	The BoG Approved Twelve proposals for Equity Assurance Plan	Continuing (Appendix A1)	Principal informed that in KTU first semester results out of 156 colleges RIT is in the second position in terms of pass percentage. BoG appreciated the institution for achieving the result and recommended that steps may be taken for achieving the top position in the state.
(Refer Part D –Minutes of 16 <sup>th</sup> BoG)			
1	The BoG permitted to refund the amount as a special case by BoG to Prof. Kavitha N,(Assoc.Prof) &Nisha K K (Asst.Prof) of CSE department have reported for STTP on Cloud Computing scheduled to be conducted during 16-20 Nov 2015 at NITTTR Chennai and the course was cancelled due to flood.	Reimbursed the amount	BoG made a note of the action taken.

### **B1. Presentation by HoD's (CE,ME,EEE,CSE) on feedback by NBA**

Each head of the department made presentations on the feedback by NBA.

The remarks of the BoG after the presentations are given below.

- Each year the syllabus may be sent to eminent industry people and to IIT professors for getting suggestions on updating the same.
- Funding projects from industry is very important and efforts must be taken for enhancing collaborative work with industry.  
Dr. Sabu Thomas offered to come and deliver an expert session on improving the research culture and also regarding the availability of funding opportunities available for enhancing research.
- Lack of placements in core companies is an area of concern and steps have to be taken to improve the same.
- Data of students who got placement after moving out of the campus need to be collected.
- A lecture is to be given to students regarding publishing in journals and conferences.
- Evolve an PR policy for the institution and publish it in the institutional website.
- Self learning is to be encouraged and proper documentation regarding this is to be done.
- Enhance the academic ambience of the faculty rooms.
- Flipped class room concept needs to be practiced occasionally.
- HOD's and senior professors may visit some outstanding departments in the country to learn about the best practices there.
- From the feedback from NBA it is evident that the documentation regarding evidence of attainment of PO's and PEO's are minimal and the same needs to be improved.

### **B2. Consideration of the various academic programs for the next four months.**

#### **B2.1. STTP for Faculty/Staff outside the Institution (FSD)**

Sl No	Name of faculty	Designation & Dept.	Topic	Institution	Date	Recommendations of the academic committee	Amt (Rs.)	Remarks of BoG
1.	Prof. Mary George	Professor, EEE	Training Programme on Communication and presentation Skills	Engineering Staff College of India, Hyderabad	April 26-28, 2016	It is a part of Pedagogical training, but is not included in the training conducted by IIT Madras. Hence recommended	41000	Approved



2.	Dr. Vincent G	Asso.Prof., EEE	Training Programme on Communication and presentation Skills	Engineering Staff College of India, Hyderabad	April 26-28, 2016	It is a part of Pedagogical training, but is not included in the training conducted by IIT Madras. Hence recommended	41000	Approved
3.	Rajesh K	Asst.Prof, EEE	STTP on Applications of Power Electronics to Renewable Energy	NIT, Goa	May 12-14, 2016	Topic is very relevant and a promising area for research	30000	Approved
4.	Siju K S	Tradesman Gr.II, ECE	Training Programme on Surface Mount Technology	STQC Hyderabad	May 9-16, 2016	SMT, being a totally new electronic assembly package, and useful for maintenance of equipment, it is recommended.	15000	Approved two staff to attend the programme. BoG recommended that other staff members should be encouraged to attend separate programmes in the best interest of the institution rather than attending the same programme.
5.	Gokul Narayanan K	Tradesman Gr.II, ECE	Training Programme on Surface Mount Technology	STQC Hyderabad	May 9-16, 2016	SMT, being a totally new electronic assembly package, and useful for maintenance of equipment, it is recommended.	15000	Not Approved
6.	Sandeepkumar N	Tradesman Gr.II, ECE	Training Programme on Surface Mount Technology	STQC Hyderabad	May 9-16, 2016	SMT, being a totally new electronic assembly package, and useful for maintenance of equipment, it is recommended.	15000	Approved
7.	Dr,Sobhana N V	Prof., CSE	STTP on Recent Advances in Computer Architecture	IIT Guwahati	May 30- June 6 2016	The course focuses on the design of multi core processors and its architecture-Hence	45000	Approved

						beneficial		
8.	P A Padmakumar	System Analyst, CSE	STTP on Oracle 11g&12C Database Administration	ESCI Hyderabad	June 27- July 1, 2016	Topic is part of MCA syllabus and useful for handling Labs & Projects	42500	Approved

### B2.2. STTP/Workshop to be conducted within the Institution

Sl No	Name of Coordinators	Designation & Dept.	Topic	Date	Recommendations of the academic committee	Amt (Rs.)	Remarks of BoG
1.	Dr.Ajitha T & Anusha S P,	Assoc: & Asst. Prof CE	STTP on Intelligent Transportation Systems and Applications	June 1-6, 2006	The course deals with the emerging area of transportation engineering. It would provide an insight into the rapid development and research. The two coordinators have research experience in the area of Intelligent Transportation System.	180000	Approved
2.	Sini T & Dr. A Praveen	Asst. Prof. & Prof., CE	STTP on Learning modules for enhancing applied knowledge in Geotechnical Engineering	July 20 - 22, 2016	The course aims at improving teaching learning process in Geo-Technical Engineering incorporating expertise from IITs and NITTR.	100000	Approved
3.	Dhanya B S & Dr. Bindhu B.K.	Asst. Prof. & Asso. Prof., CE	STTP on Durability of concrete structures	June 27- July 2, 2016	The course aims to have a relook into concrete deterioration and focuses on various testing methods. Hence found to be useful.	215000	Approved
4.	Dr.Biju Augustine P & Dr.Rajesh	Assoc.Profs, ME	STTP on Factor Analysis and Structural Equation Modeling for Researchers	June 13-18, 2016	The course is intended to give exposure in the application of advanced statistical tools for research.	136000	Approved
5.	Dr.Rajesh & Pradeep	Assoc: & Asst. Prof	Workshop on Ergonomics in	July 20-22, 2016	The programme gives exposure on research and consultancy areas of Ergonomics. It is	97000	

	Kumar.P	ME	Workplace Measurement, Analysis and Solutions		useful for faculty as well as industry participants		Approved
6.	Madhukumar T K, & Dr.G.Venugopal	Asst. Prof. & Prof., ME	Workshop on Measurements technique in the fluid and thermal science	July 13-15, 2016	It deals with the state of the art measuring techniques and helps in imparting practical knowledge in using measuring instruments.	76000	Approved
7.	A.Dolly Mary &Radhika	Asst. Profs, EEE	STTP on Linear and Nonlinear Control Strategy for Engineering Applications	June 13-18, 2016	Topic is relevant and useful for faculty engaging B.Tech, M.Tech as well as research. Experts are from IIT Bombay, IIT Kanpur etc. Hence higher expenses might be approved.	220600	Approved
8.	Dr.Prince A & Rajesh K	Assoc: & Asst. Prof EEE	STTP on Research Aspects of Power Electronics in Modern Power System Simulation and Experiment Analysis	June 6-11, 2016	Scope for research is high	165000	Approved
9.	Binoj Kumar A.C &Meera Khalid	Asst. Profs, EEE	Workshop on Electric Machine Design using ANSYS	June 28-30, 2016	Useful for handling projects (UG & PG) based on machine modeling and analysis.	78000	Approved
10.	Dr. Vincent G &Samkumar T	Asso. Prof & T/I	Familiarization of Advanced laboratory Equipment in Electrical and Electronics Engg.	June 21-23, 2016	Useful for technical staff for handling advanced equipment.	85000	Approved
11.	Sooraj G& Umesh A C	T/I &Asst. Prof., ECE	STTP on Computer Hardware Maintenance and Networking	June 20-25, 2016	Based on demand from technical staff of various departments, this course has been organized.	120000	Approved
12.	Dr.Vineetha S &Anu Bonia Francis	Asst. Profs, CSE	STTP on Bioinformatics- Algorithms, database and Tools	June 13-18, 2016	Since it is useful for handling B.Tech & M.Tech Projects, it is recommended.	130000	Approved
13.	Nisha K K& Raji R Pillai	Asst. Profs, CSE	STTP on Graph and Algorithms	July 11-16, 2016	Faculty would get acquainted with various algorithms which is useful for research	180000	Approved

			Computational Geometry				
14.	P A Padmakumar	System Analyst, CSE	STTP on Cyber Security and Tools for Ethical Hacking	June 20-26, 2016	The course being an interdisciplinary one, and useful for all engineering faculty, it is recommended	100000	Approved
15.	Dr.C.Sathish Kumar	Professor	Workshop on Enhancing Individual Excellence for Career Effectiveness	July 5-8, 2016	The training programme is intended for administrative and technical staff. It is expected to improve self awareness and self organization in the participants, thereby improve their individual contribution to the institute.	105000	Approved
16.	Dr.Jayaprasad P N	Asst. Prof., Mathematics	STTP on Data Analysis using Computational Softwares	June 20-26, 2016	Intended for faculty getting trained with advanced software packages in Mathematics	120000	Approved

### B2.3.Research Colloquium cum Workshop

Sl No	Name of Coordinators	Dept.	Topic	Recommendations of the R&D committee	Date	Amt	Remarks of BoG
1.	Dr.Leena Mary , Dr.Manju Manuel & Rajeev Rajan	ECE	National Research Colloquium cum Workshop on Advanced Signal Processing Research Topics	The colloquium is intended to create interaction among active researchers in the area of signal processing. Technical sessions and workshops are planned as parallel sessions. Hence highly useful.	June 23-24, 2016	5.5 Lakhs	Approved.

Department of Electronics and Communication engineering has submitted of a proposal of Research Colloquium. The proposal is hereby submitted before the BoG for approval.

Other departments may also organize Colloquium in advanced areas. Detailed proposal may be send to Chairman for approval by all departments.

All faculty members in the dept have to attend the colloquium in respective departments.

### B3. Industry Institute Interaction Cell (III Cell)

#### B3.1. Expert Lecture

Department of Mechanical Engineering									
Sl.No	Topic	Name of Coordinators	Details of Industry Experts	Prob Date of Pgm.	No of Days	Target	Amt (Rs.)	Expected Outcome	Remarks by BoG
1.	CAD Application in Aerospace Industry	Antony J K	M.R Jjeesh Programme Manager Asystems, Bangalore,Karnataka	April 2016	One day	S2 M	22000	To expose students to the world of Industrial Design	Approved

Department of Electrical Engineering									
Sl.No	Topic	Name of Coordinators	Details of Industry Experts	Prob Date of Pgm.	No of Days	Target	Amt (Rs.)	Expected Outcome	Remarks by BoG
1.	Design of high Power Rectifiers	Dr. Dinesh Gopinath,Asst . Prof	Er. Anurag Sasikumar, Graffito Systems Trivandrum	April 2016	One Day	S6/S8B.Tech/M Tech students	15000	Students will get practical knowledge in the design and implementation of high power rectifiers	Approved
2.	Power System Protection	Dr. Prince A, Assoc. Prof	Dr. Manohar Singh, Engineering Officer grade-3, Central Power Research Institute (CPRI), Ministry of Power,Government of India , Bangalore	April 2016	One Day	S6/S8B.Tech students of the	25000	Students will get knowledge in the field of power system protection. Student will get knowledge on research topics in the field of power system and research through industrial experience	Approved

#### B4. Equity Assurance Plan

Request has been received from EAP Coordinator- Prof. Manoj Kumar M, for conducting the following classes in addition to the classes which have already been approved by the BoG.

Sl.No	Subject	Sem	Regular/ Supplementary	Branch	No.of Hours planned	No.of students	Remunerati on to faculty @Rs.600/hr	Refresh ment	Study material @Rs.200/student for S1S2 and @300 for higher semesters	Total (Rs.)
1.	Engineering Maths	S1	Supplementary	Common to all	30	31	18000	7750	6200	31950
2.	Engineering Graphics- 1	S1	Supplementary	EC,CSE,EEE	30	35	18000	8750	7000	33750
3.	Basic Electronics	S1 /S2	Regular and Supplementary	ME (supply), EE, CE	24	36	14400	7200	7200	28800
<b>TOTAL</b>										<b>94500</b>

(Rupees Nine Thousand Five Hundred Only)

BoG accorded sanction for conducting the programme.

#### B4.1. Finishing School Programme

Sl No	Name of Coordinators	Desig. & Dept.	Topic	Audience	Date	Amt(Rs.)
1.	Ann Mary Joshua & Sony M G	Asst.Prof, EEE	Real World Interfacing with Arduino and Raspberry Pi Boards	Final year EEE students	June 21-24 , 2016	110200
2.	Dr. A Praveen & Dhanya B S	Prof & Asst.Prof, CE	2D and 3D computer aided drafting and professional design preparation	Final year CE students	July 2016	100000

BoG accorded sanction for conducting the finishing school programme.

### **B5.Students Attending Competition / Workshop**

Students of S4 B.Tech Mechanical Engg. is participating in Electric Solar Vehicle competition hosted by Imperial Society for Innovative Engineers from 25th March 2016 to 29th March 2016. The competition involves design and fabrication of vehicle. Students have requested for financial support from TEQIP. Team Captain is Jeswin Vinod ,S4 ME.

The estimated expenses are given below.

Item	Cost	Remarks
Team Registration	15960	For the event Electric Solar Vehicle competition
Travelling Expenses	12500	For six members from Kottayam to Bhopal and back.
Accommodation	6000	200 per day per student.
Total	34460	
(Rupees Thirty Four Thousand Four Hundred and Sixty Only)		

BoG approved the proposal.

Youth Hostel rates in metros may be taken as the upper limit for giving accommodation expenses for students participating in competitions outside the institution.

## B6.Students Paper Presentation

SI No	Name of Student	Desig.& Dept.	Topic	Institution	Date	Amt (Rs.)
1.	Jith John Francis	S3,MTech IEM	Paper Titled: Exploring the effect of proximity marketing as a new marketing strategy tool in Indian retail markets: A review @ International conference on Developments in Management ,Technology &Science (ICDMTB 2016)	Institute of Technology and Science, Ghaziabad, UP	1 <sup>st</sup> &2 <sup>nd</sup> April 2016	7500/-
2.	Vishnula N R	S3,MTech IEM	Paper Titled: Productivity enhancement in manufacturing industries through values stream mapping: A review @ International conference on Developments in Management ,Technology &Science (ICDMTB 2016)	Institute of Technology and Science, Ghaziabad, UP	1 <sup>st</sup> &2 <sup>nd</sup> April 2016	7500/-
3.	Muhammed Thabsheer A	S3,MTech IEM	Paper Titled: Study on perception of new generation customers towards a footwear manufacturing company :A review @ International conference on Developments in Management ,Technology &Science (ICDMTB 2016)	Institute of Technology and Science, Ghaziabad, UP	1 <sup>st</sup> &2 <sup>nd</sup> April 2016	7500/-
4.	Aneesh M	S3,MTech IEM	Paper Titled: A review on cost of quality analysing models @ International conference on Developments in Management ,Technology &Science (ICDMTB 2016)	Institute of Technology and Science, Ghaziabad, UP	1 <sup>st</sup> &2 <sup>nd</sup> April 2016	7500/-
5.	Ebin Mathew	S4,MTech IEM	Paper Titled: Intervention strategies for manual material handling tasks :A review @ International conference on Developments in Management ,Technology &Science (ICDMTB 2016)	Institute of Technology and Science, Ghaziabad, UP	1 <sup>st</sup> &2 <sup>nd</sup> April 2016	7500/-



BoG accorded sanction for attending the workshop.

BoG recommended that faculty who is the co author may also attend the conference and the name of the faculty who is the co author should be included in the proposal.

### **B7. Other Programmes to be conducted within the Institution**

The expert session has been already conducted as per permission granted in the last BoG meeting. The feedback about the programme was highly positive and students from all departments have expressed keen interest to attend the programme. Accordingly the counseling cell has submitted request for conducting the expert session in all departments.

Sl No	Topic	Name of Coordinators	Details of Experts	Prob Date of Pgm.	No of Days	Target	No of Participants	Appro. Amt (Rs.)	Expected Outcome
1.	Psychological solutions to personal and educational problems	Mrs. Ambily P & Mrs. Dhanya P S Co-ordinators Counseling Cell	Mr. Anoop K V , Psychologist, Wellness Hospital Ernakulam,	April 2016	1 day each for each department (5 nos,)	BTech/ M.Tech Students	70	35000	Students are expected to get an insight on how tackle some of their Psychological problems themselves

BoG accorded sanction for conducting the programme.

### **B8. Ratification of various academic activities permitted by the Chairman**

Sl No	Name of faculty	Desig. & Dept.	Topic	Institution	Date	Academic Committee Remarks
1.	Mr. Premson Y	Asst. Prof, ECE	Hands on training on Full – custom IC design using Cadence tools	VIT University, Vellore, Tamilnadu	25 <sup>th</sup> & 26 <sup>th</sup> February 2016	“This course will equip the faculty for giving guidance for students in their project work. In addition he is doing research in this area. The academic committee of the institution has recommended the proposal”
2.	Mrs. Geeva George	Asst. Prof, CE	STTP on Choice Modeling	NIT Calicut	10-12, March 2016	“The training will enable the faculty to handle transportation planning courses and also could provide a platform for initiating research. The course is

						organized by a reputed institution and the resource persons are eminent faculty from NIT. Hence the academic committee recommends the proposal”
3.	Mr.Ramesh Krishnan	Asst.Prof, ME	Presenting Paper titled" Thermal Performance Evaluation of a phase Change Material Based Heat Sink: A Numerical Study" in Global Colloquium on Recent Advances and Effectual Researches in Engineering Science and Technology -RAEREST '16	St. Joseph,s College of Engineering and Technology, Pala	22-23 April 2016	" The paper submitted by the faculty has been accepted for presentation in the Global Colloquium. The faculty member is presently engaged in research in this area and this will give an opportunity for him to present his work before the research community. Hence the academic committee recommends the proposal"
4.	Dr. Raghunathan Rajesh	Placement Officer	National workshop on Employment, Entrepreneurship & Research Opportunities in India” organized by SAAP (Society for Advancement of Aerospace Propulsion)	Aeronautical Society of India Bangalore	2 <sup>nd</sup> & 3 <sup>rd</sup> April 2016	It is helpful for creating more opportunities towards placement and technology incubations, also it would be a good learning opportunity.
5.	Mr.Antony J K	IIIC Coordinator	National workshop on Employment, Entrepreneurship & Research Opportunities in India” organized by SAAP (Society for Advancement of Aerospace Propulsion)	Aeronautical Society of India Bangalore	2 <sup>nd</sup> & 3 <sup>rd</sup> April 2016	It is helpful for creating more opportunities towards placement and technology incubations, also it would be a good learning opportunity.
6.	Mr.Manoj Kumar M	EAP Assistant Coordinator	National workshop on Employment, Entrepreneurship & Research Opportunities in India” organized by SAAP (Society for Advancement of Aerospace Propulsion)	Aeronautical Society of India Bangalore	2 <sup>nd</sup> & 3 <sup>rd</sup> April 2016	It is helpful for creating more opportunities towards placement and technology incubations; also it would be a good learning opportunity.
Workshop to be conducted within the institution						

7.	Dr.Leena Mary	Prof. , ECE	Workshop on Engineering Research: Challenges and Opportunities	RIT, Kottayam	28 Jan, 2016	This workshop will be useful to get awareness about research opportunities and preparation of research proposals.
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BoG ratified the above academic activities permitted by the Chairman.

### **B9.Revised project budget for consideration and approval**

An amount of Rs.1000 Lakhs was sanctioned to the institution under TEQIP Phase II. The budget is proposed to be revised as detailed below.

Sl. No.	Activities	Amount as per IDP ( in Lakhs)	Revised Allocation ( in Lakhs)	Amount spent/ Committed as on 29/02/2016 (in Lakhs)	Amount to be utilised in the remaining month (in Lakhs)
1.	Infrastructure improvement for teaching, Training & Learning	550	547.11	547.11	0
2.	Providing Teaching and Research Assistantships	100	63.05	35.13	27.92
3.	Enhancement of R&D and institutional consultancy Activities	20	15	1.16	13.84
4.	Faculty and Staff Development	100	178	107.52	70.48
5.	Enhanced Interaction with Industry	40	41	18.88	22.12
6.	Institutional Management Capacity Enhancement	30	15	8.81	6.19
7.	Implementation of Institutional Reforms	20	30	22.01	7.99
8.	Academic Support for Weak Students	40	20	11.33	8.67
9.	Incremental Operating Cost	100	90.84	48.11	42.73
	<b>TOTAL</b>	<b>1000</b>	<b>1000</b>	<b>800.05</b>	<b>199.95</b>

BoG approved the revised Budget.

### **B10. New TEQIP Coordinator**

The present TEQIP Coordinator Dr.R. Sasikumar is retiring from service in May 2016. College council resolved to recommend Dr. Bino I Koshy , Professor in Civil Engineering as the new TEQIP coordinator .

As per the recommendation of the college council BoG approved the change in TEQIP coordinator with effect from 01/04/2016.

## Part C Reports

### C1. Status of fund position as on 29/02/2016

Fund Received – Rs. 1000 Lakhs

Bank Interest - Rs. 12.01Lakhs

TOTAL - Rs.1012.01 Lakhs

No	Activity	Budget Provision (Lakhs)	Amount spent (Lakhs)	Committed (Lakhs)
1.	Procurement of Goods & Civil Works	550	547.11	2.89
2.	Teaching & Research Assistantship	40	35.13	4.87
3.	R&D	30	1.16	28.84
4.	Faculty & Staff Development	140	107.52	32.48
5.	III Cell	40	18.88	21.12
6.	Management Capacity Enhancement	30	8.81	21.19
7.	Institutional Academic reforms	30	22.01	7.99
8.	Academic support for weaker students	40	11.33	28.67
9.	Incremental Operating Cost	100	48.11	51.89
	<b>TOTAL</b>	<b>1000.00</b>	<b>800.05</b>	<b>199.95</b>

Amount Spent as on 29/02/2016– Rs.800.05 Lakh

Committed expenditure as on 29/02/2016 - Rs. 199.95 Lakh. BoG made a note of the report.

**Part D**  
**Any other item with the permission of the Chair**

1. Revised Budget Proposal for International Conference on Next Generation Intelligent Systems (ICNGIS 2016)  
The following are the expected expenditure under different heads.

Sl. No	Item	Amount
1	Hospitality to participants	3.4 L
2	Venue and logistics arrangements	1.1 L
3	Replication of printed training materials	0.65 L
4	MoU with IEEE	1.35L
5	Publication of proceedings	2.0 L
6	Travel, boarding & lodging to invited experts	6.5 L
<b>Total</b>		<b>15.0 L</b>

Coordinator – Dr.Prince A

BoG approved the revised budget.

2. The Kerala Government vide order number G.O.(P) No.28/2016/Fin has permitted enhancement of daily wage personnel and persons on contract appointment, with effect from 01/04/2016. Details of present TEQIP office staff, present pay and pay as per the new order is given below.

Sl. No.	Name and Post	Qualification and Experience	Maximum Monthly Contract Pay	
			New	Old

1.	Smt. RevathiRenju – Data Entry Operator	B.Sc Computer Science (Equivalent to Diploma in Computer science) with a total experience of 96 months	19000/-	15000/-
2.	Smt. GeethaRejil – Accountant Cum Junior Clerk	B.Com and DCA with a total experience of 110 months.	19000/-	15000/-
3.	Smt. Priyanka S	B.Tech with a total experience of 60 months.	32300/-	25000/-

The consolidated pay of Rs.15000 for given at present for Data Entry Operator and Accountant Cum Junior Clerk was fixed as per the SSC meeting(The SSC meeting held on 29/01/2014 (Item No. SSC-K 7- Other Item No. 2: Regarding enhancement of rate remuneration of TEQIP II daily wages staff in project institutions.) )

According to the present (10<sup>th</sup> pay revision) the maximum monthly contract pay Accountant Cum Junior Clerk and data entry operator is Rs.19000/-.

As per the SSC meeting (The meeting held on 11/04/2013 (Item No. SSC-K 5.7: Regarding founding of MIS cells – Letter from NPIU-Actions Taken- Report that of)) appointed a MIS officer with a consolidated pay of Rs. 25000/- .

According to the present (10<sup>th</sup> pay revision) the maximum monthly contract wage for the similar post of MIS officer is Rs.32300/- .

BoG recommended to send the proposal to SPFU for further action.

#### 4. Proposal for conducting Football and Basket ball Training Camp

Dr. George Joseph, HoD Physical Education Department has submitted proposal for conducting Basketball Training Camp & Football Training Camp to provide advanced coaching to students of RIT for enhancing their performance. Details are given below in the table.

Sl No	Name of Coordinators	Designation & Dept.	Topic	Date	Amt (Rs.)
1.	Dr.George Joseph	Asst.Prof & HoD, PE	Basketball Training Camp	April 05- May 05, 2016	120000
2.	Dr.George Joseph	Asst.Prof & HoD, PE	Football Training Camp	June 20-July 20, 2016	120000

BoG directed to get clarification from SPFU.

5. TEQIP coordinator informed the BoG about the revised seed money proposal submitted by Dr.Praveen A., Professor in Civil Engineering. BoG recommended that the external research sub-committee has to review the proposal and then it has to be send to the Chairman for approval. Since the Chairman of the subcommittee is out of station conduct the review with the other committee members after getting consent from the chairman. The recommendations of the committee have to be sent to the Chairman of the Subcommittee for review and subsequently it should be send to the BoG Chairman.
6. TEQIP coordinator informed that he will be retiring in May. He remembered the support given by BoG in completing the procurement in time and being the first institution in India to complete the procurement process. He added that critical evaluation of the proposals by the BoG is remarkable.

On behalf of all the members BoG appreciated the contribution of the Principal and TEQIP coordinator and thanked them for their outstanding service.

On behalf of RIT new TEQIP coordinator Dr. Bino I. Koshy expressed heartfelt gratitude to the principal Dr. Ruby Abraham and TEQIP coordinator Dr. R. Sasikumar for their outstanding contributions for the institution. He also thanked all their BoG members for sparing their valuable time to attend the BoG meeting and for their critical evaluation and guidance.

The meeting came to close by 1:30 PM.