**Rajiv Gandhi Institute of Technology, Kottayam**

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**Minutes of the BoG Meeting – 08/11/2013**

**Date: 08/11/2013**

**Rajiv Gandhi Institute of Technology, Kottayam**

**Minutes of the BoG meeting held on 08/11/2013, 10:30 A.M. at Executive Lounge, Mascot Hotel, Thiruvananthapuram**

Prof.(Dr.) S. Mohan, Director , NITTTR, Chennai , the Chairman presided over the meeting. The following members of the BoG attended the meeting.

Prof. (Dr.) J. Letha, Director of Technical Education

Prof.(Dr.) R.V.G Menon, Principal (Rtd.)

Dr. K. Shreekrishnakumar, Director, AICTE, SWRO, Bangalore

Shri. M. Sherif, Additional Secretary, Higher Education, Govt of Kerala

Shri. James Joseph, Joint Secretary, Finance, Govt of Kerala

Prof. (Dr.) K.P. Indiradevi, Principal

Prof. Geetharenjan, PR, Professor, Dept. of Electronics and Communication Engg.

 Dr. V. Gopakumar , Director SPFU , Prof. V. Santhakumari, SJD and Prof. (Dr.) D Sam Chandran , Mentor also attend the meeting.

The meeting started with the opening remarks by the Chairman.

1. **Prof. (Dr.) K. P. Indiradevi, Principal briefed the meeting about the recent achievements and performance of the institution. The meeting appreciated the following.**
2. The initiative taken by the institution for conducting the industrial meet 2013 and convening of advisory committee meeting for the meet under the chairmanship of **Shri. P. K. Abdu Rabb, Hon. Minister** **for** **Education on 07/11/2013.** The chairman BoG also suggested to ensure the participation of student community in the meet.
3. The pass percentage of the students should be improved. The Chairman stated that the dream of the institution should be 100% pass. Prof. R.V.G. Menon stressed the need for improving the number of contact classes and to permit students for open access to Laboratories. Prof.(Dr.) J.Letha, DTE directed to conduct the remedial classes with serious involvement of Principal and Head of the Departments and the correct statistics of result should be made available during next BoG. The meeting appreciated the initiatives taken by Shri. Joseph K.D. Asst. Prof. in Electrical Engg. in effectively implementing the class advisory system and improving the result of the batch and suggested to discuss improvements for class advisory system.
4. The members suggested to consider the need of industry and latest subjects while applying for new PG Programmes.
5. The BoG appreciated the placement statistics of the current year. Prof. (Dr.) R.V.G. Menon suggested that the placement of the students should be tracked for at least one year after leaving the institution.
6. The BoG has suggested to send a letter of appreciation to Shri. Nithin George of 2009 – 2013 batch Computer Science for getting a chance to visit Silicon Valley as part of Technical excellence programme of Government of Kerala start up village.

1. **Prof. Gymmy Joseph Kattoor, Coordinator TEQIP** **reported the actions taken on the decisions of BoG meeting held on 12/08/2013.**

The BoGapprovedthe minutes of 12/08/2013 after detailed discussion on action taken/ current status with the following remarks.

1. In procurement plan various items were purchased in connection with Smart Class Room and new proposal included in the revised plan for purchase of Interactive Board. At least one room should be established in the institution as Smart Class Room with all latest facilities.
2. While preparing the proposal for STTP/Workshops the staff should be classified in three categories viz, Faculty , Technical staff, Administrative staff as per the PIP of TEQIP.
3. Faculty members may be deputed to NITTTR, Chennai for training on ICT.
4. Technical staff should be encouraged to attend training at Advanced Training Institute Guindy, Chennai.
5. The BoG made deep concern about the attitude of some of the staff members of the institution on non attendance of short term training programmes without proper reasons. In future the staff members should apply for permission of BoG after proper planning about the course, date and the HODs should ensure that the persons attend the programme without fail.
6. The BoG discussed the report that many of the in house short term training programmes sanctioned the last BoG could not be conducted due to non availability of participants and experts. The BoG stressed the need for proper planning before proposing the subject and date for the STTP. The areas of STTPs should be broad, relevant and in emerging areas.
7. The remedial classes should be made more attractive and fruitful. The services of best authoritative teachers on the particular subjects should be made available irrespective of the type of institution from which they belong. There shall not be any minimum number of students, and even if one student is in need the classes may be conducted.
8. The tutorial programme on mix design as part of IIICell can be offered by the faculty of the Institute. Dr. Padmini A. K , Professor in Civil Engineering is entrusted to conduct the programme.
9. **The TEQIP coordinator reported the MFMR of October 2013.** The BoG directed to report MFMR for the period from the last BoG to assess the progress.
10. **The TEQIP Coordinator requested BoG for approval of the following.**

**4.1. Approval for Consolidated Plan of TEQIP –Phase 11 till December 2014**

**The total plan of Rs. 1000 Lakhs is as detailed below**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Category of expenditure (Head of expenditure)** | Actual Expenditure up to 30th Sept. 2013 | 1st October 2013 - 31st March 2014 | 1st April 2014 - 30th September 2014 | 1st October 2014 - 31st December 2014 | Total planned Expenditure ( Lakhs) |
| **Procurement** | 206.84152 | 343.16 | 0 | 0 | 550 |
| **Assistantships** | 9.86794 | 10.04 | 10.04 | 10.04 | 40 |
| **R&D** | 0.61419 | 9.8 | 9.8 | 9.8 | 30 |
| [**FSD**](http://www.rit.ac.in/TEQIP/FSD.doc) | 21.86167 | 50 | 40 | 28 | 140 |
| **I-I-I- Cells** | 4.67523 | 20 | 7.66 | 7.66 | 40 |
| **Capacity development** | 3.31589 | 9 | 9 | 8.69 | 30 |
| **Reforms** | 19.16285 | 3.61 | 3.61 | 3.61 | 30 |
| **Student support** | 1.75718 | 12.75 | 12.75 | 12.75 | 40 |
| **IOC** | 9.43741 | 30 | 30 | 30 | 100 |
| **Total** | 1000 |

**BoG decision : Approved**

**4.2 Detailed Plan till March 2014**

**4.2.1Procurement**

The procurement committee resolved to recommend to approve the final procurement plan of Rs. 5,49,88,000 as explained in Item No. 1.

**BoG decision : Approved**

**4.2.2 Teaching and Research Assistantships to increase enrolment in existing and new PG programmes in Engineering disipilines**

An amount of Rs.40 lakhs is allotted for Provide Teaching and Research Assistantships to increase enrolment in existing and new PG programmes in Engineering disipilines. Out of this an amout of Rs. 9.15 lakhs is incurred as on 31st October 2013. The admission for M. Tech. 2013 batch is nearing completion.Sanction may be accorded to pay scholarship @Rs. 6000/-per month for Non-GATE Students.

**BoG decision : Approved**

**4.2.3 Enhancement of R & D and institutional consultancy activities**

An amount of Rs.30 lakhs is allotted for Enhancement of R & D and institutional consultancy activities. Out of this an amout of Rs. 0.67 lakhs is incurred as on 31st October 2013.

**Sanction may be accorded for the following**

1. **Senior Research Advisor**

 Prof. Achuthsankar S. Nair, currently Professor and Head, Dept of Computational Biology and Bioinformatics, University of Kerala is a leading academician and researcher. His bio data is enclosed. He has expressed the willingness to be considered for the Senior Research Advisor of RIT. He may be appointed.

**BoG decision : Approved and decided to invite SRA for the BoG meetings.**

1. **Panel of Experts**

The following panel of experts (numbering two members from each discipline) is suggested for supporting the R&D activities.

Civil Engineering

1. Dr. Syam Prakash V, Professor and Head, Dept of CE, College of Engineering, Trivandrum
2. Dr. K Balan, Professor in CE and Director CERD, College of Engineering, Trivandrum

 Mechanical Engineering

1. Dr. Vinod V, Associate Professor, Dept of ME, NSS College of Engg Palakkad
2. Dr. Anil Lal, Professor, Dept of ME, College of Engineering, Trivandrum

 Electrical Engineering

 1. Dr. S. Ashok, Professor, Dept of EE, NIT , Calicut

 2. Dr. B. Jayanand, Professor, Dept of EE, GEC, Painavu

 Electronics and Communication

1. Dr. Baiju M R, Professor, Dept of EC, College of Engineering, Trivandrum

 2. Dr. Suresh K, Professor, Dept of EC, College of Engineering, Trivandrum

Computer Science and Engineering

 1. Dr. Vinod Chandra, Director, State Inter University, Center of Excellence for R &D, University of Kerala, Trivandrum

 2. Dr. Sabu M. Thampi, Associate Professor, IIITMK, Trivandrum

The list may be approved

**BoG decision : Approved the list subject to condition that one Professor from National Institution should be included in the panel and to revise the panel accordingly with maximum three members .**

1. **MoU with La Sapienza University, Italy**

Smt.Bindhu B K has attended an International Conference at Italy Rome under TEQIP phase 2. She has discussions with Professors of La Sapienza University, Rome. They have expressed willingness to enter into an MoU with RIT. The MoU is to be approved by the Government of Kerala. The draft MoU is enclosed**.**

Permission may be granted to proceed with the proposal.

**BoG decision : Approved in principle but to progress after the visit of Professors from La Sapienza University, Italy to our institution. They can be invited for the proposed International Conference during the month of December 2013.**

**4.2.4 Faculty and staff development for improved competence**

An amount of Rs. 140 lakhs is provided for faculty and staff development for improved competence in the IDP of the institution. Out of the above , an amount of Rs.35 Lakhs is committed as on 31st October 2013.The following activities may be approved.

**Activity I: In-house Short term training programmes.**

1. The following STTP/Workshop were conducted after obtaining permission from the Chairman, BoG. The academic committee resolved to recommend to ratify the same.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl.No** | **Coordinators** | **Designation and Department** | **Title of the Programme** | **Duration and Period** | **Budget (Rs.)** |
| 1 | Dr. Shobhana N V,Nisha K K | Professor.,Asst.Prof. , Dept. of Computer Science and Engg | STTP on Web Semantics and data mining | 5 days, 24/09/2013-28/09/2013 | 100000 |
| 2 | Dr.Leena Mary | Prof.Dept of Elecronics & Commn. | Workshop on Outcome based accreditation  | 1 day,28/09/2013 | 16000 |
| 3 | Mr. John C John ,Mr. Tomcy Paul | Asst. .Prof. , Dept. of Computer Science and Engg | Workshop on Natural Language Processing | 1 day, 11/10/2013 | 30000 |

**BoG decision : Ratified the decision taken by the Chairman approving the above programmes.**

1. The academic committee has recommended the following new proposals submitted by faculty/ technical staff for in house short term training programmes for approval .

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sl. No:** | **Coordinator** | **Designation & Department** | **Title** | **Duration and period** | **Amount (`)** |
| EEE |
| 1 | Vincent G, Sreelekha V | Assistant Professors, EEE | Grid Integration of Renewable Energy Resources: Problems & Solutions | 3 Days, Jan 2014 | 50,000 |
| ECE |
| 2 | Leena Mary | Professor, ECE | Workshop on Speech Signal Processing | Dec 9-10, 2013 | 75000 |
| 3 | Riyas K.S | Asst.Prof., ECE | CMOS VLSI design | Jan27 - 31 , 2014 | 100000 |
| 4 | Preethy M Nair & Lajurani T | Instructor Gr I, ECE | Testing and Calibration of Electronic Equipments | Feb-14 | 50000 |
| 5 | Riyas K.S & Siju K.S. | Asst.Prof, ECE | Modern Networking Techniques | Feb-14 | 50000 |
| 6 | Preethy M. Nair & Jayan G S | Instructor Gr I, ECE | Optical fibre Cabling,Splicing and Networking | Mar-14 | 75000 |
| 7 | Ebin M. Manuel | Asst.Prof., ECE | Cognitive Radio | Mar 17 -19 , 2014 | 75000 |
| 8 | David Solomon George | Associate Professor, ECE | Workshop on Open source hardware | Mar-14 | 75000 |
| 9 | Ebin M. Manuel | Asst.Prof., ECE | STTP on Advanced Computer Networks & Queuing Theory  | 3 days Jan 2014 | 75000 |
| CSE |
| 10 | Kavitha N and    Ashik M | Associate Professor, Computer Programmer, CSE | Web Designing | 3 days, 8-01-2014 to 10-01-2014 | 35000 |
| 11 | Sobhana N V | Professor, CSE | Network Security | 5 Days, 17-02-13 to 21-02-13 | 100,000/- |

**BoG decision : Approved**.

 The Chairman suggested that RIT can act as nodal center for pedagogy training of all TEQIP institutions. Also offered all support from NITTTR, Chennai for organizing the programmes.

**Activity II: Faculty STTP/Workshop/Seminar**

1. The following faculty members were deputed for STTP/Conference after obtaining permission from the Chairman, BoG. The academic committee resolved to recommend to ratify the same.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl.No** | **Name** | **Designation and Department** | **Title of the Programme** | **Institution** | **Duration and Period** | **Amount advanced towards Course fee/TA & DA(Rs.)** |
| 1 | Shri. Reghunathan Rajesh | Assoc.Prof.,Dept of Mechanical Engg. | Workshop on Ergonomics & User Centered Design | Natioanl Institute of Design ,Ahemedabad | 3 days,18-20 Sep 2013 | 37000 |
| 2 | Shri. Antony J.K  | Asst.Prof.,Dept of Mechanical Engg. | Industry-Aacademia meet | AICTE,New Dehi | 2 days,7-8 Nov 2013 | 30000 |
| 3 | Vijayakumari C K | Professor, Dept. of Electrical Engg | International Conference on Computers Intelligence & Information Technology | IET & ACEEE at Mumbai | 2 day,18-19 Oct 2013 | 30000 |

 **BoG decision : Ratified the decision taken by the Chairman approving the above programmes.**

1. The following new proposals for attending STTTP out side the institution submitted by faculty/technical staff are recommend by academic committee for approval

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No:** | **Name of faculty** | **Designation & Department** | **Title** | **Institution** | **Duration and period** | **Amount (`)** |
| CIVIL |
| 1 | Mini Koshy | Assistant Professor, CE | Limit state design of steel structures as per IS 800 -2000 | NITTTR, Chennai | Dec 9- 13, 2013 | 30,000.00 |
| 2 | Dr Vinish V. Nair | Associate Professor , CE | Geosynthetics & Use of Reinforced Soil Structures | ESCI, Hyderabad | Jan 02-04, 2014 | 30,000.00 |
| 3 | Mini Koshy | Assistant Professor, CE | Limit state design of R.C structures | NITTTR, Chennai | Feb 10-14 , 2014 | 30,000.00 |
| 4 | Dr Vinish V. Nair | Associate Professor , CE | Underground Sewerage Systems (UGS) - Design, Operation & Maintenance | ESCI, Hyderabad | Jan 20-24, 2014 | 40,000.00 |
| 5 | Raji M. | Assistant Professor, CE | Development of Digital Content for civil engineering teachers | NITTTR, Chennai | Feb 24 – 28, 2014 | 30,000.00 |
| 6 | Sreelatha T | Assistant Professor, CE | Quality assurance and quality control in road construction | ESCI-Hyderabad | Dec 17 – 19, 2013 | 30,000.00 |
| 7 | Jomy Thomas | Assistant Professor, CE | Road Safety Management | ESCI-Hyderabad | Jan 28-30 2014 | 30,000.00 |
| 8 | Bindhu B K | Assistant Professor, CE | Water Quality Data Analysis and Interpretation | NITTTR, Chennai | February 24-28, 2014 | 30,000.00 |
| 9 | Bindurani P | Assistant Professor, CE | Computer Applications in Structural Engineering | NITTTR, Chennai | January 27-31, 2014 | 30,000.00 |
| 10 | Dr Jiji Anna Varughese | Assistant Professor, CE | Computer Applications in Structural Engineering | NITTTR, Chennai | January 27-31, 2014 | 30,000.00 |
| 11 | Shibu A. | Assistant Professor, CE | Environmental issues in water resources projects | ESCI, Hyderabad | March 3 – 7, 2014 | 40,000.00 |
| 12 | Bindurani P | Assistant Professor, CE | Non destructive and semi-destructive testing of reinforced concrete | NITTTR, Kolkota | March 24-28, 2014 | 50,000.00 |
| 13 | Philip Kurian | Trade Instructor | Short term course on laboratory testing of soil | IIT Madras | Nov, 25-29, 2013 | Rs. 25,000 |
| 14 | Thomas Cherian | Trade Instructor | Short term course on laboratory testing of soil | IIT Madras | Nov, 25-29, 2013 | Rs. 25,000 |
| MECHANICAL |
| 15 | Jinesh N. | AP,ME | Advanced Finite Element Analysis | , IIT, Chennai | 3 days, 22-12-13 to 24-12-13 | 20,000 |
| 16 | Antony J.K. | AP,ME | Modelling and Simulation of Dynamical Systems | IIT Roorkie | 5 days, 30-12-13 to 03-01-14 | 20,000 |
| 17 | Manoj Kumar M. | AP,ME | Modelling and Simulation using Finite Element Methods | IIT Roorkie | 5 days, 07-01-14 to 11-01-14 | 20,000 |
| 18 | Anilkumar K.N. | AP,ME | Renewable Energy Sources, | NITTTR, Chennai | 5 days, 10-02-14 to 14-02-14 | 20,000 |
| 19 | Sabu K.T. | AP,ME | Automobile Technology, | NITTTR, Chennai | 5 days, 24-03-14 to 28-03-13 | 10,000 |
| 20 | Pradeep Kumar P. | AP,ME | Quality Management, | NIT, Trichy | 5 days, August 2014 | 15000 |
| 21 | Sudheesh K.G.,  | Tradesman | MIG Welding,  | Foreman Training Institute, Bangalore | 5 days, 6.1.2014 to 10.1.2014 | 6500 |
| 22 | B.Ajithkumar,  | Trade Instructor | CNC Turning Programming and operation |  Foreman Training Institute, Bangalore | 5 days,3.3.2014 to 7.3.2014 | 7000 |
| 23 | Ramesh M | Workshop Instructor  | Advanced welding technology,  | Foreman training institute, bangalore | 12 days,25.11.2013 to 6/12/2013 | 8500 |
| 24 | Vipin G Krishna | Workshop Instructor | CNC Turning Programming and operation | Foreman Training Institute, Bangalore | 5 days,3.3.2014 to 7.3.2014 | 7000 |
| EEE |
| 25 | Prof. Vijayakumari C.K | Professor, EEE | Special Electrical Machines and Control | NITTR, Chennai | 03/03/2014 to 07/03/2014 | 25,000 |
| 26 | Prof. Mary George | Professor, EEE | Advanced Control: Thoery & Applications | NIT,Calicut | 8/12/2013 to 14/12/2013 | 5,000 |
| 27 | Joseph K.D | AP, EEE | Real Time Simulator training for Drives, Controls, Power Electronics and Power Systems, | Opal-RT technologies India Pvt. Ltd. Bangalore | 06/01/2014 to 10/01/2014 | 37,000 |
| Grid connected roof top PV power plants | IIT Bombay (NCPRE) | 28/11/2013 to 30/11/2013 | 24,500 |
| 28 | Dolly Mary | AP, EEE | Microcontrollers and Embedded Systems Including PIC | IIT Karagpur. | 16/12/2013 t0 21/12/2013- | 25,000 |
| 29 | Rajesh K. | AP, EEE | Microcontrollers and Embedded Systems Including PIC | IIT Karagpur. | 16/12/2013 t0 21/12/2013- | 25,000 |
| Power System Protection Relays and Application of Numerical Relay Technology | Engineering Staff College of India, Hyderabad. | 26/11/2013 to 30/11/2013 | 35,000 |
| 30 | Radhika R. | AP, EEE | Special Electrical Machines and Control | NITTR, Chennai | 03/03/2014 to 07/03/2014 | 25,000 |
| 31 | Lalu K.Varghese, | Instructor Grade 2, EEE | Renewable resource and grid interrgation, | NPTI,Banglore | 24/03/2014 t0 28/03/2013 | 40,000 |
| 32 | Rijil V.R | . T/I Dept. of EE | Grid connected roof top PV power plants | IIT Bombay (NCPRE) | 28/11/2013 to 30/11/2013 | 24,500 |
| 33 | Reji Thomas | T/I, EEE | High voltage testing of Power system equipments | NPTI,Banglore | 10/02/2014 to 14/02/2014 | 40,000 |
| 34 | Leena M | T/I, EEE | Earthing practise in Electrical installation | Engineering Staff College of India, Hyderabad. | 04/03/2013 to 06/03/2014 | 30,000 |
| 35 | Pradeep Das  | T/I, EEE | Earthing practise in Electrical installation | Engineering Staff College of India, Hyderabad. | 04/03/2013 to 06/03/2014 | 30,000 |
| ECE |
| 36 | Leena Mary | Professor, ECE | Winter School on Speech and audio processing-WISSAP 2014 | International Institute of IT, Hyderabad | Jan 17-20, 2014 | 25,000 |
| 37 | Riyas K.S. | Asst.Professor, ECE | Winter School on Speech and audio processing-WISSAP 2014 | International Institute of IT, Hyderabad | Jan 17-20, 2014 | 25,000 |
| CSE |
| 38 | Sobhana N V | Professor, CSE | Cloud Computing | NITTR Chennai | 5 days 2-12-2013 to 06-12-2013 | 20000 |
| 39 | Nisha K K | Asst.Professor, CSE | Web Designing | NITTR Chennai | 5 days 20-1-14 to 24-1-14 | 20,000 |
| 40 | Sreelal S | Associate Professor, CSE | Web Designing | NITTR Chennai | 5 days 20-1-14 to 24-1-14 | 20000 |
| 41 | Ashik M | Computer Programmer, CSE | Internet Technologies&Web Developing Methods | Engineering Staff College Of India,Hyderabad | 4 days 17-02-2014 to 20-02-2014 | 30,000 |
| 42 | Unnikrishnan SS | TI, CSE | Workshop on Cyber Security | IIITM-KTrivandrum | 2013 Nov 18 to 22 5 days | 10,000 |
| 43 | Sudeesh Kumar S | TI, CSE | Workshop on Cyber Security | IIITM-KTrivandrum | 2013 Nov 18 to 22 5 days | 10,000 |

**BoG decision : Approved**.

 The HODs should ensure the participation of faculty/technical staff without fail for the above programmes.

**Activity III: Conferences/Workshop/Seminar to be attended**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No:** | **Name of faculty** | **Designation & Department** | **Title** | **Institution** | **Duration and period** | **Amount (Rs.)** | **BoG Decision** |
| 1 | Mr Shibu A | Assistant Professor, CE | 16th Water Distribution System Analysis Conference , WDSA 2014 | Bari, Italy | July 14-17, 2014 | 300000 | Permission can be granted only after acceptance of the paper.  |
| 2 | Dr Vinish V. Nair | Associate Professor, CE | International conference by National Ground Water Association (NGWA) | Denver, USA | May 04-07, 2014 | 400000 | Permission can be granted only after acceptance of the paper |
| 3 | Jinesh | A P, ME | Int.Nat. Conf on precision, MESO, Micro and nano Engineering, COPEN-2013 | Dept. of Mech Engg,at NIT, Calicut | 3 Days, 13/12/13 to 15/12/13 | 6400 | Approved |
| 4 | A.Dolly Mary | AP, EEE | INDICON 2013 | IIT Bombay | 13-15 Dec 2013 | 20,000 | Permission can be granted only after acceptance of the paper |
| 5 | Joseph K D | AP, EEE | EPSICON 2014 | IEEE International Conference, Thrissur , Kerala | Jan 2014 | 11,000 | Permission can be granted only after acceptance of the paper |
| 6 | Reena Murali | Associate Prof, CSE | Int. Conf. On recent trends in information Technology(ICRTIT 2014) | Anna University, Chennai | 10-12 April 2014 | 20000 | Permission can be granted only after acceptance of the paper |
| 7 | Reena Murali | Associate Prof,CSE | ICBCBBE 2014Int. Conf. On Bio-informatics, Computational Biology and Biomedical  | Bangalore | DEC 4 &5 ,2014 | 50000 | Permission can be granted only after acceptance of the paper |
| 8 | Geetharanjan P R | Professor,ECE | Workshop on Managing Creativity and innovation | Administrative Staff College of India,Hyderabad | 11-13 Nov,2013 | 50000 | Approved |
| 9 | Vijayakumari C K | Professor,EEE | Workshop on Managing Creativity and innovation | Administrative Staff College of India,Hyderabad | 11-13 Nov,2013 | 50000 |  Approved |
| 10 | Thankachan P N | Associate Prof& Head ECE | Training on Management capacity Enhancement | IIM Kozhikode(Sponsored by NPIU) | 11-16 Nov,2013 | 5000 | Approved |
| 11 | Ciby Thomas | Associate Prof& Head ME | Training on Management capacity Enhancement | IIM Kozhikode(Sponsored by NPIU) | 11-16 Nov,2013 | 5000 | Approved |
| 12 | Dr.K P Indiradevi | Principal | QEEE Direct-to-Student Programme Introductory Meet | MHRD ,New Delhi | 18 Nov 2013 | 35000 | Approved |

**Activity IV: In-house Workshop to be conducted**

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| --- | --- | --- | --- | --- | --- | --- |
| **Sl. No:** | **Name of faculty** | **Designation & Department** | **Title** | **Duration and period** | **Amount (`)** | **BoG Decision** |
| 1 | Biju Augustine P | Associate Prof., ME | Report writing & presentation | 1 day16/01/14 | 20,000 |  Approved |

**Activity V: International Conference**

An International Conferences on Energy and Environment 2013, (ICEE 2013 is approved by BoG on 12th Aug 2013.

The detailed anticipated budget for the conduct of International Conferences on Energy and Environment 2013, (ICEE 2013 is given below.Approval may kindly be given in this regard.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sl. No:** | **Item** | **Description**  | **Amount**  | **Remarks** |
|  | **Hospitality to participants** |  – 120 research papers have been received as on 30/10/2013.Anticipating 250 participants in the conference:Conference kit (bag+file +writing pad+pen) @ Rs. 400/participant Tea/coffee and snacks, and lunch@ Rs. 125/participant (200x3x125) Conference dinner on second day@ Rs. 350/participant+ rent of conference hall | 1000007500080000 |  |
|  | **Venue and logistics arrangements** | ***Main venue( college auditorium)***1. Light and sound for inaugural and valedictory function
2. Venue arrangement(chair, curtain, dais arrangement& furnishing ***ii) Department Seminar halls- Civil & Mechanical***

(Stop watch, PAS, curtain, dais arrangement& furnishing)  | 100002000010000 |  |
|  | **Replication of printed training materials** | Brochure development & offset printing of 4 pages each and Envelopes (500 copies) Invitation letters, banners etc. Certificates for authors, non-authors, reviewers, chairs and co-chairs, technical session managers and coordinators (300 nos.)  | 30000800010000 |  |
| **4.** | **Publication of proceedings** | @Rs. 600 / book containing max. of 1000pages (225 copies) | 135000 |  |
|  | **Travel, boarding & lodging to invited experts** | i)Keynote speakers from Internationally and nationally reputed academic, industry and research organizations- 8 nos. @ 25000/ invitee ii) Invited dignitaries including technical expert committee members, Chairman & Members-BOG, representatives of Govt. of Kerala and AICTE iii) Invited experts as chairs and co-chairs for technical session-18nos. @ 4000/expert | 2000005000072000 |  |
|  | **TOTAL**  | **8,00,000** |  |

**BoG Decision:**

1. **Being an International Conference experts from outside are to be invited as chairs for technical sessions .**
2. **As per G.O (Rt) No. 1993/2013/H.Edn. dtd. 08/10/2013. Refreshment charges for faculty/staff participants for in house programmes is limited to a maximum of Rs. 150/- (Rupees One Hundred and Fifty Only). The BoG recommended to enhance the amount to Rs.300/- (Rupees Three Hundred Only) per participants for International Conferences.**
3. **Considering the above changes the BoG permitted to enhance the budget to a maximum of Rs. 10 Lakhs.**

**4.2.5. Enhanced interaction with Industry**

 An amount of Rs.40 lakhs is allotted for enhanced interaction with industry. Out of this an amout of Rs.5.36 lakhs is incurred as on 31st October 2013. The following programmes may be approved.

**Industry Meet 2014**

1. It is proposed to convene an industry meet during 23 – 24 Jan 2014. The meet shall focus on providing a common platform for Government, Industry and Academia towards improving quality of higher education through better Industry-Institute participation. The theme of Industry Meet 2014 is on **“Employability of the graduating engineers from the State of Kerala, and growth prospective from enhanced interaction in common domain areas of the Stakeholders”**.

**The budget** **for the meet is as detailed below.**

|  |  |  |
| --- | --- | --- |
| **Task** | **Planned expenses** | **Specific Remarks** |
| **Invitation** |
| 1.1 | Invitation brochure | 30000 |   |
| Invitation Letter | 5,000 |   |
| Postage (500 nos) | 5,000 |   |
| 1.2 | Web-site | 10,000 |   |
| 1.3 | To invitation committee, department coordinators (10,000 each). Towards TA & DA inconnection with official invitation | 50,000 | Team of 2 members for inviting 3 Guests each of the six departments (i.e. =6\*3\*2\*(1300+250)=9300 per dept). TA calculated @ 650 for 75-150 Km and DA for a day of Rs 250/-. |
| 1.4 | Honorarium Key Industry Guest and Key Academic participants (Day-1: 22 Nos, Day-2: 22 Nos) | 50,000 |   |
| Sub-Total (Invitation) | **1,50,000** |   |
| **Stage & Venue** |
| 2.1 | Stage / Auditorium booking, decoration and providing a days facility | 50,000 | Mammen Mappilla hall kottayam |
| 2.2 | Miscellaneous expenses towards emergency purchases of consumables for maintenance & repair | 5,000 |   |
| 2.3 | Stage / venue management for Day 2 | 40,000 | Each department @4000 + Stage decoration for valedictory function at RIT @ 20000 |
| Sub-Total (Stage) | 95,000 |   |
| **Transportation & Accomodation** |
| 3.1 | TA & Accomodation to Key Industry Guest, Invited Industry Guest (Day-1: 6 + 10 nos) | 3,14,000 | (South India: Hyderbad, Chennai, Bangalore ) Industry guest 6 Nos = TA -Rs 25000 + DA Rs 4000 = Rs 29,000 (Within Kerala) Industry guest 10 Nos = TA -Rs 10000 + DA Rs 4000 = Rs 14,000.  |
| 3.2 | Accommodation to Other Registered Industry Participants (Day-1&2: Industry Guest, 50 nos) | 1,50,000 | Accommodation Rs 3000 (Twin Sharing) |
| 3.3 | TA & Accommodation to Key Academic Guest (Day- 1&2, 6 nos) | 90,000 | Academic guest 6 Nos = TA -Rs 10000 + DA Rs 5000 = Rs 15000. They will be requested to stay both days  |
| 3.4 | TA & Accommodation to Key Industry Guest, Invited Industry Guest (Day-2: 6 + 10 nos) | 2,24,000 | (Within Kerala) Industry guest 10 Nos = TA -Rs 10000 + DA Rs 4000 = Rs 14000.  |
| 3.5 | Invited audience (Day 1 & 2) - TEQIP coordinators from other institutes: accomodation (40 nos) | 1,00,000 | Accommodation Rs 2500.  |
| 3.6 | Invited audience (Day 1 & 2)- Alumunus: TA & accommodation (10 nos) | 25,000 | Accommodation Rs 2500.  |
| 3.7 | Invited audience: TA, and accommodation (~ 500 Nos) | 30,000 | College Bus (7 nos, to & fro between RIT & Kottayam), Car 5 Nos (one car per venue) |
| Sub-Total (Transportation) | 9,33,000 |   |
| **Registration** |
| 4.1 | Workshop bag for all registered participants (142 Nos) | 107000 | Bag 750 for external participants onlyRIT Faculty & Students excluded |
| 4.2 | Stationaries and consumables | 33000 | File@75, Pen@10, stationary (Day-1: @25, Day-2 @25). Students shall not be provided with these |
| Sub-Total (Registration) | 1,40,000 |   |
| **Food & Refreshment** |
| 5.1 | Invited audience (day-1): food | 94000 | Plate @200 |
| 5.2 | Invited audience (day-1): refreshment | 38000 | Two times: Tea & snacks for participants (Day-1: @20) Water & miscellaneous (Day-1: @10) |
| 5.3 | Invited audience: Food-refreshment (Cultural programme) | 50,000 | Programme @15000, Food per head @200 Approx 150-200 number of guests |
| 5.4 | Invited audience (day-2): food | 50000 | Plate @ 150 |
| 5.5 | Invited audience (day-2): refreshment | 20000 | Two times: Tea & snacks for participants (Day-2: @20) Water & miscellaneous (Day-2: @10) |
| Sub-Total (Food & Transportation) | **2,52,000** |   |
| **Proceedings and Documentation** |
| 6.1 | Report printing and Documentation | 50,000 | Expenses for printing MoUs (@3000 for each department), Industry Meet proceedings (Max 100 copies) |
| Sub-Total (Proceedings) | **50,000** |   |
| **Publicity** |
| 7.1 | Photography, Media, Banner, Advertisement | 50,000 | Professional photo & video graphers, Banners at kottayam/RIT entrance/departments, Posters of products/achievements |
| Sub-Total (Publicity) | **50,000** |   |
| **Total programme expense** | **16,70,000** |   |

|  |
| --- |
| R**eceipts expected**  |
| Day-1 | Industry Participant (Key) | 6 |   | No registration fee, TA & DA shall be given |
| Industry Participant (Invited) | 10 |   | No registration fee, TA & DA shall be given |
| Industry Participant (Others) | 50 | 6000/4000 | Registration fee, Accomodation shall be given |
| Academic Participant (Key) | 6 |   | No registration fee, TA & DA shall be given |
| Academic Participant (IIIC and Placement coordinators from other institutes) | 40 | 4000 | Registration fee, Accomodation shall be given |
| Academic Participant (Others) | 10 | 2000 | Registration fee, Accomodation to be arranged on payment |
| Alumnus (Invited) | 10 |   | No registration fee, Accomodation shall be given |
| Alumnus (Others) | 10 |   | No registration fee, TA & DA not considered for them |
| Faculty | 85 |   | No registration fee |
| Students (UG & PG) | 400 |   | No registration fee |
|  |  |  |  |  |
| Day-2 | Industry Participant (Key) | 6 |   | No registration fee, TA & DA shall be given |
| Industry Participant (Invited) | 10 |   | No registration fee, TA & DA shall be given |
| Industry Participant (Others) | 50 | 6000/4000 | Registration fee, TA & DA not considered for them |
| Academic Participant (Key) | 6 |   | No registration fee, TA & DA shall be given |
| Academic Participant (IIIC and Placement coordinators from other institutes) | 40 | 4000 | Registration fee, Accomodation shall be given |
| Academic Participant (Others) | 10 | 2000 | Registration fee, Accomodation to be arranged on payment |
| Alumnus (Invited) | 10 |   | No registration fee, Accomodation shall be given |
| Alumnus (Others) | 10 |   | No registration fee, TA & DA not considered for them |
| Faculty | 85 |   | No registration fee |
| Students (UG & PG) | 100 |   | No registration fee |
|  |  |  |  |  |
| **Activity** | **Planned Receipts (Rs.)** | **Specific Remarks** |
| 1 | Industry Participant (Others) | 2,50,000 | 6000/4000 | Registration fee |
| 2 | Academic Participant (IIIC and Placement coordinators from other institutes) | 1,60,000 | 4000 | Registration fee |
| 3 | Academic Participant (Others) | 20,000 | 2000 | Registration fee |
| 4 | VFS fund  | 2,00,000 | Visiting Faculty Scheme head of RIT Kottayam |
|  | Total  |  **6,30,000** |  |
| 5 | **Financial assistance required from TEQIP** |  **10,40,000** |  |
|  |  |  |  |  |

**BoG Decision: Approved the budget for a maximum expenditure of Rs. 10 Lakhs from TEQIP funds.**

**Other activities by Industry Institute of Interaction Cell.**

1. **Training outside the institution**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Name of Program | Date | Actual / Planned Expenditure(Rs.) | BOG Decision  |
| O1 | Certified Industrial training programmes for Faculty * Ansys India, Pune
* EDS Technologies
* Regional Telecom

 Training Centre-BSNL,  Thiruvananthapuram* FCRI Palakkad
 | Dec 2013 to Dec 2014(dates to be finalized based on advertisement) | 3,60,000 | **Deferred** Specific proposals to be submitted |
| 02 | Industrial Training as per the requirement of B.Tech curriculum for 300 students –  | Jan 2014 | 50000 | **Approved**Report should be presented in the next BoG meeting. |
| 1. **In house training for students.**
 |
| Civil Engineering |
|  | Bridge Erection Technique-Afcons Infrastructure Ltd, Mumbai | Nov 2013 |  | 20,000 | Approved program Requested for rescheduling - **Permitted** |
| 2 | Tutorial Programme on Mix Design  | Dec 2013 |  | 20,000 | Prof.(Dr.) A.K. Padmini is entrusted to conduct the programme. |
| 3 | Restoration of bridgesD V K Easwar, Hyderabad | Feb 2014 |  | 20,000 | **Approved** |
| 4 | Stability analysis of damsCWRDM | Feb 2014 |  | 5,000 | **Approved** |
| 5 | Structural Engineering practicesKoshy P S, Asst. Executive Engineer, Irrigation Dept. | Mar 2014 |  | 5,000 | **Approved** |
| Mechanical Engineering  |
| 1 | System Integration/Instrumentation# | Dec 2013 |  | 20000 | Approved program Requested for rescheduling - **Permitted** |
| 2 | Pump Design# | Dec 2013 |  | 12000 | Approved program Requested for rescheduling - **Permitted**  |
| 3 | Project Management – Experiences of Implementation & IssuesShri Varghese / Shri SebastianHeads of Engg & ProjectsEastern Ltd, Kochi | Dec 2013 |  | 12,000 | **Approved** The programmes should be properly scheduled avoiding overlaps.  |
| 4 | ISO Certification – Implementation process and IssuesP K Sreekumar, GMKEL, Kollam | Dec 2013 |  | 12,000 | * do -
 |
| 5 | Developments in Material Handling EquipmentsShri Tony JohnGM (Material Handling)Godrej, Kochi | Dec 2013 |  | 12,000 | * do -
 |
| 6 | Materials ManagementSmt P UshaDGM (DGM (Contracts & Materials)TELK, Kollam | Dec 2013 |  | 12,000 | * do -
 |
| Electrical & Electronics Engineering  |
| 1 | Expert Lecture 1:Patro, Senior EnggNPCL, Banglore(Expert Lecture, 1 day) | Jan 2014 | Jan 2014 | 30,000 | **Approved** |
| 2 | Expert Lecture 2:Abishek Panicker,Assistant managerL&T, Chennai | Jan 2014 | Jan 2014 | 30,000 | **Approved** |
| Electronics & Communication Engineering |
| 1 | Digital System Design Tools-Philips Research Bangalore | Jan 2014 |  | 30,000 | Approved programRequested for rescheduling - **Permitted** |
| 2 | An advanced topic in Signal Processing/Communication EngineeringBy Expert from DRDO | Jan 2014 |  | 7,500 | **Approved** |
| 3 | Indian Satellite Programmes/ Satelite CommunicationBy Expert from DRDO | Jan 2014 |  | 7,500 | **Approved** |
| 4 | Effective Communication Skills for Technical ProfessionalsBy NDLP panel | Feb 2014 |  | 15,000 | **Approved** |
| Computer Science & Engineering  |
| 1 | Latest trends in IndustryInfopark, Cochin/ Infosys Bangalore | Dec 2013 |  | 9000 | Approved programRequested for rescheduling - **Permitted** |
| 2 | Operating System: Architecture for Future – Session 1Microsoft, Hyderabad  | Jan 2014 |  | 25000 | Approved programRequested for rescheduling - **Permitted** |

 **The BoG further states that in future the proposals for training programme should include the details of Trainer, reasonable Budget and Target group.**

**4.2.6. Academic support for weak students**

An amount of Rs.40 lakhs is allotted for Academic Support for weak students. Out of this an amout of Rs.4 lakhs is Committed as on 31st October 2013. The following programmes may be approved.

**Special Programmes under Academic Support to Students - 2013-14 Second half plan**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Dept. | No. of subjects planned | No. of hours plan for each subject | Total No. of Hours | Rate per Hour (Rs) | Total amount(Rs) |
| General Subjects | 2  | 15 | 30 | 600 | 18,000 |
| Dept. of CE | 5 | 15 | 75 | 600 | 45,000 |
| Dept. of ME | 5 | 15 | 75 | 600 | 45,000 |
| Dept. of EE | 5 | 15 | 75 | 600 | 45,000 |
| Dept. of CSE | 4 | 15 | 60 | 600 | 36,000 |
| Dept. of ECE | 5 | 15 | 75 | 600 | 45,000 |
| Grand Total | 234,000 |

**Detailed Department wise plan**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SL. NO. | Name of the subject  | Semester  | Name of the faculty | No. of hours | Appr. Amount(Rs.) |
| 1 | Engineering Mathematics I for all branches | S4 for S1S2 | Faculty from Dept. of  Mathematics | 15 | 9000 |
| 2 | Engineering Mathematics III for all branches | S6 for S4 | Faculty from Dept. of Mathematics | 15 | 9000 |
| 3 | Subject 1 of S1S2 | S4 | Faculty from CE | 15 | 9000 |
| 4 | Subject 2 of S4 | S6 | Faculty from CE | 15 | 9000 |
| 5 | Subject 3 of S4 | S6 | Faculty from CE | 15 | 9000 |
| 6 | Subject 4 of S6 | S8 | Faculty from CE | 15 | 9000 |
| 7 | Subject 5 of S6 | S8 | Faculty from CE | 15 | 9000 |
| 8 | Subject 1 of S1S2 | S4  | Faculty from ME | 15 | 9000 |
| 9 | Subject 2 of S4 | S6 | Faculty from ME | 15 | 9000 |
| 10 | Subject 3 of S4 | S6 | Faculty from ME | 15 | 9000 |
| 11 | Subject 4 of S6 | S8 | Faculty from ME | 15 | 9000 |
| 12 | Subject 5 of S6 | S8 | Faculty from ME | 15 | 9000 |
| 13 | Subject 1 of S1S2 | S4  | Faculty from EE | 15 | 9000 |
| 14 | Subject 2 of S4 | S6 | Faculty from EE | 15 | 9000 |
| 15 | Subject 3 of S4 | S6 | Faculty from EE | 15 | 9000 |
| 16 | Subject 4 of S6 | S8 | Faculty from EE | 15 | 9000 |
| 17 | Subject 5 of S6 | S8 | Faculty from EE | 15 | 9000 |
| 18 | Subject 1 of S1S2 | S4  | Faculty from ECE | 15 | 9000 |
| 19 | Subject 2 of S4 | S6 | Faculty from ECE | 15 | 9000 |
| 20 | Subject 3 of S4 | S6 | Faculty from ECE | 15 | 9000 |
| 21 | Subject 4 of S6 | S8 | Faculty from ECE | 15 | 9000 |
| 22 | Subject 5 of S6 | S8 | Faculty from ECE | 15 | 9000 |
| 23 | Subject 1 of S4 | S6 | Faculty from CSE | 15 | 9000 |
| 24 | Subject 2 of S4 | S6 | Faculty from CSE | 15 | 9000 |
| 25 | Subject 3 of S6 | S8 | Faculty from CSE | 15 | 9000 |
| 26 | Subject 4 of S6 | S8 | Faculty from CSE | 15 | 9000 |

**Placement Activities**

 The following activities for enhancing campus placement were conducted with the permission of Chairman BoG. The same may be ratified .

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.No, | Programme  | Date | Amount (Rs.) | Remarks |
|  | WIPRO oriented training programme | 28/09/2013 | 28000 (20438) | Conducted |
|  | Infosys oriented training programme  | 02/10/2013 | 28000 (20105 ) | Conducted on 06/10/2013 |
|  | Training on Programming languages  | 05/10/2013 | 24000  | Cancelled  |
|  | Campus Placement  | 30/09/2013 – 17/10/2013 | 81800 (106516) | Placement Details WIPRO – 61  INFOSYS – 54  SPCL – 6 UST Global – 19 NEST – 4 SUNTEC - 4 |

The following placement activities are proposed till March 2014. Sanction may be accorded for the same.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sl.No | Programme | Duration  | Proposed date | Amount(Rs.) |
|  | Introductory Placement training for B.Tech 2013 admission  | 3 Days each for 5 Batches | Dec-13 & Jan 2014 | 2,00,000 |
|  | Skill development programme for B.Tech 2011 & 2012 admission – 1st series  | 2 days each for 5 Batches.  | Dec-13 & Jan 2014 | 1,25,000 |
|  | Training on Programming languages | 2 days | Feb -14 | 25000 |
|  | Aptitude Training Preliminary  | 2 days | Feb - 14 | 25000 |
|  | Communication Skill enhancement programme | 2 days | Mar - 14 | 25000 |
|  | Recruitment drive of IBS, IDEA, Oracle, Microsoft, etc.. |  | Nov 13 – Mar 14 | 80000 |

**BoG Decision : Approved**

 Statisticsabout the conduct of the programme , improvement in results/placements should be reported to the BoG.

 **Prof.(Dr.) Bino I. Koshy thanked the Chairman and members of the BoG for the patient hearing and for the expert**

 **advice .**

 The meeting ended at 5:00 P.M.