

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME

Phase II Sub Component 1.1

**22nd MEETING OF
THE BOARD OF GOVERNORS**

MINUTES OF THE MEETING

Date: 13/04/2018 Time: 10.15 am

Venue: Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam

RAJIV GANDHI INSTITUTE OF TECHNOLOGY

VELLORE P.O., KOTTAYAM-686501 KERALA

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Dr. V. G. Idichandy , Professor, IIT, Madras, the Chairman presided over the meeting.

The following members of the BoG attended the meeting:

Dr. P. Ravikumar, Associate Director, CDAC, Thiruvananthapuram

Dr. K.P Indiradevi, Director of Technical Education

Dr. S. Shabu, Controller of Examination, KTU

Dr. Jalaja M.J. Principal

Prof. Geetharenjin P. R, Member

Dr. Bino. I. Koshy, Coordinator TEQIP

Also Present

Dr. Vijayakumari C,K , Academic Coordinator

Prof. Kavitha N. HoD CSE

Dr. Binumol Tom, HoD Arch.

Dr. Praveen A, HoD CE

Dr. Jayan M.V, HoD EEE

Dr. Joseph Zacharias, HoD ECE

Dr. Raghunathan Rajesh, Placement Officer

Dr. Biju Augustine , HoD ME

Dr. David Soloman , Assoc.Prof. ECE

The meeting started at 10:15 AM. The Principal welcomed the Chairman and members to the meeting.

Decisions on Agenda Items

Part A

A1. Reconstitution of BoG

As per the Government Order No. G.O (Rt)No.375/2018 HEDN ,Dated , Thiruvananthapuram , 26/02/2018 BoG has reconstituted with the members appended below-

Sl.No.	Name of BoG members	Category
1.	Dr. V.G. Idichandy Professor, IIT Madras	Chairman
2.	Dr. P.Ravikumar, Associate Director, CDAC Thiruvananthapuram	Member
3.	Er. Shaji M Varghese, Managing Director, Kerala Electrical & Allied Engineering Company Ltd.(KEL)	Member
4.	Dr. Jalaja M.J Professor in Computer Applications	Institutional Member (Senior Faculty)
5.	Prof. Geetharanjin P R Professor in ECE	Institutional Member (Senior Faculty)
6.	Mr. James Raj Joint Secretary Higher Education Department	Higher Education Department. State Government nominee.
7.	Mr. Anil G Joint Secretary Finance Department	Finance Department. State Government nominee.
8.	Dr. K.P Indiradevi. Director of Technical Education	Member (Ex-officio)
9.	Dr. S. Jayakumar Director, SPFU, Kerala	Member (Ex-officio)
10.	Dr. S. Shabu, Controller of Examination, KTU	University nominee
11.	Dr. Ramesh Unnikrishnan Regional Officer & Director, AICTE –South Western Regional Office (SWRO), Bangalore	AICTE nominee
12.	Principal of Institution	Member Secretary (Ex-officio)

BoG Decision: The contents of the GO noted

A2. We acknowledge the service of former members and express our gratitude

During TEQIP Phase II, the following persons were the BoG members

Sl.No.	Name of BoG members	Category
1.	Dr. S. Mohan Professor, IIT Chennai, Chairman	Chairman
2.	Dr. R.V.G Menon Principal (Rtd.), College of Engineering, Kannur	Member
3.	Sri. N.R.V Kartha Director, BRAHMOS	Member
4.	Prof. Geetharanjin P R Professor in ECE	Institutional Member (Senior Faculty)
5.	Dr. Bino I. Koshy Professor in CE	Institutional Member (Senior Faculty)
6.	Joint Secretary Higher Education Department	Higher Education Department. State Government nominee
7.	Mr. James Joseph Joint Secretary Finance Department	Finance Department. State Government nominee
8.	Director of Technical Education	Member (Ex-officio)
9.	Director, SPFU , Kerala	Member (Ex-officio)
10.	Dr. Sabu Thomas Director, Centre for Nanoscience & Nanotechnology, Mahatma Gandhi University	University Nominee
11.	Regional Officer & Director, AICTE	AICTE Nominee
12.	Principal of Institution	Member Secretary (Ex-officio)

BoG Decision: Expressed thanks to all former members of BoG of TEQIP Phase II.

A3. Confirming the Minutes

Confirming the Minutes of the 21st Meeting of the Board of Governors held on 29th July 2017 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam

The draft minutes of the 21st Meeting of Board of Governors of TEQIP Phase II of RIT Kottayam held on 29th July 2017 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 other member, the minutes of the 21st meeting of the BoG is confirmed.

A4. Details of Fund Utilized under TEQIP Phase II

Fund Received – Rs. 1000 Lakhs

Bank Interest - Rs. 20.31 Lakhs

TOTAL - Rs.1020.31Lakhs

Activities	Category of expenditure (Head of expenditure)	Total expenditure during the project period
Procurement of goods (equipment, furniture, books, LRs, software and minor items) and civil works for improvement in teaching, training and learning facilities.	Procurement	554.90
Provide Teaching and Research Assistantships to increase enrolment in existing and new PG programmes in Engineering disciplines	Assistantships	89.33
Enhancement of R & D and institutional consultancy activities	R&D	19.47
Faculty and staff development for improved competence	FSD	189.50

Enhanced interaction with Industry	I-I-I- Cells	40.29
Institutional Management Capacity enhancement	Capacity development	19.26
Implementation of Institutional academic reforms	Reforms	22.07
Academic support for weak students	Student support	17.11
Incremental operating cost	IOC	68.29
	Total	1020.22

Balance amount of Rs.13,567/- (Rupees Thirteen Thousand Five Hundred & Sixty Seven Only) is transferred to Corpus Fund –STSB-8 maintained in Sub Treasury Pampady.

BoG Decision: The expenditure of TEQIP Phase II approved

A5. Status of Four Funds

As per the instructions given by the Government the following four Special Treasury Savings Bank Accounts (STSB) opened . Balance amount from project fund of Rs.13,567/-(Rupees Thirteen Thousand Five Hundred & Sixty Seven Only) is transferred to Corpus Fund –STSB-8 maintained in Sub Treasury Pampady.

Sl. No.	Name of Account	Account No.	Amount (Rs.)
1	Corpus Fund	STSB-8	4467270 (4453703+13567)
2	Faculty Development Fund	STSB-9	5115898
3	Equipment Replacement Fund	STSB-10	4350698
4	Maintenance Fund	STSB-11	4506341
	TOTAL		18440207

BoG Decision: The status of four funds noted.

A6. Academic Master plan

Draft Academic master plan is presented for discussion.

Principal Dr. Jalaja M J presented the progress of key performance indicators and the current status of college

Dr. Reghunathan Rajesh presented the academic master plan of RIT

BoG has suggested that RIT may participate in the NIRF ranking next year.

A7. Academic Autonomy of RIT

As per G.O (Rt.) No.573/2018/HEDN Dated ,Thiruvananthapuram,26/03/2018,Government has permitted 19 TEQIP -II institutions including RIT to approach UGC for academic autonomy.

BoG Decision : BoG took note of the same and instructed to seek NAAC accreditation which is a pre requisite for academic autonomy.

A8. Appointment of Accountant cum Junior Clerk

The 21st BoG held on 29th July 2017 has decided to constitute an interview board for the recruitment of Accountant cum Junior clerk beyond TEQIP Phase II project period. The period of TEQIP was extended till December 15th by NPIU. As per the decision of BoG, all the three staffs worked under TEQIP Phase II project shall be called for interview and the minutes of the selection committee shall be sent to BoG Chairman for approval. The Accountant-cum-Junior clerk shall be appointed on contract basis as done during TEQIP Phase II.

An interview board was constituted which met on 20th December 2017, and recommended to select Ms. Geetha Rejil for the post of Accountant-cum-Junior clerk from January 2018. Chairman BoG has approved the same.

BoG may ratify the appointment of Ms. Geetha Rejil on contract basis.

BoG Decision: Ratified

B1.New Guidelines for the utilization of Four Funds

Use of funds under the four funds

It is suggested that Corpus Fund (CF), Maintenance Fund (MF) and Faculty Development Funds (FDF) are to be utilized initially. The re-appropriation of Equipment Replacement Fund (ERF) to CF and FDF can be considered only after the effective utilization of the first two funds (CF and FDF).

I. Corpus Fund

- Conducting BoG meetings minimum two in each year.
- Salary expenses of contract staff in the post of clerk cum Accountant (One Post) as per Government norms.
- Hiring professional services for TDS filing, auditing.
- Minor office expenses.
- Seed money projects for faculty (the limit for which need to be fixed)
- Conducting III Cell Programs
- Student support activities
 - i. Remedial Classes
 - ii. Bridge Courses
 - iii. Skill development training
 - iv. Funding for R&D Projects
 - v. Internship to UG & PG Students

II. Faculty Development Fund

- Expenditure on faculty members attending training in subject domain.
- Expenditure on organizing in-house subject area training programs/workshops/seminars/ conferences
- Expenditure on participation by faculty in seminar/Conferences/workshop etc
- Reimbursing of fees paid in professional bodies for membership following the existing norms.
- Faculty attending capacity building programs/management programs to supplement the academic master plan.

III. Equipment Replacement Fund

- Replacement of obsolete furniture and equipment including computers and related devices.
- Additional components and accessories for equipments purchased under TEQIP - II

IV. Equipment Maintenance Fund

- Maintenance of furniture and equipment including computers and related devices.
- Purchasing of consumables for the training activities in connection with the TEQIP equipments.
- Renewing software and adding further modules for training activities in connection with the TEQIP equipments.
- Annual maintenance contract for the equipments procured under TEQIP Phase II Project and as per existing Government Rules.
- Calibration and certification charges of equipments

Implementation of various schemes

It is suggested

- To divide the funds based on the student strength and faculty strength of each Department. The division will be applicable to FDPs and EAPs
- To permit the departments to recommend programmes within the total allocation of the department for the respective year.
- Each proposal from department shall be recommended by the staff council of department for transparency.
- To limit the training programmes only to regular faculty.
- To limit, the number of courses attended by a faculty member to a maximum of one per semester to ensure equitable sharing of funds.
- To exercise such control, priority shall be fixed based on the past support given by TEQIP II and as per TNA of faculty and those attended less number of training under TEQIP II shall be given priority in the selection.
- Topics of training programmes shall be restricted to thrust areas of department or in emerging technologies.
- It is suggested to give less priority to in-house training programs except training programmes in connection with NBA accreditation and that support the OBE and only with proper justification.
- It is suggested that a committee shall screen the application for attending FDPs. Funding shall be limited to attend training programmes, preferably in connection with any collaborative research with IITs, IISc, IIITs, NITs and National Institutes/Universities of repute.
 - Paid FDPs shall be allowed only in IITs and NITs that too in domain areas and in emerging technologies.
 - TA/DA and room rents will be as per Govt norms.
 - No registration fee shall be allowed in normal cases for training programmes. However with the consent of BoG such cases shall be considered on merit upto a maximum of Rs. 10,000 per programme that too in IITs, IISc, IIIT, NITs and other Institutes of National repute.
 - For faculty attending conferences within India shall be considered as per the above stipulations.
 - For students attending conferences shall be limited during period of their study and those organised by IITs, NITs, Universities and by IEEE, ASCE and other world class professional bodies.

Remedial classes

A committee shall be formed for scrutinizing proposals for remedial classes and general rules for the same is decided as follows.

- Remedial class shall be offered by a faculty other than the one who taught the subject. However, exemption in this regard may be given by the committee on special cases.
- The minimum number of students required to claim an expense from TEQIP in 15% of the number of students in the concerned class.

- Remedial classes shall be arranged only for helping the students in understanding difficult topics, which was already covered by the Instructor. By considering the time constraints, the maximum number of remedial hours is limited to 25% of the total number of hours as per the university curriculum.

BoG may discuss and approve.

BoG Decision : 1) BoG suggested to permit upto Rs. 15000/- per head per programme towards registration fee from Rs.10,000/- per head per programme.

2) Institutes of national repute may be amended as Government institutes of national repute and those ranked by NIRF

B2. Consideration of the various Academic programs for the next six months.

B2.1.STTP/Management Development Programme/Journal Publication for Faculty/Staff outside the Institution

SI No	Name of faculty	Designation & Dept.	Topic	Institution	Date	Recommendations of the academic committee	Amt (Rs.)/ Remarks	BoG Decision
1.	Dr. Vinish V.Nair	Asso. Prof., CE	Applied groundwater flow and transport modeling with MODFLOW	IIT Roorkee	26th July rd August 2018	The topic is related to research & academic work	Rs.30,000/- Reg. Fee 5000/-	Approved
2.	Mr. Ramesh Krishnan.S	Asst. Prof. in ME	Paper titled "Estimation of characteristic length of a horizontal cylindrical annulus for heat transfer through conduction using Rayleigh Number	Global Colloquium in Recent Advancements & Effectual Researches in Engineering Science & Technology-St. Joseph's College of Engineering & Technology, Palai	20th & 21st ril 2018	Research & academic work	Registration Fee Rs.8,000/- (No visible affiliation)	Not Approved, since this conference has no Relevant affiliation
3.	Mr. Nandakishore PVR	Asst. Prof. in ME	Solar Thermal Technologies for Industrial Process Heat and Power	IIT Bombay	25th - 27th April, 2018	The course is beneficial for improving the teaching learning skills	Rs.29,660/- (Course fee-Rs.14,160/-)	Approved

4.	Dr.Sobhana N.V	Prof. in CSE	Multivariate Data Analysis	IIT Kharagpur	2nd -7th July 2018	The course is helpful for updating the knowledge in the area.	Rs.22,000/- (Course fee and accommodation Rs.17,000/-)	Not Approved Since this faculty member has attended many courses under TEQIP II .
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BoG Decision: Serial Nos. 1 and 3 approved

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

SI No	Name of Coordinators & Designation	Dept.	Topic	Date	Recommendations of the academic committee	Amt (Rs.)
1.	Dr. Bino I Koshy, Professor, and Mr. Jomy Thomas , Asst. Professor.	CE	Workshop for students- Model Building in Traffic and Transportation Planning Practice	23rd to 25th May 2018	This course is essential for strengthening academic progress of the M.Tech Programme.	Rs.43,000/-
2.	Dr.Ajitha T, Assoc. Prof. and Mr.Jomy Thomas , Asst. Professor.	CE	Workshop for students- Computer Aided Design of Highways and Traffic Stimulation	16th to 18th May 2018	This course would be very beneficial for M.Tech Students.	Rs.46,000/-
3.	Dr. Dhanya B.S, Asst. Prof.	CE	STTP for faculty- Rheological Properties of Asphaltic binders	11th to 13th June 2018	This Course would help to strengthen the material characteristics works in the department.	Rs.1,17,000/-
4.	Dr. Biju Augustine P, Professor, Dr. Raghunathan Rajesh , Associate Professor.	ME	STTP for faculty- Statistical Methods in Management Research	13th to 15th June, 2018	Knowledge Up gradation in the use of statistical tools for conducting social science and management research.	Rs.55,000/-
5	Dr. Binumol Tom, Professor, Mrs. Mini Koshy, Asst. Prof. Mrs. Tessa Varkey , Asst. Prof.	CE	Workshop for students -Evolution of structural systems and their relevance in Architectural Education	09th July 2018	This Course would enable the students to understand concepts in theory of structures for Civil &Architecture students	Rs.36,000/-
6	Dr. Binumol Tom, Professor, Mrs. Mini Koshy, Asst. Prof. Mrs. Tessa Varkey , Asst. Prof.	CE	STTP for faculty - Pedagogical Strategies for effective teaching of Theory of Structures in Architectural Education	10th & 11th July 2018	This Course would enable to evolve a better teaching content for Architecture students	Rs.70,000/-

BoG Decision: The STTPs for faculty may be conducted with DTE support. Workshops for students : approved

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
1.	GD & T	Antony J K, Asst Prof. in ME Dept.	Dr A Regunath, Scientist CMTI,Bangalore, Karnataka	April 2018	One day	S6 M/S4M	24,000	To impart students the concept of GD & T
2.	FEM Analysis	Antony J K, Asst Prof. in ME Dept	Abhiroop Satheesh CAE Engr, Robert Bosch, Bangalore, Karnataka	August 2018	One day	S8/S6 M	24,000	To give practical training in the field of FEMAnalysis
3.	CAE Application in Industry	Antony J K, Asst Prof. in ME Dept	Dr Anwar Sadath Senior CAE Engr, Mercedez Benz, Bangalore, Karnataka	August 2018	One day	S8/S6 M	24,000	To give practical training in the field of Analysis
4.	Rigid Body Mechanics Simulation	Antony J K, Asst Prof. in ME Dept	Edwin ,Senior CAE Analyst, Mercedez Benz, Bangalore, Karnataka	August 2018	One day	S8M	24,000	To expose students to the world of Industrial Design

5.	Industrial Design	Antony J K, Asst Prof. in ME Dept	Kiran K MD, Enfost Design, Bangalore, Karnataka	August 2018	One day	S2M	24,000	To expose students to the world of Industrial Design
6.	Lean Manufacturing Practices	Dr. Raghunathan Rajesh Assoc. Prof. in ME Dept	Raghuraj J, Business Excellence Manager, TerumoPenpol Pvt Ltd, Blood Bag Factory, Trivandrum	August 2018	One day	M.Tech – Ind. Engg	10,000	To give students an exposure to lean manufacturing practices
7.	Modern Manufacturing Practices	Antony J K, Asst Prof. in ME Dept	S Jaykishore Senior Engineer, Brahmos, Trivandrum	August 2018	One day	S4M	10,000	To give students an exposure to Modern Manufacturing Practices

BoG may accord sanction for conducting the programme

BoG Decision : To meet from plan fund

B4. Finishing School Programme/Professional Skill Development Workshop

B4.1 Finishing School Programme

A finishing school programme is proposed to be conducted for 5 days during the first week June 2018 for the current S8 Mechanical B-tech students 45 (Nos) . The programme aims at imparting additional skills in addition to the knowledge and expertise acquired during their course as part of normal curriculum. This includes training for students on topics like Geometrical Dimensioning and Tolerancing, Modular design using inventor & detailed design ,HVAC etc. The coordinators are Mr. Antony J.K, & Mr. Manoj Kumar M, Assistant Professors in ME. The details of the programme and financial expenditure are listed below

Schedule

Date	Topics	Faculty	Outcome
June 4	Geometrical Dimensioning & Tolerancing	A Regunath, CMTI Bangalore	Expect students to acquire knowledge in using GD & T in drawings
June 5	Geometrical Dimensioning &	A Regunath, CMTI Bangalore	Expect students to acquire knowledge in using GD & T in

	Tolerancing		drawings
June 6	Modular Design using inventor	Sarath O , Senior Engineer Ateliar Facades& Anuprasad, Senior Engineer Kaskal Holdings ,Kochi	Students will be trained to understand the concepts of modular design using inventor
June 7	Modular Design using inventor	Sarath O , Senior Engineer Ateliar Facades & Anuprasad, Senior Engineer Kaskal Holdings ,Kochi	Students will be trained to understand the concepts of modular design using inventor
June 8	HVAC	Jimmy Bentex	To expose students to HVAC Design using Revitt

Expected Expenditure

Expense Type	Approximate Expense in Rupees
Remuneration, TA/DA and Accommodation of resource person	42000
Refreshment	11250
Stationary	5000
Miscellaneous	3000
Total Expected Expenditure	61250

BoG may accord sanction

BoG Decision : Sanctioned

B4.2. Professional Skill Development Workshop

A professional skill development programme is proposed to be conducted for 5 days during the first week of April 2018 for the sixth semester B.Tech civil engineering students (57 Nos). The programme aims at imparting additional skills in addition to the knowledge and expertise acquired during their course as part of normal curriculum .This includes training for students on following topics – Familiarization of Total Station, undertaking small projects in Total Station and planning a survey work using Total Station.

Schedule

Date	Topic	Faculty	Outcome for students
Day1	Introduction to Total Station	Mr Jain P Abraham Axis Digital and Survey Pvt Ltd Kottayam	Introduction to basic operations of Total station equipment
Day 2	Simple problems like determination of unknown distance, setting out of columns.	Mr Jain P Abraham Axis Digital and Survey Pvt Ltd,KTM	Familiarization of the equipment to use for simple field level problems
Day 3	Preparation of road profile	Mr Jain P Abraham Axis Digital and Survey Pvt Ltd,KTM	Familiarization of the equipment to use for simple field level problems
Day 4	Undertaking a group project : preparation of contour plan for development project – choosing a suitable case from RIT campus	Mr Jain P Abraham Axis Digital and Survey Pvt Ltd Kottayam	To ensure independent decision making skill is attained for different situations emerged in connection with wider field problems
Day 5	Undertaking a group project : preparation of contour plan for development project – choosing a suitable case from RIT campus	Mr Jain P Abraham Axis Digital and Survey Pvt Ltd Kottayam	To ensure independent decision making skill is attained for different situations emerged in connection with wider field problems

BoG may accord sanction

BoG Decision: Conduct the course from PTA fund or CCE fund

B4.3. Professional Skill Development Workshop in Autodesk FUSION

A skill development workshop is proposed to be conducted for 5 days during the last week for June for the current fourth semester Civil B.Tech students 50 (Nos) as part of TEQIP Phase –II. The programme aims at imparting additional skills in addition to the knowledge and expertise acquired during their course as part of normal curriculum. This would also enable to take up design projects and to use the FAB Lab facilities in the campus more effectively. This includes training for students on topics like Fusion Project Creation , Fusion Interface and Sketching, Fusion Form Design, Assembly Modeling, Drawing Creation and modeling of simple solid bodies.

Target group – B.Tech IV Semester students

Period of Training : 3 days (June 20 to June 22) -Expected Expenditure-Rs.33,000/- (Rupees Thirty Three Thousand only)

Schedule

Date	Topic	Faculty	Outcome
Day 1	Fusion Account Creation, Fusion Project Creation and team Building and Collaboration techniques, Fusion Interface and Sketching, Part modeling with Solid modeling, Part modeling with	Mr. Viju P Antony Mr. RonyVargheese BIMIT, Cochin	To familiarize students with Autodesk FUSION
Day 2	Fusion Form Design, Assembly Modeling, Drawing Creation, Simulation and Static Analysis, Rendering,	Mr. Viju P Antony MrRonyVargheese BIMIT, Cochin	Students are expected to acquire skills and confidence for preparing solid models
Day 3	Modeling and Simulation of a Chair Design Modeling of a Tea Cup Modeling of a mobile phone	Mr. Viju P Antony MrRonyVargheese BIMIT, Cochin	Students are expected to acquire skills for complete soild modeling

BoG may accord sanction

BoG Decision: Sanctioned

B4.4..Professional Skill Development Workshop in REVIT

A skill development workshop is proposed to be conducted for 5 days during the last week for June for the current sixth semester Civil B-tech students 50 (Nos) as part of TEQIP Phase –II. The programme aims at imparting additional skills in addition to the knowledge and expertise acquired during their course as part of normal curriculum. This would also enable to take up projects that are more industrially relevant and helps to understand industrial requirements for planning and design. This includes training for students on topics like advanced computer aided drafting , professional design preparation and basic introduction to Revit etc. The details of the programme and financial expenditure are listed below

Target group – B.Tech VII Semester students

Period of Training : 5 days (June 25 to June 29) Expected Expenditure-Rs.56,000/- (Rupees Fifty Six Thousand only)

Schedule

Date	Topic	Faculty	Outcome
Day 1	Detailed tutorials with preparations for of live projects - Introduction to REVIT	Ms. Priya Varghese Mr. Viju P Antony BIMIT, Kochi	To familiarize students with REVIT software
Day 2	Preparation of building model in REVIT	Ms. Priya Varghese Mr. Viju P Antony BIMIT, Kochi	Students are expected to acquire skills and confidence for preparing professional drawing

Day 3	Planning and design of different building types	Ms. Priya Varghese Mr. Viju P Antony BIMIT, Kochi	Students are expected to acquire skills and confidence for preparing professional drawing
Day 4	Integration of building information and design	Ms. Priya Varghese Mr. Viju P Antony BIMIT, Kochi	Students are expected to acquire skills to prepare small projects –
Day 5	Project work	Ms. Priya Varghese Mr. Viju P Antony BIMIT, Kochi	Students are expected to acquire skills to prepare small projects –

BoG may accord sanction

BoG Decision: Sanctioned

B5. Students Attending Competition / Workshop

The following students (S8) of Civil Engineering Department have participated their project work entitled “The study of surface preparation on the corrosion resistance of uncoated and cement polymer coated TMT steel reinforcement” CORSYM 2018 conducted by NACE (International Corrosion Prevention Symposium) during 23rd to 24th March 2018 at IIT Madras . They have submitted the receipts of registration fee and travelling expenses by II class sleeper /bus as shown below:

Sl.No.	Name	Amount(Rs.)
1.	Akshay Rudan	2271
2.	Alan Verghese Ittyeipe	2877

BoG may accord sanction

BoG Decision : Approved

B6. Ratification of programmes approved by Chairman

B6.1. Ratification of various academic activities permitted by the Chairman

Sl No	Name of faculty	Desig.& Dept.	Topic	Institution	Date	Academic Committee Remarks
1.	Mr. Binoj S	Computer Programmer CSE	Website Design using PHP Framework Training	Technopark Thiruvananthapuram	27th November 2017 - 1st December 2017 Second Phase: 11th -15th December 2017	Mr. Binoj S, Computer Programmer , who is in charge of college Website of this institution hence this training program will be useful for website management.
2.	Mr. Jaikumar K. Kurumackel	Computer Programmer CSE	Website Design using PHP Framework Training	Technopark Thiruvananthapuram	27th November 2017 - 1st December 2017 Second Phase: 11th -15th December 2017	Mr. Jaikumar K. Kurumackel, Computer Programmer also handling college / Placement Cell Website hence this training program will be useful for website management.
3.	Dr. Bino I Koshy	Professor, Dept. Civil Engg	Evaluation meeting of SC/ST hostel	AICTE Regional office, Bangalore	12th January 2018	A meeting is convened by AICTE at AICTE Regional office, Bangalore on 12th January 2018 to monitor the progress of implementation of SC/ST hostel scheme in our institution
4.	Mr. Nandakishore PVR	Asst. Prof. in ME	Computational Methods in Fluid Mechanics and Heat Transfer	IIT Roorke	19th – 23rd February 2018	The course pertains to the academic area of great relevance.
5.	Dr. George Joseph	Asst. Prof. in Physical Education	Refresher Course in Physical Education UGC Human Resource Development Centre,	University of North Bengal, Siliguri, Darjeeling	8th -28th February 2018	The course helps the faculty member to learn about modern techniques which in turn improves the quality of physical education instruction.
6.	Dr. Vinish V. Nair	Asso. Prof., CE	Moment analysis for fate and contaminant analysis	IIT Kanpur	20th to 24th March 2018	The topic is related to research & academic work

BoG may please ratify.

BoG Decision: Ratified the action of Chairman

B6.2 Ratification of student support activities permitted by the Chairman (Remedial classes)

1. Department of Electrical Engineering

Sl. No.	Topic	Name of Coordinators	Prob .Date of Pgm.	No of Days	Target	Amt (Rs.)	Remarks
1.	Engineering Mechanics	Sreelekha V	3rd to 13th April 2018	11 Days	S2 EEE Students	10,000/-	Remedial classes are being conducted

BoG may please ratify.

BoG Decision : Ratified

2. Department of Computer Science & Engineering

After analyzing the performance in the series examination, it is identified that some students of second semester Computer Science and Engineering, need special attention in order to make them confident for writing examinations. As a remedial measure, it is decided to conduct **support program/remedial classes** to these students. These classes can also be extended to senior students who failed in the courses as well as students from other departments.

I.

1	Name of training programme	STUDENT SUPPORT PROGRAMME – 2017-18
2	Time	At evening of working days from 4 to 5 and 10 to 4 of all holidays especially, Saturdays.
3	Courses to which orientation will be given	1. Differential Equation 2. Computer Programming
4	Duration	25 Hrs / Course
5	Admission Criteria	Student should apply in prescribed form and the same should be recommended by Head of Department
6	Expected Expense - Honorarium to Faculty (@Rs 600/hr)	Rs. 30,000/- (Rs. 15000/- per course)

II

1	Name of training programme	STUDENT SUPPORT PROGRAMME – 2017-18
2	Time	At evening of working days from 4 to 5 and 10 to 4 of all holidays especially, Saturdays.
3	Courses to which orientation will be given	Electronic Devices and Circuits
4	Duration	20 Hrs
5	Admission Criteria	Student should apply in prescribed form and the same should be recommended by Head of Department
6	Expected Expense - Honorarium to Faculty (@Rs 600/hr)	Rs. 12,000/-

BoG may please ratify.

BoG Decision: Ratified

B7. Faculty Development programme conducted to be ratified in the BoG

Dr. Binoj Kumar A.C , Associate Professor and Mr. Abhilash T. Vijayan Assistant Professor of Electrical Engineering of this institution conducted a training program on “**Control of Electrical Drives-Programming with FPGA (Xilinx) & DSP (TMS 28335)**” during 01st -06th February 2018 (5 days) in anticipation of sanction by BoG as permitted by Principal. Actual cost in this regard is Rs.52,500/-

BoG may please ratify

BoG Decision: Ratified

B8.Management Capacity Enhancement

Proposal from Dr. Jalaja M.J ,Principal], to attend management training programme at IIM at an estimated cost of Rs.75,000/-

BoG may accord sanction

BoG Decision : Sanctioned

Part C- Reports

C1. Status of fund position 11th April 2018

Sl. No.	Name of Account	Amount (Rs.)	Amount Spent (Rs.)	Advance given (Rs.)	Balance (Rs.)
1	Corpus Fund	4467270 (4453703+13567)	62176	Nil	4405094
2	Faculty Development Fund	5115898	67300	64000	4984598
3	Equipment Replacement Fund	4350698	8970	Nil	4341728
4	Maintenance Fund	4506341	0	Nil	4506341
	TOTAL	18440207	138446	64000	18237761

Part D Maintenance of Equipments

D1. Maintenance of Equipments

Steps may be taken to rectify the following Equipments purchased under TEQIP Phase II

1. Department of Electronics & Communication Engineering .

Sl.No.	Item	Qty	Maintenance Charge	Complaint
1.	Lap top HCL	5	15000	Battery fault
2.	Lap top HCL	5	10000	Keyboard fault
3.	Digital IC Trainer Kit	6	3000	Power supply , Display
4.	Signal Generator	4	12000	Dead ,no o/p
5.	LCD Projector	1	10000	Main board fault
6.	DSO	3	36000	No o/p

7.	Desk top Dell	5	24000	M/B, HDD fault, Monitor replacement 1 no.
8.	Split AC	2	10000	Compressor fault
Total			120000	

BoG may accord sanction to rectify the aforesaid equipments.

BoG Decision : Meet from plan fund

2.Department of Computer Science & Engineering

No.	Item	Qty	Unit Price	Amount (Approximate)
1	Laptop Battery(for HCL Me M1024 Model)	5	2500	12500
2	Laptop Charger(for HCL Me M1024 Model)	4	1500	6000
3	Laptop Keypad(for HCL Me M1024 Model)	5	1500	7500
4	Desktop Mother board(for Dell Optiplus 7010 core i5 Computer)	5	5000	25000
5	USB Keyboard Multimedia(for Dell Optiplus 7010 core i5 Computer)	20	500	10000
6	USB Mouse (for Dell Optiplus 7010 core i5 Computer)	20	400	8000
Total				69000

BoG may accord sanction to rectify the aforesaid equipments.

BoG Decision : Meet from plan fund

Dr K P Indiradevi , Director of Technical Education suggested that a workshop on Innovation Center be arranged at RIT with the support of Prof. Idichandy

Part E

Any other item with the permission of the Chair

E1.Other items

The Director, SPFU has suggested through email dated 12th April, 2018 to prepare a budget planning statement for the next three more years before sanctioning the activities for the coming year and that would enable the BoG members to get an insight about the available fund balance in each of the four funds and financial implication of the approved activities in each of the four funds.

BoG Decision: BoG recommended to prepare year wise budget planning statement for next BoG Meeting.

TEQIP Coordinator Dr. Bino I. Koshy thanked BoG Chairman and all members for their presence in the BoG

Meeting came to close at 2.00 PM