Rajiv Gandhi Institute of Technology, Kottayam

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.**

    a. 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.

b. 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.

c. The members suggested to consider the need of industry and latest subjects while applying for new PG Programmes.

d. 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.

e. 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.

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

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

a. 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.

b. 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.

c. Faculty members may be deputed to NITTTR, Chennai for training on ICT.

d. Technical staff should be encouraged to attend training at Advanced Training Institute Guindy, Chennai.

e. 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.

f. 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.

g. 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.

h. 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.

3. **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.

4. 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	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

a) **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.

b) Panel of Experts

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

<u>Civil Engineering</u>

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

<u>Mechanical Engineering</u>

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

<u>Electrical Engineering</u>

1. Dr. S. Ashok, Professor, Dept of EE, NIT , Calicut
2. Dr. B. Jayanand, Professor, Dept of EE, GEC, Painavu

<u>Electronics and Communication</u>

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

<u>Computer Science and Engineering</u>

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

<u>The list may be approved</u>

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 .

c) **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.
a. 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.

b. 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

c. 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.

d. 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-K Trivandrum	2013 Nov 18 to 22 5 days	10,000
43	Sudeesh Kumar S	TI, CSE	Workshop on Cyber Security	IIITM-K Trivandrum	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 2014 Int. 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

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
1.	**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	100000	
		Tea/coffee and snacks, and lunch@ Rs. 125/participant (200x3x125)	75000	
		Conference dinner on second day@ Rs. 350/participant+ rent of conference hall	80000	
2.	**Venue and logistics**			

	arrangements			
3.	**Replication of printed training materials**	**Main venue(college auditorium)** 1. Light and sound for inaugural and valedictory function	10000	
		2. Venue arrangement(chair, curtain, dais arrangement& furnishing *ii)* *Department Seminar halls- Civil & Mechanical* (Stop watch, PAS, curtain, dais arrangement& furnishing)	20000 10000	
		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.)	30000 8000 10000	
4.	**Publication of proceedings**	@Rs. 600 / book containing max. of 1000pages (225 copies)	135000	
4.	**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	200000 50000	

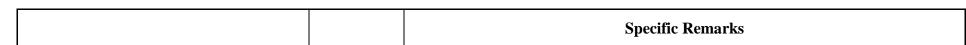|			72000	
	Govt. of Kerala and AICTE iii) Invited experts as chairs and co-chairs for technical session-18nos. @ 4000/expert			
	TOTAL		**8,00,000**	

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.

		Specific Remarks

	Task	Planned expenses	
	Invitation		
	Invitation brochure	30000	
1.1	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 only RIT 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**	

	Receipts 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.

a. **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.
b. In house training for students.					
		Civil Engineering			
1.	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 bridges D V K Easwar, Hyderabad	Feb 2014		20,000	**Approved**
4	Stability analysis of dams CWRDM	Feb 2014		5,000	**Approved**
5	Structural Engineering practices Koshy 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 & Issues Shri Varghese / Shri Sebastian Heads of Engg & Projects Eastern Ltd, Kochi	Dec 2013		12,000	**Approved** The programmes should be properly scheduled avoiding overlaps.
4	ISO Certification – Implementation process and Issues P K Sreekumar, GM KEL, Kollam	Dec 2013		12,000	- do -
5	Developments in Material Handling Equipments Shri Tony John GM (Material Handling) Godrej, Kochi	Dec 2013		12,000	- do -
6	Materials Management Smt P Usha DGM (DGM (Contracts & Materials) TELK, Kollam	Dec 2013		12,000	- do -
Electrical & Electronics Engineering					
1	Expert Lecture 1: Patro, Senior Engg NPCL, Banglore (Expert Lecture, 1 day)	Jan 2014	Jan 2014	30,000	**Approved**
2	Expert Lecture 2: Abishek Panicker, Assistant manager L&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 program Requested for rescheduling - **Permitted**
2	An advanced topic in Signal Processing/Communication Engineering By Expert from DRDO	Jan 2014		7,500	**Approved**
3	Indian Satellite Programmes/ Satelite Communication By Expert from DRDO	Jan 2014		7,500	**Approved**
4	Effective Communication Skills for Technical Professionals By NDLP panel	Feb 2014		15,000	**Approved**
		Computer Science & Engineering			
1	Latest trends in Industry Infopark, Cochin/ Infosys Bangalore	Dec 2013		9000	Approved program Requested for rescheduling - **Permitted**
2	Operating System: Architecture for Future – Session 1 Microsoft, Hyderabad	Jan 2014		25000	Approved program Requested 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
1.	WIPRO oriented training programme	28/09/2013	28000 (20438)	Conducted
2.	Infosys oriented training programme	02/10/2013	28000 (20105)	Conducted on 06/10/2013
3.	Training on Programming languages	05/10/2013	24000	Cancelled

Sl.No	Programme	Duration	Proposed date	Amount(Rs.)
4.	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.)
1.	Introductory Placement training for B.Tech 2013 admission	3 Days each for 5 Batches	Dec-13 & Jan 2014	2,00,000
2.	Skill development programme for B.Tech 2011 & 2012 admission – 1st series	2 days each for 5 Batches.	Dec-13 & Jan 2014	1,25,000
3.	Training on Programming languages	2 days	Feb -14	25000
4.	Aptitude Training Preliminary	2 days	Feb - 14	25000
5.	Communication Skill enhancement programme	2 days	Mar - 14	25000
6.	Recruitment drive of IBS, IDEA, Oracle, Microsoft, etc..		Nov 13 – Mar 14	80000

BoG Decision : Approved

   Statistics about 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.