TKM COLLEGE OF ENGINEERING , KOLLAM
TEQIP II

Minutes of the Fifth BoG meeting held on 29/08/2014 at 2.30 PM in the conference hall.

Members present:

1	**Shri Shahal Hassan Musaliar** Member, National Minority Commission, Government of India, Member, IT Infrastructure Board, Govt, of Kerala	Chairperson
2	**Prof. M. Salihu** Former VC, Madurai Kamaraj University	Member
3.	**Shri. M. Sherif** Addl. Secretary, Higher Education	Member
4.	**Shri. James Joseph** Joint Secretary, Finance Department	Member
5.	**Dr. V. Gopa Kumar** Director , SPFU	Member
6.	**Sri. Haroon. M** Chief Operating Officer, TKM Infotech (P) Ltd	Member
7	**Prof. U. Rasheed Kutty** Professor, Computer Applications, TKMCE & TEQIP Coordinator	Member
8	**Dr. Amarunnishad TM** Principal ,TKMCE	Member

The meeting of the Board of Governors (BoG) started at 2.30 PM with a silent prayer. Shri. Shahal Hassan Musaliar,Chairman BoG chaired the meeting .

The agenda of the meeting was approved by the BoG . The BoG considered the agenda items one by one. The suggestions/ decisions taken on them are as follows.

BG 5.1   Approval of the minutes of the previous BoG meeting .

Prof. U. Rasheed Kutty , TEQIP coordinator, read the minutes of the fourth BoG meeting held on 26/03/2014 and explained the actions taken . The BoG approved the minutes.

BG 5.2.1 Approval of purchase orders issued since last BoG meeting

The BoG approved the purchase orders issued since last BoG meeting.

BG 5.2.2 Approval of cancellation and retendering of NCB packages

Teqip Coordinator explained the reasons for cancellation of NCB packages
The BoG approved the packages cancelled since last BoG meeting. The BoG suggested that cancellation of the packages should be reduced to minimum and the departments should ensure availability of sufficient number of quotations by continuous follow up actions.

BG 5.2.3 Approval of bid evaluation document and purchase order for NCB package.

The BoG asked the coordinator to enquire the details of tendering for wi-fi in other Teqip institutions.

BG 5.2.4 Approval for work order for civil works

The BoG directed the coordinator to submit the details of progress of civil works.

BG 5.3.1 Faculty / Staff development programmes conducted since last BoG meeting

The BoG enquired about the details of participants from other institutions.

BG 5.3.2 Ratification of faculty / Staff development programmes conducted since last BoG meeting
Ratified
BG 5.3.3 Training program attended outside institute

While ratifying the training program attended outside institute , the BoG asked to ensure that the number of faculty attending programs outside should be limited so that the academic work is not suffered.

BG 5.3.4 International Conferences conducted.

The BoG appreciated the outcomes of the international conferences conducted.

BG 5.3.5 Report on international conferences conducted.

The Proceedings of the conferences were tabled in the meeting and the BoG approved them.

BG 5.3.6 Ratification of Conferences attended within India.

BoG ratified the conferences attended within India and commented that the benefits should be shared with other members of the faculty

BG 5.3.7 : Details of faculty availed International travel support.

The BoG approved the report on the details of faculty availed ITSS.
As an outcome of the visit to Germany by three faculty members of Mechanical Engineering department , a 'Centre of Excellence in Cryogenic Engineering ' is expected to be established in the college as a flagship program of Teqip II. The BoG further stressed that the progress of the proposal in this regard is to be presented in the next BoG meeting

BG 5.3.8 Ratification / Approval of faculty attended / to be attended international conference abroad.

Ratified the Conference attended. BoG approved the proposals for attending international conferences abroad.

BG 5.3.9 : Approval of faculty published papers in Journal using TEQIP assistance

Approved .

BG 5.4.1 Ratification of IIIC Activities Conducted .

Ratified

BG 5.4.2 Approval for IIIC Activity Planned .
Item lifted.

The BoG suggested that industrial visit and training can be conducted in an organization if the college has an MoU with them containing a provision for training.

BG 5.5.1 EAP Activities Conducted and to be ratified .

Ratified.
The BoG directed the coordinator EAP , to prepare a proposal to improve and monitor the academic performance of students belonging to weaker sections as a result of remedial classes. BoG emphasized that attendance of weaker students in remedial classes should be completely ensured.

BG 5.5.2 Approval of EAP Activities planned.
Approved

BG 5.6   Status of Fund utilization
BoG appreciated the fund utilization status.

BG 5.7 Any other items

a) Teaching Assistance ship for 2014 admitted PG students.
Approved

b)   **Enhancement of norms for conducting International Conference**
Item lifted

c)   **Allocation of more funds towards faculty and Staff Development Programe**

As the fund for Faculty and Staff Development programme exceeded the project allocation amount of Rs 100 lakhs , BoG permitted to avail more funds from other permissible heads as per Project Implementation Plan.

d)   **Allocation of more funds towards Academic Reforms.**
BoG permitted to avail more funds from other permissible heads as per Project Implementation Plan

e)   **Approval of Air Travel.**
Approved.

f)   **Presentation of report**
Presented the report of Dr Premlet who visited ARAI ,Pune and mentioned that the results of Studies would lead it to patent in near future.
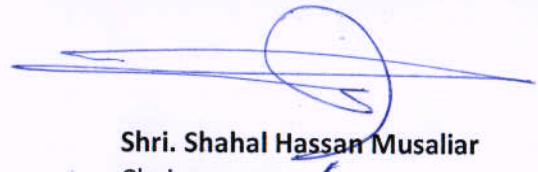
g)   **Next BoG meeting**

It was decided to convene the next BoG meeting on 25.10.2014 at 2.30 PM

The meeting concluded at 6.30 PM

Dr. Amarunnishad T.M
Principal, TKMCE, Kollam

Shri. Shahal Hassan Musaliar
Chairperson
Board of Governors, TEQIP-II