

# Minutes of Twelfth Meeting of Board of Governors TKM College of Engineering, Kollam TEQIP II

**Venue:** Conference room

**Date:** 18/11/2017

**Time:** 11.00 AM

## Members Present

1	<b>Shri Shahal Hassan Musaliar</b> Member, National Minority Commission, Government of India, Member, IT Infrastructure Board, Govt. of Kerala	Chairperson
2	<b>Prof. M. Salihu</b> Former VC, Madurai Kamaraj University	Member
3.	<b>Shri. James Raj</b> Joint Secretary, Higher Education, Govt. of Kerala	Member
4.	<b>Shri. James Joseph</b> Additional Secretary, Finance Department, Govt. of Kerala	Member
5.	<b>Dr. S.Jayakumar</b> Director , SPFU, Kerala	Member
6	<b>Dr. S. Usha Kumari</b> University Nominee	Member
7	<b>Sri. Haroon. M</b> Chief Operating Officer,TKM Infotech(P)Ltd.	Member
8	<b>Dr. Imthias Ahammed T P</b> Professor, EEE, TKMCE	Member
9	<b>Dr. K Gopa Kumar</b> Professor, ECE, TKMCE	Member
10	<b>Dr. S. Ayoob</b> Principal ,TKMCE	Member

The following members of the BoG conveyed their inability to attend the meeting.

1. Dr. Babu T Jose (Former Director, CUSAT)
2. AICTE Nominee

Also present

1. Dr. T A Shahul Hameed,TEQIP Coordinator.
2. Prof. Gayathri V, Finance Coordinator.



## Agenda Items

### Part 1-Procedural

Sl. No	Items	
1.1	Confirming the Minutes of the 11 <sup>th</sup> Meeting of the Board of Governors held on 24.03.2017 at TKM College of Engineering.	
1.2	Report on the action taken/action pending on the decisions/suggestions in the previous BoG meetings.	

### Part 2-Planning for spending four funds,Raifications and Approvals

Sl. No	Items	
2.1	Status of four funds	
2.2	Proposal of Planning	
2.3	Budget proposal for next five years	
2.4	Discussion and approval of the various proposals from faculty.	

### Part 3-Reports

Sl. No	Items	
3.1	Summary of project activities	



**Part 4- Any other items**

Sl. No	Items	
4.1	Ratification of continuing the service of TEQIP staff	
4.2	Approval for disbursing festival allowance to TEQIP staff	

**Part 5 - Annexures**

Sl. No	Items	
5.1	Minutes of the 11 <sup>th</sup> Meeting of the Board of Governors held on 24.03.2017 at TKM College of Engineering.	
5.2	Statutory Audit Report 2016-17	



Meeting started at 11AM with a silent prayer. Shri.Shahal Hassan Musaliar, Chairperson, BoG presided over the meeting.

## Part 1 Procedural Items

### 1.1 Confirmation of the Minutes of the 11<sup>th</sup> Meeting of the Board of Governors held on 24-03-2017 at TKM College of Engineering

The Minutes of the 11<sup>th</sup> Meeting of Board of Governors of TEQIP Phase II of TKM College of Engineering held on 24-03-2017. A copy of the Minutes approved by Chairperson, BoG is appended as **Annexure 1** for confirmation.

BoG approved the minutes.

### 1.2 Report on the action taken/action pending on the decisions/suggestions in the previous BoG meetings.

Sl. No.	Decision /Comments	Action Taken
1	In previous meetings, BoG opined that the industry interaction to be strengthened and interaction with the outside world to be enhanced	MoUs have been signed with the following renowned Universities and industries abroad 1. Kookmin University, Seoul, South Korea. 2. Chosun University, Gwangju, South Korea. 3. Pohang Technopark, Dogyeongsangbuk-Do, Republic of Korea. 4. East Valley TNS, #173-154 Korea 38054. 5. Nyco Co., Ltd., Hyoja-dong, Nam-gu, Pohang, 790 784, South Korea.



2	Govt. representatives had made a point that the effects of remedial class should be visible in terms of the pass percentage of students.	The Kerala University result of 5 <sup>th</sup> semester published in Nov 2017 shows a marked increase in pass percentage in almost all TEQIP departments.
		<b>Branch Pass % (S5) Pass % (S4)</b>
		CE 85 70.86
		ME 76.19 71.5
		PE 92.74 66
		EEE 80.14 51
		EC 78 82
		CSE 75.4 72
		CH 73.33 72

BoG commented high on the reported items. Director, SPFU commented that the remedial class to be conducted after first series test for the underperforming students.

## Part 2-Planning for spending four funds, Ratifications and Approvals

### 2.1 Status of Four Funds

Account details	Amount existing	Total amount available
Corpus Fund	5077515	5077515
Faculty Development Fund	5111390	5111390
Equipment Replacement Fund	5080405	5080405
Equipment maintenance Fund	5077561	5077561
<b>TOTAL</b>		<b>20,346,871.00</b>

**BoG noted the status of four funds.**

### 2.2 Proposal of Planning

Activities proposed under each fund are as follows

#### 1. Corpus Fund

- Conducting BoG meetings (At least two BoG meetings per year)
- Salary expense of contract staff in the post Clerk cum Accountant(one post)@ Rs 19000/month.
- Hiring professional services for TDS filing, financial auditing etc.
- Student support activities like internships to UG and PG students
- Remedial classes
- Bridge courses
- Skill development training
- Software skill development programmes
- Seed money projects for faculty

## **2. Faculty Development Fund**

- Expenditure on faculty members attending training in subject domain
- Expenditure on organizing in house subject area training programmes/workshops, Seminars, conferences.
- Expenditure on short term programmes with industry.
- Faculty attending capacity building programmes/management programmes

## **3 Equipment Replacement Fund**

- Replacement of obsolete furniture and equipment including computers and related devices.

## **4. Equipment Maintenance Fund**

- Maintenance of Furniture and Equipment including computers and related devices.
- Annual Maintenance Contract for the equipments procured under TEQIP-II
- Purchasing of consumables for the training activities in connection with the TEQIP equipments
- Purchasing new softwares for the training activities in connection with the TEQIP equipments.

**BoG had an extensive discussion on the way the funds are to be spent under different heads. Director, SPFU opined that the faculty going for FDP shall choose fruitful programs in NITS or IITs. BoG decided as follows.**

1. There has to be a scrutiny by the respective committees to ensure the quality and utility of programs the faculty propose to attend.
2. Ensure the participants from different colleges in the FDPs conducted inhouse.
3. Seed money for research shall be included.
4. Flight fare to be restricted for far off places in the case of faculty/staff attending FDPs or training programs. The places where one can reach through an overnight journey, flights may be avoided and second class AC fare shall be permitted in such cases. Such restriction shall not be made applicable to Principal or such persons for attending meetings.
5. Faculty from architecture and MCA shall be permitted to conduct FDPs in association with TEQIP departments or supporting departments.





## 2.3 Budget proposal for the next five academic years

Academic year	2017-18	2018-19	2019-20	2020-21	2021-22	Total Amount
Corpus Fund	8,00,000	12,000,00	12,000,00	12,000,00	12,000,00	56,000,00.00
Faculty Development Fund	8,00,000	12,000,00	12,000,00	12,000,00	12,000,00	56,000,00.00
Equipment Replacement Fund	7,00,000	9,68,360	9,68,360	9,68,360	9,68,355	45,73,435.00
Equipment Maintenance Fund	7,00,000	9,68,360	9,68,360	9,68,360	9,68,356	45,73,436.00
						<b>20,346,871.00</b>

BoG expressed satisfaction on the distribution over the coming five years.

## 2.4 Discussion and approval of various proposals from faculty

### 2.4.1 Attending Faculty Development Program

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense (Rs)
1	Shan S.	Chemical	GIAN course	Immersed Boundary methods for turbulent incompressible flows at I.I.T., kharagpur	18-22 Dec 2017	24,750.00
2	Fazil A	Chemical	GIAN course	Redox Flow Batteries for Electrical Energy Storage at I.I.T., Delhi	1-14 Dec 2017	46,500
3	Muhammedali Shefeeque	E&E	GIAN course	Intelligent Power Grid, NIT, Trichy	27.11.2017 to 1.12.2017	15,950
4	Arun L	E&E	GIAN course	Intelligent Power Grid, NIT, Trichy	27.11.2017 to 1.12.2017	15,950
5	Nishant N	ECE	GIAN course	Key Enabling Technologies for 5G wireless networks at NITC	8.12.2017 to 13.12..2017	15,500
6	Heera Karunakaran	ECE	GIAN Course	Key Enabling Technologies for 5G wireless networks at NITC	8-13 Dec 2017	10,000
7	Dr.Sheeba O	ECE	GIAN course	Key Enabling Technologies for 5G wireless networks at NITC	8-13 Dec 2017	10,000

BoG approved the proposals.

#### 2.4.2 Conducting Faculty Development Program

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense(Rs)
1	Riyas A Vaheetha Salam	Mathematics	In house	Machine Learning with R	9-15 Jan 2018	1,19,750.00
2	Sofiya S	E&E	In house	AI for Biomedical Applications	11 to 16 Dec 2017	1,17,400.00
3	Heera Karunakaran	ECE	In house	Recent Trends in communication Technology	8 to 12 Jan 2017	1,25,000.00

BoG approved the proposals with a direction that the participation from outside to be ensured well in advance.

#### 2.4.3 Conducting Workshops

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense(Rs)
1	Dr.Sheeba O	ECE	In house	Embedded System for DSP	15-17 Dec 2017	50,000.00

BoG approved the proposal

#### 2.4.4 Conducting International Conference

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense(Rs)
1	Dr.M.Nazeer	Civil	International Conference	International Conference in Modeling and Simulation in Civil Engg	13-15 Dec 2017	3,46,000.00

BoG sanctioned an amount of Rs.125,000/-and it is to be ensured that the said amount shall be utilized explicitly for any one head in the conference.

#### 2.4.5 Presentation of papers in International Conference by faculty

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense(Rs)
1	Adarsh S	Civil	Presenting paper	International Conference on Sustainable Technologies for Intelligent Water Management at IIT, Roorkee	16-18 Feb 2018	36,250.00
2	Dr.Priya K.L.	Civil	Presenting paper	International Conference on Sustainable Technologies for Intelligent Water Management	16-18 Feb 2018	36,250.00

BoG approved the proposal.



#### 2.4.6 Presentation of papers in International Conference by faculty-Ratification

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense(Rs)
1	Dr.Anu V thomas	Civil	Presenting paper	International Conference on Construction, Real Estate, Infrastructure and Project Management at NICMAR, Pune	10-11 Nov 2017	28,500.00
2	Prof.Muhammed Asim	Civil	Presenting paper	International Conference on Construction, Real Estate, Infrastructure and Project Management at NICMAR, Pune	10-11 Nov 2017	28,500.00

**BoG approved to reimburse the actual amount as per bills. Also the response of participants to the presented papers may be furnished, if available.**

#### 2.4.7 Attending training program by faculty

Sl No.	Name	Dept	Activity	Name of the program	Date	Estimated expense(Rs)
1	Dr.Anitha Joseph	Civil	Attending training program	Training program in Vibro-acoustics at I.I.T., Bombay	4-8 Dec 2017	14,000.00
2	Dr.Sudhi Mary Kurian	Civil	Attending training program	Training program in Vibro-acoustics at I.I.T., Bombay	4-8 Dec 2017	14,000.00

**BoG approved the items.**

#### 2.4.8 Maintenance of Generator Set Procured under TEQIP-II

Sl No.	Name	Dept	Activity	Estimated expense(Rs)
1	Muhammad Shanir P.P.	Electrical and Electronics	Maintenance of Generator Set	30,000/-

**BoG approved the proposal**

## Part 3-Reports

### 3.1 Summary of the project activities

Summary of the project activities during the project life span						
(Rs. in lakhs)						
Activities	Total funds received till date	Category of expenditure (Head of expenditure)	Sub-Activity	Original Amount allotted as per PIP	Cumulative Exp. Up to 31 - 03 - 2017	Expenditure (if any) as per action plan till 31.03.2017
(1)	(2)	(3)	(4)	(5)	(9)	
Procurement of goods (equipment, furniture, books, LRs, software and minor items) and civil works for improvement in teaching, training and learning facilities	1000.00	Procurement	Expenditure on ICT enabled learning, related software & hardware.			0
			Expenditure on New laboratory for new PG programs		25.80	0
			Expenditure on New laboratory for existing PG programs		0	0
			Expenditure on Existing laboratories modernized/Strengthened		300.12	0
			Expenditure on Library i.e. books, e-books, journals, e-journals course specific software		51.03	0
			Expenditure on membership of online journals & consortium		NIL	0
			Expenditure on digitally/virtually accessible courses/subjects		4.54	0
			Expenditure on Modernising Classrooms		5.25	0
			Expenditure on Procurement of Equipment etc. for Institutes/ TEQIP unit.		122.05	0
			Expenditure on Civil Work		43.70	0
			Others. (Specify if any)			0
			<b>Total</b>			550

Provide Teaching and Research Assistantships to increase enrolment in existing and new PG programmes in Engineering disciplines	Assistants hips	Expenditure on Masters students enrolled with TEQIP teaching assistantship	350	52.92	0
		Expenditure on PhD Students enrolled with TEQIP research assistantship		NIL	0
		Others. (Specify if Material)			0
		<b>Total</b>		<b>52.92</b>	<b>0</b>
Enhancement of R & D and institutional consultancy activities	R&D	Expenditure incurred on Research projects taken by UG/ PG students		29.07	0
		Expenditure incurred on research publications in engineering in referred journals		1.45	0
		Expenditure on Organising Conferences for R & D Topics			0
		Expenditure on Patenting of Research Products		0	0
		Others. (Specify if Material)		11	0
		<b>Total</b>		<b>41.52</b>	<b>0</b>
Faculty and staff development for improved competence	FSD	Expenditure on Faculty with B Tech enrolled for M Tech against total B Tech faculty		NIL	0
		Expenditure on Faculty with M Tech enrolled for PhD in engineering against total M Tech faculty		2.40	0
		Expenditure on faculty members attended training in subject domain		9.36	0
		Expenditure on faculty members attended pedagogical training		5.18	0
		Expenditure on organising in-house subject area training Programs/ Workshops/ seminars / conferences / continuing education programs.		119.60	0



			Expenditure on participation by faculty in Seminar/Conferences/workshop etc.	37.66	0
			Expenditure on staff development	28.43	0
			Others. (Specify if Material)	NIL	0
		<b>Total</b>		<b>202.63</b>	<b>0</b>
Enhanced interaction with Industry	I-I-I- Cells		Expenditure on academic Programs i.e. MTech/PhD etc. with industry	NIL	0
			Expenditure on short term programs with industry	17.36	0
			Expenditure on academic networking with other institutions		0
			Expenditure incurred on Campus placements (UG & PG)	NIL	0
			Expenditure on UG Students attended industrial internship	0.43	0
			Others. (Specify if Material)	7.52	0
		<b>Total</b>		<b>25.31</b>	<b>0</b>
Institutional Management Capacity enhancement	Capacity development		Expenditure on Sr. Officials & Sr. faculty attended management development training	8.47	0
			Others. (Specify if Material)	0.19	0
		<b>Total</b>		<b>8.66</b>	<b>0</b>
Implementation of Institutional academic reforms	Reforms		Expenditure on accreditation fee for NBA	30.87	0
			Expenditure incurred on Autonomous Institution status concurred by UGC	NIL	0
			Expenditure on Curricula revision/restructuring	NIL	0
			Others. (Specify if Material)	0.32	0
		<b>Total</b>		<b>31.19</b>	<b>0</b>

Academic support for weak students		Student support	Expenditure on students transition from first year to second year of UG Programs (clearing all subjects /courses of 1st year in first attempt)		26.00	0
			Others. (Specify if Material)		2.55	0
		<b>Total</b>			<b>28.55</b>	<b>0</b>
<b>Incremental operating cost</b>		<b>IOC</b>		100	<b>62.90</b>	0.03
<b>Bank Interest</b>	<b>6.20</b>					
<b>GRAND TOTAL</b>	<b>1006.20</b>			<b>1000</b>	<b>1006.17</b>	<b>0.03</b>

**BoG noted the status of funds utilization and expressed satisfaction.**

## 4. Any Other Items

### 4.1 Ratifying the extension of the TEQIP staff

Government have accepted the continuance of one TEQIP staff ( Clerk cum junior Accountant) for the smooth functioning of utilization of four funds. Hence BoG may kindly permit the continuance of the existing staff in contract basis with a consolidated salary of Rs.19,000/- per month.

#### Decision:

**BoG approved the continuance of the existing staff till 15<sup>th</sup> Dec 2017. One Clerk cum junior Accountant to be appointed through a fresh recruitment process for the period after 15//12/2017 from among the eligible candidates and candidates having exposure in managing TEQIP projects shall be given preference in such process.**

### 4.2 Festival allowance to TEQIP staff

As per G.O.No.107/2017/finance dated 16.8.2017, the employees in contract basis are eligible for festival allowance of Rs2750/- for the year 2016-17, if they had served for six months consecutively. This is allowable even if they were discharged from service after serving six months consecutively in 2016-17. Hence BoG may kindly permit disbursal of festival allowance Rs.2750/- each to the two TEQIP staff who had served in the financial year 2016-17.

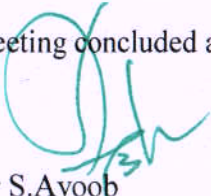
#### Decision:

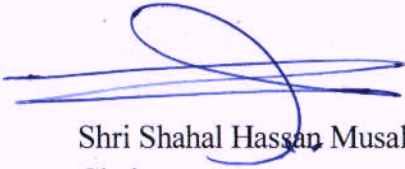
**BoG approved the proposal.**

4.3 Government representative from finance department strongly opined that interdisciplinary research and publications are to be encouraged.

4.4 Representative from APJ Abdul Kalam Technological University suggested that it is high time to initiate the works for starting centre of excellence in one or two departments.

Meeting concluded at 1PM.

  
Dr S. Ayoub  
Principal, TKMCE.

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