

**Minutes of the Sixth BoG meeting held on 01/12/2014 at 10.30 AM in the conference hall.**

**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. M. Sherif</b> Addl. Secretary, Higher Education	Member
4.	<b>Shri. James Joseph</b> Joint Secretary, Finance Department	Member
5.	<b>Dr. V. Gopa Kumar</b> Director , SPFU	Member
6.	<b>Sri. Haroon. M</b> Chief Operating Officer, TKM Infotech (P) Ltd	Member
7	<b>Prof. U. Rasheed Kutty</b> Professor, Computer Applications, TKMCE & TEQIP Coordinator	Member
8	<b>Dr. Amarunnishad TM</b> Principal ,TKMCE	Member

The meeting of the Board of Governors (BoG) started at 10.30 AM 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 6.1 Approval of the minutes of the previous BoG meeting .**

Prof. U. Rasheed Kutty , TEQIP coordinator, read the minutes of the fifth BoG meeting held on 29/08/2014 and explained the actions taken . The BoG approved the minutes.

**BG 6.2.1 Approval of purchase orders issued since last BoG meeting**

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

**BG 6.2.2 Approval for procurement of revised packages**

BOG approved the revised packages since last BOG.

**BG 6.2.3 Approval for work order of civil works**

The coordinator, Civil works presented the report of Civil works done during the project period and the BOG enquired about the progress of work and the probable time of completion of works. BOG approved the packages for Civil works.

**BG 6.3.1 Faculty/Staff development programmes conducted since last BoG meeting**

The Academic coordinator presented the report of programmes conducted since last BOG meeting and the BOG noted the report of the programmes. The IRG generated from the programmes should be added to the concerned accounts.

**BG 6.3.2 Training programme attended outside the institute since last BoG meeting**

The BoG ratified.

**BG 6.3.3 Details of collaborative research with foreign Universities**

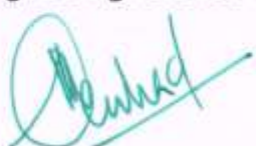
The BOG noted the outcome of the visit.

**BG 6.3.4 Report on international conference conducted**

BOG congratulated the organizing committees for conducting international conferences in a successful manner.

**BG 6.3.5 Approval of expenditure of International conference.**

The BoG suggested that an internal auditing may be done on the account of expenditure of international conferences. The expenditure regarding the expenses for International conference on advances in Chemical Engineering and Technology conducted by Dept. of Chemical Engineering referred to the next BOG. Further the BOG suggested that the



statement of expenditure should be attached to the report and notes should be added to each expenditure.

**BG 6.3.6 Conference attended within India since last BOG.**

The BoG ratified the item.

**BG 6.3.7 Details of faculty availed international travel support.**

BoG noted.

**BG 6.3.8 : Approval of scrutiny committee for ITSS.**

The BoG noted the formation.

**BG 6.3.9 Details of faculty published papers in journals using TEQIP assistance**

BOG approved the publications and suggested to ensure the impact factor of journals.

**BG 6.3.10 : Faculty Development Programmes – Action Plan till June 2015**

The BOG Approved the programmes and commented that 50% of the participants should be internal. BOG suggested that the PhD registration fee for quality up gradation can be reimbursed from TEQIP with effect from April 2013.

**BG 6.3.11 Staff Development Programmes –Action Plan till June 2015 .**

BOG approved the programmes

**BG 6.3.12 Enhancement of Research & Development and Institutional Consultancy Activities.**

The BOG suggested that the International conference brochure and estimate should be brought for approval.

The BOG appreciated the efforts made by the Department of Mechanical Engineering for obtaining the consultancy project from ISRO.

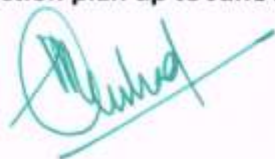
**BG 6.4.1 IIIC activities conducted since last BOG .**

Noted.

**BG 6.4.2 Ratification IIIC activities conducted since last BOG**

Ratified

**BG 6.4.3 IIIC action plan up to June 2015.**



BOG approved the programmes. Dr B. Premlet explained the details of programmes on product development consultation and the BOG asked him to report the progress in the next BOG.

**BG 6.5.1 Equity action plan conducted**

BOG ratified the programmes.

**BG 6.5.2 Programs proposed under Equity action plan**

BoG approved

**BG 6.6 Fund Utilization status**

BoG satisfied the utilization of fund.

**BG 6.7 Any other items**

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

Approved

**b) Approval of Air Travel.**

Government approval needed

**c) Next BoG meeting**

It was decided to convene the next BoG meeting during March 2015

The meeting concluded at 2 PM



**Dr. Amarunnishad T.M**  
Principal, TKMCE, Kollam



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