

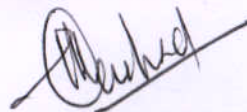
Minutes of the Fourth BoG meeting held on 26/03/2014 at 2.30 PM in the conference hall.

Members present:

1	Prof. M. Salihu Former VC, Madurai Kamaraj University	Chairperson
2	Shri. M. Sherif Addl. Secretary, Higher Education	Member
3.	Shri. James Joseph Joint Secretary, Finance Department	Member
4.	Prof. U. Rasheed Kutty Professor, Computer Applications, TKMCE & TEQIP Coordinator, TEQIP	Member
5.	Prof. John M George Professor & HOD, Dept. of Mechanical Engg:, TKMCE	Member
6.	Sri. Haroon. M Chief Operating Officer TKM Infotech (P) Ltd	Member
7	Sri. K.N Pradhan Director , AICTE ,Trivandrum	Member
8	Dr. M Jayaprakas Director, College Development council, University of Kerala	Member
9.	Dr. Amarunnishad TM Principal TKMCE	Member

The meeting of the Board of Governors (BoG) started at 2.30 PM with a silent prayer. Prof. M.Salihu chaired the meeting in the absence of Chairman ,Board of Governors.

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 4.1 Approval of the minutes of the previous BoG meeting

Prof. U. Rasheed Kutty , TEQIP coordinator, read the minutes of the third BoG meeting held on 03/01/2014 and explained the actions taken . The BoG approved the minutes .

BG 4.2.1 Approval of purchase order issued since last BoG meeting

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

BG 4.2.2 Approval of packages cancelled since last BoG meeting.

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 4.2.3 Approval of packages newly added to plan since last BoG meeting.

The BoG approved the newly added packages since last BoG meeting.

BG 4.2.4 Approval of packages revised/ modified since last BoG meeting

The BoG ratified the packages revised/modified since last BoG meeting.

BG 4.2.5 Approval of procurement status of packages under NCB.

The procurement status under NCB was presented by procurement coordinator and it was duly approved

BG 4.3.1 Review of Academic activities conducted since 3rd BoG

The coordinator Academic activities presented the details of the activities conducted from 4/1/2014 to 21/3/2014 .

BG 4.3.2 Ratification of academic programs conducted since 3rd BoG

The BoG ratified the faculty /staff development program conducted from 4/1/2014 to 21/03/2014 without approval of BoG.

BG 4.3.3 Staff training program attended outside institute.

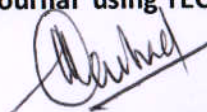
The BoG approved the training program attended outside institute. The BoG suggested that the faculty/staff undergoing training shall share their experience with colleagues and PG students. It should also be properly documented.

BG 4.3.4 Ratification of training program attended outside institute

The training program attended outside the institute without the approval of BoG were ratified by the BoG.

BG 4.3.5 Details of faculty published papers in Journal using TEQIP assistance

Approved .



BG 4.3.6: International/national conference attended in India

Dr. Roshan Kumar presented a paper in the international conference "Recent innovations in Science and Engineering" at Goa and the BoG ratified it. It is suggested that the faculty attending conference should share their experience with colleagues and PG students.

BG 4.3.7 Report of the international conference conducted.

The BoG passed the report of 2nd international conference on "Modeling and Simulation in Civil Engineering" held at TKMCE Kollam..

BG 4.3.8 : Revised Action Plan for Academic activities up to June 2014

The BoG approved the revised plan for conducting various FDP/ SDP program. It is suggested that participation of faculty from other institutions should be promoted.

BG 4.4.1 Ratification of IIIC Activities Conducted since 3rd BoG

The BoG ratified the IIIC programs conducted during December 2013 to March 2014. The BoG opined that the visits as part of IIIC program should be limited in number and care should be taken that the program are to be strictly in accordance with the objectives of IIIC.

BG 4.4.2 Action plan for IIIC Activity Planned upto August ' 2014

The BoG approved the IIIC activities planned up to August 2014 with the condition that the program should be objective oriented.

The BoG suggested that research based IIIC program should be limited to faculty only.

BG 4.5.1 EAP Activities Conducted and to be ratified since 3rd BoG

The BoG approved the EAP activities conducted during January 2014 to March 2014. and ratified the programs conducted. BoG suggested that special attention should be given for identifying weaker students.

BG 4.5.2 EAP Activities approved and postponed

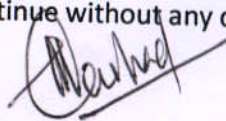
The BoG approved the EAP programs which were rescheduled.

BG 4.5.3 Programs conducted under the equity action plan, September - December 2013 (with the corrections suggested by the 3rd BoG)

Approved

BG 4.6 Status of Fund utilization

The BoG expressed their satisfaction regarding the present status of fund utilization and suggested that procurement activities should continue without any delay.



BG 4.7 Proposal for International Travel Support

The BoG sanctioned the international travel request by Faculty of Mechanical Engineering department -Dr. Jose Prakash, Dr. Reby Roy and Dr. Rijo Jacob Thomas. The visit is aimed to Collaborative research and MoU with Karlsruhe Institute of Technology, Germany and University of Twente, Netherlands and other networking Institutions in the area of "Cryogenics"

BG 4.8 Proposal for publishing international conference proceedings of Mechanical Engineering, Chemical Engineering, Electrical & Electronics Engineering, Electronics and Communication Engineering department

The BoG stipulated that the amount for conducting International conference should not exceed Rs 8 lakhs. including Rs 2 lakhs for proceedings publication.

BG 4.9 Any other items

- 1) **Proposal for providing consolidated pay to TEQIP II Office staff as per circular from SPFU .**

Approved

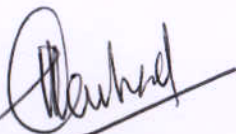
- 2) **Proposal for IIIC program submitted by Dr. Premlet.**

Approved the proposal to conduct experimental study related to acoustic applications of coir products at the Automotive Research Association of India , Pune and suggested that the results should lead to patenting and report results in next BoG.

BG 4.10 Next BoG meeting

It was decided to convene the next BoG meeting on 21.06.2014 at 2.30 PM

The meeting concluded at 6.30 PM



Dr. Amarunnishad T.M
Principal, TKMCE, Kollam



Prof. M Salihu
(Acting Chairperson)
Board of Governors, TEQIP-II