

College of Engineering Vadakara
Minutes of Eleventh Meeting of Board of Governors
Presided by
Hon'ble Chairman: Dr.C.S.Sreedhar
Venue: Conference Hall, CE, Vadakara
Date: 5 July 2014 Time: 9.30 AM

Members Present

1. Dr.C.S.Sreedhar, Chairman
2. Dr. N.K. Narayanan
3. Prof.T.P.Kannan
4. B.Rajendra Babu.(AO, CAPE)
5. V.R. Krishnan (Industrialist)
6. Dr. O.A.Joseph, Principal
7. Smt. Smitha.C.K, Member
8. Smt.Shibily.T, HOD CS, Member
9. Prof Gopakumar, Director, SPFU (Special invitee)

Also present

1. Jithendra.K.B, Teqip Coordinator.
2. Dr. Babitha.K.V, Financial Nodal Officer

Agenda

Item No. 1/BoG 11

1. Welcome address by Principal

Part 1 Discussion, Consideration and Ratification

Item No. 1.1/BoG 11: Ratification of Procurement of various packages of equipments and furniture post the last BoG

Item No. 1.2/BoG 11: Ratification of expenditure incurred for completed civil works packages

Item No. 1.3/BoG 11: Approval for cancelled Packages

Item No. 1.4/BoG 11: Approval for initiation of procurement activities of various packages

Item No. 1.5/BoG 11: Approval of the various Academic programs conducted/attended by faculty and staff.

1.5.1 In House Programs

1.5.2 Out station programs

Item No. 1.6/BoG 11: Approval of the In-house programmes for faculty and staff for the next three months

Item No. 1.7/BoG 11: Approval for the conduct of the 1st National Conference on Mathematical Modeling and Soft Computing.

Item No. 1.8/BoG 11: Report of IIC Activities and Approval

Item No. 1.9/BoG 11: Report of programmes under EAP

Item No. 1.10/BoG 11: Financial Reporting

Item No. 1.11/BoG 11: Any other items permitted by Chair

The Meeting started at 9.30.AM under the presidency of the Hon'ble Chairman.

Principal Prof O.A Joseph welcomed all the members and special invitees. A brief report was made by the Principal on the various activities related to TEQIP and development in college as the impact of these activities. He also provided a brief report about the agenda of the meeting.

PART 1

DISCUSSION, CONSIDERATION AND RATIFICATION

Item No. 1.1/BoG 11: Ratification of Procurement of various packages of equipments and furniture post the last BoG

The principal presented the list of items procured post the 10th BoG Meeting. BoG reviewed the details of items procured.

- Dr.V. Gopakumar enquired about the status of soft ware purchased so far and about its utilization. He commented that the institution should ensure that the tools are used effectively and efficiently for project and research purpose.
- Teqip coordinator Mr.Jithendra.K.B listed the tools purchased for the Department of Electronics and Communication. He clarified that all the final year students of Dept. of ECE are insisted to do their Final Year project within the campus.

- Principal Dr. O.A Joseph confirmed that all final year students of the Institutions are insisted to do Final year projects in the campus itself so that the equipments and soft wares procured will be utilized effectively.

BoG ratified the procurement of packages completed post the 10th BoG meeting.

Item No. 1.2/BoG 11: Ratification of expenditure incurred for completed civil works packages

Principal Dr. O.A. Joseph presented the status of Civil works and the details. One package has been completed during the period post 10th BoG Meeting. The actual expenditure incurred was 6.9% less than that of the estimated cost.

BoG ratified the Civil works completed post the 10th BoG meeting.

Item No. 1.3/BoG 11: Approval for cancelled packages

The package cancelled due to various reasons are presented by Dr. O.A. Joseph. Six packages are cancelled during the period post 10th BoG. Out of these 5 packages comes under shopping and one(Desktop Computers) comes under NCB. Principal explained about the circumstances in which the Institution compelled to take the decision of cancellation of the packages.

BoG ratified the package cancelled post the 10th BoG meeting

Item No. 1.4/BoG 11: Approval for initiation of procurement activities of various packages

The packages those are initiated during the period post 10th BoG is presented in the meeting. The NCB package is re initiated with an estimated price variation of Rs 3,00,000/-

- Principal Dr. O.A. Joseph explained that the shortage of computers is the major bottleneck, the Institution faces to avail PG programs.
- BoG suggested speeding up the process to procure Desktop computers.

BoG ratified the packages initiated and the estimated price variation of NCB package post the 10th BoG meeting

Item No. 1.5/BoG 11: Approval of the various Academic programs conducted/attended by faculty and staff.

1.5.1 In House programs

Principal Dr.O.A.Joseph presented the various In House programs conducted during the period post 10th BoG.

- Dr. V Gopakumar suggested that at least 20% of the resource persons for any in house program should be from the Institution.

1.5.2 Out Station Programs

The Out station programs in which the faculty and staff members attended are presented in the meeting.

- Dr.V.Gopakumar suggested not to send faculty/staff to the programs conducted at resorts or Hotels by private parties. He also commented that the programs conducted by ISTE are not up to the mark. However he commented to encourage the participation of faculty/staff at institutions like NITs, IITs, IISC, ASCI, ESCI etc.
- BoG suggested to implement MOODLE software, since faculty/staff attended Moodle Training program

BoG ratified the participation of faculty/staff for the outstation programs except the MOODLE COURSE MANAGEMENT SYSTEM, conducted by SACRED HEART COLLEGE, Ernakulam from 23/05/14 to 25/05/14. The decision on this matter is deferred to next meeting

Item No. 1.6/BoG 11: Approval of the In-house programmes for faculty and staff for the next three months

Academic Coordinator Prof.Shibili.T presented the In House programmes planned by different departments. The expected expense also presented.

BoG approved the In House programs planned by various departments and the estimated expense.

Item No. 1.7/BoG 11: Approval for the conduct of the 1st National Conference on Mathematical Modeling and Soft Computing.

Dr.Babitha.K.V presented the plan for the conduct of 1st National Conference on Mathematical Modeling and Soft Computing (NCMMSF). The detailed proposal for the same is presented in the meeting.

- BoG appreciated the effort taken by the Institution for the conduct of 1st National Conference on Mathematical Modeling and Soft Computing.
- Dr.Babitha.K.V informed that the selected papers will be published in the International online Journal IJSER.

BoG approved the conduct of the 1st National Conference on Mathematical Modeling and Soft Computing and its estimated expense.

Item No. 1.8/BoG 11: Report of IIIC Activities and Approval

BoG decided to defer the decisions on III Cell activities due to the absence of III Cell coordinator

Item No. 1.9/BoG 11: Report of programmes under EAP

Dr.O.A.Joseph presented the Equity Assurance Cell activities done during 1st April 2014 to 30th June 2014.

- Dr.V.Gopakumar suggested that the effectiveness of the EAP activities should be measured by analyzing the University Exam Results. He also opined that transportation charges for the conduct of remedial classes can be met from the head EAP.

BoG ratified the expense incurred for the remedial classes conducted during 1st April 2014 to 30th June 2014 .

Item No. 1.10/BoG 11: Financial Reporting

Dr. O.A Joseph presented the current financial status and the details of MFMR for the month of July 2014.

BoG verified the report

The meeting adjourned at 1.00 pm

Chairman

Dr.C.S.Sreedhar

Principal

Dr.O.A.Joseph