TECHNICAL EDUCATION QUALITY IMPROVEMENT
PROGRAMME Phase II Sub Component 1.1

14th MEETING OF
THE BOARD OF GOVERNORS

DETAILED AGENDA NOTES

Date: 15-12-2018

Time: 10.00 am

Venue: College of Engineering Karunagappally

COLLEGE OF ENGINEERING KARUNAGAPPALLY
THODIYOOR P.O., KOLLAM-690523, KERALA

Phone: +91 476 2665935

Background:

The meeting of Board of Governors is convened regularly to monitor the progress of TEQIP-II activities at CE Karunagappally, under Sub component 1.1, with emphasis to procurement and academic activities, and to accord necessary approvals and clearances for the ongoing activities. Regular activities of TEQIP II were completed in March 2017.

One of the key obligations to be complied with by the institutions under TEQIP II was to create and establish four funds, namely, Corpus Fund, Faculty Development Fund, Equipment Replacement Fund and Maintenance Fund to ensure that the developmental activities continue beyond the Project period. Each project institution was to build these Funds with annual contribution into each Fund equal to at least 0.5% (total 2%) of annual total recurring expenditure of the institution. Sources could be a definite percentage of fee collection from students, savings from Block Grant, donations from alumni and charitable organizations, IRG including commercial use of facilities, consultancy earnings, consultancy earnings and matching Grants from Government/management on IRG etc. It is, therefore, the institution established the Four Funds. The purpose of these Funds is to ensure sustainability of the reform process beyond the Project Period.

The institution has deposited 2% of the annual recurring expenditure upto 2016-17 equally in all the four funds and other revenue collected from conducting training programmes and conference.

Necessary approvals and clearances are further required from BoG to continue the activities. The 14th meeting of the BoG is being convened on 15th of December, 2018.

The agenda items are given below.

Agenda Items

Silent Prayer

Part 1-Procedural

Sl. No	Items	Page Number
1.1	Confirming the Minutes of the 13th Meeting of the Board of Governors held on 26-05-2018 at College of Engineering Karunagappally	5
1.2	Report on the action taken/action pending on the pertinent decisions in the Minutes of the 13th Meeting of the Board of Governors held on 26-05-2018 at College of Engineering Karunagappally	6

Part 2-Ratifications and Approvals

Part 4- Any other item with the permission of the chair

Part 5-Annexures

Part 1
Procedural Items

1.1 Confirmation of the Minutes of the 13th Meeting of the Board of Governors held on 26-05-2018 at CE Karunagappally

The Minutes of the 13th Meeting of Board of Governors of TEQIP Phase II of CE Karunagappally held on 26-05-18 was sent to the Chairman for his approval and upon his approval copies were circulated among the other members of the BoG. A copy of the Minutes is appended as **Annexure 1** for confirmation.

Action sought: BoG may consider the Minutes for approval

1.2 Report on the action taken/action pending on the pertinent decisions in the Minutes of the 13th Meeting of the Board of Governors held on 26-05-2018 at CE Karunagappally

The decisions taken by the BOG as recorded in the Minutes of the 13th Meeting of the Board of Governors of the TEQIP Phase II held on 26-05-2018 have been noted and actions have been initiated. A report on the action taken and actions pending is presented in the Table 1.1 given below

Table 1.1

Item No in Minutes of the 13th BOG	Decision Taken	Action Taken
1.1	The BoG confirmed the approved minutes of the 12th Meeting	For Information
1.2	Took note of the action taken report and approved	For Information
2.1	BOG took note and ratified the expenditure incurred for expenditure incurred for paying salary to the TEQIP staff	No action needed
3.1	BOG took note and approved to transfer the balance amount of Rs.2,73,618 available in the TEQIP main account to the TEQIP Corpus fund	No action needed
3.2	The BOG took note of the status of four funds	No action needed
3.3	The BOG took note and approved the allocation of the amount deposited in the four funds for different departments for the next three years	No action needed
3.4	The BOG took note of the status of accreditation	No action needed
3.5	The BOG took note of the status of the odd semester academic results	No action needed
3.6	The BOG approved the students support programmes planned for the next six months.	Only few programmes were conducted due to loss of academic days and faculty were engaged in accreditation activities.
3.7	The BOG approved the proposal of outstation FSD programmes planned for the next 12 months by different departments	Faculty couldn't attend the FSD programmes as planned because required courses were not offered by IIT/NIT

		and faculty were engaged in accreditation activities.
3.8	The BOG approved the proposals by various departments for repair/maintenance of equipment for Rs. 2,21,500	Maintenance of equipment for Rs.33,000 could only be completed. The remaining repair/maintenance work of equipment is in progress.
3.9	The BOG approved the proposals by various departments for replacement of equipment	Since faculty were busy with accreditation activities, the activities related to the replacement of equipment got delayed. The replacement of equipment work is in progress.
3.10	The BoG allowed the data entry operator to continue for the next six months on a daily basis limited to a remuneration of Rs.8000 per month	The data entry operator is allowed to continue
3.11	The BoG took note and approved the various TEQIP Committees reconstituted	No action needed

Part 2

Ratification and Approvals

2.1 Ratification of Expenditure incurred for various activities

A) Activities under Corpus Fund

The expenditure for the activities conducted by utilizing Corpus fund are as given below.

Sl No	Class	Name of the Programme	Number of days	Date	No. of Students	Advance	Expenditure (Rs)
		Students Programmes conducted from August to December 2018					
1	CSE, EEE, ECE	Pre-Induction and Counseling for first year students	3 days	17-07-18 to 19-07-18	49	25,000	25,156
2	CSE, EEE, ECE	Orientation programme for first year students	3 days	01-08-18 to 03-08-18	58	Nil	17,660
3	S3 CS	Workshop on Open Hardware	3 days	02-08-18 to 04-08-18	38	Nil	26,120
4	S5 CS	Workshop on IOT	3 days	3-11-18, 10-11-18 & 1-12-18	32	15000	27,762
5	S7 EC	Workshop on Microwave Devices	I day	08-11-18	37	Nil	12,050
Total							**1,08,748**

Sl. No	Item	Amount (Rs)
	Expenditure incurred under IOC from August to December 2018	
1	Stationery (TEQIP Office)	3,287
2	13th BoG meeting	37,540
3	Cash Book Registers (5 nos.)	2,650
4	Toner Refilling	800
5	Consumables	14,172
6	Salary paid to the TEQIP staff from May 2018 to Nov 2018	51,910
Total		**1,10,359**

Total expenditure from Corpus Fund: Rs.2,19,107

B) Activities under FSD Fund

The expenditure for the activities conducted by utilizing FSD fund are as given below.

Sl. No	Name Of Coordinator	Title	Date	Number of participants	Revenue generated	Expenditure (**Rs.**)
Training Conducted from August to November 2018						
1	Smt.Remya R S	Accreditation: Preparedness towards visit	27-07-18	66 nos.	NIL	8,520

Sl. No	Name Of Faculty	Title	Date	Institution/ Organization Name	Advance Amount	Expenditure (Rs.)
Training Attended from August to November 2018						
1	Smt.Devika Thampi Smt.Rona John, AP in EEE	Power System Lab	03-08-18 to 04-08-18	UKF College of Engineering and Technology, Paripally	Nil	1,692 1,692

Total expenditure from FSD Fund: Rs.11,904

C) Activities under Equipment Maintenance Fund

Sl No.	Name of Equipment	No. of items	TEQIP/ Non-TEQIP	Repair/Maintenance	Estimate in Rs	Actual Amount (Rs)
1	3D Printer	1	TEQIP	Repair	15,000	3,500
2	Fire Extinguisher, 6kg	7	TEQIP	Powder refilling and valve replacing (8 nos.)	5,600	8,260
3	AMC for Copier (Gestetner)	1	TEQIP	Annual Maintenance Contract	23,000	21,240
					Total	**33,000**

Total expenditure from Equipment Maintenance Fund: Rs.33,000

Action sought: BOG may kindly take note and ratify the expenditure incurred under Corpus, FSD and Equipment maintenance funds post the last BoG meeting.

2.2 Activities in Progress

The maintenance activities of equipment, as decided in the last BoG meeting, of various departments in progress are as given below.

Maintenance of Equipment					
EC Department					
Sl No.	**Name of Equipment**	**No. of items**	**TEQIP/Non-TEQIP**	**Repair/Maintenance**	**Estimate in Rs**
1	Drilling machine	2	TEQIP	Repair	2,000
2	Air Conditioners	6	TEQIP	Repair and Maintenance	6,000
3	Digital IC Tester	1	TEQIP	Repair	2,000
4	Digital IC Trainer kit	1	TEQIP	Repair	4,000
5	Microwave bench and Accessories	1	Non-TEQIP	Repair	20,000
6	6KVA TB Emerson UPS	1	Non-TEQIP	Repair	22,000
				Total	**56,000**
CS Department					
1	LCD Projector	4	TEQIP	Repair	8,000
2	Desk top computer	5	TEQIP	Repair	10,000
3	Vacuum Cleaner	1	TEQIP	Repair	3,000
4	Air conditioner	1	TEQIP	Repair	3,000
				Total	**24,000**
EE Department					
1	Power lab Kit	4	TEQIP	Repair	5,000
2	AEE Lab Kit	3	TEQIP	Repair	3,000
3	Transformer	2	TEQIP	Repair	3,000
4	Electrical Machines	3	TEQIP	Repair	5,000
5	Power Supply	2	TEQIP	Repair	3,000
6	Digital IC Tester	1	TEQIP	Repair	1,500
7	Digital IC Trainer kit	2	TEQIP	Repair	2,000
8	Microprocessor Kit	4	TEQIP	Repair	4,000
9	Diesel Generator	1	TEQIP	Annual maintenance	15,000
10	Desktop computer	10	TEQIP	Repair	20,000
				Total	**61,500**
Institution					
1	Laser Printer	2	TEQIP	Repair	1,600
2	Desktop computer	1	TEQIP	Repair	2,000
3	Scanner (1 No.)	1	Non TEQIP	Repair	800
4	Campus Networking	--	TEQIP	Some of access pints to be repaired	20,000
				Total	**24,400**
Repair of furniture purchased under TEQIP				Repair	12,000
				Grand Total	**1,77,900**

Action sought: BOG may kindly take note

2.3 Approval of students support programmes

The students support programmes planned for the next six months by different departments, approved by the Academic Committee and Finance Committee are given in the tables below. The expenditure for these programmes will be booked under Corpus fund.

EC Department- Training for students

Sl No	Area or Title of the programme	Sem	Duration	Proposed date	Estimate in Rs
1	Workshop on IOT using Node MCU	S6	2 days	2nd week Feb 2019	20,000
2	Projects using Arduino UNO	S8	2 days	March 2nd week	20,000
3	Placemant Training	S8	3 days	Jan 2019 last week	30,000
4	Remedial classes	All	50 hrs	Feb-April 2019	30,000
				Total	**1,00,000**

CS Department- Training for students

Sl No	Area or Title of the programme	Sem	Duration	Proposed date	Estimate in Rs
1	Soft Skill Enhancement	S8 & S6 CS	3 days	28/01/2019- 30/01/2019	30,000
2	Workshop for Report Writing and Paper publishing	S8 & S6 CS	2 days	15/03/2019 - 16/03/2019	20,000
3	Soft Skill Enhancement	S2 & S4 CS	3 days	14/02/2019- 16/02/2019	30,000
4	Workshop on FOSS	S4 CS	3 days	23/01/2019- 25/01/2019	30,000
5	Industrial Tutoring on Web Application Development	S6 CS	3 days	14/02/2019- 16/02/2019	30,000
6	Industrial Tutoring on Android Application Development	S8 CS	2 days	06/02/2019- 07/02/2019	30,000
7	Remedial classes	All	30 hrs	Feb-April 2019	18,000
				Total	**1,88,000**

SI No	Area or Title of the programme	Sem	Duration	Proposed date	Estimate in Rs
	EE Department- Training for students				
1	Placement Training	S8	3 days	Jan 2019	30,000
2	Industrial Tutoring-CDAC	S4	1 day	Feb 2019	8,000
3	Industrial Tutoring-ANERT	S6	1 day	March 2019	8,000
4	Industrial Tutoring-EMC	S8	1 day	March	8000
5	Remedial classes	All	40 hrs	Feb-April 2019	24,000
				Total	**78,000**

Action Sought: The BOG may kindly note and approve the students support programmes planned for the next six months

2.4 Approval of FSD programmes

The detailed proposal of outstation FSD programmes planned for the next 6 months by different departments, approved by the Academic Committee and Finance Committee are given in the table below

SI No	Name of Faculty Members	Area	Name of Institutions	Tentative Time	Estimate in (Rs)
	Outstation FSD programmes planned				
	Electronics and Communication Department				
1	Dr. Gopakumar C	Machine Learning and Deep Lerning, IOT	IIT/NIT/Similar Institutions	May-June19	12,000
2	Shiny C	Open Hardware, VLSI	IIT/NIT/Similar Institutions	May-June19	12,000
3	Deeepa T R	IOT, VLSI	IIT/NIT/Similar Institutions	May-June19	12,000
4	Sabeena M	Machine Learning, Deep Learning, IOT	IIT/NIT/Similar Institutions	May-June19	12,000

5	Shanu N	Research Methodology, Machine Learning	IIT/NIT/Similar Institutions	May-June19	12,000
6	Mili Rosline	Machine Learning, Deep Learning, IOT	IIT/NIT/Similar Institutions	May-June19	12,000
				Total	**72,000**

Electrical and Electronics Department

	Institutions	Area	No. of Faculty Members	Tentative Time	Estimate in Rs
1	IIT/NIT/Similar Institutions	Power System Design	2	May-June19	20,000
2	IIT/NIT/Similar Institutions	Electrical Vehicle Design	1	May-June19	10,000
3	IIT/NIT/Similar Institutions	Advanced Control Theory	2	May-June19	20,000
4	IIT/NIT/Similar Institutions	Artificial Intelligence	2	May-June19	20,000
				Total	**80,000**

General Engineering and Applied Science Department

	Institutions	Area	No. of Faculty Members	Tentative Time	Estimate in Rs
1	IIT/NIT/Similar Institutions	Thermal Science	2	May-June19	20,000
2	IIT/NIT/Similar Institutions	Management	2	May-June19	20,000
3	IIT/NIT/Similar Institutions	Physics	1	May-June19	10,000
4	IIT/NIT/Similar Institutions	Applied Mathematics	3	April-June19	30,000
				Total	**80,000**

Computer Science Department - Inhouse FSD programmes planned

No	Coordinators	Course Name	No. of Faculty Members	Tentative Time	Estimate in Rs
1	Dr. Smitha P & Ms. Shani Raj	Machine Learning through Python	30	21/01/2019-23/01/2019 (3 days)	40,000
				Total	**40,000**

Action sought: The BoG may kindly note and approve the proposals of FSD programmes by various departments for the next six months.

2.5 Approval of Maintenance of equipment

The detailed proposals by various departments for repair/maintenance of equipment to be done for the next six months, approved by the Procurement Committee and Finance Committee are given in the table below.

Maintenance of equipment					
EC Department					
Sl No.	**Name of Equipment**	**No. of items**	**TEQIP/Non-TEQIP**	**Repair/Maintenance**	**Estimate in Rs**
1	Lap Top Toshiba	1	TEQIP	Display goes off intermittently	2,000
2	Laser Printer, Canon	2	TEQIP	Not Working	2,600
3	Desktop Computer, i5 Dell	5	TEQIP	Not Working	15,000
4	Lap Top, i3	1	TEQIP	Not Working	3,000
				Total	**22,600**
CS Department					
1	Laser Printer, Canon	5	TEQIP	Not Working	5,000
2	UPS 10KVA 6KVA	2 1	Non-TEQIP	Not Working	30,000
				Total	**35,000**
EE Department					
1	Printer	3	TEQIP	Not Working	3,000
2	Earth fault relay	1	TEQIP	Repair	5,000
3	Digital IC Kit	10	TEQIP	Repair	5,000
4	Projectors	3	TEQIP	Repair	5,000
5	Maintenance of PE Lab Kit	1	TEQIP	Repair	5,000
6	Maintenance and service of Desktop Computers	20	TEQIP	Repair	20,000
				Total	**43,000**
				Grand Total	**1,00,600**

Action sought: The BoG may note and approve the proposals by various departments for repair/maintenance of equipment to be done

2.6 Approval of Equipment Replacement

The proposals by various departments for replacing equipment, approved by the Procurement Committee and Finance Committee are given in the table below.

Replacement of Equipment					
Sl No.	Name of Equipment	No. of items	TEQIP/Non-TEQIP	Repair/Replace	Estimate in Rs
EC Department					
1	LCD Monitor –HCL CRT Monitor- ACER	7 3	Non-TEQIP	Old monitors are obsolete and needs replacement	50,000
2	Flat Panel Monitor-DELL	5	TEQIP	Old monitors are obsolete and needs replacement	25,000
3	Battery	1	TEQIP	Beyond repairable	8,500
				Total	**83,500**
CS Department					
1	Motherboard	6	Non TEQIP	Need replacement	30,000
2	Monitor	4	Non TEQIP	Old monitors are obsolete and needs replacement	20,000
3	AC Condenser	3	TEQIP	Beyond repair. To replace with Copper Condenser	30,000
4	SMPS Replacement	5	TEQIP	Need replacement	3,500
5	Hard Disk	2	TEQIP	Need replacement	16,000
6	Memory Card	3	TEQIP	Need replacement	6,000
7	Mouse	10	Non TEQIP	Need replacement	5,000
8	Keyboard	5	Non TEQIP	Need replacement	2,500
				Total	**1,13,000**
EE Department					
1	Rheostat 750 Ohm, 2 A	1	TEQIP	Needs replacement	10,000
2	Wattmeter	4	TEQIP	Need replacement	20,000
3	Voltmeter	5	TEQIP	Need replacement	10,000
				Total	**40,000**
				Grand Total	**2,36,500**

Action sought: The BoG may note and approve the proposals by various departments for replacing equipment.

2.7 Approval for reimbursement of expense incurred on Journal Publication

Prof.Anilkumar C V, Associate Professor in ECE had published a research paper titled "Compact Triband Dual F-Shaped Antenna for DCS/WiMAX/WLAN Applications" in the peer reviewed international journal "Progress In Electromagnetic Research Letters" (PIERL, vol. 78, pp 97-104, 2018). He intimated that the page count of the paper exceeded the free limit of six pages of the journal, after including few additional figures and explanations in response to the comments from reviewers. So he had to pay an amount of USD 200/-(USD 100/- per page in excess) for 2 additional pages. He has given a request to reimburse the amount (USD 200/-) paid by him from TEQIP fund. He had paid the amount on August 28, 2018. As on the date the total amount paid in INR is Rs.14033.74/- @ Rs 70.1687 for 1 USD. The published paper, page charge receipt and RBI conversion rate are given as **Annexure 2**

Action sought: The BoG may kindly note and approve for reimbursement of the expense incurred on Journal Publication by Prof, Anilkumar C.V, Associate Professor in EC.

2.8 Ratification of the Appointment of Counselor for students and approval of remuneration

In the last BOG meeting it was decided to appoint a student counselor on regular basis. Hence notifications were given for the appointment of the Counselor and Mrs.Princy was appointed as the Counselor from August 2018 onwards. During all working Fridays she is present in the campus and needy students interact with her. Considering the remuneration given in other colleges, the starting remuneration for the Counselor may be fixed as Rs.800 per day.

Action sought: The BoG may kindly ratify the appointment of the student counselor and fix the remuneration for the Counselor.

2.9 Approval of expenses for Accreditation

The NBA team consisting 5 experts visited the institution from 12.10.18 to 14.10.18 in connection with accreditation of the two BTech programmes in CS and EC. The Chairman of the team verified the central facilities and corresponding files whereas the other experts as two groups inspected the two departments (CS and EC) and verified the corresponding files. Thus the inspection and verification took place at three places simultaneously on the first 2

days. Hence arrangements for videography, refreshments, local transportation etc were arranged for the three teams separately. The entire inspection of the three teams separately was recorded by three video camera teams hired on the first two days and the exit meeting on the third day was recorded by a single camera team. The expenses incurred in connection with the accreditation for various arrangements are as given below.

Table: Expenditure for Accreditation visit		
Sl No	**Items**	**Expenditure (Rs)**
1	Video graph	25,000
2	Taxi Charges	5,000
3	Lunch	10,910
4	Refreshment	7,210
5	Stationery	900
Total		**49,020**

Action sought: The BoG may kindly approve the expense incurred in connection with the accreditation and sanction the amount from TEQIP Corpus fund.

2.10 Extension of Appointment of Contract Staff

In the last BOG meeting held on 26.5.2018 it was decided to continue the service of the data entry operator for the next six months on a daily basis limited to a remuneration of Rs.8000 per month. Consequently she had joined duty on 28.5.2018. She completed six months on 27.11.2018. In order to continue the TEQIP activities the service of a staff is required. The staff who is presently working is dedicated and hardworking and she is very familiar with the activities of TEQIP. Considering these, the service of the present staff may be extended further with effect from 28.11.2018.

Action sought: The BoG is kindly requested to take suitable decisions on the extension of appointment of TEQIP staff with effect from 28.11.2018.

2.11 Approval of various TEQIP Committees

Consequent to the general transfer Various TEQIP Committees are reconstituted as given below.

1. Procurement Committee

1	Prof. (Dr.) Jaya V L	Principal / Chairman
2	Dr. Ajil Kumar A	TEQIP Coordinator
3	**Prof. Manoj Ray D**	**Nodal Officer/ Coordinator**
4	Sri. Sarachandran Unnithan B	Administrative Officer
5	Dr. Gopakumar C	HOD EC
6	Dr. Binu V P	HOD CS
7	Smt. Libi A	HOD, EE
8	Dr. Smitha P	Associate Professor in CS
9.	Sri. Shanu N	Faculty EC
10.	Smt. Sabeena K	Faculty CS
11	Sri. Venu V S	Foreman Hr. Gr.
12	Smt. Haseena P Y	Faculty EE

2. Finance Committee

1.	**Dr.Shajy L**	**Coordinator**
2.	Dr. Ajilkumar A	TEQIP Coordinator
3.	Dr. Gopakumar C	HOD, EC
4.	Dr. Binu V P	HOD CS
5.	Smt. Libi A	HOD EE
6.	Dr. Smitha P	Associate Professor in CS
7.	Sri. Manoj Ray D	Faculty CS
8.	Smt. Sunitha K Cherian	Senior Supt.
9.	Smt. Shiny C	Faculty EC

3. Civil Work Committee

1.	Prof. (Dr.)Jaya V L	Principal / Chairman
2.	**Sri. Revikumar Thampy V R**	**Nodal Officer**
3.	Dr. Ajil Kumar A	TEQIP Coordinator
4.	Sri. Manoj Ray D	Procurement Coordinator
5.	Dr. Gopakumar C	HOD, EC
6.	Dr. Binu V P	HOD Computer Science
7.	Smt. Libi A	HOD, Electrical and Electronics
8	Sri. Sarachandran Unnithan B	Administrative Officer
9.	Sri. Sreekumar N	Assistant Ex Engineer, IHRD
10.	Sri. Anilkumar V	Trade Instructor EE

4. Academic Committee

1	**Smt. Ajitha Kumari R**	**Academic Coordinator**
2	Dr. Ajilkumar A	TEQIP Coordinator
3	Dr. Gopakumar C	HOD, EC

4	Dr.Binu V P	HOD Computer Science
5	Smt. Libi A	HOD, Electrical and Electronic
6	Dr. Smitha P	Associate Professor in CS
7	Smt.Remya R S	Faculty CS
8	Smt. Haseena P Y	Faculty EE
9	Smt. Sabeena M	Faculty EC
10	Sri.Shibu V	Foreman CS
11	Smt. Sandya Murali P	Senior Office Assistant

5. Equity Action Plan Assurance Cell

1.	**Sri. Shanu N**	**Nodal Officer**
2.	Smt. Deepa T R	Faculty EC
3.	Smt.Shiny C	Faculty EC
4.	Smt.Geetha S	Faculty CS
5.	Smt.Shani Raj	Faculty CS
6.	Smt. Haseena P Y	Faculty EE

6. R & D Committee

1.	Prof. (Dr.) Jaya V L	Principal / Chairman
2.	**Dr. Smitha P**	**Coordinator**
3.	Dr. Ajil Kumar A	TEQIP Coordinator
4.	Dr. Gopakumar C	HOD, EC
5.	Dr. Binu V P	HOD Computer Science
6.	Smt. Libi A	HOD, Electrical and Electronics
7.	Dr. Shajy L	System Analyst
8.	Sri. Revikumar Thampi V R	Faculty ME
9.	Smt. Shiny C	Faculty EC

7. Industry – Institution Interaction Cell Committee

1.	**Sri. Baiju V**	**Coordinator, IIIC/TPO**
2	Smt. Mili Roseline Mathews	Faculty EC
3	Smt. Sabeena M	Faculty EC
4	Dr. Ajil Kumar A	TEQIP Coordinator
5	Smt. Haseena P Y	Faculty EE
6	Smt. Sabeena K	Faculty CS
7.	Sri. Laxmikanth	Faculty ME
8.	Sri. Manoj S	Faculty Applied Science
9.	Sri. Venu V S	Foreman Hr. Gr. EC

8. Monitoring and Evaluation Committee

1.	**Sri. Manoj S**	**Coordinator**
2.	Smt.Geetha S	Faculty CS
3.	Smt. Deepa T R	Faculty EC
4.	Sri.Radhakrishna Pillai P B	Trade Instructor EC

Action sought: The BoG may kindly note and approve the various TEQIP Committees reconstituted.

Part 3

Status Reports

3.1 Status of four funds

The status of the fund available in the four accounts as on 12th December 2018 is as given below.

Sl No	Name of Account	Amount (Rs)
1	Corpus Fund	8,29,117
2	Faculty and Staff Development Fund	6,63,303
3	Equipment Replacement Fund	6,74,527
4	Maintenance Fund	6,41,527
	Total	**28,08,474**

The interest received after the last BOG meeting to the four funds is as given below:

Sl No	Name of Account	25 June 2018	25 Sept 2018	Total Interest (Rs)
1	Corpus Fund	6,241	8,150	14,391
2	Faculty and Staff Development Fund	5,853	5,605	11,458
3	Equipment Replacement Fund	5,847	5,899	11,746
4	Maintenance Fund	5,847	5,899	11,746
	Total			**49,341**

Action Sought: The BOG may kindly note balance fund available in the four funds.

3.2 Expenditure Status as on 12.12 2018

The expenditure status as on 12.12.2018 using the four funds is as given below.

Name of Fund	Category of expenditure (Head of expenditure)	Sub-Activity	Total cumulative expenditure (Rs) upto 12.12.2018
Corpus Fund	Academic support for students	Expenditure incurred on research projects taken by UG/PG students	0
		Expenditure incurred on research publications	0
		Remedial Class	0
		Visiting Faculty	0
		Industry Institute Interaction	83,592
		Skill Development & Others	25,156
		Total	**1,08,748**
	Incremental operating cost	Salary	51,910
		BoG meetings	37,540
		Stationary and other expenses	20,909
		Others	0
		Total Utilisation from Corpus Fund	**2,19,107**
Faculty Development Fund	FSD	Expenditure on faculty members attended training in subject domain	3,384
		Expenditure on faculty members attended pedagogical training	0
		Expenditure on organising inhouse subject area training programmes/workshops/seminars/conferences etc	8,520
		Expenditure on participation by faculty in external seminars/conferences/workshops etc	0
		Expenditure on staff development	0
		Others	0
		Total	**11,904**
Equipment Replacement Fund	ERF	Equipment	0
		Books	0
		Software	0
		Furniture	0
		Others	0
		Total	**0**
Equipment Maintenance Fund	ECMF	Equipment Maintenance	33,000
		Civil Works	0

		Others	0
		Total	**33,000**
Grand Total			**2,64,011**

Action Sought: The BOG may kindly note the status of four fund utilization as on 12.12.2018.

3.3 Status of Accreditation

BTech programmes in Computer Science & Engineering and Electronics & Communication Engineering of this institution have been granted Accreditation by NBA for three years, i.e from the academic years 2018-19 to 2020-21, upto 30.6.2021. The accreditation status was awarded to the programmes based on the evaluation by five professors from IIT and other nationally reputed institutions during their visit of three days in the campus from 12/10/2018 to 14/10/2018.

This is achieved by the collective efforts of teaching and non-teaching staff, students, parents, Alumni, Employers, Management and BOG.

But, it may be noted that the institution has paid the fee for accreditation of the 2 PG Programmes also. The SAR for the 2 programmes could not be uploaded since the student enrolment is poor.

Action Sought: The BOG may kindly note the status.

3.4 Status of academic results post the last BoG

B.Tech even semester 2018-19 results of all the branches are as given below:

Branch	Semester	No of students appeared	No. of students passed	Pass Percentage In Even Sem Jan-April 2018	Pass Percentage In Odd Sem Aug-Dec 2017
EC	S2	26	9	34.6	19.23
	S4	31	12	38.7	19.35
	S6	37	12	32.4	35.14
	S8	47	34	72.34	68.08
CS	S2	35	11	31.4	22.22
	S4	44	21	47.73	26.32

	S6	34	18	53	55.88
	S8	43	40	90.91	88.37
EE	S2	35	26	74.29	31.43
	S4	46	10	21.74	8.70
	S6	41	16	39.02	34.15
	S8	47	40	85.11	72.34
IT	S8	3	3	100	100
Overall	S2	96	46	47.92	24.74
	S4	121	43	35.54	17.39
	S6	112	46	41.07	41.07
	S8	141	117	82.98	76.42

The results of all the classes in the even semester except S6 EC and S6CS are improved compared to the odd semester results. A notable progress in the overall S2 result is seen compared to that of odd semester (S1). This may be attributed to the 4 week residential tutoring conducted to all the S2 students just before the University examination

Action Sought: The BOG may kindly note the results of even semester.

3.5 Starting of new BTech Programmes

Presently, AICTE is not permitting institutions which have no valid NBA accredited courses to start new courses. According to the prevailing rules, if one of the existing courses is accredited, the institution will be eligible to start a new course if the number of running UG programmers is less than five. Now the two programs at College of Engineering Karunagappally have been accredited by NBA. Hence the institution is planning to start BTech programmes in Mechanical Engineering and Civil Engineering in the subsequent years. As a first step, a proposal for starting B.Tech. in Mechanical Engineering at College of Engineering, Karunagappally in the academic year 2019-20 is put forward. A concise proposal to start B.Tech. in Mechanical Engineering is attached as **Annexure 3.**

3.6 Report on other recent achievements of the Institution

1. IEEE (Institute of Electrical and Electronics Engineers) Student branch of the college has won the most coveted **IEEE Region 10 (Asia-Pacific Region is the largest region) Exemplary Student Branch Award 2018.** The award was declared on 31 August 2018 at Asia Pacific SYWL Congress at Bali, Indonesia. The purpose of this award is to

provide public recognition of exemplary IEEE student branch operations. This award is received earlier by one college in Kerala section and a few colleges in India.

2. PES Chapter has been rated as the 2018 PES High Performing Student Branch by IEEE. It bagged first position in Kerala Section, 6th in Indian, 8th in Region10 and 14th position globally and a reward of 200 **US$** is also fetched.

3. The IEEE student branch, most funded student branch for 2018 activities, received **US$ 6900 (4.5 Lakhs)** as MDI (Member Driven Initiative) fund for the following project proposals:

   i.   **Luxathon (US$ 1100)** : 24 Hour national level light designing Hackathon was conducted from 28/9/2018 to 30/09/2018. Such an event is conducted for the first time in India and there were participation from all over India.

   ii. **IEEE Women in Power Summit (US$2000)** : National level symposium of IEEE members from 9/11/2018 to 11/11/2018. Students from all over Kerala participated for this event. Technical talks, empowerment talks, Industrial visit, workshops (three parallel workshops on LiFi, Electrical Garage and Machine learning) were the attractions of the summit.

   iii. **Light Supporting System for BPL Families (US$2000)** : Humanitarian project aiming at supporting 100 families around Karunagappally and expected to be completed by December, 2018

   iv. **Workshops and Industrial visit (US$1800)** : Awareness programmes on "renewable energy and its benefits" conducted in 10 Schools. Industrial visit is planned for December, 2018

4. Four student members of IEEE (Sajna Mohammed, Varsha B S, Nima S S and Aparna P V), among the 37 recipients all over the world, have secured US$ 80 each as travel grant for attending the **Women In Engineering International Leadership Summit.**

5. Anandhu S Kumar, Former SB Chair won **IEEE PES Kerala Chapter Outstanding Student Volunteer Award 2017**.

6. Student Project proposal titled "Smart Electronic Voting Machine with UID and Biometric Security" submitted by Akhildev C S, Abdul Jaleel, Abhijith S, Ambujakshan Nair seventh semester students of B.Tech Computer Science for Rs. 30,000/- is accepted by CERD funding of APJ Abdul Kalam Technological University (KTU).

7. The college has been selected under Pradhan Mantri Kaushal Vikas Yojana (PMKVY) this year. The college offers "Domestic Data entry operator" course

designed for 400 hours spread over six months as stipulated by National Skills Development Corporation (NSDC) under the guidance of the Ministry of Skill Development and Entrepreneurship (MSDE) and AICTE. The entire training and assessment fees are paid by the Government. The first batch started on 12/11/2018 was inaugurated by Sri Ramachandran, MLA, Karunagappally

8. Priyan A of fifth semester EC student secured third prize for 10,000 meter race in the first intercollegiate athletics meet of the APJ Abdulkalam Technological University, held at University stadium, Thiruvananthapuram on 3/11/2018.

9. The Senate of College of Engineering Karunagappally was successfully able to raise a donation for the flood victims who were affected across different parts of Kerala. The students collected relief materials and handed over to the Mathrubhumi office on 14th August 2018 and in the relief camp at Mavelikkara & Pandalam on19th August 2018. The fund that was raised for the Onam celebrations at the college was also donated to the victims after cancelling all such events.

   The students also attended relief camp works at Marthoma College, Thiruvalla during the last week of August. The students were divided into teams and given the work of packing, sorting, loading and unloading. Items such as rice, vegetables, biscuits and other basic necessities were asked to be sorted, then packed and loaded into vehicles. Boys were given the working of unloading and girls were given the work of packing.

10. Innovation and Entrepreneurship Development Cell (IEDC) had conducted augmented reality-based treasure hunt "ARHUNT" based on an Android Mobile Application developed by seventh semester student Arshad K P

3.7 Report on Academic Master Plan submitted to IHRD

To transform IHRD institutions to one of the most sought-after institutes, Director, IHRD organized a two days' workshop on Academic Master Plan (AMP) at Model Finishing School, Thiruvananthapuram for the Principals of Engineering Colleges and Heads of Departments. Hon'ble Minister of Education, Sri. (Prof.) C Raveendranath inaugurated the workshop and Sri. Suresh Sivaraman, Management Consultant lead the workshop by conducting brain storming sessions. The key learning outcomes of the workshop were to understand the current position of the college, the need to change, the importance, benefits and outcomes of an AMP. A mind map was prepared to capture a draft list of potential ideas

that could be considered for inclusion in the Academic Master plan of each college. A timeline was given for the preparation of an Academic Master Plan for every institution.

The purpose of the Academic Master Plan is to

- Give quality education and make the institute a centre of excellence
- Produce engineers with sound technical knowledge and skills, deep understanding of fundamentals, good academic results, professional ethics, quest for innovation.
- Understanding the abilities and limitations of every student, enrich them with multi-dimensional talents, drive them to academic excellence

Academic Master Plan (AMP), a plan for the next ten years, aims to leverage the strengths our college had gained over the years, to build upon them, acquire and develop new strengths, adopt new strategies to face the challenges in the changing educational environment. The eight key areas an AMP may address are identified as

- **Administration and E-Governance**
- **Academic Excellence**
- **Capability Enhancement (Students)**
- **Capability Enhancement (Faculty)**
- **Engagement**
- **Infrastructure**
- **Research Excellence and Innovations**
- **Socio-Economic Development**

An Academic Master Plan for the next ten years, outlining key objectives, strategies and action plans for implementation is drawn up. The benefits of the implementation will be sound and challenging academic environment in the institution, encourage quality improvement initiatives by institution, enhance employability of graduates, holistic development of faculty and students, help the institution to know its strength weakness and opportunities, promote intra and inter-institute interactions, contribute to social and economic development of the country, and excellence in research and innovations

A timeline chart indicating the action plan for the next five years with quarterly budget is also presented for the eight components.

The exercise of AMP preparation has identified the following key initiatives:

- Academic and Administrative Governance Cell (AAGC)
- Centre for Automation and e-Governance (CAG)
- HRD Cell
- Industry Institute Connect (IIC)

- Centre of Excellence in Image and Signal Processing (CEISP)
- Centre for Technology Empowerment in Society (CTES)

The structure, focus area, ways of working and budget for all the key initiatives are discussed. PESTLE analysis is also done for the implementation of AMP. Finally, the benefits, outcomes and challenges for the implementation of AMP are identified.

Table : Budget requirement for the next five years

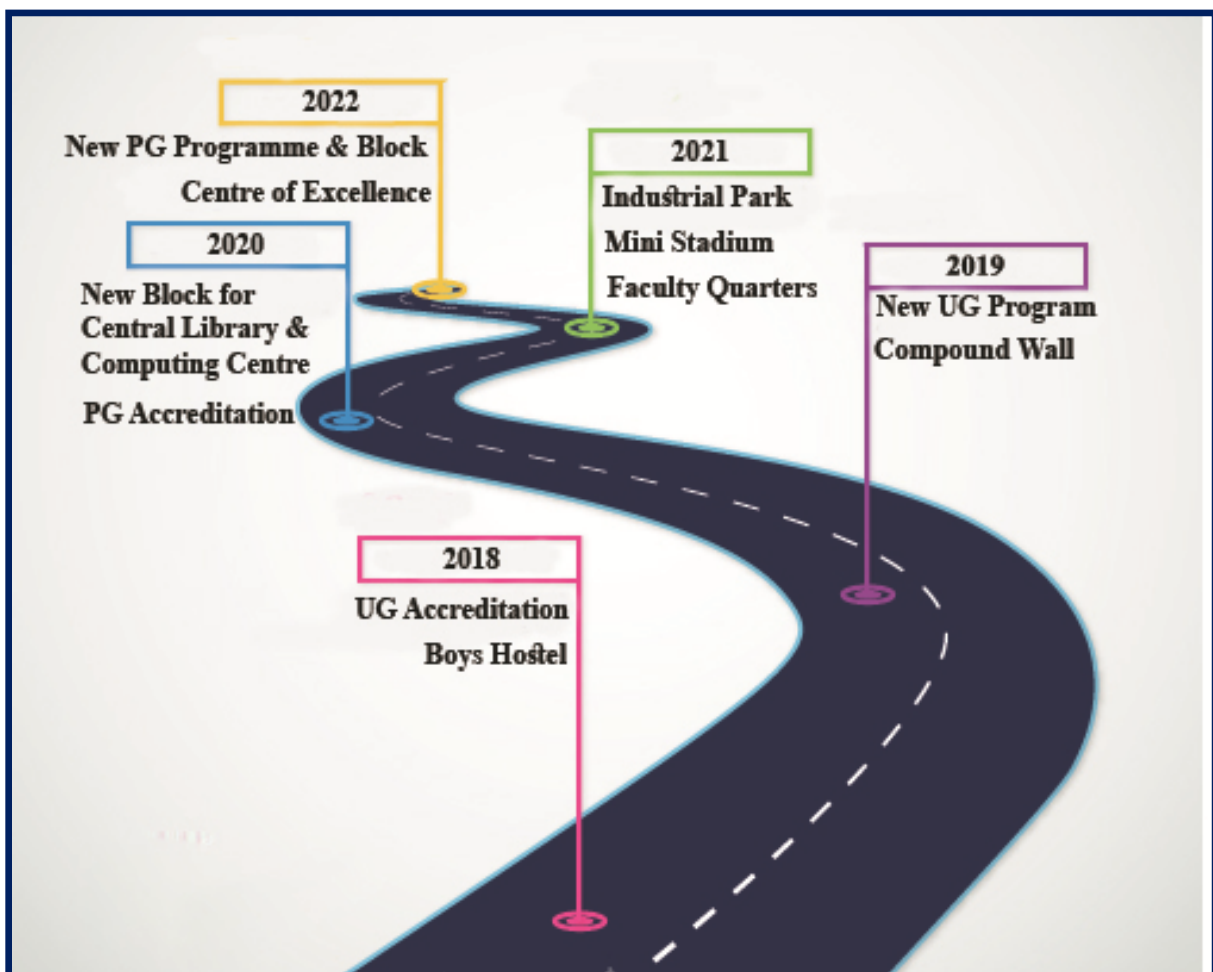| Year	Budget Requirements in Lakhs				
	Q1	Q2	Q3	Q4	Total
2018-19	0	46.882	45.4145	51.8295	144.126
2019-20	57.3345	83.682	155.8845	191.5495	488.4505
2020-21	166.4045	212.052	321.2545	384.0195	1083.731
2021-22	229.6045	347.552	236.5345	361.5495	1175.2405
2022-23	138.3345	105.582	129.8845	123.7995	497.6005

Fig: Timeline overview of this institution for the next five years

The benefits of implementation of AMP is to make this institution one of the leading institution in Academic Community. The key outcomes are:

- Sound and challenging academic environment in the institution
- Encourages quality improvement initiatives by institution
- Enhances employability of graduates
- Holistic development of faculty and students
- Helps the institution to know its strength weakness and opportunities
- Promotes intra and inter-institute interactions
- Contributes to social and economic development of the country
- Excellence in research and innovations

The important challenges are:

- Insufficient fund allocation
- Transfer of faculty and staff
- Autonomy

Thus, in order to accomplish the future plan of the institution, necessary fund is required. Funds like TEQIP, RUSA and fund from the Government are highly essential for the further development of the institution.

Action sought: The BoG may kindly note and discuss the AMP presented.

Part 4
Any other item with the permission of the chair