Agenda of

The Third Meeting of the Board of Governers

at 09:30 AM

College of Engineering
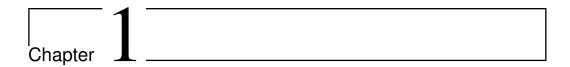**Karunagappally**

Decemer 18, 2013

Contents

CONTENTS 2

Part I

Procedural Items

Procedural Items

Silent Prayer

Welcome Address

Welcome address by the Principal and reporting about the college Dr. Hari V S A brief report on developments of the college and TEQIP activities after the second BOG meeting Approval of the minutes of the previous BoG meeting. The minutes of first BOG meeting held on 30.10.2013 was sent to the Hon. Chairman and now placed before the BOG for approval.

1.1 Approval of the minutes of the second BoG meeting

Minutes of the second BoG meeting held on October 30, 2013 was signed by the Hon. Chairman and circulated among BoG members. The final copy is submitted before the BoG for approval.

Part II

Discussion, Consideration and Ratification

Chapter 2

Statement of Expenditure

The details of expenditure and the various heads under which it incurred are detailed in the table in the next page.

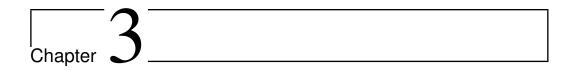# Expenditure Incurred under various components

Sr.No.	Expenditure Name	Expenditure till Oct 2013	Expenditure since November20 13	Cumulative Expenditure to Date
1	Improvement in Teaching, Training and Learning Facilities			
1.1	Equipment	2790600.00	2361061.00	5151661.00
1.2	Furniture	0.00	0.00	0.00
1.3	Books and LRs and Software	0.00	0.00	0.00
1.4	Minor Items	0.00	0.00	0.00
1.5	Refurbishment(Minor Civil Works)	187215.00	0.00	187215.00
1.6	Consultant Services	0.00	0.00	0.00
2	Providing Assistantships for Increased enrolment in existing and new PG Programmes in Engineering Disciplines	601200.00	5,04,000.00	11,05200.00
3	Enhancement of Research and Development and Institutional Consultancy Activities	0.00	0.00	0.00
4	Faculty and staff development for improved competence based on Training Needs Analysis(TNA)	1003298.00	372643.00	1375941.00
5	Enhanced Interaction with Industry	37125.00	0.00	37125.00
6	Institutional Management Capacity enhancement	206603.00	0.00	206603.00
7	Implementation of Institutional reforms	0.00	112360.00	112360.00
8	Academic support for weak students	33316.00	15600.00	48916.00
9	Incremental Operating Cost	272633.00	272633.00	545266.00
9.1	Salaries	84423	86925.00	1,71,348.00
9.2	Consumables	68288.00	11350..00	79638.00
9.3	Operation and Maintence	312572	32306.00	344878.00
	Total	**5597278.00**	**3757528.00**	**9366151.00**

Review of Procurement Activities

- Review of Procurement Activity and ratification of revision in Procurement Plan

  Procurement is progressing based on the plan approved by the earlier BoG meetings. 12 packages are completed plus one civil work. 53 initiated packages are under process. These include 5 NCBs, the advertisement of which has already appeared in national dailies on December 8, 2013. The details of the packages are in Table 1.1 in Appendix A in page (21). The copies of the advertisement is in Appendix A in page (21). 47 packages are yet to be initiated. The list is in Table 1.2 in Appendix A in page (21).

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3.1 Procurement for QEEE Activities

The Committee for Reforms in Technical Education under the chairmanship of Professor Ashok Jhunjhunwala, IIT Madras, has been constituted by the Ministry of Human Resources and Development (MHRD) with a mandate to bring about comprehensive reforms in technical education. This mainly targets the implementation of Quality Enhancement in Engineering Education(QEEE). It is decided to join the QEEE programme, which will be expalined in Sec 4.2. For participating in it, it is necessary to procure the following additional equipment.

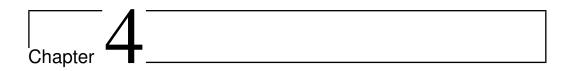| Sl. No.	Item
1	Server: 4 Core i5 or i7 Processor with 32GB RAM and 32TB Storage
2	HDMI Capture System (Blackmagic + Software)
3	Teachers laptop with USB 3.0
4	2 x WiFi Access Point
5	2 x projectors for large class room > 5000 lumens
6	24 port Gigabit Copper Ethernet Switch
7	DTH dish, set top box installation
8	Other items (power supply, wiring, etc

The same proposal is placed before BoG for approval.

3.2 Advertisement for National Competitive Bids

The 5 items that are to be purchased under national competative bidding(NCB) are

1. Desktop computer

2. Uninterrupted power supply

3. Digital storage oscilloscope

4. Campus networking

5. Unitized substation

The advertsment is attached in Appendix A in page (21).

Chapter 4

Review of Academic Activities

4.1 Review of Academic Activities Conducted

The various academic activities planned for the next half year are tabulated in Appendix B in page (30). The faculty development programmes that are attended already, as listed in Table 3.1 in Appendix B in page (30), are now submitted for the ratification of the BoG . The In-house Training Programmes / Continuing Education Programmes plan for BOG approval is tabulated in Table 3.2 in Appendix B in page (30). The list of outstation programmes for the next three months to be conducted is attached in table 3.3. The in house training programmes scheduled for the next five months is presented in Table 3.4 in Appendix B in page (30).

4.1.1 Reimbursement of Course Fee for PhD

Mr. Shaji L , System Analyst/Lecturer in Computer Applications submitted a request for the reimbursement of course fee for PhD programme at Anna University of an amount of Rs. 18,000.00. The academic committee that met on December 12, 2013 has approved the proposal subject to ratification by the BoG. The request is placed for approval.

4.2 Quality Enhancement in Engineering Education (QEEE)

The Committee for Reforms in Technical Education under the chairmanship of Professor Ashok Jhunjhunwala, IIT Madras, has been constituted by the Ministry of Human Resources and Development (MHRD) with a mandate to bring about comprehensive reforms in technical education. This committee has extensively studied the technical education system prevailing at

present and identified problem areas in several colleges. One of the important concern areas identified by the committee is that the quality of technical education imparted in many colleges is not at par with the premier institutes. To address this specific issue, the committee has come up with a Quality Improvement Program for TEQIP Colleges called QEEE- Quality Enhancement in Engineering Education which is likely to pilot from January 2014 onwards in about 100 Project Institutions. The programme is based on three pronged approach targeting students, faculties and management. The first approach called Direct-to students program consists of live-lectures, remote tutorials, remote labs, open courses, e-books and remote quizzes amongst others. In this context a meeting of Principal/TEQIP Coordinators of all TEQIP Institutions was held at India Habitat Centre, Lodhi Road, New Delhi on 18th Nov 2013 to discuss the pilot implementation of the Direct to Students component of QEEE. C.E Karunagappally was represented by the TEQIP Coordinator, Dr. Ajilkumar A. The program, Direct-to-Students, consists of certain modules planned to be delivered through an educational platform developed for this purpose. The different activities under the programme are liseted in Appendix C in page (36).

4.3   Activities under the III Cell

The various IIIC activities planned for the remaining project period is shown in Appendix D in page (40).

1. An Industrial meet is being organised at Rajiv Gandhi Institute of Technology, Kottayam

2. College of engineering karunagapally is also participating in that exhibition with a separate stall. An amount of Rs 50000 is charged for each TEQIP institution for the stall space.

4.4   Equity Action Plan

In view of the University examinations during November, staff advisors collected the registration form from the academically weak students.Based on the feedback following subjects needed remedial classes.

- S3EC - network theory, SSD,DE , Random Process.

- S7CS -DSP. (for special supplymentary exam)

- S5EC 503 Microprocessors.

- S3CS EDC ,logic design.

Remedial classes were conducted accordingly.Students were satisfied with the programme . For first year students steps have already been initiated for conducting remedial classes for following subjects based on the feedback.

Engg. Maths	Class	No.of students registered
	EC	34
	CS	34
	IT	10
	EE	35
Enng. Mechanics	Class	No.of students registered
	EC	28
	CS	30
	IT	10
Computer Programming	Class	No.of students registered
	EC	40
	CS	40
	IT	10
	EE	30

The details of expenditure under EAP are as tabulated below.

4.4.1   Bridge Courses

The details of bridge courses coducted are tabulated in the next page.

				Consolidated Statement of *Remedial Class*es conducted for approval of BOG			
Sl No.	Name & Designation	Subject	Class/Semester	No. of students registered	Hours Engaged	Total Hrs	Amount (Rs.)
1	Reji Thankachan	EC 1303	S3 EC	42	11	17	10,200/-
	(AP in EC)	CS 602	S7 CS	25	6		
2	Anvarsha(AP in EC)	EC 1304	S3 EC	41	4	4	2,400/-
3	Shiny C(AP in EC)	EC 503	S5 EC	10	2	2	1,200/-
4	Aswathy S. S. (AP in EC)	EC 1302	S3 EC	37	3	3	1,800/-
	TOTAL					**26**	**15,600/-**

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Details of Bridge Courses

Sl. No.	Faculty	Subject	Class	Hours Engaged	Total Hours Engaged	Amount due @ Rs. 600/hr.
1.	Ms. Libin Muslih Asst. Prof. In English	Technical Communication	CS/IT	15	45	**27000**
			EC	15		
			EEE	15		
2.	Dr. Retheekumary Asst. Prof. In Physcis	Physcis	CS/IT	07	22	**13200**
			EC	07		
			EEE	08		
3.	Ms. Renu k. K. Assoc. Prof. in Mathematics	Mathematics	CS/IT	07	07	**4200**
4.	Ms. Sheela R. Asst. Prof. in Mathematics	Mathematics	EC	08	08	**4800**
5.	Ms. Premakumari Assoc. Prof. in Mathematics	Mathematics	CS	11	11	**6600**
6.	Ms. Diana Mathew Asst. Prof. in IT	Computer Programming	EEE	02	02	**1200**
7.	Mr. Anil kumar A. Lecturer in Comp. Appln.	Computer Programming	CS/IT	05	05	**3000**
8.	Ms. Seena Jojith Asst. Prof. in IT	Computer Programming	EC	06	06	**3600**
9.	Mr. Shajy L. Lecturer in Comp. Appln.	Computer Programming	EEE	12	12	**7200**
10.	Meharuneeza Nazeem Asst. Prof. in IT	Computer Programming	CS/IT	09	18	**10800**
			EC	09		
				TOTAL	**136**	**81600**

Pilot Review of BoG

SPFU has forwarded a mail of NPIU on November 20, 2013 directing the institutions to conduct a self review of current governance practice and to further prepare their own Governance Guides. Hence a self review of governance has been done as per the template sent by NPIU and the same was forwarded to SPFU and NPIU. The self review report is attached as Appendix E in page 48. The self review report is placed before the BOG for discussion and approval. Based on the self review, a Governance Guide has to be prepared.The TEQIP-II Good Governance Programme is encouraging all institutions to develop, and make publicly available, clear institutional governance guidelines setting out how good governance is practised in a institution benchmarked against the five key categories of principles and practice set out in the Good Practice Guide for Governing Bodies. These governance guidelines should be discussed and approved by the institutions Board of Governors. A Good Governance schedule has been issued by NPIU, in this regard. The same has been placed before BOG for discussion.

Part III

Appendices

Appendix A

Procurement Activities

College of Engineering Third BoG Meeting

Procurement Activities
Table 1.1 Packages completed and committed

PACKAGES COMPLETED

Sl No	Name of Package	Package Code	Sub Category	Status	Estimated Cost (Rs)	Quoted Cost (Rs)	Difference (Rs)	Percentage variation
1	Duplicating Machine	TEQIP II/KL/KL1G18/65	Equipment	Completed	1,32,673.00	1,51,900.00	-19227	-14.4
2	HFSS Software	TEQIP II/KL/KL1G18/25	Equipment	Completed	6,00,000.00	6,60,000.00	-60000	-10
3	Matlab Software	TEQIP II/KL/KL1G18/1	Equipment	Completed	9,42,595.00	9,94,438.00	-51843	-5.5
4	Multimedea Projectors	TEQIP II/KL/KL1G18/85	Equipment	Completed	4,28,000.00	4,90,060.00	-62060	-14.5
5	Tool kit	TEQIP II/KL/KL1G18/55	Minor Items	Completed	12,000.00	14,313.00	-2313	-19.27
6	Power Quality Analyzer	TEQIP II/KL/KL1G18/82	Equipment	Completed	4,50,000.00	4,22,000.00	28000	6.22
7	Hardware for Network Lab	TEQIP II/KL/KL1G18/41	Equipment	Completed	50,000.00	33180.00	16820	33.64
8	Network Simulator & Trainer	TEQIP II/KL/KL1G18/40	Equipment	Completed	2,27,462.00	2,13,824.00	13638.00	6.0
9	Computer Hardware Accessories	TEQIP II/KL/KL1G18/34	Equipment	Completed	6,68,710.00	7,43,434.00	-74724.00	-11.17

Sl No	Name of Package	Package Code	Category	Status	Estimated Cost (Rs)	Quoted Cost (Rs)	Difference (Rs)	Percentage variation
10	N-Computing Systems	TEQIP II/KL/KL1G18/4	Equipment	Completed	4,66,500.00	4,22,100.00	44400.00	9.51
11	Signal generators	TEQIP II/KL/KL1G18/20	Equipment	Completed	9,50,000.00	9,81,703.00	31703.00	-3.33
12	Wi-Fi dongle and screen for projectors	TEQIP II/KL/KL1G18/159	Equipment	Completed	24,500.00	24,709.00	-209.00	-0.85
	TOTAL COMPLETED					51,51,661.00		

CIVIL WORKS

Sl No	Name of Package	Package Code	Sub Category	Status	Estimated Cost (Rs)	Quoted Cost (Rs)	Difference (Rs)	Percentage variation
1	Ceiling work of Computer lab	TEQIP II/KL/KL1G18/133	Refurbishment works	Completed	2,00,000.00	187,215.00	12785	6.39
2	Extension of Generator Room	TEQIP II/KL/KL1G18/130	Extension of Buildings	Work order	14,75,000.00			
3	Foundations for Machines	TEQIP II/KL/KL1G18/131	Refurbishment works	Work order	2,00,000.00			
4	Partitioning work	TEQIP II/KL/KL1G18/127	Refurbishment works	Work order	11,40,000.00			
5	Refurbishment work of labs	TEQIP II/KL/KL1G18/132	Refurbishment works	Work order	7,10,617.00			
	TOTAL WORKS COMMITTED				37,25,617.00			

GOODS

College of Engineering Third BoG Meeting

Sl No	Name of Package	Package Code	Sub Category	Status	Estimated Cost (Rs)	Quoted Cost (Rs)	Difference (Rs)	Percentage variation
6	Accounting Software Tally	TEQIP II/KL/KL1G18/158	Minor Items	Purchase Order	18,000.00	17900	100	0.5
7	Adobe Software	TEQIP II/KL/KL1G18/5	Equipment	PO	3,40,000.00	314204	25796	7.58
8	Barcode scanner	TEQIP II/KL/KL1G18/122	Minor Items	PO	24,980.00	24,990.00	10	0.04
9	DC Machines	TEQIP II/KL/KL1G18/72	Equipment	PO to be given	8,40,000.00			
10	DC Power supply	TEQIP II/KL/KL1G18/19	Equipment	PO given	6,48,000.00			
11	Digital IC Tester	TEQIP II/KL/KL1G18/23	Equipment	PO to be given	60,000.00			
12	Digital IC Trainer kit	TEQIP II/KL/KL1G18/29	Equipment	PO to be given	2,00,000.00			
13	DSP starter kit	TEQIP II/KL/KL1G18/11	Equipment	PO given	3,75,000.00			
14	Equipment for Smart class room	TEQIP II/KL/KL1G18/10	Equipment	PO given	5,65,406.00	4,00,000.00	165406	29.25
15	Fitting tools	TEQIP II/KL/KL1G18/57	Equipment	PO to be given	3,68,775.00	1,63,042.00	205733	55.78
16	Foundry tools	TEQIP II/KL/KL1G18/95	Equipment	PO	96,010.00	34,854.00	61156	63.7
17	General Engineering tools	TEQIP II/KL/KL1G18/100	Equipment	PO	1,45,515.00	79,639.00	65879	45.27
18	Library EEE	TEQIP II/KL/KL1G18/114	Books & Learning	PO	4,22,800.00	2,90,000.00	132800	31.41

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			Resources					
19	Mac System	TEQIP II/KL/KL1G18/32	Equipment	PO given	2,42,300.00			
20	Measuring Instruments I	TEQIP II/KL/KL1G18/31	Equipment	PO	1,34,400.00	1,05,687.60	28713	**21.36**
29	Measuring Instruments II	TEQIP II/KL/KL1G18/38	Equipment	PO given	73,600.00			
30	Microsoft OVS-ES agreement	TEQIP II/KL/KL1G18/123	Books & Learning Resources	PO to be given	2,10,000.00			
33	Open Hardware	TEQIP II/KL/KL1G18/27	Equipment	PO	1,24,000.00			
34	ORCAD	TEQIP II/KL/KL1G18/22	Equipment	PO	2,50,000.00	2,62,500.00	12500	5
35	Power Lab Kit	TEQIP II/KL/KL1G18/54	Equipment	PO to be given	1,19,000.00			
37	PROTEUS PCB Design Software	TEQIP II/KL/KL1G18/151	Equipment	PO to be given	3,20,000.00			
38	Spectrum analyzer	TEQIP II/KL/KL1G18/58	Equipment	PO to be given	6,00,000.00			
39	Universal Software Radio Perpheral	TEQIP II/KL/KL1G18/63	Equipment	PO given	6,00,000.00			
41	Workstation Computer	TEQIP II/KL/KL1G18/153	Equipment	PO given	2,45,000.00			
42	ID card printing machine	TEQIP II/KL/KL1G18/91	Equipment	PO to be given	80,000.00	94,000.00	14000	4.4
43	LAN Trainer	TEQIP II/KL/KL1G18/14	Equipment	Tabulation	1,10,000.00			

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No.	Item	Code	Category	Status	Amount
44	Microwave components	TEQIP II/KL/KL1G18/36	Equipment	Tabulation	1,94,000.00
45	Rectifier Unit	TEQIP II/KL/KL1G18/77	Equipment	Tabulation	3,70,000.00
46	Rheostats	TEQIP II/KL/KL1G18/60	Equipment	PO given	2,32,400.00
47	Servo motor	TEQIP II/KL/KL1G18/51	Minor Items	Tabulation	20,000.00
48	Voltage Stabilizer	TEQIP II/KL/KL1G18/17	Equipment	PO given	1,08,000.00
49	Carpentry Tools for ME Workshop	TEQIP II/KL/KL1G18/155	Equipment	Initiated	43,600.00
50	Laptop System	TEQIP II/KL/KL1G18/84	Equipment	Initiated	8,75,000.00
National Competitive Bid (NCB) Initiated					
51	Desktop Computer	TEQIP II/KL/KL1G18/13	Equipment	Initiated	88,56,000.00
52	Campus networking	TEQIP II/KL/KL1G18/128	Equipment	Initiated	24,99,400.00
53	Digital Storage Oscilloscope	TEQIP II/KL/KL1G18/21	Equipment	Initiated	27,85,000.00
	Unitized substation	TEQIP II/KL/KL1G18/125	Equipment	Initiated	21,39,704.00
53	UPS	TEQIP II/KL/KL1G18/87	Equipment	Initiated	32,70,000.00
TOTAL					**2,86,05,890.00**
GRAND TOTAL FOR COMPLETED/COMMITTED/PIPELINE PACKAGES					**3,74,83,168.00**

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Packages to be initiated				
Sl No	Package Name	Type	Mode	Estimate Amount
1	Server Computer	Equipment	Shopping	8,69,000.00
2	Multimeter	Equipment	Shopping	1,94,000.00
3	Keil	Equipment	Shopping	2,60,000.00
4	Soldering Iron	Equipment	Shopping	71,000.00
5	Vaccum Cleaner	Minor Items	Direct Contract	11,000.00
6	Tablet PC	Equipment	Shopping	1,48,000.00
7	PCB Lab equipment	Equipment	Shopping	70,000.00
8	Water Dispensor	Minor Items	Direct Contract	18,000.00
9	AEE Lab Trainer Kit	Equipment	Shopping	1,44,500.00
10	Microprocessors and microcontrollers	Equipment	Shopping	5,83,000.00
11	Photocopier machines	Equipment	Shopping	1,50,000.00
12	Printer and scanner	Equipment	Shopping	2,30,800.00
13	Language Laboratory Software	Equipment	Shopping	1,10,000.00
14	Television	Equipment	Shopping	47,000.00
15	Digital meters Electrical	Equipment	Shopping	66,300.00
16	Air Conditioner	Equipment	Shopping	9,50,000.00
17	Firewall	Equipment	Shopping	2,30,000.00
18	Fire Extinguisher	Equipment	Shopping	52,500.00
19	Weighing Machine	Minor Items	Direct Contract	4,250.00
20	E TAP Software	Equipment	Direct Contract	1,80,000.00
21	Lab View Software	Equipment	Direct Contract	6,00,000.00
22	PSCAD software	Equipment	Direct Contract	4,45,000.00

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23	Library Environmental and Social Science	Books & Learning Resources	Shopping	2,43,295.00
24	EPBAX System	Equipment	Shopping	2,00,000.00
26	Library EC1	Books & Learning Resources	Shopping	5,51,736.00
27	Library EC2	Books & Learning Resources	Shopping	3,91,500.00
28	Library Mechanical	Books & Learning Resources	Shopping	73,260.00
29	Library Applied science	Books & Learning Resources	Shopping	2,59,204.00
30	E-Journal Springer	Books & Learning Resources	Direct Contract	1,67,210.00
31	E-Journal Wiley	Books & Learning Resources	Direct Contract	79,970.00
32	E- Journal MGH Access Engineering	Books & Learning Resources	Direct Contract	1,15,545.00
33	E- Journal Elsevier	Books & Learning Resources	Direct Contract	3,81,517.00
34	E - Journal ASTM Digital Library	Books & Learning Resources	Direct Contract	61,930.00
35	CC TV camera	Equipment	Shopping	45,000.00
36	Furniture Seminar Hall	Furniture	Shopping	3,19,000.00
37	Furniture Office	Furniture	Shopping	7,82,500.00
38	Furniture Mechanical	Furniture	Shopping	2,90,000.00
39	Furniture for Lab and classroom	Furniture	Shopping	9,04,750.00
40	Furniture -Faculty	Furniture	Shopping	3,20,000.00
41	Furniture Desk and Bench	Furniture	Shopping	3,00,000.00
42	Public Address System	Equipment	Shopping	1,00,000.00
43	PLC Trainer Kits	Equipment	Shopping	1,60,000.00
44	Video conference Equipment	Equipment	Shopping	5,00,000.00
45	Hardware for Project Lab	Equipment	Shopping	1,78,000.00
46	Laptop Computer	Equipment	Shopping	8,75,000.00
47	e journal IEEE	Books & Learning Resources	Direct Contract	3,50,000.00
			Total	13083767

COLLEGE OF ENGINEERING KARUNAGAPPALLY

THODIYOOR P.O, KARUNAGAPPALLY, KOLLAM-690523, Ph: +91 0476 2665935, 2666160 Email: teqipcekpy@gmail.com

INVITATION FOR BIDS (IFB)

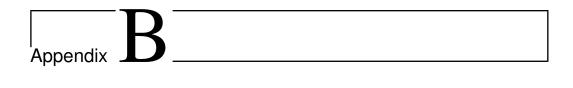**No.T/194/12/CEK   National Competitive Bidding (Goods)**

1.The Government of India has received a Credit (Cr. 4685-0 IN) from the International Development Association and a Loan (Loan-IN) from the International Bank for Reconstruction and Development in various currencies towards the cost of Technical Education Quality Improvement Programme [TEQIP] - Phase II project and it is intended that part of the proceeds of this credit will be applied to eligible payments under the contracts for which this Invitation for Bids is issued. 2.The College of Engineering, Karunagappaly, Thodiyoor, Kollam, Kerala now invites sealed bids from eligible bidders for supply of Packages listed below:

IFB No.	Package Name	Bid document sale start date	Pre-bid Meeting date	Bid document sale end date	Bid opening date	Cost of Tender form (Rs)
TEQIP-II/KL/ KLIG 18/13	Desktop Computer	10.12.2013	17.12.2013	10.01.2014 10.00 AM	10.01.2014 12.00 Noon	13965
TEQIP-II/KL/ KLIG 18/87	UPS	10.12.2013	17.12.2013	10.01.2014 11.00AM	10.01.2014 03.00 PM	5145
TEQIP-II/KL/ KLIG 18/21	DSO	10.12.2013	17.12.2013	13.01.2014 10.00 AM	13.01.2014 12.00 Noon	4410
TEQIP-II/KL/ KLIG 18/128	Campus Networking	10.12.2013	18.12.2013	13.01.2014 11.00 AM	13.01.2014 03.00 PM	3990
TEQIP-II/KL/ KLIG 18/125	Unitised Sub-station	16.12.2013	20.12.2013	15.01.2014 10.00AM	15.01.2014 12.00 Noon	3465

3.Interested Bidders may obtain further information from the office of the TEQIP Cell, College of Engineering, Karunagappaly, Thodiyoor P O., Karunagappally, Kollam Dist. Kerala - 690523 or visit our web site **www.ceknpy.ac.in** Bid documents can be downloaded from the Institute website. Downloaded bids should be submitted along with DD of respective amount mentioned above, in favour of the "Principal, College of Engineering Karunagappally" payable at Karunagappally.

Date: 05.12.2013

Sd/- PRINCIPAL

Appendix B

Academic Activities

Annexure 3

FACUL TY AND STAFF DEVELOPMENT PLAN

Table 3.1 Faculty Development Training for ratification by the BOG

Sl No.	Name of staff	Title of Course	Institution	Approx. Expenditure
1	Deepa, VS PremaKumari KR Reji Thankachan Renu K K Smitha P	Quality Initiatives in Technical & Higher Educational Institutions	22/10/13 to 24/10/13 at ESCI, Hyderabad 35,000/	32,000 X 4= 1,28,000
2	Deepa T R	Robotics and Embedded System	College of Engineering Perumon,Kollam 3/9/2013 to 7/9/2013	5500
3	Deepa V S Deepa A K	Workshop on Speech Processing	RIT, Kottayam 9/12/13 to 10/12/13	3000 X2 =6000
5	Vinod R Sylish S V	Research Issues in Heterogeneous wireless Networks	Pondicherry Engineering College, Puthucheri 2/12/2013-6/12/2013	8857 X 2 =17,714
6	Remya R S	Research Document Preparation using Latex	College of Engineering ,Trivandrum 16/12/2013-20/12/2013	3000
7	Sabeena K	Application Development Using Java	TKM College 27/11/2013-29/11/2013	2100
8	Alkha Mohan	Number Theory & cryptography	LBSITW,Poojapuraa Nov 11-13,2013	1600

9	Santhini Paul	Advanced Databases	College of engineering Perumon Dec 9-11,2013	4300
10	SeenaJojith	Number Theory and Crytography	LBSITW,Poojappura 11/11/2013-13/11/2013	1600
11	Anilkumar.A	Application Development Using Java	TKM College 27/11/2013-29/11/2013	2100
12	SeenaJojith Sreelekshmi M	Number Theory and Crytography	LBSITW,Poojappura 11/11/2013-13/11/2013	1600 X2 =3200
13	Sree S Bhagya	Information security	LBSITW,Poojapp 4/12/2013-6/12/2013ura	1600
14	Meharuniza	Linear Algebra	LBSITW,Poojappura 9/12/2013-13/12/2013	1600
15	Shaji.L	Datamining Techniques

Research Methodlogy | College of Engineering ,Kidangoor 2/12/13-4/12/13 College of Engineering Perumon 21/10/13-24/10/13 | 3000

8000 |
| 16 | Akhila L | Advanced Digital Signal Processing | TKMCE Kollam 18-22 Nov'2013 | 2668/- |
| 17 | Aswathy | Advanced Digital Signal Processing | TKMCE Kollam 18-22 Nov'2013 | 2668/- |

18	Remya	Advanced Digital Signal Processing	TKMCE Kollam 18-22 Nov'2013	2668/-

Table 3.2 In-house Training Programmes / Continuing Education Programmes already conducted after Last BOG Meeting

No	Name	Course	Tentative date	Type	Duration	Participation	Expenditure
1	Smitha P	Data Mining Models and Techniques	12/11/2013	Expert Lecture	1 Day	23	8200
2	Sylish S V Bence Paul	Virtual Instrumentation using Labview	16.12.13 to20.12.13	Training Programme	5 days	40	100,000
3	Diana Mathew	Open GL Techniques	19/11/2013	Expert Lecture	1 Day	15	7200
4	Anuja V Nair	Multirate Filter design Techniques	9-10 Nov 2013	Expert Lecture	2 days	25	11376

Table 3.3 Faculty Development Plan for Training in Subject Domain for BOG approval (For Next Three Months)

No	Name	Course	Tentative date	Duration	Institution	Exp expenditure
1	Smitha P	Mat lab fundamentals Image Processing using Matlab Stastical Operation in Matlab	January 6-8 April 20-22,2014 May 2014	3 Days 3 Days 3 Days	Mathworks Bangalore Mathworks Bangalore Mathworks Pune	30,000 30,000 30,000
2	Jyothi.R.L	Effective Teaching and learning Pedagogy	5-7 Febraury,2014	3 Days	ISTE,Trivandrum	30,000
3	Sabeena.K	Effective Teaching and learning Pedagogy	5-7 Febraury,2014	3 Days	ISTE,Trivandrum	30,000
4	Shaji L	Mat lab fundamentals Image Processing using Matlab	January 6-8	3 Days	Mathworks Bangalore	30,000

			April 20-22,2014	3 Days	Mathworks Bangalore	30,000
		Stastical Operation in Matlab	May 2014	3 Days	Mathworks Pune	45,000

Table 3.4 In-house Training Programmes / Continuing Education Programmes plan for BOG approval (For next 5 months)

No	Name	Course	Tentative date	Type	Duration	Participation expected	Expenditure
1	Remya.R.S Santhini Paul SreeLekshmi	Research Document Preparation using Latex	January 2014	Training	3 Days	30	1,00,000
2	Remya R S Reshmi RamaChandran Pillai Aishwarya	Data Compression techniques	March 2014	Training	3 Days	30	100,000
3	Sabeena.K Alkha Mohan Seena Jojith	Computer Vision	April 2014	Training	3 Days	30	1,00,000
4	Jyothi R L JayaKrishnan.K Santhini Paul	Machine Learning And Pattern Recognition	April 2014	Training	3Days	30	1,00,000
5	Smitha P Diana Mathew Sree Bhagya	Medical Imaging Techniques	February 2014	Training	2 Days	30	50,000
6	Manoj Ray D Mehruniza Nazeem SreeBhagya	Random Process	March 2014	Training	3Days	30	75,000
7	Vinod R Abin K R Jayakrishnan.K	Simulation of computer Networks Algorithms	February 2014	Training	2Days	30	50,000
8	Vinodh Kumar.R	Office Automation	Jan 2014	Training	3 days	30	70,000
9	Sheeja	Service	March 2014	Training	3 days	30	75,000

		Rules					
10	Sandhya	Communication skills	December 2014	Training	3 days	30	80,000
11	Libi A Sabeena A Vinod S	Control System Theory and Practice	21/01/14-25/01/14	Training	5 days	30	85,000/-
12	Aryamol Resmi V S	Implementation of Power Electronic Systems	03/04/14-05/04/14	Workshop	3 Days	30	45,000/-
13	Libi A Haseena P Y	Advanced Microprocessors	24/06/14/-27/06/14	Training	4 Days	35	85000/-
14	Libi A Haseena P Y	MATLAB for Simulation and Design	19/08/14/-23/08/14		5 Days	30	85000/-
15	Reji Thankachan	Advancement in fiber optics Communication	February 2014	Training	5Days	30	2,00,000
16	Kuriachan T D	Product Design	January 2014	Workshop	3 Days	30	1,00,000
17	Bence Paul	MEMS	March 2014	Seminar	I Day	30	10000
18	Carbon Nano Tubes	Jeena	January 2014	Seminar	I Day	30	10000
19	Embedded Systems	Anwarsha		Seminar	I Day	30	10000
20	Restructuring of Engineering Curriculam in the perspective of Globalized Economy	Sylish S V	Feb14	Seminar	I Day	30	10,000
21	Advanced communication	Reji Thankachan	March 2014	seminar	I Day	30	15,000
22	Neural Networks	Shiny C	March 2014	seminar	I Day	30	15,000
23	Technical Communication and Writing	Sylish S V	May 2014	Workshop	5 Days	30	1,50,000
24	Internet protocol in telecommunication systems	Reji Thankachan	April 2014	Workshop	2 days	30	40,000

Activities under QEEE

College of Engineering, Karunagappally

The Academic Activities under QEEE Programme

Live Lectures: In this module, a part of (about 1/3rd to begin with) of the selected courses lectures would be delivered live from the IIT classroom to all participating colleges using the tool via communications hardware being set up. The schedule of lectures will be predetermined and made available in advance to all participating colleges. At the scheduled time, the lecture will be brought live to the classroom, with the local lecturer playing the role of moderator. The remaining 2/3 rd of the portions of the courses are to be completed by the local teacher.

Tutorials: They are an important supplemental e-learning program built on the idea of peer learning through pre planned informal study circles. The educational platform enables previously delivered as well as new academic content to be viewed and reviewed by students amongst their peer group with or without the virtual presence of the instructor.

Virtual Labs: This module looks to provide virtual hands-on experience to students on experiments undertaken remotely. It provides students and teachers alike, a chance to access quality resources and materials.

Interactive E-books: It is the electronic presentation of text in a readable format published digitally as a volume. These E-books have been specially designed for specific courses by highly rated teachers. They utilise graphically rich learning techniques including text, images, graphics/animations, videos, audios, reference links, illustrations, presentations etc to enable a wider access to resources and material previously limited to only a few institutes.

MOOC (Open Courseware): Open course ware essentially constitutes a licensed mechanism of delivering courses online directly to the student and not necessarily through the institutional set-up. It enables customized anytime anywhere learning through the internet.

Other details of the programme

The pilot implementation of the Direct to Student Programme will commence in 20 th January 2013. The programme is delivered such that a cloud server will be set up at IIT Madras, which will sync with the local servers at each institute. Live feed to be transmitted through broadband as well as through satellite and is proposed to be transmitted through NKN to IGNOU and uplinked to Gyandarshan. Colleges will receive the feed through a set-top box. The arrangement at the institution is required to be in place by 31st December 2013.

Commitments to the QEEE pilot program expected from the institution are:

- Appointing a faculty coordinator and a system administrator for QEEE pilot.
- Setting-up infrastructure as per requirements specified
- Commitment to integrate the QEEE time table into the college schedule
- Commitment to ensuring high degree of student involvement in the project
- Conduct Tests, Quizzes and Tutorials based on question papers set by the Professors handling the classes.
- Willingness to subscribe to surveys / feedback programs for improvement of the tool

College of Engineering, Karunagappally

Infrastructural Requirements

The following equipments are needed and the facility to be made functional before January 2014.

Sl. No.	Item
1	Server: 4 Core i5 or i7 Processor with 32GB RAM and 32TB Storage
2	HDMI Capture System (Blackmagic + Software)
3	Teacher's laptop with USB 3.0
4	2 x WiFi Access Point
5	2 x projectors for large class room > 5000 lumens
6	24 port Gigabit Copper Ethernet Switch
7	DTH dish, set top box installation
8	Other items (power supply, wiring, etc

Technical details

1. **Server:** Assembled from bought out parts by an integrator. Needs to be similar to Enterprise Server grade hardware such as: HP ProLiant ML350p Gen8 E5-2620. 4 core i5 Xeon with 32GB RAM costs Rs 70K; 2 TB HDD is about Rs 5K, so 32 TB should be Rs 80K.

2. **HDMI Capture:** Intensity Pro from Blackmagic costs Rs 16,000. May need software add-ons worth Rs 24,000.

3. **Classroom teacher laptop** with at least one USB 3.0 port (required for Blackmagic HDMI box), configured to install A-View software

4. **WiFi Access Routers:** High performance multimedia wireless routers

5. **Projector:** e.g. LG model BX501B with 5000 lumens with HDMI input

6. **24 port Gig Ethernet Switch:** e.g. DLINK model DGS-3620-28TC 2010/100/1000BASE-T ports 4 Combo 10/100/1000BASE-T/SFP

It was informed in the QEEE meeting that the above equipments were purchased at IIT Madras for a total cost in the range Rs. 5-6 lakhs, and that the quote received by IIT Madras will be sent to all participating institutions. The same is being awaited.

College of Engineering, Karunagappally

The Program specific requirements are:

• Live classes
      o Making necessary changes to college timetable/course offerings to accommodate live Classes
      o Supporting the training of local teachers for the courses being offered in the QEEE teacher training program, as well as training on receiving and interacting using the platform, proposed to be conducted as a "live class"
      o QEEE coordinator to ensure that the local teachers are conversant with the program, platform and are able to initiate and facilitate the sessions. Backups may also be planned for.
• Tutorials
      o Providing a computer (on LAN) to each of 30 students engaged in the tutorial. 1 computer for 2 students may be acceptable, if required
      o Ensuring that a local facilitator is available when the session is on
      o Identifying 2 slots for conducting tutorials between 3:00 – 5:00 PM on weekdays (2 slots available per day)
• Labs
      o Colleges to provide a computer (on LAN) to each of 60 students engaged in the lab.
      o Local teacher to participate in the training on the lab being organized
      o Colleges to provide preferred schedule – 1 lab each on all working afternoons

Activities under III Cell

College of Engineerring, Karunagappally, Third BoG Meeting

Industry Institute Interaction Activities planned in EC

Name of Program	Program Type(MOU,Expert lecture,internship,industrial visit)	Depart ment	Industry Name / Instn Name	Date (mm-yy)	No of days	Expenditure (Rs.)
Tutoring LABVIEW	Tutorial	ECE	Trident Tech Labs	01/14	2	20000
Tutoring MATLAB	Tutorial	ECE	Mathworks	01/14	2	20000
Tutoring ORCAD	Tutorial	ECE	FTD Automation	02/14	1	10000
Workshop on PCB Design	workshop	ECE	IHRD	02/14	2	20000
Workshop on PIC Microcontrollers	workshop	ECE	IHRD	01/14	2	20000
Entrepreneurship	Expert Lecture	ECE	Union Bank	02/14	1	5000
VLSI	Expert Lecture	ECE	CDAC	03/14	1	5000
Embedded Systems	Expert Lecture	ECE	CDAC	03/14	1	5000
Signal Processing	Expert Lecture	ECE	NeST	01/14	1	5000
Indusrial visit	Industrial visit	ECE	KELTRON	01/14	1	10000
Indusrial visit	Industrial visit	ECE	ITI	02/14	1	18000
Indusrial visit	Industrial visit	ECE	OEN	02/14	1	15000
	MOU	ECE	e bird			
Power Electronics, Power Systems	Expert Lecture	ECE	BHEL	02/14	1	10000
Software Development	Expert Lecture	ECE	NeST	02/14	1	10000
Tutoring LaTeX	Expert Lecture	ECE	IHRD	03/14	3	30000
Research Methodologies	Expert Lecture	ECE	CET, TKMCE	03/14	1	10000
	MOU	ECE	BSNL			
	MOU	ECE	Texas Instruments			

Industry Institute Interaction Activities planned

SI.No	Name of Program	Program Type(MOU,Expert lecture,internship,industrial visit)	Department	Industry Name / Instn Name	Date (mm-yy)	No of days	Expenditure (Rs.)
1	One week training at UEL	Training based on MoU	EE	UEL kollam	01/14	7	25000
2	Basics of Electrical Engineering	Expert Lecture	EE		01/14	1	10000
3	Industrial visit to KEL,Kundara	Industrial Visit	EE	KEL Kundara	01/14	1	5000
4	Industrial visit to UEL,Kollam	Industrial Visit	EE	UEL kollam	01/14	1	5000
5	Testing of Induction Machines	Expert Lecture	EE		02/14	1	15000
6	Brushless Alternator	Expert Lecture	EE	KEL Kundara	02/14	1	15000
7	High Voltage D.C. Transmission	Expert Lecture	EE	KSEB	02/14	1	15000
8	Energy Saving for Domestic Equipments	Expert Lecture	EE	ANERT	03/14	1	15000
9	Software engineering for electrical engineers	Expert Lecture	EE		03/14	1	10000
10	Two day Training-KEL Kundara	Training based on MoU	EE	KEL Kundara	04/14	2	20000
11	Dedicated design tools for electrical engineers	Expert Lecture	EE		04/14	1	10000
12	Power Trading and Management	Seminar	EE		06/14	1	15000
13	Two day Training-TELK angamaly	Internship	EE	TELK angamaly	08/14	1	25000
14	Solar electrification: design and installation	Expert Lecture	EE		08/14	1	10000
15	New trends in design of energy efficient drives	Expert Lecture	EE		09/14	1	10000

Activites by the CS/IT Department – Expert Lectures

SI No	Name of Lecture	Expert/Industry involved	No of days	Proposed date From	To	Target UG/PG	of studer	Time/Part	Tected Expe
1	Graphics and Web Designing	Seaview Support System Pvt. Ltd. Te	1	01/14		UG and PG	100	Full Time	25,000
2	Distributed and Mobile Computing	Apple India Ltd., Bangalore	1	01/14		UG	50	Full Time	20,000
3	Software Development Process	Seaview Support System Pvt. Ltd. Te	1	01/14		UG	50	Full Time	18,000
4	Android Operating System	Seaview Support System Pvt. Ltd. Te	1	01/14		UG and PG	100	Full Time	25,000
7	Open Source Software	NEST, Trivandrum	1	02/14		UG	50	Full Time	20,000
9	Advanced Image Processing Techniques	CDIT, Trivandrum	1	03/14		PG	40	Full Time	15,000
10	Network Security and Cryptography	Seaview Support System Pvt. Ltd. Te	1	03/14		UG	50	Full Time	20,000
11	Introduction to Open GL with Graphics	VSSC, Trivandrum	1	04/14		PG	40	Full Time	15,000
12	Developments and challenges in cloud computing	Seaview Support System Pvt. Ltd. Te	1	04/14		UG and PG	100	Full Time	25,000
15	Advanced Computer Networks	CDAC, Trivandrum	1	06/14		UG	50	Full Time	20,000
16	Computer Vision : Concepts	CDAC, Trivandrum	1	06/14		PG	40	Full Time	15,000
17	Medical Imaging Techniques	SCT, Trivandrum	1	07/14		PG	40	Full Time	15,000
18	Network Administration	Seaview Support System Pvt. Ltd. Te	1	09/14		UG	50	Full Time	20,000
19	Machine Learning	Bosch Ltd, Jaipur	1	10/14		UG and PG	100	Full Time	25,000
20	Bioinformatics	Apticraft, Indore	1	10/14		UG and PG	100	Full Time	25,000
21	Advanced DataBase Concepts	UST Global, Trivandrum	1	10/14		UG	50	Full Time	20,000
22	Computer Linguistics	Genesis Linguistis, NewDelhi	1	11/14		UG and PG	100	Full Time	25,000
23	Applications of Linear algebra in Computer Science	IISc Banglore	1	11/14		UG and PG	150	Full Time	30,000
24	Advanced Techniques in Datamining	Seaview Support System Pvt. Ltd. Te	1	11/14		PG	40	Full Time	15,000
25	Discrete Computational Structures in Computer Science	IIT Madras	1	12/14		UG	150	Full Time	30,000
26	Object Computing	HCL, Chennai	1	12/14		UG	50	Full Time	20,000
27	Game Theory and Fuzzy Logic	IBM, Banglore	1	12/14		PG	40	Full Time	15,000
28	Wireless Communication and networks	BSNL, trivandrum	1	12/14		UG	100	Full Time	25,000
29	Advanced Communication Techniques	BSNL, trivandrum	2	12/14		UG	50	Full Time	30,000
30	Information Security	Appins Technologies, Trivandrum	3	12/14		UG	50	Full Time	30,000
								Total	5,43,000

Activites by the CS/IT Department – Courses

SI No	Visit/Training/Internship	Name of Industry involved	No of days	From	To	Target UG/PG	No of students	FT/PT	Expected Expense
1	Linux Administration	Seaview Support System Pvt. Ltd. Technopar	4	02/14		UG	40	Full time	40,000
2	Android Applications Development	Seaview Support System Pvt. Ltd. Technopar	4	02/14		UG	40	Full time	40,000
3	Multimedia 2D and 3D Animations	Technopark, Trivandrum	4	01/14		UG	40	Full time	40,000
4	Graphics Implementation with OpenGl	IBM, Banglore	2	02/14		PG	40	Full time	40,000
5	Image processing with OpenCV	CDIT, Trivandrum	2	03/14		PG	40	Full time	20,000
14	Internship	Seaview Support System Pvt. Ltd. Technopar	1 week	05/14		UG	30	Full time	60,000
15	Internship	Seaview Support System Pvt. Ltd. Technopar	1 week	05/14		UG	30	Full time	60,000
16	Internship	Seaview Support System Pvt. Ltd. Technopar	1 week	05/14		UG	30	Full time	60,000
17	Internship	Seaview Support System Pvt. Ltd. Technopar	1 week	06/14		PG	30	Full time	60,000
18	Internship	CDAC Trivandrum	1 week	05/14		UG	30	Full time	60,000
19	Internship	CDAC Trivandrum	1 week	06/14		PG	30	Full time	60,000
20	Internship	CDAC Trivandrum	1 week	06/14		PG	30	Full time	60,000
21	Internship	BSNL Training Centre , Trivandrum	2Weeks	05/14		UG	30	Full time	80,000
22	Internship	BSNL Training Centre , Trivandrum	2Weeks	05/14		UG	30	Full time	80,000
23	Internship	BSNL Training Centre , Trivandrum	2Weeks	06/14		UG	30	Full time	80,000
24	Internship	BSNL Training Centre , Trivandrum	2Weeks	06/14		PG	30	Full time	80,000
25	Internship	BSNL Training Centre , Trivandrum	2Weeks	06/14		PG	30	Full time	80,000
26	Industrial visit	Technopark, Trivandrum	1day	06/14		UG	75	Full time	25,000
27	Industrial visit	Infosys, Bangalore	1day	06/14		UG	75	Full time	70,000
28	Industrial visit	IBM, Banglore	1day	02/14		UG	75	Full time	70,000
29	Industrial visit	Cdot, Banglore	1day	03/14		PG	40	Full time	50,000
30	Industrial visit	BSNL Training Centre , Trivandrum	1day	04/14		UG	75	Full time	25,000
31	Industrial visit	VSSC, Trivandrum	1day	05/14		UG	75	Full time	25,000
32	Industrial visit	CDAC, Trivandrum	1day	06/14		UG	75	Full time	25,000
33	Industrial visit	CDIT, Trivandrum	1day	06/14		PG	40	Full time	25,000
34	Industrial visit	Infopark, Cochin	1day	12/14		UG	75	Full time	25,000

Faculty Training & Visit to Industry

SI No	Visit/Training	Name of Industry involved	No of days	From	To	No of Faculty	Full Time/Part Time	Expected Expense
1	Visit	Cdot Banglore	1	06/14		3	Full Time	50,000
2	Visit	Infosys, Banglore	1	06/14		3	Full Time	50,000
3	Visit	CDAC, Delhi	1	02/14		3	Full Time	50,000
4	Visit	STPI, Delhi	1	02/14		3	Full Time	50,000
5	Visit	STQC,Hydrabad	1	04/14		3	Full Time	50,000
6	Visit	CETE Hydrabad	1	06/14		3	Full Time	50,000
7	Visit	IBM, Banglore	1	07/14		3	Full Time	50,000
8	Training on Linux Administation	Spectrum Spft Tech Solution , Cochin	1 WEEk	02/14		3	Full Time	70,000
9	Training on database administration	Pinnacle, Cochin	1 WEEk	01/14		3	Full Time	70,000
10	Training on Network Administation	Seaview Support System Pvt. Ltd. Technopar	1 WEEk	01/14		3	Full Time	70,000
11	Training on Multimedia project design	Aim Mutimedia, Chennai	1 WEEk	03/14		3	Full Time	70,000
12	Training on Open Gl and Open CV	V Create Logic, Banglore	1 WEEk	05/14		3	Full Time	70,000
13	Training on Web Designing	Seaview Support System Pvt. Ltd. Technopar	1 WEEk	08/14		3	Full Time	70,000
14	Training on Android Application	Seaview Support System Pvt. Ltd. Technopar	1 WEEk	09/14		3	Full Time	70,000
	Training on IOS application Development	Apple India Ltd., Bangalore	2 WEEk	14/Oct		4	Full Time	70,000
	Training on Graphics and Web Designing	Seaview Support System Pvt. Ltd. Technopar	1 WEEk	11/14		3	Full Time	70,000
	Training on Information Security	Appins Technologies, Trivandrum	1 WEEk	11/14		3	Full Time	70,000
							Total	10,50,000

MOU signed/Planned

Sl.No.	Industry Name	From	To	Planned / Signed	Activities / Objectives	Acheivements
1	IBM Banglore	11/13	12/14	planned	Expert lecture, internship, industrial visit	
2	Seaview Support System Pvt. Ltd. Technopark, Thiruvananthapura	11/13	12/14	planned	Expert lecture, internship, industrial visit	
3	Softex Digital Pvt. Ltd., Technopark,Thiruvananthapuram	11/13	12/14	planned	Expert lecture, internship, industrial visit	

Industry Institute Interaction Activities planned

Sl.No	Name of Program	Program Type(MOU,Expert lecture,internship,industrial visit)	Department	Industry Name / Instn Name	Date (mm-yy)	No of days	Expenditure (Rs.)
1	One week training at UEL	Training based on MoU	EE	UEL kollam	01/14	7	25000
2	Basics of Electrical Engineering	Expert Lecture	EE		01/14	1	10000
3	Industrial visit to KEL,Kundara	Industrial Visit	EE	KEL Kundara	01/14	1	5000
4	Industrial visit to UEL,Kollam	Industrial Visit	EE	UEL kollam	01/14	1	5000
5	Testing of Induction Machines	Expert Lecture	EE		02/14	1	15000
6	Brushless Alternator	Expert Lecture	EE	KEL Kundara	02/14	1	15000
7	High Voltage D.C. Transmission	Expert Lecture	EE	KSEB	02/14	1	15000
8	Energy Saving for Domestic Equipments	Expert Lecture	EE	ANERT	03/14	1	15000
9	Software engineering for electrical engineers	Expert Lecture	EE		03/14	1	10000
10	Two day Training-KEL Kundara	Training based on MoU	EE	KEL Kundara	04/14	2	20000
11	Dedicated design tools for electrical engineers	Expert Lecture	EE		04/14	1	10000
12	Power Trading and Management	Seminar	EE		06/14	1	15000
13	Two day Training-TELK angamaly	Internship	EE	TELK angamaly	08/14	1	25000
14	Solar electrification: design and installation	Expert Lecture	EE		08/14	1	10000
15	New trends in design of energy efficient drives	Expert Lecture	EE		09/14	1	10000

E

Pilot Review of BoG

COLLEGE OF ENGINEERING KARUNAGAPPALLY

THODIYOOR P.O., KOLLAM-690523, KERALA

A - PRIMARY ACCOUNTABILITIES

SELF-REVIEW QUESTIONS   Assessme
                                                                nt

1 **Has the Governing Body approved the institutional**   2
   strategic vision, mission and plan - identifying a clear
   development path for the institution through its
   long-term business plans and annual budgets ?

   SUPPORTING EVIDENCE

   Vision & Mission strategic plan

   • Vision, Mission and strategic plan are evolved by institute
     faculty through extensive deliberations. Vision & Mission
     have been displayed on college website.
   • These are discussed in the Governing Body as part of
     information agenda (college annual progress report)
     presented by the Principal. However approval was not
     documented formally as part of the minutes of the meeting.

2 **Has the Governing Body ensured the establishment and**   3
   monitoring of proper, effective and efficient systems of
   control and accountability to ensure financial
   sustainability (including financial and operational
   controls, risk management, clear procedures for
   managing physical and human resources.) ?

   SUPPORTING EVIDENCE

   At Present the college is managed by the Institute of
   Human Resources Development, Govt. of Kerala. The
   college has applied for autonomous status. After
   obtaining autonomous status, the Governing Body will be
   in a position to ensure the above.

3 **Is the Governing Body monitoring institutional**   2
   performance and quality assurance arrangements? Are

these benchmarked against other institutions (including accreditation, and alignment with national and international quality assurance systems) to show that they are broadly keeping pace with the institutions they would regard as their peers or competitors to ensure and enhance institutional reputation?

SUPPORTING EVIDENCE

- The GB insisted various committees such as Academic Council to make sure minimum working days in a semester and minimum hours of engagement for subjects, timely evaluation and obtaining mid term feed back from students and corrective steps.
- Institution has a benchmarking process on the basis of results of other institutions in the University and other Universities.
- Institution is planning to undergo NBA Accreditation process by March 2014. Already application for the same has been submitted

4 **Has the Governing Body put in place suitable arrangements for monitoring the head of the institution's performance?**   2

SUPPORTING EVIDENCE

- Formal arrangement for monitoring does not exist, however his performance is reviewed in an informal way when he presents progress report in the GB.

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B - OPENNESS & TRANSPERENCY IN THE OPERATION OF GOVERNING BODIES

SELF-REVIEW QUESTIONS	Assessment
1 **Does the Governing Body publish an annual report on institutional performance?**	3
Only 2 BOG meetings have been conducted so far. Annual report will be presented and discussed in the next BOG meeting,	
2 **Does the Governing Body maintain, and publicly disclose, a register of interests of members of its governing body?**	3
No, register of interest is not maintained	
3 **Is the Governing Body conducted in an open a manner, and does it provide as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic performance, finance management?**	2

- Governing body is conducted in an open manner. Minutes of all BOG meetings are published in the college web site.
- The sharing of relevant information with departments and faculty happens through other meetings.
- Student admission is done by Govt. and by Govt. norms.

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C - KEY ATTRIBUTES OF GOVERNING BODIES

SELF-REVIEW QUESTIONS	Assessment

1 **Are the size, skills, competences and experiences of the Governing Body, such that it is able to carry out its primary accountabilities effectively and efficiently and ensure the confidence of its stakeholders and constituents?**   2

   SUPPORTING EVIDENCE

   GB has been constituted as per the guidelines of statutory and regulating bodies (primarily UGC guidelines for autonomous bodies).

   The size of GB is such that it is able to carry out its accountabilities effectively.

   The skills, experience and competencies among membres match the written job descriptions.

2 **Are the recruitment processes and procedures for governing body members rigorous and transparent?**   2

   Does the Governing Body have actively involved independent members and is the institution free from direct political interference to ensure academic freedom and focus on long-term educational objectives

   SUPPORTING EVIDENCE

   - Nominations are decided by the Govt based upon the merit and competencies in a transparent manner.

   - Members are actively involved in furtherance of institutional objectives

   - The institution is free from polotical interference.

3 **Are the role and responsibilities of the Chair of the Governing Body, the Head of the Institution and the Member Secretary serving the governing body clearly stated?**   3

   - Have come through practice, not clearly stated

4 **Does the Governing Body meet regularly? Is there clear evidence that members of the governing body attend regularly and participate actively?**   1

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Yes

Two BOG Meetings were held so far after the Institution was inducted into TEQIP II on:

- **22 st June 2013 and**

- **30th Oct 2013.**

- **16th Dec 2013 (planned)**