

**TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME,
PHASE II Sub Component 1.1**



**6th MEETING OF THE BOARD OF GOVERNORS
MINUTES**

Date: 18.04.2015 Time: 10.30 AM

Venue: Conference Hall, College of Engineering Adoor



**COLLEGE OF ENGINEERING ADOOR
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Minutes of Sixth Meeting of Board of Governors

Presided by

Hon'ble Chairman: Prof. ELDHO T I

Venue: Conference Hall, College of Engineering, Adoor

Date: 18 April 2015 Time: 10.30 A.M

Members Present

- Prof. Eldho T I ,Chairman , BOG
- Dr. V. Gopakumar, Director, TEQIP (Special invitee)
- Sri. M Sherif, Addl Sec., H.Edn, Government of Kerala (State Govt. Nominee)
- Dr. Zakkariya K A, Syndicate Member, CUSAT (University Nominee)
- Dr. Ashaletha Thampuran, Mentor (Special invitee)
- Mr.K.C.Chandrasekharan Nair , Associate Principal Consultant, KITCO, Cochin
- Prof. Manju S Nair, Associate Professor in CSE, College of Engineering Adoor
- Prof. John George, Associate Professor in EEE, College of Engineering Adoor
- Prof. Jyothi John, Principal, College of Engineering Adoor

Also present

- Prof. Venkitaraj K P, TEQIP Coordinator
- Prof. MADHU AK, Academic Coordinator
- Prof. Manu M John , Finance Coordinator
- Prof. Krishnadas G, Accreditation Coordinator
- Prof. Lasithan L G, IIC Coordinator
- Prof. Vibesh V Panicker, Placement Officer
- Prof. Renjith Kumar D, Civil works Coordinator
- Prof. Raji A, Monitoring & Evaluation Coordinator
- Sri. P K Rajendran Nair, Administrative Officer
- Sri. K P Babukutty, Superintendent

The following members of the BOG conveyed their inability to attend the meeting.

- Sri. James Joseph, Joint.Sec. Finance, Government of Kerala (State Govt. Nominee)
- Sri. L L Ramachandran, Deputy General Manager IIS, BPCL Cochin Refineries Ltd.
- Dr. Achuthsankar S Nair, HOD, Department of Computational Biology and Bioinformatics, University of Kerala

Agenda Summary

Part 1-Procedural

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Part 5 - Any other item with the permission of the chair

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Part 6 -Annexure

Annexure No	Item
I	Minutes of 5th BOG held on 30/12/2014
II	Report of foreign visit by Sri. Binulal B R
III	Institutional Governance Review Template
IV	SAR prepared by EC,CS & ME Dept

The Meeting started at 10.30 AM under the presidency of the Prof. Eldho T I, Hon'ble Chairman. Principal Prof. Jyothi John 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: PROCEDURAL

Item No 1.1: Approval of the minutes of the 5th BOG meeting held on 30/12/2014

Minutes of the fifth BOG meeting held on 30.12.2014 was circulated to the BOG members for confirmation. Based on the discussions, the BOG approved the minutes of the BOG meeting held on 30.12.2014.

Item No 1.2: Report on the action on the decisions in the minutes of the 5th BOG meeting held on 30.12.2014

The Principal explained about the action taken on the decisions in the 5th BOG meeting. The BOG noted the actions taken as reported in the agenda item on the decisions of fourth meeting held on 30.12.2014.

PART 2: RATIFICATIONS AND APPROVALS

Item No 2.1: Ratification of change in TEQIP Coordinator ship

The Principal explained the reasons for the changes made in Coordinator ship. BOG approved the change in Coordinator ship of TEQIP. BOG thanked Sri. John George, Outgoing TEQIP Coordinator for his valuable service and welcomed the new Coordinator.

Item No 2.2: Ratification of proposal from Sri. Binulal B R for ITSS

The Principal explained about the proposal from Sri. Binulal B R, Asst.Prof. in ME Dept for attending the 5th Asian Joint Workshop on Thermo Physics and Fluid Sciences to be held at Japan. Sri. Binulal B R has given a presentation on the visit as per the directions of last BOG meeting. He has explained the report on the visit to Japan and Korea and the BOG has accepted his explanation. BOG opined that he may give a presentation to faculty and students about his visit. BOG ratified the travel plan made by Sri. Binulal B R, Asst. Prof. in ME under ITSS.

PART 3 A SELF REVIEW

Item No 3.1: Self review of the Governing Body

As decided in the fifth meeting of the BOG held on 30.12.2014, a self review of the BOG has been conducted.

PART 4 REPORTS

Item No 4.1: Fund Utilization Report

The Principal presented the summary of expenditure as on 30.03.2015. The BOG noted the expenditure incurred till date, for the allotted fund of Rs.550 lakhs.

Item No 4.2: Report of the progress made in the various activities envisaged in TEQIP Phase II, since the last meeting of the BOG.

The Principal presented of the summary of the procurement activities post the

fifth BOG meeting. The Principal reported the in-house and out-station training programmes for faculty, publications by Faculty in National/international Conferences post the fifth BOG meeting. He reported the teaching and learning assistantships given to PG students, activities under IIC cell and finishing school activities. The progress made under these various activities had been reviewed and approved by the BOG.

BOG placed on record their appreciation of Sri.L.L.Ramachandran and Dr.K.C.C.Nair for their efforts in conducting the workshop on Startup ventures successfully.

PART 5 Any other item with the permission of the chair

The BOG made the following directions

- The BOG suggested to prepare the annual report on institutional performance and published the same in the website.
- Plan of action for spending the remaining fund has to be prepared and submitted in the next BOG.
- BOG suggested conducting a national/International conference, preferably in the area of Mechanical Engineering.

The meeting was dissolved at 1:15 PM. The next BOG meeting will be in the first week of June 2015.

Chairman

Prof Eldho T I

Principal

Prof. Jyothi John