**GOVERNMENT ENGINEERING COLLEGE IDUKKI**

**MINUTES OF THE 19th MEETING OF THE BOARD OF GOVERNORS**

**(SELECTED UNDER SUB-COMPONENT 1.1 OF TEQIP PHASE – II)**

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| Date: 25-02-2021 | | Venue: Online | | Time: 10:00 a.m. |
| **Members Present** | | |  | |
| 1. | Prof. A. Veeraragavan, Professor**,**IIT Madras | | Chairman | |
| 2. | Dr. Vrinda V Nair | | Director, SPFU | |
| 3. | Shri. Ajayan C | | Additional Secretary to Government, Higher Education Department | |
| 4. | Shri.Sabu John | | Govt. Finance Department, State Government Nominee | |
| 5. | Dr. Praveen A | | Registrar, KTU | |
| 6. | Smt. M Pennamma | | Chief Engineer, Design & Administration PWD (Retired) | |
| 7. | Dr. C. Sathish Kumar | | Principal | |
| 8. | Dr. David Solomon George | | Institutional Member | |
| 9. | Dr. Roy Francis | | Institutional Member | |

TEQIP Co-ordinator Dr Roy Francis welcomed the esteemed members of the Board of Governors. He requested the Chairman to preside the function.

**Dr. Veeraragavan, BoG Chairman chaired the meeting. He expressed his satisfaction in several improvements happening at GEC Idukki over the last 11 years. He expressed his concerns on the lack of follow up in a few issues discussed in the previous meeting.**

Chairman raised the following issues about the agenda notes circulated for discussion.

* During the 18th BoG meeting, agenda notes were not circulated in advance and the same situation repeated.
* In the agenda notes of 19th BoG meeting, report on the actions taken after 18th BoG meeting are not reported properly.
* Newton Baba project status is not included in the agenda notes.
* As per 18th BoG meeting, GEC Idukki was expected to circulate the action plan by October 2020.
* Expenses for the student projects UG/PG is Nil
* What are the actions taken to improve the industry institute interaction?
* Equipment replacement fund utilization is very less. Maintenance is only for the PC/Laptop, does it mean that all other equipment is working fine?
* Impact assessment of the counseling session is not included in the agenda notes
* Monthly status report is not circulated.
* Accreditation related details are not mentioned.
* SWAYAM course participation has not improved.
* Result analysis does not include any benchmarking with the peer institutes.
* Placement is not upto the mark (only 13). He asked the details of placement preparations.
* Campus Management Software is a fresh purchase. Is it in concurrent with the previous discussions?
* Guidelines related to the professional body membership / student project funding are expected to be updated to BoG by GECI, but it did not happen.
* Number of publications by the faculty are very less.

**The Chairman, BoG invited Principal GECI to present the agenda notes. Principal Dr. C. Sathish Kumar presented the items of agenda notes.**

**Minutes**

**Part A**

**Procedural**

**Item No. A1: Minutes of 18th Meeting of the Board of Governors.**

The Minutes of the 18th BoG meeting held on 26-08-2020 were read and approved.

**Item No. A2: Report on the action taken/action pending on the pertinent decisions in the Minutes of the 18th Meeting of the Board of Governors held on 26-08-2020 at Government Engineering College Idukki.**

* **Details on the accreditation.**Principal informed that preparations for accreditation of UG programmes are undertaken actively**.**He invited Dr. David Solomon George, Accreditation Coordinator of the College to brief the progress. He briefed the preparations and the time plan. The meeting decided to bring to the notice of the Government, the shortcomings such as vacant positions of professor, etc. BoG Chairman insisted to update the action taken on accreditation.
* **Newton Bhabha fund from the Royal Academy of Engineering London:** Informed that the project has been completed and 4 M.Tech. students of GECI are at present doing Ph. D at IIIT Bangalore.
* **Effective utilization of four funds:** Informed that expenditure as on 18th BoG Meeting was 4.41%. Expenditure as on 19th BoG Meeting is 26.41% and considering committed expenditure it is 50.25%.
* **Financial assistance to the students to carry out innovative projects:** Informed that applications were invited for funding under Seed Money scheme from faculty members. All newly joined faculty members were instructed to submit at least one proposal. Out of the 31 newly joined faculty members, 14 members submitted proposals. An expert committee scrutinized the proposals, some of the proposals were revised as per suggestions. 14 Seed Money Proposals are approved. Total Amount: 4.96 lakhs.
* **Monthly status report on the activities:** Bimonthly activity reports were circulated.
* **Impact analysis of counseling:** It was informed that impact analysis could not be undertaken, as students were not available in campus.
* **Sanctioning of fund for certification of online courses:** As per Government Order, Registration/certification fee of MOOC courses for students, staff, and faculty can be paid. It will be implemented. Most of the newly joined faculty members are undergoing the eight modules presently available on the SWAYAM Platform.
* **Detailed action plan:** Principal regretted that action plan could not be prepared. Principal assured that a committee will be formed within a week to work out the action plan and to submit the report within a month.
* **Newsletter:** Informed that the new newsletter is being prepared.

**SPFU Director** appreciated the constructive suggestions from the BoG chairman and highlighted the need for a practical budget to complete the fund utilization. **Mrs. Pennamma** offered the possibility of industrial training for Civil Engineering students at Painavu.

**Part B**

**Items for Discussion, Consideration and Approvals**

**Item No. B1: Approval of the status of fund position as on 20.02.2021 under TEQIP Four Fund**.

Details of expenditure in each head were presented. BoG observed that the expenditure in Equipment Maintenance Fund is less. Chairman stressed the need of repairing all faulty equipment that are required as per the curriculum and syllabus.

**Item No. B2: Ratification of expenditure incurred since the last BoG Meeting**

The BoG discussed about the expenditure incurred since the last BoG Meeting and Approved. BoG observed that some departments are not actively utilizing the faculty development fund. It is recommended to offer minimum 2 programs compulsory for each department.

**Maintenance Fund**: The BoG Chairman enquired the status of the equipment purchased under TEQIP. The HoDs of various departments updated the status. SPFU Director informed that regarding the maintenance of non-TEQIP items, there is a need to get confirmation from the technical committee that those equipment are aligned with the TEQIP purchased equipment.

**Item No. B3: Various in-house training programmes and other expenditures**

The BoG discussed the various in-house training programmes for students and Approved.

**Replacing of campus management software:** The BoG Chairman asked about the current status of the campus management software. Principal replied that quotation has been received and lowest quote identified. A detailed feature-wise demonstration of the software is planned within two-weeks.

**Seed Money Project - Faculty Development Fund**: Principal communicated that the newly joined faculties are not keen on availing the seed money utilization. SPFU director and BoG chairman expressed their willingness to have a meeting with the newly joined faculty members to motivate them so that more research projects are taken up by the faculty members. TEQIP Coordinator will organize. The BoG chairman suggested allowing seed money support for large projects costing more than 2 lakhs with interdisciplinary in nature.

**Item No. B4: Proposal for GATE Coaching**

The HoDs of various departments have updated the status of the GATE Coaching conducted since last BoG meeting. BoG suggested that some faculty from mathematics department can also involve in the GATE coaching since weightage is given for mathematics. The BoG chairman requested to include the feedback of the GATE Coaching in the next BoG meeting. The BoG discussed the proposal and approved.

**Item No. B5: Proposal for Remedial Class:** The details of the remedial class conducted are briefed by various department HoDs. The BoG chairman enquired about the effectiveness of the remedial sessions and the same shall be presented during the next BoG. It is recommended to have different faculty for remedial class instead of the same faculty repeating the course in remedial program.BoG approved the proposal.

**Item No. B6: Proposals for Replacement UPS Battery:** Various departments have submitted proposal for the replacement of old UPS Battery. The BoG discussed the proposal and approved. The BoG suggested that for UPS batteries, buy-back scheme has to be used whenever possible and the old batteries to be removed from the campus.

**Item No. B7: International Conference on Communication, Control, and Information Sciences (ICCISc-2021)**

The conference coordinators Dr. Haris P.A and Dr. Jasmine E.A. updated the current status of the International Conference. The BoG chairman suggested to reduce the registration fees for students so that the number of registrations could be increased. The coordinators justified the need for the current registration fees for the conference. The principal appreciated the progress made by the conference coordinators.

**Part C**

**Reports**

**Item No. C1: Status of Faculty Position**

Principal presented the current faculty position of various departments. The BoG noted that most of the Professor posts are vacant and since the College is going for NBA accreditation this year these posts need to be filled-up on highest priority. The BoG members agreed to write a letter to the Government to take urgent steps to fill the Professor post.

**Item No. C2: Result Analysis**

The result analysis of all the departments is presented. Since there is no written examination conducted for S2, S4 & S6 semesters due to the Covid-19 pandemic, the analysis of S8 is only included.

**Item No. C3:Status of placement**

The status of the placement is presented. The BoG Chairman observed that the number of placements is less as compared to previous years. Principal informed that students got less number of opportunities in this year. In view of the limited placement (13 numbers), the BoG chairman enquired about the possibility of active participation from the Alumni. The Principal replied that the Alumni cell activities to be revamped and more training programmes is planned to improve the status.

**Item No. C4: Placement Training Programme**

Principal presented the various placement training programmes conducted for all the final year students. A four days placement training was given to all students, and subsequently specialized training for TCS National Qualifier Test and TCS Interview was also given. The BoG chairman also suggested to explore the internship possibility for the third-year students to improve the placement.

**Item No. C5: Students Activity**

The various students’ activities since the last BoG meeting was presented.

**Part D**

**Miscellaneous**

**Item No. D1: Report on faculty contributions**

The BoG chairman observed that as compared with the number of faculty members, the number of publications is less. BoG chairman suggested that M. Tech students’ projects should be converted to national or a few international conference level publications. Principal replied that college council already decided to make one publication is mandatory requirement for the M. Tech project completion.

**Item No. D2: Any other items with the permission of the Chair.**

* **Laptops to students**

SPFU Director asked about the status of laptop distribution to the economically weaker students. Chairman suggested that there should be a college level policy to identify the deserving students. Policy and criteria shall be publicly known and the selection process has to be transparent. He suggested that more laptops can be given based on availability of funds.

* **Support for MOOC courses**

Decided to Inform the students about the TEQIP support for MOOC courses. SPFU Director pointed out that reimbursement is possible only for the courses which are approved by KTU norms.

* **Purchase of Firewall and Antivirus software.**

BoG decided that firewall cannot be purchased using TEQIP funds. However, antivirus software can be procured to safeguard existing systems.

* **Membership fee in professional bodies**

The committee framed to assess and propose norms had recommended to reimburse 50% of the amount for both students and faculty is acceptable. BoG approved the proposal.

**BoG chairman suggested to convene the next meeting at the earliest. Decided to next meeting in the month of June 2021.**

Dr. David Solomon George, Institute nominee for BoG expressed vote of thanks to all the members. Meeting ended at 11.50 am.