

Minutes of Seventh Meeting of the Board of Governors

(Under TEQIP Phase II)

Date :25th October, 2013

Venue : Conference Hall

Time : 11am

GECBH

Members Present :

1. **Prof. (Dr) V. G. Idichandy**
Professor Emeritus
(Former Deputy Director, IIT Madras)
Dept. of Ocean Engineering, IIT Madras
(Chairman)
2. **Dr. J Letha**
Director Technical Education
3. **Shri. M Sherif**
Additional Secretary, Higher Education, GoK
4. **Prof. (Dr) KurianIssac,**
Senior Prof. & Head, Dept. Aerospace Engineering,
IIST, Trivandrum
5. **Prof. (Dr) R. Sathikumar,**
Principal, GECBH
6. **Dr. P. Jayaprakash**
Coordinator, TEQIP
7. **Dr. G. Ramachandran,**
Coordinator Finance, TEQIP
8. **Dr. Dorothy. A,**
Academic Coordinator, TEQIP
9. **Dr. N. Vijayakumar ,**
Coordinator, IIIC, TEQIP

Meeting started with a silent prayer. Prof. V. G. Idichandy, Chairman said that Research Activities should be given more emphasis. DTE informed the meeting about the Government initiatives in this context. Prof. Kurian Issac informed that industry is finding it difficult to find quality PhD guides, so institution should encourage faculty to do more research activities.

The Principal in his remarks informed the meeting about the placement record of institution for this year. Principal also informed about the students winning first prize in Tahthva, technical fest conducted by NIT Kozhikode. Prof. G. Ramachandran, Dean informed about the award of Innovation Centre to GECBH by CERD. The Principal briefed about the actions taken in connection with decisions taken in the 6thBOG and the major activities happened after last BoG. The committee placed on record the appreciations to the faculty and students for their achievements.

Review of the Minutes of the last BoG:

1. Coordinator, TEQIP informed the committee on the current status of the decisions taken during last meeting.
2. DTE suggested that Action Taken Report on the decisions taken during last meeting should be provided along with the Agenda notes

Decisions Taken

Coordinator, TEQIP informed that Mr. Mathew John, Assistant Professor, Mechanical Engineering has attended ASME International Mechanical Engineering Congress and Exposition- 2012 held at Houston, Texas, USA from 9th to 15th Nov 2012 with the prior permission of the BoG Chairman and presented his paper. **Committee ratified the decision.**

As per the order No. G.O (Rt) No: 1993/2013/H. Edn dated 8.10.2013, the Government has authorized BoG to accord sanction for air journey within the country. The details of the faculty members travelled/travelling are given below. **Committee approved their air travel.**

| Sl No. | Name of the Faculty/ Staff | Programme | Date |
|--------|--|---|--------------------------|
| 1 | Prof. Balu John , HOD, IT | Ethical Hacking & Counter measures; ESCI Campus, Hyderabad | 29-01-2013 to 02-02-2013 |
| 2 | Dr. N. Vijayakumar , Professor, ECE | National Conference on “Advanced Nano Materials and Emerging Technologies”, Satyabhama University Chennai | 24 – 26, July 2013 |
| 3 | Prof. Christy James Jose , Associate Professor, ECE Mr. Biju. K.S , Assistant Professor, ECE | FDP on “Leadership Through Self Discovery”, ASCI Hyderabad | 8 – 10, July 2013 |
| 4 | Shri. Harish.T V , Assistant Professor, ME Shri. Remesh. S , Assistant Professors, ME | Visited IIT Madras in order to establish NDT facility in Mechanical Engineering Dept. | March 2013 |
| 5 | Dr. R. Sathikumar , Principal Dr. N. Vijayakumar , IIC Coordinator | Two day workshop on “Industry-Academia” at CLRI, Chennai | 24 – 25, May 2013 |
| 6 | Dr. R. Sathikumar , Principal Dr. Jayaprakash. P , TEQIP Coordinator Dr. Shine Lal | Attended the project review meeting at Bangalore | September 2013 |
| 7 | Prof. Balu John Associate Professor , IT Mr. Anoop SKM , Assistant Professor, IT Mr. Rendhir R Prasad , Assistant Professor, IT | IT Enabled Knowledge Management, ASCI Hyderabad | 16 – 18, December, 2013 |
| 8 | Prof. Balu John Associate Professor , IT Mr. Anoop SKM , Assistant Professor, IT Mr. Rendhir R Prasad , Assistant Professor, IT | E _ Governance: Issues and Challenges, NPC, Port Blair | 6 -10, January, 2014 |
| 9 | Mrs. Sumi George , Assistant Professor, ECE | Circuit Schematic and Simulation using Multisim,NITTR, Chennai | 6 -10, January, 2014 |
| 10 | Mrs. Lini. R. Chandran , Assistant Professor, CE | Soft Computing Techniques in Hydrologic Time Series Modeling, | December, |

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|----|--|---|------------------------------|
| | | IIT Bombay | 2013 |
| 11 | <p><i>Prof. Christy James Jose</i>, Associate Professor, ECE</p> <p><i>Mr. Biju. K.S</i>, Assistant Professor, ECE</p> <p><i>Dr. Jayaprakash. P</i>, Professor, EEE</p> <p><i>Dr. Shine Lal. E</i>, Assistant Professor, Mathematics</p> | MATLAB Programming, NITTR, Chandigar | 25 -29, November 2013 |
| 12 | <p><i>Prof. Sheela. S</i>, HoD, EEE</p> <p><i>Prof. SathiBhai</i>, HoD, IT</p> <p><i>Dr. Dorothy. A</i>, Associate Professor, ECE</p> <p><i>Dr. Lekshmy. A</i>, Assistant Professor, EEE</p> | Managing Creativity and Innovation, ASCI Hyderabad | 11 – 13, November 2013 |

Coordinator TEQIP, informed that based on the direction from NPIU, a Senior Research Advisor has to be appointed in the institution in order to increase the R & D activities of the Institution. Based on this, with the prior permission of the Chairman, BoG, Prof. V. Radhakrishnan, Emeritus Professor, Department of Aerospace Engineering (Former Professor of IIT Madras) was appointed as the **Senior Research Advisor** of the institution. **Committee ratified the action taken.**

Coordinator TEQIP has informed the committee that, to speed up the creation of the centralized database of the academic activities of the institution, an MIS (Management Information System) Officer has been appointed. Prior permission of the Chairman, BoG was obtained in this regard. Miss. Sreereshmi. S was identified as the MIS Officer after following the government procedures for appointment with effect from 16.08.2013. **Committee ratified the action taken.**

Guidelines for granting Seed Money for the faculty and students in doing Research Projects under R & D were placed in the committee. Committee has the opinion that Research Seed Money (RSM) should be focused on improving the research ambience and this should lead to a sponsored research proposal to be submitted to the scientific organizations/funding agencies in country like DST. DTE has suggested to make sponsored research proposal as mandatory outcome for RSM. **Committee approved the guidelines submitted.**

TEQIP Coordinator informed that TEQIP staff working on daily wage basis is being paid at the rate of **Rs : 350/-** per day. College is finding it very difficult to retain the staff for a considerable period of time with this low salary. Moreover, it is to be noted that these staffs are being deployed to do additional works in the office. They are also forced to work overtime after 5 PM with out additional allowance. Hence it is recommended to appoint staff at a consolidate pay of Rs.15000/month. **Meeting decided that Principal will submit a request on this, which will be placed in the next State Steering Committee.**

DTE informed the meeting that one of the five criteria put forward by NPIU is that College website should be active in all time. Hence committee decided that the College Authorities should take special care on this and there should be specific person in charge of the websites and website statistics should be recorded.

Last meeting decided to expand BoG by adding one member, in place of Prof. (Dr) Subratha Sanyal who expressed his inability to join the board. For this one personal from Industry should be identified. Meeting discussed this matter in detail and few names were suggested. From the names suggested, Mr. Chandrasekhar, Chief Finance Officer (CFO), TIE, Techno park was the name identified, and the meeting entrusted the Principal to contact Mr. Chandrasekhar and request his consent. If consent obtained the principal has to get Government sanction and inform the BoG about the appointment.

Prof. Idichandy informed that IIT Madras has internship offerings for students. Committee members suggested that there are other leading institutions doing the same. **Hence committee entrusted Principal to look into the matter so that maximum students are getting the internships.**

Committee had the opinion that while conducting the short term programmes, separate statistics of in house and external faculty/resource persons should be maintained.

It was reported to the BoG that nine programmes of remedial classes were conducted. Committee suggested that outcome of the remedial courses should be presented to BoG.

It was suggested to include one or two presentations to the BoG by the faculty members involved in research activities and presentations on other academic achievements, from next BoG onwards. **Principal has been entrusted to make arrangements for the same.**

As per the direction from NPIU, the complete action plan of the remaining period of the project should be approved by the BoG and published in the website. The detailed action plans under various heads were presented in the committee. **Committee approved the detailed action plan for the remaining project period.**

Committee had a detailed look into providing M-Tech Scholarship to Non-Gate Sponsored students. Committee decided that Scholarship can be given under TEQIP assistantship to non-Gate sponsored student, provided he/she is not claiming regular salary from his institution.

Coordinator TEQIP has informed the committee that Mr. Santhosh P.M, the clerk cum junior accountant of TEQIP office on daily wages has resigned from the post on 03.10.2013. In his vacancy Mr. Pramod Krishnan was appointed as the clerk cum junior accountant after conducting interview with effect from 19.10.2013. **Committee approved the appointment.**

The board suggested that the college should initiate strategic plan within all other constraints

The meeting ended at 2PM.



Prof. V. G. Idichandy,

CHAIRMAN