

**TECHNICAL EDUCATION QUALITY IMPROVEMENT
PROGRAMME**

Phase II Sub Component 1.1

**13th MEETING OF
THE BOARD OF GOVERNORS**

MINUTES OF THE MEETING

Date: 25/05/2015 Time: 10:00 am

**Venue: Conference Hall, Rajiv Gandhi Institute of Technology,
Kottayam**

**RAJIV GANDHI INSTITUTE OF TECHNOLOGY
VELLORE P.O., KOTTAYAM-686501 KERALA**

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Minutes of the 13thBoG meeting held on 25/05/2015.

Prof. (Dr) S Mohan, Professor, IIT, Chennai, the Chairman presided over the meeting.

The following members of the BoG attended the meeting:

Prof. (Dr.) R.V.G Menon, Member

Shri. N.R.V, Kartha, Member

Prof. Vidhya Sagar, Joint Director, representing DTE.

Prof. (Dr.) K P Indiradevi, Principal

Prof. (Dr.) Bino. I. Koshy, Member

Prof. Geetharenjin P R, Member

The meeting started with the welcome address by Prof. (Dr) K P Indiradevi, Principal.

Prof. (Dr) S Mohan ,Chairman, BoG, highlighted the need on the following.

- More enthusiastic participation by faculty members for timely utilization of balance fund especially ear marked for the academic and R&D activities.
- Directed to include Institution Development/action plan as an agenda item.
- The HoD's should present the action plan to improve the score of self assessment report prepared in connection with Accreditation visit.
- The faculty members of each department should discuss and evolve ideas to improve R&D activities.
- The faculty members should be encouraged to visit institutions of national repute to acquire knowledge and familiarization facilities.

Prof. R.V.G Menon, stressed the need of involvement by faculty members on the following.

- The staff advisors should interact with students to motivate them and to find out the problems actually they are facing in academic/personal. Also they should advise / make solutions for the problems in consultation with HoD's & Principal.
- Special training should be imparted to staff advisors for equipping them.
- System should be involved to get students feedback about their advisors.
- Feedback should be obtained from the external student counselor and major points should be brought to the notice of BoG.
- Testing facilities should be improved to attract external consultancies and the faculty members should offer consultancy in their expertise. Live projects like renewable energy/grid connectivity of KSEB can be addressed.

Decisions on Agenda Items

A1. Confirming the Minutes of the 12th Meeting of the Board of Governors held on 13/03/2015 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam.

The draft minutes of the 12th Meeting of Board of Governors of TEQIP Phase II of RIT Kottayam held on 13/03/2015 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam was sent to the Chairman with copy to the members. The Chairman approved the minutes. A copy of the Minutes is appended as **Appendix A1** for confirmation. Since there are no comments on the minutes from any member, the minutes of the 12th meeting of the BoG is approved.

A2. Report on the action taken/action pending on the pertinent decisions in the Minutes of the 12th Meeting of the Board of Governors held on 13/03/2015 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam.

The decisions taken by the Board as recorded in the Minutes of the 12th Meeting of the Board of Governors of TEQIP Phase II held on 13/03/2015 is presented for information.

TABLE A2.1

Sl. No	Decision Item	Action Taken	Observations by BoG
1	Progress of Civil Works	Discussed with PWD authorities and work is progressing.	Detailed report should be submitted in the next BoG.
2	New P.G courses	Draft Scheme and Syllabus prepared.	<ul style="list-style-type: none"> • Status should be reported in the next BoG after the Cluster Meetings. • Proposals should be initiated for starting/ conducting nanotechnology related course/ workshops/training or PG course in ECE Dept.
3	The BoG approved Twelve STTP/Workshop to be attended by faculty members (Out side the Institution). (CE-6, ME-1, EEE-3, CSE-2)	Attended -6 (CE – 1, EEE-3, CSE-2) <ul style="list-style-type: none"> • No of programmes scheduled for June-2 (CE) • Papers not accepted -3(CE) • Not selected – 1(ME) 	<ul style="list-style-type: none"> • In future permission from BoG will be granted only on acceptance of papers. However, for attending STTP prior permission may be obtained by Chairman BoG which will be placed for ratification in the next BoG.

4	International conference	Shri. Anish K John requested to drop the proposal as there is no sufficient time for getting necessary sanction from MHRD.	Noted
5	The BoG approved Five STTP/Workshop proposed by various faculty/staff members. (CE-1, ME-1, EEE-1, ECE-1, CSE-1)	<ul style="list-style-type: none"> Sanctioned for June/July 2015. The coordinators for the course proposed in CSE is changed and the date to 2 nd week of July 2015 due to transfer of one coordinator (Principal)	Noted. The Coordinators for the course proposed in CSE need not be changed. Shri. Umesh A.C, Asst. Prof. ECE is also nominated as a Coordinators. Dr. Indiradevi may continue to support the course by giving the lectures which were originally planned and TA/DA for her is approved.
6	The BoG Approved 16 expert lectures to be organized by III Cell.	<ul style="list-style-type: none"> Organized -2 Scheduled for June and July - 14 	Noted.

A3. Status of Good Governance Plan

The Good Governance Plan revised in the 12th Meeting of the Board of Governors held on 13/03/2015 at Conference Hall, Rajiv Gandhi Institute of Technology, Kottayam is presented for approval.

The BoG approved the Revised Good Governance Plan

Part B

Items for Discussion, Consideration, Ratification and Approvals

Sl. No	Items
B1	Revised project budget for consideration and approval(Annexure I)
B2	Consideration of the various programs for the next Four months. Details given in Annexure II

Annexure I

An amount of Rs.1000 Lakhs was sanctioned to the institution under TEQIP Phase II. The period of project is now extended up to October 2016. Considering the proposed programmes, the budget is revised as detailed below.

Sl. No.	Activities	Amount as per IDP (in Lakhs)	Revised Allocation (in Lakhs)	Amount spent/ Committed as on 31/03/14	Amount to be utilised in the remaining months
1	Infrastructure improvement for teaching, Training & Learning	550	547.13	547.13	0
2	Providing Teaching and Research Assistantships	100	40.00	22.68	17.32
3	Enhancement of R&D and institutional consultancy Activities	20	20.00	3.33	16.67
4	Faculty and Staff Development	100	170.00	86.98	83.02
5	Enhanced Interaction with Industry	40	40.00	12.86	27.14
6	Institutional Management Capacity Enhancement	30	30.00	5.44	24.56
7	Implementation of Institutional Reforms	20	30.00	19.9	10.1
8	Academic Support for Weak Students	40	40.00	11.23	28.77
9	Incremental Operating Cost	100	82.87	34.51	48.36
	Total	1000	1000	744.06	255.94

BoG Decision : Discussed and Approved

Annexure II

B2. Consideration of the various academic programs for the next 4 months.

B2.1. STTP/Conference for Faculty/Staff Outside the Institution (FSD)

Sl No	Name of faculty	Designation	Dept	Topic	Institution	Date	Amt (Rs.)	BoG Decision
1.	Dr. Biju Augustine P	Associate Professor	ME	Supply Chain Management for Sustainable Performance	Delhi Technological University	06-10 July 2015	40,000	Approved
2.	JoyVarghese V M	Assistant Professor	ME	Solid Modeling using Pro-E	NITTTR Bhopal	29 June 2015 to 05 July 2015	17,000	Approved
3.	JoyVarghese V M	Assistant Professor	ME	Welding and Inspection	Welding Research Institute (WRI), BHEL Trichy	27 July 2015 to 01 August 2015	32,400	Not Approved
4.	Rajesh K	Assistant Professor	EEE	Static and Digital Energy Meters, Design, Functions and Application	Engineering Staff College of India, Hyderabad	28-30 July 2015	26,000	Approved
5.	Shinoj K. Sukumaran	Assistant Professor	ECE	Practical Electromagnetics for Modern Antennas, RF & MW Designs using ANSYS HFSS	Entuple Technologies, Bangalore	5 days August 2015	60,000	Approved
6.	Sreeletha T	Assistant Professor	CE	Training on Pavement Engineering Laboratory Practices	Central Road Research Institute New Delhi	26 th May 2015	11,000	Approved
7.	Dhanya BS	Assistant Professor	CE	Prefabricated Structures Planning design and Construction	ESCI Hyderabad	18-20 Aug 2015	30,000	Approved
8.	Bineesh R			Power	Power			Approved

		Tradesman	EEE	Systems Reliability	Systems Training Institute, Bangalore	21-26 June 2015	40,000	
9.	Balachandran C L	Tradesman	EEE	Power Systems Reliability	Power Systems Training Institute, Bangalore	21-26 June 2015	40,000	Not Approved
10.	Bindu P.	Tradesman	EEE	Power Systems Reliability	Power Systems Training Institute, Bangalore	21-26 June 2015	40,000	Not Approved. It was decided to send one person for the trainings
11.	Thomas Cherian	Trade Instructor	CE	Testing of Civil Engineering Material	ESCI Hyderabad	04-07 August 2015	25,000	Approved
12.	Gopakumar	Trade Instructor	CE	Testing of Civil Engineering Material	ESCI Hyderabad	04-07 August 2015	25,000	Not Approved It was decided to send only one person for the training programme

B2.2. STTP/Workshop to be Conducted in the Institution

Sl No	Name of faculty	Designation	Department	Topic	Date	Amt(Rs.)	BoG Decision
1	Sabu K.T Vipin G Krishna	Assistant Professor , Instructor	ME	Theory and Practice in CNC Machining (Short term training programme for technical staff)	5 days 2-8 June 2015	67,000	Approved
2	Dr. Bino I Koshy Dr. Bindhu BK	Professor Asst.Prof	CE	Intelligent Transportation System for Road Safety (for faculty/professionals)	Two day July 2015	70000	Approved

B2.3. International Conference to be Conducted inside the Institution

Sl No	Name of Coordinator	Designation	Dept	Topic	Date	Amt(Rs.)	BoG Decision
1	Dr. Prince A & Dr. David Solomon George	Associate Professors	EEE , ECE & CSE	International Conference on Electrical Machine, Communication and Computing (ICEmC2)	07-09 July 2016	10,00,000	Deferred (specific justification on topic required)

B2.4. Industry Institute Interaction Cell (III Cell)

B2.4.1. Expert Lecture

Department of Mechanical Engineering									
Sl No	Topic	Name of Coordinators	Industry	Prob Date of Programme	No of Days	Target Audience	No of Participants	Appx Amount	Expected Outcome
1	CAD Application in automotive Industry	Antony J K, Asst. Prof	Vinith Vijayan, Project Engg, Jaguar UK (8 Yrs Experience)	July, 2015	1	UG (S3)	65	9000	Students will be motivated to pursue the field of CAD
2	CFD using Ansys	Antony J K, Asst. Prof	Pedda Peeriah, Scientist C,VSSC (5 yrs of CAE Experience)	19-20 June	2	UG (S7)	70	19000	Students will be equipped for doing Industrial Projects
3	CAE using Ansys	Antony J K, Asst. Prof	Jinu Varghese, Project Engineer, NPOL Kochi, DRDO Lab (5 yrs of CAE Experience)	15-16 June	2	UG (S7)	60	15000	Students will be equipped for doing Industrial Projects
4	ERP	Antony J K, Asst. Prof	Manoj Kumar A. G, Project Engineer AMMROC Aviation UAE (4 yrs of ERP Experience , 5	July 2015	1	UG (S7) & PG	80	7000	Students will be familiarized with the use of ERP packages in industry.

			Yrs in HAL and 3 Yrs in Oracle)						
5	Workshop on Entrepreneurship	Anish K John & Swapnesh S, Asst. Profs	Mr. Thambi Kurian, Industrialist based in USA, Alumni of Harvard	21 st August	1		45	13000	Students will be understand the basis of Entrepreneurship. Students will get a feel of opportunities & challenges in industry.

Department of Electrical Engineering

Sl No	Topic	Name of Coordinators	Industry	Prob Date of Programme	No of Days	Target Audience	No of Participants	Appx Amount	Expected Outcome
1	Operation and Control of Thermal Power plants	Dr. Prince A, Assoc. Prof	Mr. Praveen, Asst. Manager, NTPC Chennai	Aug, 2015	1	UG (S7)	60	25500	Inspiring students and making awareness how to get into core electrical industries and scope of electrical engineers in NTPC
2	Load Scheduling operation and control of Thermal Power station	Dr. Prince A, Assoc. Prof	General Manager NTPC Ltd (20 yrs Experience) Dadri, UP	Sept, 2015	1	UG (S7)	60	42000	Inspiring students and making awareness. scope of electrical engineers in NTPC. Load scheduling and operation of national grid through HVDC link

Department of Electronics and Communication Engineering

Sl No	Topic	Name of Coordinators	Industry	Prob Date of Programme	No of Days	Target Audience	No of Participants	Appx Amount	Expected Outcome
1	Best Practices in project management	Sujitha mol Asst. Prof	Mr. Jaya krishnan D, Principal consultant, Kinnovates, Bangalore (30 yrs Experience in R&D)	June, 2015	3	UG (S7)	60	60000	Students will be exposed to complete project development process in embedded systems

			Deepak Simon , System Engineer , Kinnovates						
2	Overview of Indian Remote Sensing Satellite and scientific machines	Sujitha mol Asst. Prof	Mrs. Litty Jose ,Scientist ISRO , Bangalore (8 Yrs Experience)	Aug, 2015	1	UG (S5)	60	25000	Students will get an outlook into Space missions of ISRO

BoG Decision - Approved

B2.5. Professional Skill Development Programme

1. A Professional Skill Development Programme is proposed to be conducted for 5 days during the first week for the current S8 Mechanical B.Tech Students. The Programme aims at imparting additional skills in addition to the knowledge and expertise acquired during their course as part of normal curriculum. This includes training for students on topics like “Computer Aided Manufacturing, Advanced Surface design using Catia & its customization & Geometrical Dimensioning & Tolerancing etc.” Coordinators are Antony J K & Manoj Kumar M, Asst.Profs ME. The estimated financial expenditure is Rs.65000/-
The details of the programme is given below.

Date	Topics	Faculty	Outcome
08 June	Computer Aided Manufacturing	Internal	Expect students to acquire knowledge in generating NC code automatically and interface it with CNC Machines.
09 June	GD & T	A Reghunath , Scientist , CMTI (30 Yrs Experience in Central Manufacturing Training Institute)	Students are expected to get the concepts of geometrical dimensioning & Tolerancing
10 June	GD & T		
11 June	Advanced Surface Design using Catia	Bernard Raja Senior Engineer @ Axis CADES, Bangalore , VSSC (More than 12 Yrs)	Students will be trained to use the advanced features of surface design
12 June	Customization of CAD packages		Students will be trained customize a CAD software according to the industry needs

Expected Expenditure:

Sl No	Expense Type	Amount(Rs.)
a)	Remuneration, TA/DA and Accommodation of resource person	40000
b)	Refreshment	12500
c)	Stationary	7500
d)	Miscellaneous	5000
	Total Expected Expenditure	65000

2. A Professional Skill Development Programme on Electrical CAD is proposed to be conducted for 5 days during September 2015 for S8 Electrical B.Tech Students. Coordinators are Ann Mary Joshua & Haseena K , Asst.Profs EEE. The estimated financial expenditure is Rs.82000/-

SI No	Particulars of Expenditure	Amount(Rs.)
a)	Honorarium to faculty	30000
b)	TA/DA to external faculty	30000
c)	Accommodation expenditure	10000
d)	Course /Workshop/Conference material	5000
e)	Preparation of teaching aid /proceedings	-
f)	Light refreshment and working lunch	5000
g)	Consumables	1000
h)	Contingencies	1000
	Total	82000

BoG Decision - Approved Rs.65000

B2. 6 Ratification of Conducted programmes

The following programmes were conducted after getting approvals from academic and III committee respectively and approved by Chairman BoG .BoG may please ratify.

SI No	Name of Coordinators	Designation	Department	Topic	Date	Amt(Rs.)
1	Premson Y, Rezuana Bai J	Assistant Professor	ECE	VLSI Design Using TANNER	3 days 22-24 April 2015	52,035
2	Dr. Manju Manuel, Anu George	Assistant Professor	ECE	Expert Talk on Xilinx System Generator under III cell By Mr. Vidyasagar MK, Product Manager, and Mr. Balachander, Manager FAE, Coreel Technologies Bangalore	2 Days 23 and 24 th April 2015	38,000

BoG Decision - Ratified

Part C Reports

C1. Status of fund position as on 30/04/2015

Fund Received – Rs. 750 Lakhs
 Bank Interest - Rs. 7.7 Lakhs
TOTAL - Rs. 757.7 Lakhs

Sl. No	Activity	Budget Provision (Lakh)	Amount spent (Lakh)	Committed	Remarks
1	Procurement of Goods & Civil Works	550	513.96	33.17*	*DG Set Load Frame Modification to CCF
2.	Teaching & Research Assistantship	40	22.08	1.80	M Tech non GATE Scholarship -11 Students
3.	R&D	30	0.83	5.00	
4	Faculty & Staff Development	140	84.19	7.20	
5	III Cell	40	11.86	1	
6	Management Capacity Enhancement	30	5.39	0.00	
7	Institutional Academic reforms	30	19.90	0.50	
8	Academic support for weaker students	40	8.23	1	
9	Incremental Operating Cost	100	34.29	1	
TOTAL		1000.00	700.73	50.67	

Amount Spent as on 30/04/2015 – **Rs.700.73 Lakh**

Committed expenditure as on 30/04/2015 - **Rs. 50.67 Lakh**

BoG Decision - Noted

Part D

Any other item with the permission of the Chair

- **Scheme and Syllabus of newly formed Kerala Technological University**

Prof. R.V.G Menon described the role of faculty members in the evolution process of Scheme and Syllabus of newly formed Kerala Technological University.

The BoG permitted to organize workshop/meetings in the institution.

- **The next BoG meeting**

It is decided to conduct the next BoG meeting on **7th Aug 2015**

The meeting concluded at 2:30 P.M