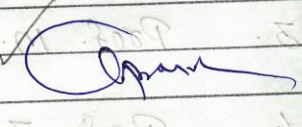
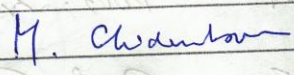
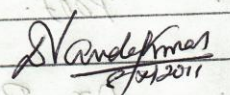
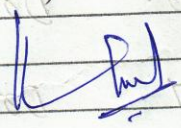
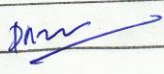
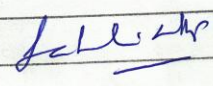
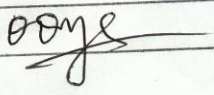


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Minutes of the 2nd meeting of the Board of Governors held on 8/11/11 at 11 AM in the Conference hall, Govt. Engineering College, Thiruvananthapuram.

Agenda

1. Approval of the minutes of the 1st BOG Meeting
2. Approval of revised IDP
3. Approval of the revised procurement plan
4. Approval of the Training programme.
5. Approval for the setting up of office and posting of supply staff for TEQIP implementation.
6. Approval of the reconstitution of various committees in connection with TEQIP
7. Academic Autonomy - Present Status.
8. Other items if any.

Members Present

1. Prof. K. Prasad Rao, Chairman 
2. Prof. M. Chidambaram, IITM 
3. Sri. E. Nandakumar, BPCL Kochi 
2/11/2011
4. Sreekumar S. Joint-Secretary to Govt. Finance department 
- 5.
6. Prof. P.A. Mercy 
7. Prof. B. Lakshmi Kuthyamma 
8. Dr. K. Vijayakumar, Principal. 

Minutes of the 2nd Governing Body Meeting of the
governing body held on 8/10/2011 at 11:00 am in the
Conference Hall

Agenda

1. The minutes of the first meeting of BOB on 18/11/2010 was approved.
2. The revised Institutional Development Proposal (IDP) was approved with the following guidelines.
 - 2.1. For each set of purchase proposals, identical items should be consolidated and best values should be negotiated.
3. The revised procurement plan of the approved equipments is approved by BOB.
 - 3.1. Approved the proposals for the 10 activities listed in the revised IDP for the year 2011-12 to 2014-15.
 - 3.2. List of equipments and suppliers have been prepared by the departments to include purchase after the MOU is signed.
 - 3.3. The budget proposals for the years 2012-13 to be included in the state government budget of 2012-13 (Amount Rs: 48,708,500).
The proposal should be sent to the government for this purpose.
4. Training Programmes proposed in the IDP is approved with the following guidelines.
 - 4.1. The superannuation to be considered before sending a faculty for training programme.
 - 4.2. In the case of programmes for HOD, the next senior faculty in line also to be considered since the position of headship is on rotation.
 - 4.3. Each faculty should make a presentation after attending the training programmes.
 - 4.4. Approval is given for the expenditure of Rs: 1,741,000, towards the proposed training upto 31-3-2011.
 - 4.5. Identify the best practices of institution management in the country and abroad and give suitable training to all faculty and staff in the institute.

5. The proposal for setting up of office and appointment of staff is approved.

5.1. The BOB has considered the proposal to appoint one administrative officer and one office assistant for the functioning of the TEQIP office and directed secretary to BOB to take necessary steps to get it approved by the government. Financial commitment for the proposal is as follows. The expenditure will be met from the TEQIP fund. There will be no financial commitment on part of the state government.

Sl No.	Post	Consolidated Pay Per month (A)
1.	Administrative officer	25,000 .
2.	Office Assistant	10,000 .
	Expenditure per year	A, 20,000 .

5.2. The TEQIP office should run in an efficient manner considering the importance of implementation of schemes.

6. The reconstitution of various committees has been approved.

6.1. The committees should meet at least once in a month.

6.2. The objectives and responsibilities of each committee shall be fixed.

6.3. Each committee to present periodic report in subsequent BOB meetings.

6.4. The nodal officer of the financial committee should be a member of the procurement committee and vice versa.

6.5. The procurement will be managed with the PMSS software developed by the NPIC.

6.6. The responsibility of data entry and verification should be entrusted to the staff who raise the proposal for procurement.

7. The application procedure for academic autonomy is approved. A committee under the chairmanship of Prof: G.P. Sankhwar is constituted for preparing the proposal and applying to the vice before 31st October 2011.

8. To take steps to fill up the vacancy in the Board of Governors caused by the transfer of Dr: Z.A. Zoya from the list of faculty members given.

1. Prof: Mary C. Hornum, Professor Production Engineering, Government Engineering college, Thrisor
2. Prof: K.V. Manoj Kumar, Professor, Computer Science and Engineering, Government Engineering College, Thrisor

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