

**Minutes of Fifteenth Meeting of Board of Governors
TKM College of Engineering, Kollam
TEQIP II**

Venue: Google meet

Date: 09.09.2020

Time: 11.00 AM

Members Present

1	Shri Shahal Hassan Musaliar President, TKM College Trust	Chairman
2	Er. T K Jalaluddin Musaliar Industrialist	Member(Industrialist)
3	Dr Haroon M	Member(Professional)
4	Shri. Ajayan C Additional Secretary, Higher Education, Govt. of Kerala	Member(Ex-offiio)
5	Smt Sreeja G R Finance Officer	Member(Ex-offiio)
6.	Dr. K Najeeb Director , SPFU, Kerala	Member(Ex-officio)
7.	Dr. Shafi K A Professor, Dept of Mechanical Engineering, TKMCE	Member(Institutional)
8	Dr.Ushadevi Amma C Professor, Dept of EEE, TKMCE	Member(Senior faculty)
9	Dr. T A Shahul Hameed Principal ,TKMCE	Member Secretary (Ex-officio)

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

1. Dr. Byju Bai T P(Director of Technical Education)
2. Dr Ramesh Unnikrishnan(AICTE nominee)

Also present

1. Dr Sajeeb R, TEQIP Coordinator
2. Prof. Anu Assis, Finance Coordinator
3. Dr Adarsh S, Academic coordinator
4. Dr Sheeba R, Procurement Coordinator
5. Prof. Shyba S , EAP Coordinator



15th Meeting of Board of Governors
T K M College of Engineering, Kollam -5
TEQIP II

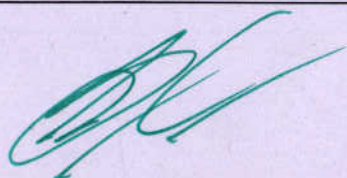
Agenda Items

Part 1-Procedural

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1.2	Report on the action taken/action pending on the pertinent decisions in the Minutes of the 14 th Meeting of the Board of Governors held on 21.12.2019 at TKM College of Engineering.	3

Part 2-Discussions, Ratifications and Approvals

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Part 3-Reports

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Sl. No	Items	Page Number
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5.2	Guidelines for conducting Online Programmes	Annexure II



Part 1

Procedural Items

1.1 Confirmation of the Minutes of the 14th Meeting of the Board of Governors held on 21-12-2019 at TKM College of Engineering

The Minutes of the 14th Meeting of Board of Governors of TEQIP Phase II of TKM College of Engineering held on 21.12.2019. A copy of the Minutes approved by Chairman, BoG is appended as **Annexure I** for confirmation.

BoG approved the minutes

1.2 Report on the action taken/action pending on the pertinent decisions in the Minutes of the 14th Meeting of the Board of Governors held on 21-12-2019 at TKM College of Engineering.

The decisions taken by the 14th BoG meeting held on 21-12-2019 have been noted and actions have been initiated. A report on the action taken is shown below.

Decision /Comments	Action Taken
For Conferences, remuneration may be given for plenary sessions only. BoG suggested that IRG and acceptance ratio of papers should be included in the report.	Remuneration is given for plenary sessions only for conferences. IRG and acceptance ratio are included in the report.
The report of FDP/Workshops should contain the outcome of the programme and IRG.	The BoG directions have been strictly followed.
Suggested to conduct FDP for 3/6 days	The BoG direction is implemented.
Faculty should be encouraged to attend SWAYAM courses.	Faculty members are encouraged to attend SWAYAM courses. 32 faculty members have successfully completed SWAYAM courses and 75 faculty members have enrolled in various SWAYAM courses. (Total courses enrolled is 227)

For programmes conducted for students, CO attainment should be shown in the report.	Suggestion of the BoG is implemented. Attainment of outcomes assessed for all programmes conducted since last BoG meeting.
For remedial courses, the impact should be shown in the report.	Suggestion of the BoG will be strictly followed. (Remedial classes under TEQIP were not conducted since last BoG meeting due to Covid 19 situation)
For seed money projects, papers should be published and performance review should be conducted.	Investigators of the completed seed money projects have published papers. Performance review of the ongoing seed money projects could not be conducted since the investigators have requested for extension of project period as a result of Covid-19 situation.
Students should be encouraged to attend conferences in premier institutions.	Students are encouraged to attend conferences in premier institutions through Advisors. One student has presented a paper in a conference organized at NIT, Rourkela.

BoG noted the actions taken.



Part 2

Discussion, Ratification and Approval

2.1 Approval of Guidelines for conducting Online Programmes

Guidelines prepared for conduct of various TEQIP programmed through online mode, as necessitated by the present Covid -19 situation, have been discussed in all TEQIP Committees and the finalized guidelines are appended as **Annexure – II** for approval.

BoG approved the guidelines with the following suggestions:

Remedial Class:

1. Details such as total number of students, total hours required etc., shall be submitted by the HoD and the same should be approved by concerned TEQIP committee and finance committee.
2. For conducting remedial class on a course, a minimum of 5 students should be there and minimum 10 hour should be engaged.

Internships:

1. The internship should be for a minimum of 6 days (minimum 15 hours).
2. Selection for financial assistance should be based on the relevance of the area, venue chosen for internship and financial status of student.

2.2 Approval/Ratification of Replacement of Equipment/Upgradation of Software

SI No	Name of equipment purchased under TEQIP-II	Department	ID No of item	Item for replacement/ Upgradation/ Add on	Quantity	Description	Amount (Rs)
1	V/F control of Induction motor	EEE	TEQIP II/IMD/1054	Induction Motor	1	Add on items- Motor driver, Level shifter card and Development Board	49560
2	MIDAS software	Civil	TEQIP II/MIDAS/7	MIDAS	1	Single user to multi user	660800
3	UTM Hardware Firewall	Institution	TEQIP II/SEC/136	Firewall	1	Upgradation of hardware	676101
4	UTM Software Firewall	Institution	TEQIP II/SEC/136	Firewall	1	Upgradation of Software	590891

BoG Ratified the above.



2.3 Approval of proposals for replacement of Equipment/Upgradation of Software

The programmes were approved by Procurement committee and finance committee meetings held on 03.09.2020

SI No	Name of equipment purchased under TEQIP-II	Department	ID No of item	Item for replacement	Quantity	Estimated Amount (Rs)
1	PSCAD software	EEE	TEQIP II/CAD/103	Software upgradation	1	25000
2	E-TAP software	EEE	TEQIP II/ETAP/1178	Software upgradation	1	25000

BoG approved the above.

2.4 Approval/Ratification of Maintenance or repair/AMC of Equipments purchased under TEQIP II main project

SI No	Name of equipment purchased under TEQIP-II	Department	ID No of item	Item for maintenance/Repair	Quantity	Name of Firm	Amount (Rs)
1	Photocopier cum Network printer	TEQIP office	TEQIP II/copy/4263	Tonner	1	M/S OFAM, Karunagappally	1905
2	Diesel Genset	Institution	TEQIP II/DGEN/5654	Upgradation charge	1	M/S Alleppy Diesel service, Cherthala	2975
3	CRO, Function Generators, Digital IC Trainer Kit, DC variable power supply	EEE	TEQIP II/AOSC/446,47,50,53,55,58), (FG/465,71,74,75) (DTK/22,29,35) VDCPW8869,70,71,72)	Maintenance	17	M/S Meditronix Technical Services, Kunnicoode	21600
4	Temperature control Trainer, Flow control Trainer, Level control Trainer, Pressure control Trainer	Chemical	TEQIP II/TCT/635, FCT/636, LCT/638, PCT/637	Maintenance	4	M/S Apex Service & Instruments, Chennai	10832

The BoG ratified the above.

2.5 Approval of Proposals for Maintenance or repair/AMC of Equipments purchased under TEQIP II main project

The listed items were approved by the Procurement committee and Finance committee meetings held on 03.09.2020.

Sl. No	Name of equipment purchased under TEQIP-II	Department	Item for maintenance/ Replacement	Quantity	ID No	Estimated Amount (Rs)
1	Desktop Computers	EEE	RAM Upgradation	8	TEQIP II/CMTR/3998-4003,4005, 4007	25000
2	Desktop Computers	EEE	Hard Disk	2	TEQIP II/CMTR/4004,4006	10000
3	Desktop computers	CSE	4 GB RAM upgradation	37	TEQIP II/COMTR/4028-62 & TEQIP II/CRD/156&157	74000
4	Desktop computers	ECE	RAM upgradation	8	TEQIP II/COMTR/4013-20	25000
5	Desktop computers	ECE	Hard disk	2	TEQIP II/COMTR/4025, 4027	10000
6	Desktop computers	ECE	Mother Board	2	TEQIP II/COMTR/4024, 4025	18000
7	Diesel Genset	Institution	Battery Charger	1	TEQIP II/DGEN/5654	5000
8	Spectro-Photometer, Flame Photometer	Chemical	Calibration charges	2	TEQIP II/SPECTRO/656 TEQIP II/FLAME/655	9600

The BoG approved the above and suggested that similar items should be grouped and quotations /tenders should be invited before purchasing equipments/items.

2.6 Approval/Ratification of the various Academic programs conducted/attended by Faculty and Staff.

The tables below summarize the in-house and out-station training programmes, as well as conferences attended by the faculty of the Institute, post the last BoG meeting.

2.6.1 Faculty/staff Development Programme : In-house

Programmes were approved by the Academic committee and finance committee held on 26.08.2020 and 03.09.2020 respectively. (Programme listed in Item 1 was ratified by the Academic committee meeting held on 26-08-2020)

Sl. No.	Title of the Programme	Department	Duration and Date	Co-ordinator/s	No. of Participants			Estimated/ Actual Expenditure (Rs)
					Internal	External	Total	
1	Effective utilization of Digital Platforms for Content Development and delivery	IQAC	05-07 th August 2020, 12.08.2020 to 14.08.2020	Dr. Sadiq A	150	0	150	40000
<i>Expected outcomes</i>				<i>Assessment of outcomes</i>				
Make faculty use various hardware and software to conduct online classes				All faculty are using various hardware and software that are suitable for their course for effective conducting of online academics				
2	Advanced Fluid Mechanics and Heat Transfer for Aerospace Engineering Applications	Mechanical	01.09.2020 to 06.09.2020	Dr. K E Reby Roy, Dr. Mubarak Ali, Prof. Shifin A S	25	75	100	50000
<i>Expected outcomes</i>				<i>Assessment of outcomes</i>				
<ol style="list-style-type: none"> 1. To impart Information on the ongoing researches in other laboratories, experimental & simulation methods and various analysis software in the field of aerospace and heat transfer. 2. To train the participant on the use of various analysis software. 3. To help students get Internship opportunities. 				<ol style="list-style-type: none"> 1. The participants received the relevant information in the field from resource persons from different laboratories. 2. Two hands on sessions on ANSYS Fluent simulations encouraged many participants to start simulation-based approaches in their research. 3. Many participants were offered opportunities by the resource persons to send their students for internships in industries and institutes which the resource persons belong to. 				
3	Emerging Trends and Practices in pavement Geotechnics	Civil	01.09.2020 to 06.09.2020	Prof. Romana Mariam Rasheed and Prof. Sai-Niveditha	30	60	90	35000
<i>Expected outcomes</i>				<i>Assessment of outcomes</i>				
<ol style="list-style-type: none"> 1. Initiate Research interest in aspiring research scholars in the field of pavement geotechnics and railway geotechnics. 2. To provide exposure to areas of future research on the usage of geosynthetics in pavements and railways to the faculty members conducting research in the field. 3. To impart theoretical and practical aspects of pavement geotechnics to practicing engineers and introduce alternative materials to natural resources which goes into the construction process of pavement structures. 				<ol style="list-style-type: none"> 1. Observed from the feedback that the course was successful in initiating research interest in aspiring research scholars in the field of pavement geotechnics and railway geotechnics. 2. The faculty conducting research in this area received many interesting areas to work on in future. 3. The programme benefitted the practicing engineers and government employees working in LSGD and other industries. 				

(BoG opined that the outcomes of the programmes should be specified in the table)

BoG ratified the above programmes.

2.6.2 Ratification of expenses incurred on Faculty attended Training programmes

Sl. No	Name of Faculty	Department	Title of training programme	Duration and Date	Institution	Actual Amount (Rs)
1	Prof. Abid Hussain, Prof. Shafi M N, Dr. Nissan Kunju,	ECE	STTP on Theory & practice of Machine learning	15.01.2020 to 18.01.2020	GEC, Barton Hill	8940
2	Prof. Sarif N	Civil	STTP on Risk Targeted seismic Design	18.02.2020 to 22.02.2020	IIT, Roorkee	32573
3	Prof. Firoz, Prof. Rizwan Rasheed, Prof. Mohammed- Shahid, Prof. Faraz, Dr. Mubarak Ali, Prof. Mohith Dadu,	Mech	Seminar on AICTE Quality Initiatives, NITTT & NEAT	06.03.2020	FISAT, Angamali	5220

BoG ratified the above.

2.6.3 Approval/Ratification of Report and expenditure of International conference conducted by Electrical & Electronics Engineering Department

Department of Electrical & Electronics has submitted a proposal for conducting the International Conference on Power, Energy Control, Signals and Systems to be conducted during 27-28th March 2020. 14th BoG meeting held on 21.12.2019 approved Rs 5 Lakhs to conduct the Conference. Due to the present situation of Covid 19, the Department postponed the Conference to 24-26th June 2020 and conducted the conference through Virtual mode using Google meet and Zoom.

1. Title of the Conference : International Conference on POWER, ENERGY, CONTROL, SIGNAL AND SYSTEMS., IPECS2020
2. Name of the Convener/Organizing Secretary/Conveners: Prof. Baiju R Naina/ Prof. Shanavas T N
3. Designation: Associate Professor/ Assistant Professor
4. Department: ELECTRICAL & ELECTRONICS ENGG.
5. Contact details: email:shanavastn@gmail.com
Mobile:8075389837
6. Duration and dates of conducts of the programme: Initial Schedule: March 27&28, 2020(postponed due to nationwide lockdown as a result of Covid-19)
Rescheduled date : JUNE 24,25& 26 , 2020
7. Venue :TKM college of Engineering in Virtual Mode- google meet and Zoom
8. Number of participants, category wise(attach list):50
9. List of Guest faculty with their designation and address:
 1. Dr. Saifur Rahman , Director, Advanced Research Institute, Virginia,USA
 2. Dr. Mohammed Rashid, Emeritus Professor, University of West Florida. Florida, USA
 3. Mr. Sandeep Ramagiri, Sr. Engineer, Altair, India
 4. Dr. Manoj Thulasidas, Professor, Singapore Management University.

10. . Number of participants attended the conference:

Number of participants			
Own Institution	National (outside the institution but within India	International	Total
5	44	1	50

11. Whether course notes is issued to the participants(if applicable): yes

12. Number of participants presented paper :

Own institution :4
 Outside institution within India :45
 International :1

13. Acceptance Ratio

No. of Papers Received :156
 No. of Papers selected : 50
 Acceptance Ratio :32%

14. Outcome of the Conference : The vision of the institution is 'Excellence in education and research with socio-economic and environmental outlook' The conference was arranged in virtual mode, first of its kind. It was a go green initiative, with negligible use of Paper (Go Green initiative). The electronic mode was used- zoom and google platform

The conference included 4 keynote session. Session1 gave and exposure on the changing trends in Power Engineering and highlighted the need or Power Engineers to adapt to learn and apply the emerging technologies in their Profession. Keynote 2, gave the participants an overview of how to conduct, remote learning applying Professional ethics. Keynote3, gave an exposure on how to make use state -of -the -art software by ALTAIR India, in the design of motors used in E- vehicle application. Key note 4, throwed light on the topic 'DATA ANALYTICS' and the opportunities for young graduates in this area. The accepted papers (50) were published in SCOPUS (27 number) and UGC Indexed (23 number) Journals which will add value to ranking credential needed by the department.

15. Benefits to the participants : Participants could get their research articles published in Scopus and UGC indexed Journals.

Participants could interact with eminent academicians across who participated in the event. The PG students who are the participants were given a platform to present their ideas. The session chair, experts from leading institutions gave their comments on the presented papers.

16. Benefits to the host Institution:

5 faculty co- authored research articles in association with their students in SCOPUS and UGC indexed Journals. These are vital in the NBA, NIRF and NAAC rankings of institution. The aspect 'environmental outlook' specified in the vision could be practiced.

17. Internal revenue Generated: Rs 3,39,000/- (23×3000 + 27×10000)

18. Detailed Expenditure statement

Sl No	Particulars	Amount
1	Jio-wifi connection modem (dongle)	2400
2	Hard disk (Memory)	12800
3	Stage arrangement(TRIPOD)	5200

4	Brochure	4000
5	Postage covers	995
6	Zoom online platform(License)	5012
7	Photography	5000
8	certificate design and printing	2000
9	Stamp	2400
10	TA- (Bookings done for first schedule March 27-28, 2020 which were cancelled and refund request yet to be processed)	80100
11	Refreshment charges	1193
12	Publication charge –BlueyesIntelligence engineering and Science Publication Bhopal MadhyaPradesh as in MOU item 10(c) (contract cancelled since conference postponed to COVID19 lockdown , refund request denied)	50000
13	Service Charges against publication of research article in IJAST (ISSN No -2207 6360) SMARTGEN PUBLICATIONS, chennai 27 papers (27*10000=270000)	270000
14	Article Processing Fee for Publication of papers in International Journal of Information Technology and Electrical Engineering (ISSN:2306-708X) 3000.00 * 23 (No. of Papers) 3,000.00	69000
	TOTAL	5,10,100/-

Cost of the programme claimed from TEQIP : **Rs.171230.00**

BoG approved the above.



2.7 Details of Academic Activities planned

2.7.1 Approval of Proposals for conducting FDP/SDP/Conference/ Workshop/ Invited Lecture (In-house programmes)

The listed Programmes were approved by the Academic committee and finance committee meetings held on 03.09.2020.

Sl. No.	Title of the Programme	Department	Duration and Date	Name of Co-ordinator/s	No. of Participants			Estimated Amount (Rs)
					Internal	External	Total	
1	Urban Mobility in Emerging Countries: Challenges and Opportunities	Civil	07.09.2020 to 14.09.2020	Prof. Kavitha Madhu and Prof. Munavar Fairoze	30	60	90	40000
2	Modern materials and Structural System for Resilient and Sustainable Infrastructure	Civil	21.09.2020 to 26.09.2020	Prof. Sarif N, Prof. Asif Basheer and Prof. Mohammed-Thowsif	20	30	50	50000
3	FDP on Recent Trends in Network Security	CSE	07.12.2020 to 12.12.2020	Dr. Manu J Pillai	50	100	150	40000
4	FDP on Recent Challenges in Biomedical Imaging Research	CSE	14.12.2020 to 19.12.2020	Prof. Thushara A and Prof. Jini Raju	50	100	150	30000
5	FDP on Advancements in Chemical Engineering for Biotechnology and Bio systems Engineering	Chemical	14.10.2020 to 19.10.2020	Prof. Al Ameen A and Prof. Manikandan P M	10	40	50	50000
6	FDP on Novel Prospectives in Electrochemical process for chemical and Environmental Engineering (NPEPCEE-2020)	Chemical	14.09.2020 to 19.09.2020	Dr. Anu N and Prof. Raiza Rasheed	10	40	50	30000
7	Workshop on CFD: An Approach for Research	Mechanical	19.09.2020 to 21.09.2020	Dr. K E Reby Roy and Dr. Mathew Skaria	30	70	100	20000
8	Workshop on Advances in Bio-medical Engineering	Mechanical	02.10.2020 to 03.10.2020	Dr. K E Reby Roy	30	70	100	15000
9	Global Economy and Environment : effect of Engineering	EEE	01.02.2021 to 06.02.2021	Prof. Baiju R Naina, Prof. Fathima M Kasim	30	20	50	33000
10	Current Trends in Bio Medical Instrumentation	EEE	04.01.2021 to 09.01.2021	Dr. Muhammed Shanir P P and Dr. Mathew P- Abraham	30	20	50	45000
11	ECBC- Concepts and practices	EEE	11.01.2021 to 16.01.2021	Dr. Sheeba R and Prof. Mohammed Manzoor	30	20	50	33000

12	Python and R Language for Data Analytics	EEE	15.12.2020 to 21.12.2020	Dr. Bijuna Kunju and Dr. Sabeena Beevi K	30	10	40	45000
13	Recent Advances in Engineering Curriculum	EEE	10.11.2020 to 16.11.2020	Prof. Asha Raveendranath and Prof. Arun L	30	20	50	35000
14	Energy Storage Systems: Mobile and Stationary	EEE	21.01.2021 to 27.01.2021	Prof. Shanavas T N and Dr. Sheik M S	30	10	40	41500
15	FDP on Digital Circuit Design using Verilog HDL	ECE	14.09.2020 to 19.09.2020	Prof. Anu Assis	15	45	60	34000

BoG approved the above.

2.8 Research & Development Activities.

2.8.1 Approval/Ratification of expenditure on Research paper publication in journal

Name of Faculty	Department	Name of Research paper	Name of Journal	Amount
Prof. Nishanth N	ECE	Modeling and Detection of flooding based Denial-of-Service attack in Wireless Ad Hoc Network using Bayesian Interference	IEEE Systems Journal	27088 (Overlength page fee for 2 pages 354USD)(354*76.52)

BoG ratified the above and suggested to include the split up for the amount claimed in the table..

2.8.2 Approval of extension of period of Research seed money project

The Faculty undertaking the Research seed money projects have requested for extension of project period for 6 months due to the present situation of COVID'19.

(Dr. Anu V Thomas, Prof. Athul M Madhu, Prof. Mohammed Thowsif, Dr. Sabeena Beevi K, Prof. Sajeena A, Pro Shafi M N, Prof. Rehannara Beegum, Dr. Anand Sekhar, Dr. Baiju V, Dr. Anzar S M, Prof. Muhammed Zakkeer M, Dr. Anu N, Prof. Femina A -(Project awarded on 05.12.2019)
Dr. Mubarak Ali M. (Project awarded on 05.08.2019)

BoG approved an extension for a period of 6 months for the research projects.

2.8.3 Characterization of Sample of Research projects undertaken by faculty

The proposals for **Characterization of Sample of R&D projects** from the faculty were evaluated at institution level by the Research Council. Academic Committee recommended the projects after getting a justification for the budget amount. The projects were approved by Finance committee.

The list of the proposals is given below.

Sl No.	Name of Faculty	Department	Name of Project	Estimated Amount
1	Dr. Mubarak Ali M	Mech	Thermal stability, Acoustic and hydrophobic characterization of hemp reinforced composites with Cryogenic pretreatment	66668

2	Prof. Jesna Mohammed	Mech	Characterization study on Thermoplastic Modified Epoxy with Waste Metal Oxide reinforcement for Cryogenic Applications	64260
3	Dr. A Sadiq	Mech	To Investigate the effect of Cryogenic treatment and evaluate the tribological properties of aluminum alloy	127508
4	Dr. V Baiju	Mech	Characterization of PCM for solar thermal energy storage system	48380
5	Dr. V Baiju	Mech	Characterization of refrigerant blends for micro channel condenser	43660
6	Dr. K E Reby Roy	Mech	Characterization and permeability study on crack propagation in CF/Epoxy and CF/PEEK for Cryogenic storage applications	61285
7	Dr. Shemim S S	Physics	Preparation and Characterization of Ecofriendly Insulating Nano-fluid	47156
TOTAL				Rs.4,58,917/-

BoG approved the above on the condition that an indexed journal publication should be an outcome.

2.9 Approval/Ratification of attended Conference/workshop by students

2.9.1 Students attended Conferences

Sl. No	Name of Students	Department	Title of the Conference/Workshop	Duration and Date	Institution/Venue	Actual Amount paid
1	Manu M (PhD student)	Mech	International conference on Innovations in Thermo-Fluid Engineering and Sciences(ICITFES)	10.02.2020 to 12.02.2020	NIT, Rourkela	5000

The BoG ratified the above.

2.9.2 Students attended Online Conferences/Workshops within India.

The programmes were approved by Academic committee and Finance committee meetings held on 26.08.2020.

Sl. No	Name of Students	Department	Title of the Conference/Workshop	Duration and Date	Institution/Venue	Amount Claimed (Rs)
1	Gowri Krishna, Sneha. S S, Ramzi Nasar K, Alan Varghese Ittyeipe, Reshma S, Rinu G David, Vivek Vijayan, Nidhu M S, Namitha S	Civil	International Virtual Conference on Emerging Research Trends in Structural Engineering	16.07.2020 to 17.07.2020	Vellore Institute of Technology, Chennai	18000
2	Jasla P, Soumya Guru	ECE	International conference on Power Energy, Control signals and Systems(IPECS 2020)	24.06.2020 to 26.06.2020	TKMCE, Kollam	4000
3	Ayisha Anwar	Civil	International Conference on Materials, Mechanics and Structures	14.07.2020	NIT, Calicut	2000

BoG approved the conference attended by students.

2.10 Industry Institute Interaction Cell Activities

2.10.1 Approval/Ratification of IIC Activities conducted since last BoG Meeting:

Sl No	Name of coordinator	Department	Activity	Name of the expert/Industry	Date	No .of participants	Actual Expenditure (Rs)
1.	Dr. Manu J Pillai	CSE	Employability Enhancement training programme	Sri Deepak Jose, Pragmatix Learning Edutech Pvt Ltd, Cochin	08.02.2020 to 09.02.2020	79	18546

Expected Outcome		Assessment of Outcome
1.	Industry competency of students will be improved	No of students attended-79. More than 60% of the students could able to crack internships interviews conducted by industries
2.	Number of students getting quality internships will be improved	Total number of Internships completed after the training programme -52
3.	Students placements in reputed industries will be enhanced	Total number of placements during 7 th semester-9. (Just 2 companies are visited so far).

BoG ratified the above.

2.10.2 Industry Institute Interaction Activities planned

The programmes were approved by III Cell committee and Finance committee meeting held on 26.08.2020 and 03.09.2020 respectively.

Sl No	Name of Coordinator	Department	Activity	Name of the Industry/Expert	Date	No.of participants	Estimated/ Actual Expenditure
1	Dr. Anu N	Chemical	Industrial Talk	M/S Petrocil Engineers Consultants Pvt Ltd, TVM and M/S Synod Bioscience Pvt Ltd, Bangalore	12.10.2020 to 14.10.2020	Students-180	15000
2	Prof. Abid Hussain	ECE	Webinar on telecommunication system Management & security	Mr Rasheed K Mohamad, Executive Vice president, Alcatel-Lucent, Calabasas, USA	23.9.2020	Faculty & Staff-60, Students-80	4500

BoG approved the above and suggested that the sessions should be maximum of 3 hours per day.

2.11 Approval/ratification of of programmes under student support (EAP)

2.11.1 Inhouse programmes conducted under student support

Sl. No	Name of Program	Branch	Name of Coordinator	Industry Name/Institution Name/Faculty	Date	No. of days	No. of Student Participants	Amount Expenditure (Rs.)
1	Expert Lecture on Life skills	ECE	Prof. Nishanth N	Sri George Antony, Professor, Bishop Jerome Institute, Kollam	23.01.2020	1 day	140	6558
2	Expert lecture on Orthogonal Frequency Division Modulation(OFDM)for PG students	ECE	Prof. Nishanth N	Dr. RenuGeorge, Associate Professor, RIT, Kottayam	06.03.2020 & 07.03.2020	2 days	30	10300
3	Recent trends in Embedded system & IOT	ECE	Prof. Sajeena	Mr Rajesh P L, Technical Architect, Triassic Solutions Pvt Ltd, TVM	29.01.2020	1 day	120	4925
4	Expert lecture on Selection of project topic	ECE	Prof. Sajeena A	Dr. K Gopakumar	28.08.2020	1 day	140	3000
5	WEBINAR on Vacuum Technology	Mech	Dr Shafi K A	Dr S Kasthuriengan, Former Chairman, Centre for Cryogenic Technology, IISC Bangalore	08.09.2020	1 day	30	5000

BoG ratified the above.

2.11.2 Inhouse programmes to be conducted under student support

The listed programmes were approved by EAP committee and finance committee meeting held on 03.09.2020

Sl. No	Name of Programme	Branch	Name of Coordinator	Name of Industry/ Institution /Faculty	Date	Duration	No. of Student Participants	Estimated Expenditure (Rs.)
1	GATE Coaching	Civil	Prof. Sreeja Balakrishnan	Faculty members of Civil Engineering, TKMCE and DrGeetha K(Rtd	24.08.2020 to 31.01.2021	50 hrs	50	30000

2	Workshop on MS Excel for Engineers	Chemical	Prof. Al Ameen A, Prof. Manikandan P M	Dr. P A Solomon, Professor, GEC, Trissur Prof. Manilal A M, Assoc Professor, GEC Trissur	03.09.2020 to 05.09.2020	3 days	50	18000
3	Expert lecture on Channel Coding Techniques	ECE	Prof. Nishanth N	Dr. Renu, Associate Professor, RIT, Kottayam	20.10.2020 To 21.10.2020	2 days	140	6000
4	Expert talk on MEMS and REMEMS for final yr UG and PG Students	ECE	Dr. Nissan Kunju	Dr. Sukoman Dey, Assistant Professor, IIT, Palakkad	15.09.2020 & 25.09.2020	2 days	170	10000
5	Placement oriented Skill enhancement training	CSE	Prof. Thushara A, Prof. Reena Mary George	Mr. Deepak Jose, Pragmatics Pvt Ltd, Kochi	15.10.2020 to 18.10.2020	3 days	72	18000
6	Remedial class in various subjects	CSE	Prof. Thushara A	Faculty members of CSE department	15.10.2020 To 15.12.2020	130 hrs	260	78000
7	Remedial class	Chemical	Prof. Al Ameen A	Faculty members of Chemical Engineering dept.	07.09.2020 to 27.11.2020	50 hrs	180	30000
8	Remedial class in various subjects	EEE	Prof. Baiju R Naina	Faculty members of EEE dept.	15.10.2020 to 15.12.2020	120 hrs	60	72000
9	Bride course on python programming R language for 5 th semester students	EEE	Prof. Sunitha Beevi	Prof. Anantha Padmanabhan, Dept of CSE, TKMCE	12.10.2020 To 16.10.2020	40 hrs	50	26000
10	Remedial class for UG Students	ECE	Prof. Nishanth N	Faculty members in EC department	15.10.2020 To 15.12.2020	50 hrs	578	30000

BoG approved the above and SPFU Director commended that proper monitoring by the HOD should be ensured & impact analysis should be done and presented.

General Comment: Department wise summary of the activities should also be presented in the report to ensure the participation of all departments in TEQIP activities. Important achievements of the institute and contribution towards the society should also be included in the report.

Part 3
Report

3.1 Status of Fund utilization as on 27.08.2020

Sl No	Category of Expenditure	Particulars	Amount spent (Rs. in Lakhs)	Committed Expenditure (Rs. in Lakhs)
1	Equipment Replacement Fund	Equipment Replacement	40.09	
2	Equipment Maintenance Fund	Equipment Maintenance	2.57	
3	Faculty Development Fund	Faculty attended subject domain training	6.86	
		Inhouse workshop/conference/training	31.77	
		Participation by faculty in external conference/ workshops,etc.	4.97	
		Staff development	0.29	
4	Corpus Fund	Students attend conference for research paper presentation/ Workshop,etc	3.55	
		Research seed money project	14.64	16.69
		Research publication in journal	0.27	
		Industry Institute Interaction programmes	10.76	
		Remedial class	2.15	
		Skill Development Programmes	7.38	
		Visiting faculty	0.56	
		Incremental operating cost(other expenses, salary, BoG & other meeting expenses)	8.79	
		Total	134.65	16.69



Summary

(a) Actual

	Corpus Fund (Lakh Rs)	Faculty Development Fund (Lakh Rs)	Equipment Replacement Fund (Lakh Rs)	Equipment & Civil Maintenance Fund (Lakh Rs)	TOTAL FUND (Lakh Rs)
FUND ALLOTMENT	89.83	60.00	59.55	29.53	238.91
EXPENDITURE (as on 28.08.2020)	48.10	43.89	40.09	2.57	134.65
FUND UTILIZATION (%)	53.54	73.15	67.32	8.70	56.36

(b) Committed

	Corpus Fund (Lakh Rs)	Faculty Development Fund (Lakh Rs)	Equipment Replacement Fund (Lakh Rs)	Equipment & Civil Maintenance Fund (Lakh Rs)	TOTAL FUND (Lakh Rs)
Committed Expenditure	16.69	-	-	-	16.69

(c) Total

Actual Expenditure	Committed Expenditure	Total	Percentage
134.65	16.69	151.34	63.38%-

Total Fund received : Rs.238.76 Lakhs

Total Expenses : Rs 134.65 Lakhs

Balance amount : Rs 104.11 Lakhs

Total Committed expense : Rs.16.69 Lakhs

BoG noted the status of fund utilization.

Part 4
ANY OTHER ITEMS

4.1 Dr. K Gopakumar, Institutional member of BoG has retired from service and Dr. Shafi K A, Professor, Department of Mechanical Engineering has been nominated by Chairman, BoG.

BoG ratified the above.

Meeting concluded at 1.00 pm.



DR. SHAHUL HAMEED T.A.
PRINCIPAL
THANGAL KUNJU MUSALIAR
COLLEGE OF ENGINEERING
KOLLAM-5



SHAHAL HASSAN MUSALIAR T.K.
Chairman
Board of Governors, TEQIP-II
T.K.M. College of Engineering
Kollam - 691005, Kerala.

**TKM College of Engineering Kollam-5,
Technical Education Quality Improvement Programme Phase II**

**GUIDELINES FOR THE CONDUCT OF VARIOUS TEQIP PROGRAMMES IN
ONLINE MODE**

1. Background

The restrictions imposed by Covid 19 pandemic have made it impossible to conduct various programmes under TEQIP, envisaged for the quality upgradation of faculty, staff and students, in the conventional manner. The present situation demands conduct of these programmes in online mode. The following guidelines are proposed for the smooth and effective conduct of various TEQIP programmes in online mode so as to utilize the balance fund effectively. The general rules under TEQIP remain unchanged.

2. Faculty and Staff Development Programmes**2.1 In-house Programmes**

1. Each session by an external expert will be of minimum 2 hours.
2. For each session, the expert shall be paid the honorarium as per TEQIP/Govt of Kerala rules. However, No TA/DA is required.
3. Preferably, the FDP must include online activities for the participants.
4. The coordinator has to consolidate the feedback of all the sessions.
5. If required, the organizing department may fix a registration fee per programme for the participants subject to a maximum of Rs.500/- per participant.

2.2 External Programmes

1. The fee paid by the faculty, if any, to attend the programme will be reimbursed subject to a maximum of Rs. 2000/- from TEQIP funds as per the existing norms.
2. The faculty/staff has to submit the detailed report of the programme after attending.
3. Preferably the courses shall be selected in the emerging areas.
4. The faculty attending online courses will not be eligible for any TA/DA.
5. The technical/ ministerial staff will be permitted to attend the programme, if the department recommends the programme stating the benefits to the students, department and the institution.
6. There will be no limit to the number of online courses attended by the faculty, but the fee reimbursement from TEQIP is limited to two course per faculty per semester.



3. Guidelines for the Conduct of Student Support Programmes

3.1 Remedial/Bridge Courses

1. Remedial classes for weak students/ failed students are to be conducted by the departments. Details such as total number of students, total hours required etc., shall be submitted by the HoD and the same should be approved by the respective TEQIP committees.
2. For conducting remedial class on a course, a minimum of 5 students should be there and minimum 10 hour should be engaged.
3. Online remedial class shall be offered by the faculty allotted by the department. An honorarium of Rs.600/- per hour shall be payable for the faculty assigned.
4. The details of the classes such as link for online class, timings, date, attendance, screenshots, quizzes conducted/ online evaluation etc are to be submitted by the faculty.
5. Classes for common subjects must be conducted as a single class room session. If the faculty handling the subject is different for each department, the HoD must allot a suitable faculty to conduct the programme.
6. The department has to monitor the results of the beneficiary students and the HoD has to submit a report to the TEQIP office as and when the results are published.
7. External subject experts can be called for conducting remedial / bridge classes online, if found necessary. The expert will be eligible for honorarium of Rs.600/ hour and no TA/DA is permissible.

3.2 Counseling Classes

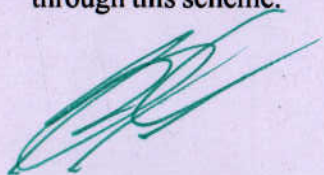
1. Online counseling classes wherever necessary may be arranged by departments. The experts selected may be permitted to give an online class in the platform prepared by the coordinator/department. One to one interaction of the needy students with experts may be encouraged.
2. The remuneration payable for the experts is as per existing TEQIP norms. No TA/DA is permissible.
3. The expert selected must be a person of good reputation and experience, approved by the EAP committee.
4. A feedback report of the programme should be reported to the TEQIP office, by the programme coordinator.

3.3 Coaching Classes

1. Online coaching classes for appearing in competitive examinations like GATE, CAT, MAT, etc can be conducted by subject experts.
2. External subject experts may be called for the programme, if required. The expert will be eligible for honorarium of Rs.600/ hour and no TA/DA is permissible.

3.4 Students attending Conferences

1. Students attending reputed conferences for oral presentation (online) can be funded through this scheme.



2. The maximum registration fee payable is Rs. 2000/-. The support received from TEQIP-II must be acknowledged in the paper presented.

3.5 Online Training Programmes

1. Online training programmes/workshops may be conducted, on relevant areas identified by the organizing department, with the approval of the IIIC.
2. The honorarium to the expert is payable as per the existing TEQIP norms.
3. External student participants may also be considered for participation in the programme with a nominal fee of Rs.200/- (max).
4. An online certificate may be issued to the students.

3.6 Student Internships

1. The reimbursement for online internship should be limited to Rs 1500/- per student.
2. The internship should be for a minimum of 6 days (minimum 15 hours).
3. Selection for financial assistance should be based on the relevance of the area, venue chosen for internship and financial status of student.
4. A report, certificate of successful completion, fee receipt etc are to be submitted by the student.
5. Students who availed reimbursement from TEQIP, for internship of any kind are not eligible for the fee reimbursement for online internship.

4. National/International Conferences

1. The key note speakers and session chairs may be paid the honorarium as per existing TEQIP norms.
2. The faculty will be permitted to present papers in reputed conferences (online), with the approval of Research Council of the institute. The maximum permissible registration fee for the conferences is Rs.4000/-. No TA/DA is permissible. The support received from TEQIP-II four funds must be acknowledged in the paper presented. Only oral presentations in the conferences will be funded.

5. BoG Meetings

The external BoG members attending online meeting shall be eligible for the honorarium as per existing norms. However, no TA/DA is payable for attending the meeting.

Note: For online programmes/meetings, scanned copy of the receipt of the honorarium paid to the expert/member shall be collected and submitted to the TEQIP office by the programme coordinator and a copy of it duly attested by the Principal along with the online payment details must be recorded for auditing purposes.

