

MINUTES OF THE FIRST BOARD OF GOVERNORS' MEETING (2024 - 25)

Date: 30th May 2024 Time: 10 am (Online)

<https://meet.google.com/cjr-ynyf-jxn>

The following members were present:

1. Dr. Biju Augustine P, Chairman, Professor of Mechanical Engineering, RIT Kottayam.
2. Dr. Rajasree M S, Director, DTE Thiruvananthapuram.
3. Smt. Seema K N, Senior Joint Director (PS), DTE, Thiruvananthapuram.
4. Sri. Ajaykumar N, Additional Secretary, Higher Education Department.
5. Shri. Anilkumar, Finance Officer, Collectorate, Kottayam.
6. Shri. Sudheeran P A, Manager, Kerala EI & Allied Engg Co Ltd
7. Shri. Arun George, Technical Lead, Hardware Design Engineer, VVDN Technology (P) Ltd
8. Smt. Binu B. R, HOD, Electrical & Electronics Engineering
9. Smt. Smita V, HOD, Instrumentation Engineering
10. Smt. Ani Abraham, Principal, GPC Pala, Member Secretary

After the welcome speech of the principal, Chairman Dr. Biju Augustine invited respected DTE to deliver a special address. Director madam reminded the importance of skill development and quality education. She also conveyed her wishes as she is retiring on May 31st. After the address of DTE, chairman invited principal to present the agenda and report of last academic year.

Agenda:

1. SAR filing of Instrumentation Engineering program
2. Review of admission, result and placement
3. Overview of existing facilities, additional facilities required
4. Ongoing projects
5. Commencement of Industry on Campus
6. Commencement of diploma for working professionals
7. Any other related or relevant matters permitted by the committee

Decisions taken

1. **Agenda Item 1:** SAR filing of Instrumentation Engineering program

Decision:

Instrumentation programme has already filed pre qualifier for NBA accreditation and the process of SAR submission is progressing. Principal explained that Lab facilities of Instrumentation Engineering programme are to be improved requested DTE and higher education officials to sanction various proposals of the programme. Senior joint Director agreed to look in to the matter favorably.

Agenda Item 2: Review of admission, result and placement
Admission Details -2022-23 & 2023-24

Sl No	Programme	Approved Intake	Total students admitted	
			2022-23	2023-24
1	Computer Engineering	63	63	63
2	Electrical & Electronics Engineering	63	63	63
3	Electronics Engineering	63	61	61
4	Instrumentation Engineering	63	51	57

Principal explained the steps taken to improve the admission last year and committee entrusted principal to take necessary steps this year also if necessary.

Placement & Higher Studies (2022-23)

2022-23				
Program	Students appeared for final exam	Students successfully completed diploma	Placement	Higher Studies
Electrical & Electronics Engineering	62	43	26	17
Electronics Engineering	46	16	13	3
Instrumentation Engineering	52	33	20	13
Computer Engineering	58	12	8	4

Academic Performance - 2023-24(Odd Semester)

Program	S1	S3	S5
Electrical & Electronics Engineering	41/60	29/67	42/61
Electronics Engineering	15/42	10/36	16/52
Instrumentation Engineering	19/49	26/45	29/48
Computer Engineering	34/55	19/58	26/51

Placement & Internship Details (2023-24)

Sl No	Programme	Total number of students	Placement	Internship
1	Electrical & Electronics Engineering	61	20	61
2	Electronics Engineering	52	6	27
3	Instrumentation Engineering	48	9	36
4	Computer Engineering	51		
	Total	212	35	124

Decision: The BoG discussed the ways to improve performance. Discussed various methods adopted already and its effectiveness. Instrumentation Engineering performance improved from last year and Electrical and Electronics Engineering maintaining their good performance. Committee entrusted principal to take effective methods to improve the result and placement of Computer Engineering and Electronics Engineering. Concentrate more on conduct Scholar Support Programs (SSP) for weak students throughout the semester by analyzing internal examination results and end semester examination results.

The committee expressed their appreciation on the internship implemented in the last semester. More companies may be identified this year so that maximum students get the opportunity to undergo internship. However, principal expressed the concern that internship reduced the placement as students are not available in the college during sixth semester and most of the placement drives are happening during sixth semester. SJD assured to look into the matter positively so that placement drives will start from fifth semester next year onwards.

Agenda Item 3 & 4: Overview of existing facilities, additional facilities required, Ongoing Projects

Sl No.	Name of work	Cost	Present status	Remarks
1	a) Academic cum Library Block G.O(Rt)No.1752/2018/ H.Edn dtd 24/09/2018 b) Academic cum Library Block second phase G.O(Rt)No.1340/2022/ H.Edn dtd 06/09/2022	310 Lakhs 400Lakhs	Work started and Earth work completed but stopped as the contractor refused to continue the work Design work completed	Actual project costs 10.5 crores, divided into three phases, sanctioned 3.1 crore for first phase, second phase costs 4 crore also sanctioned
2	Construction of workshop block and Auditorium. G.O.(Rt)No. 855/2020 HEdn dtd 25/06/2020	400 Lakhs	Design completed. Technical Sanction not issued	Expecting to start soon
3	Rain water harvesting tank D4/12961/22/DTE	96 Lakhs	Work started, but stopped temporarily due to some issues in the design	A permanent solution for water scarcity in the institution

Decision: Principal explained about the huge delay experienced with the PWD works and requested higher education department to make necessary follow ups. Decisions taken accordingly.

Agenda Item 5: Commencement of Industry on Campus

Proposal for setting up of new class L3 , Elder friendly EV sanctioned and Budget for prototype development is 98000(PD Account). This project includes Electric Vehicle Design and Engineering, Battery Technology, Motor and Power Electronics, Manufacturing & Assembly, Testing & Diagnostics, Safety & Sustainability, Faculty Development, Industrial and Academic Collaboration. Expected Timeline - 6 months. BoG approved the proposal.

Agenda Item 6: Commencement of diploma for working professionals

Received approval from AICTE to start Diploma for working professionals in Electrical & Electronics Engineering (60) and Electronics Engineering (60). The intake requested was 30. But the sanctioned intake is 60, Informed AICTE already. BoG approved the proposal.

Agenda Item 6: Any other related or relevant matters permitted by the committee

Principal explained about the additional faculty and lab staff requirement, faculty development programs conducted and to be conducted this year and students and faculty achievements etc. Committee appreciated Sri. Nevin Jose and Smt. Smita V for securing Gold medal and Silver medal respectively in NPTEL online certification courses.

The committee extended best wishes to Dr. Biju Augustine, chairman of BoG and Dr. Rajasree M S, DTE on their retirement.

Smt. Binu B R, HoD in Electrical & Electronics Engineering expressed vote of thanks.

The meeting ended at 11.30 am.


Ani Abraham 29/06/2024

Principal
Principal
Govt. Polytechnic College
Pala - 686 575

