

**MINUTES OF THE 29<sup>th</sup> MEETING OF THE BOG  
GOVT. ENGINEERING COLLEGE KOZHIKODE, WEST HILL  
(SELECTED UNDER SUB-COMPONENT 1.1 OF TEQIP PHASE – II)**

**Date: 27.03.2023**

**Time: 06.30 pm**

**Venue: Online Meeting (Google Meet)**

**Members present**

- 1 Dr. L. S. Ganesh, Professor(Retd.), IIT Madras, Chairperson
- 2 Dr. Elizabeth Elias, Professor(Retd.), NIT Calicut, Member
- 3 Sri Ajayan C., Additional Secretary (Higher Education Department), Govt. of Kerala
- 4 Dr. Vrinda V. Nair, Director (SPFU\_TEQIP)
- 5 Sri. Santhosh Kurup, CEO (ICT Academy of Kerala), Member
- 6 Dr. Leena Mary, Principal, GEC Kozhikode.
- 7 Dr. Sajith P. P., Professor, GEC Kozhikode
- 8 Dr. Anjana Santhakumar, Professor, GEC Kozhikode

**Members absent**

- 1 Dr. Byjubai T.P., Director (Technical Education), Government of Kerala.
- 2 Dr. Ananda Reshmi S., Controller of Examinations, KTU.
- 3 AICTE Regional Officer & Director, AICTE Nominee.

Dr. L S Ganesh, the Honourable Chairman, Board of Governors, presided over the meeting. The Principal of the College Dr. Leena Mary welcomed all the members to the meeting and presented a brief overview on the current status and achievements by the institute since the last BoG meeting. Subsequently, the items were taken for discussion and approval, as per the Agenda notes.

**Minutes**

**PART A: Procedural**

**Item No.A1: Confirmation of the minutes of the 28<sup>th</sup> meeting of the BOG held on 20<sup>th</sup> September, 2022.**

The minutes of the BOG meeting held on 20.09.2022 were read and confirmed.

**PART B: Status Reports**

**Item No.B1: Brief summary on the current status of the institution**

The Honourable Chairman and board members congratulated the faculty, staff and students on achieving NBA accreditation for the B. Tech. Program in Electronics and Communication Engineering, M. Tech program in Computer Aided Process Design and M. Tech program in Energy Systems Analysis and Design.

The Chairman wished to get updated on the status of identifying a new location for the institute. Sri Ajayan C., Member of the BoG, informed that proposals have been received and now the matter is under consideration of the Government.

The members also enquired about the two new programs (a) B. Tech in Computer Science and Design, and (b) M. Tech in Structural Engineering, being offered this academic year onwards. They were informed that both the programs have full strength of admission.

### **Item No. B2: Review of NBA Team Visit Report**

The key points presented in the report of the NBA expert team that visited the college during 2<sup>nd</sup> December 2022 to 4<sup>th</sup> December 2022 in connection with accreditation of one UG program – B.Tech (Electronics and Communication Engineering), and two PG programs – M.Tech (Computer Aided Process Design) and M.Tech (Energy Systems Analysis and Design) were discussed in detail. The details of the discussions, specific comments and suggestions made by the Board members and possible response actions to be taken by the concerned Departments and their respective faculty members are given below.

#### **B2.1: B.Tech (Electronics and Communication Engineering) offered by the Department of Applied Electronics & Instrumentation Engineering**

The B.Tech program in Electronics and Communication Engineering is accredited for three years with a score of 670/1000 marks. Dr. L.S. Ganesh pointed out that though the marks obtained in each criterion are reasonably good, the marks distribution indicates the areas where there substantial gaps are observable. These need well planned interventions for effecting improvements.

Dr. Elizabeth Elias suggested doing a proper analysis of the detailed visit report received from the NBA experts and identifying the criteria and sub-criteria requiring improvements. The score obtained in Criterion 1 (Vision, Mission and Program Educational Objectives) is lower for a Government college. Hence, to keep abreast with the rapidly evolving technological trends, the Vision or Mission statements of both, the Institute as well as all constituent Departments may have to be reviewed and re-stated every five years. Similarly, for criterion-2 (Program curriculum and teaching – learning processes), the curriculum gap analysis has to be done meticulously and subsequent steps should be taken to bridge the gap. The observations made by the experts regarding criterion 4 – Students' performance – also need to be responded to and efforts should be made to improve upon the college's results significantly.

Sri. Santhosh Kurup suggested comparing the performance of the college with peer institutes to identify how improvements can be made.

While discussing the weaknesses/areas of improvement, Dr. L.S. Ganesh, suggested to document evidence on how the feedback is used to align teaching-learning processes with the spirit of Outcomes-Based Education (OBE). The comment that there is a lack of understanding of OBE among stakeholders needs to be seriously looked at and corrective measures should be taken. To improve the quality of projects, project works/reports should be studied to identify areas for realizing significant improvements, and formulate the

necessary plans for improvement. Dr Ganesh further suggested that there should be a system with a faculty coordinator to identify and facilitate participation of students in national/international technical events and competitions.

Other suggestions from the Board members include:

- a) planning appropriate faculty training programmes to address the comment that assignments to foster higher order thinking among students are weak, and
- b) appointing well-established or professionally accomplished alumni as guest or visiting or adjunct faculty or as faculty-of-practice as per the suggestions and guidelines of the AICTE. In addition, the establishment and operations of an Entrepreneurship/Incubation cell is becoming a significant criterion for evaluation. To score well on this criterion, the college must take the due initiatives in this regard. Good internet connectivity has to be provided and utilized for teaching-learning-evaluation processes.

Dr Agnes Jacob, HoD (Applied Electronics & Instrumentation), acknowledged the suggestions from the BoG and informed that initiatives have already been taken for improving the ICT facilities in the Department. The members noted that there is considerable scope for improvement via the purchase and use of PA systems, interactive boards, LCD projectors, laptops and desktops to respond effectively to the comments made by experts from the NBA.

### **B2.2:M.Tech (Computer Aided Process Design) offered by the Department of Chemical Engineering**

The M.Tech program in Computer Aided Process Design offered by the Department of Chemical Engineering stands accredited for three years with a score of 312/500. The BoG members observed that while the marks are good, there is considerable room for improvement. The Chairman stressed that the program is in the right track and the concerned faculty members should identify specific actions to be taken to bring out significant improvements. The members appreciated the Department for having the program strengths recognized and highlighted by the NBA expert team.

Regarding the weaknesses/areas of improvement, the members suggested that:

- a) clarity about the program outcomes should be enhanced,
- b) the intellectual nature of projects should be critically and closely reviewed to enhance the quality of learning outcomes,
- c) the examinations should encourage and ensure higher order thinking by means of devising appropriate teaching-learning methods and/or by providing the necessary training.
- d) some courses should be reviewed and modified to adequately distinguish them from their UG level equivalents.

To address other observations made by the NBA expert team, especially those regarding involvement of industry, the possibility of engaging guest lecturers from industry could be explored. Steps should be taken to ensure that each faculty member should have a separate cabin to work from.

### **B2.3:M.Tech (Energy Systems Analysis & Design) offered by the Department of Mechanical Engineering**

The M.Tech program in Energy Systems Analysis & Design stands accredited for three years with a score of 306/500. The members appreciated the Department for receiving the comment that the Vision and Mission statements are well articulated and suggested that these could be used as benchmarks while reviewing and refining other Vision and Mission statements within the college.

The expert team pointed out to the lack of Industry supported labs. Dr Vrinda V Nair added that this is an important point to be focused on by several Government Engineering Colleges as there are only a couple of them with Industry supported labs or facilities. Dr.L.S.Ganesh suggested that the college authorities could try to negotiate and install at least one or two key equipments obtained with industry support in selected laboratories and showcase the support. Sri Santhosh Kurup added that software obtained using industry partnerships could also be classified under "industry-support". Dr. Elizabeth Elias suggested that faculty collaboration with Industry should be encouraged for research and laboratory utilization. Suitable MoUs can be prepared in this regard and such initiatives will gradually lead to establishing Industry supported labs in the college.

Dr. L.S. Ganesh pointed out that all industries are legally bound to spend a share of their profits as CSR funds. With proper preparation and planning, the college could benefit from securing financial support via industries' CSR commitments and initiatives. One faculty coordinator should be identified to serve as a co-ordinator of this industry interface activity. Dr Vrinda V. Nair supported this point strongly and assured that this will be shared with higher authorities.

Dr. Pradeep V., HOD Mechanical Engineering briefed about the initiatives taken by Dr. Sudheesh RS, Associate Professor in Mechanical Engineering to address this deficiency in the Department's programs. Dr. Sudheesh had contacted M/s Janatics, a pneumatic and automation centre at Coimbatore, and had submitted a proposal for collaboration on a profit-sharing mode. The BoG Chairman and members appreciated the prompt response and initiatives from the Department to the constructive comments made by the NBA experts.

The BoG also suggested that the college should prepare itself for the changes that may be expected in the higher technical education system following the NEP's implementation and identify how the new conditions could be used for the growth of the institution .Dr. L. S. Ganesh suggested that the possibility of forming an all-Kerala engineering Alumni Association supervised by the Government be explored. This could be a key resource for the entire technical education system in Kerala. Dr. Elizabeth Elias suggested starting partial delivery of syllabus by experts from Industry. This will provide a direct contact with industry which can later be leveraged to establish laboratories or other industry supported facilities. Dr. L.S. Ganesh added that alumni or well-established professionals from Kozhikode, could be contacted to deliver lectures on special topics or modules. Sri Santhosh Kurup backed this idea and shared that he could help the college to get connected with some experts in Kozhikode if the expertise required would be in the area of information technology or electronics, The Principal acknowledged the suggestions from the Board Members and

assured that all these suggestions will be considered in preparing the future plans of the institution.

**Item No. B3: Finance report: Status of four funds**

The TEQIP coordinator presented the current status of the TEQIP Four funds. Utilization of 77.85% of the allotted amount is completed and several proposals are in the final stages of completion. The details of ongoing proposals and expenditures in each head of the four funds are presented. The utilization level would be raised to 97.02%, if the ongoing proposals were included.

**PART C**  
**(Future Activities/Proposals)**

**C1: Proposals for Re-appropriation of FOUR FUNDS, Progress of preparations for an International Conference**

**C1.1:Re-appropriation of FOUR FUNDS**

<b>Four Fund Heads</b>	<b>Total Allotted (A)</b>	<b>Total Expected Expenditure (B)</b>	<b>Balance Rs. (A-B)</b>	<b>Proposed Re-appropriation</b>	<b>Balance after Re-appropriation</b>
<b>Corpus</b>	59,35,479	63,86,377	-4,50,898	+6,13,454	1,62,556
<b>Faculty and Staff Development</b>	18,08,665	13,24,935	4,83,730	-2,50,000	2,33,730
<b>Equipment Replacement</b>	41,50,445	40,35,899	1,14,546	-1,14,546	0
<b>Equipment Maintenance</b>	14,11,068	11,62,160	2,48,908	-2,48,908	0
<b>Total</b>	<b>1,33,05,657</b>	<b>1,29,09,371</b>	<b>3,96,286</b>		<b>3,96,286</b>

The above proposed re-appropriation of Four Funds is approved by the BoG. The BoG members also suggested that suitable proposals should be submitted to utilize the remaining amount at the earliest.

**C1.2:International Conference on Emerging Trends in Engineering – Yukthi 2023**

Dr Sudheesh R. S., Organizing Secretary, the International Conference on Emerging Trends in Engineering – Yukthi 2023, presented a brief overview of the progress and status of preparations. The conference is scheduled from 10<sup>th</sup> to 12<sup>th</sup> of April 2023. The statement of expenditure and list of keynote speakers were also presented. The BoG members asked to check and bring down the plagiarism levels in the submitted manuscripts to less than 17%, which is an internationally accepted limit.

The meeting concluded at 7:45 P.M. with a Vote of thanks, delivered by Dr. Sajith P.P.

**<End of Minutes>**