

**Minutes of the 84<sup>th</sup> meeting of the Board of Governors of the KSRTC Sree Chitra Thirunal College of Engineering (Thiruvananthapuram) Society held at 10:15 AM on 02.09.2021 in the Chamber of the Minister for Transport**

**Members Present**

- 1. Adv. Antony Raju**  
Hon'ble Minister for Transport  
Government of Kerala
- 2. Sri. Biju Prabhakar IAS**  
Secretary to Government &  
CMD, KSRTC
- 3. Sri. C. Ajayan**  
Additional Secretary to Govt.  
Higher Education Department  
Government of Kerala
- 4. Smt. D. Krishnapriya**  
Additional Secretary to Govt.  
Finance Department  
Government of Kerala
- 5. Dr. Cizza Thomas**  
Senior Joint Director  
Directorate of Technical Education  
Padmavilasam Road, Fort  
Thiruvananthapuram 695 023
- 6. Dr. R. Sasikumar**  
Board Member - Educationalist  
Director  
Co-operative Academy of Professional Education  
Thiruvananthapuram
- 7. Dr. Jayasudha J. S.**  
Principal i/c & Member Secretary

**Agenda Item No. 84-00/2021 : Opening remarks of the Hon'ble Minister for Transport  
(Chairman of the Board of Governors)**

*I am happy to welcome you to the 84<sup>th</sup> Board meeting of the Board of Governors of KSRTC Sree Chitra Thirunal College of Engineering (Thiruvananthapuram) Society. Your kind attention is invited to the Government Order G.O.(Rt) No.292/2021/TRANS dated 01/09/2021 re-constituting the Board of Governors of this Institution according to which we are appointed and vested with the responsibility of taking this reputed institution of learning to greater heights. This Institution has over the years created many budding professionals. In a fast changing technology driver world it is most importance that policies, programs and facilities are in keeping with the needs of the time so that we can offer the facilities to achieve the best results.*

*We need to continue the good work of the past and constantly aim for improvement, to imbibe new technologies for the Institution to become an important center of excellence that turns out outstanding professionals in engineering.*

*It is the responsibility of this Board to put our heads together, share our experiences and devise ways and means to chart a new destiny so that the Institution will find a place among the leading technological power houses for learning.*

*The agenda is evidently determined according to the administrative requirements and priorities of management from time to time. However, it is necessary that a draft agenda is prepared and submitted for approval of the Chairman before finalizing and issue to the directors for consideration of the Board meeting.*

*It is also important that a report on the performance, achievements and other important issues are to be mentioned as a separate agenda under the heading "Principals Report" so that the Board is made aware of them.*

The Board meeting commenced at 10:15 am.

**Agenda Item No. 84-01/2021: Confirmation of the minutes of the 83<sup>rd</sup> meeting of the Board of Governors held on 29.04.2021**

The Board approved the minutes of the 83<sup>rd</sup> meeting of the Board of Governors with the modifications in the following items.

83-02/2021 Approved. In Item No.23-23/21 the Board decided to appoint Principal on deputation basis from eligible hands as per Government and AICTE norms.	Not approved the decision of appointment of Principal due to Election Model Code of Conduct and the notification was not as per the Service Rule Item No.4(1)
83-03/2021 The Board discussed the proposal and accorded sanction for the purchase of Furniture, Air conditioners, Desktop Computers, UPS with battery, projectors and network switch at an estimated amount of Rs.85,66,500/- (Rupees Eighty five lakhs sixty six thousand and five hundred only) from the plan fund but the procedures for purchase will be initiated after MCC is over.	The Board corrected the decision as the procedures for purchase followed should be " <b>as per Stores Purchase Rules</b> "
83-16/2021 The Board discussed and decided to grant permission for executing the work for an approximate cost of Rs.8,00,000/- (Rupees Eight lakhs only) but the procedures for executing the work will be initiated after MCC is over.	The Board corrected the decision as the procedures for executing the works followed should be " <b>as per Stores Purchase Rules</b> " and <b>PWD Manual</b>

**Agenda Item No. 84-02/2021: Action taken on the decision of last meeting of Board of Governors**

Approved subjected to correction in the Item No.83-02/2021, the notification has not been done as per the Service Rules Item No.4(1) and the Board directed to re-notify it strictly complying to Service Rule.

**Agenda Item No.84-03/2021 : Implementation of State Pay revision to SCTCE employees &**

**Agenda Item No.84-04/2021 : Implementation of AICTE/UGC Pay revision to SCTCE employees**

The Board discussed and decided to constitute a sub-committee with the following Board members for conducting a detailed study about the financial position of the Institution and the possibility of implementing AICTE/UGC/State pay revision to the employees of SCTCE.

- |  |   |          |
|--|---|----------|
| 1. Principal                             | – | Convenor |
| 2. Dr.R.Sasikumar                        | - | Chairman |
| Board Member                             |   |          |
| 3. Smt.D.Krishnapriya                    | - | Member   |
| Additional Secretary, Finance Department |   |          |
| 4. Sri.S.B.Asokan                        | - | Member   |
| Board Member                             |   |          |

**Agenda Item No. 84-05/2021: Appointment of Prof.M.R Sarathchandradas as Adjunct Professor – Request**

*The Board directed to appoint Prof.M.R.Sarathchadradas as Adjunct Professor in Mechanical Engineering for a period of one year with a consolidated salary of Rs.25000/- per month.*

**Agenda Item No. 84-06/2021: Extension of appointment period of Dr.R Ramesh Kumar, Adjunct Professor – Request**

*The Board directed to extend the period of Dr.R.Ramesh Kumar, Adjunct Professor in Mechanical Engineering for a further period of one year on same terms and conditions of previous contract.*

**Agenda Item No. 84-07/2021: Extension of contract period of Workshop Superintendent**

*The Board after detailed deliberations decided to extend the contract period of Sri.Vijayan.N.S, Worksop Superintendent with effect from 22/10/2021 till he attains the age of 60 on the same terms and conditions of previous contract.*

**Agenda Item No. 84-08/2021: Renewal of the agreement with Ashiyana Ladies Hostel and the extension of the contract period of matron**

*The Board after detailed discussion decided to renew the agreement with Ashiyana Ladies Hostel for one more year with effect from 01/08/2021 on the same terms and conditions. The Board also decided to extend the contract period of Matron for a further period of one more year w.e.f. 09/08/2021 on the same terms and conditions.*

**Agenda Item No. 84-09/2021: Requirement of Ad-hoc/Guest faculties in various department – Request**

*The Board decided to constitute a sub-committee with the following members to conduct a study about the requirement of Ad-hoc/Guest faculties in various departments of SCTCE.*

1. Principal - Convenor
2. DTE or his nominee not below the rank of Joint Director
3. Dr.M Sasikumar, Board Member

*The Board decided to appoint adhoc/guest faculty in various departments based on the recommendation of Sub-Committee. The details of this appointment are also to be intimated to Government.*

*The Board also directed the Principal to submit a detailed report regarding the campus placement of students of SCTCE for the last three years and final year results of each branch in the next meeting of the Board of Governors.*

**Agenda Item No. 84-10/2021: Creation of posts of Assistant Professor in Computer Science & Engineering Department**

*Deferred this item, awaiting report of sub-committee constituted vide Item No.84-03/2021.*

**Agenda Item No. 84-11/2021: Request from Smt. Reshma T. Nair, M.Tech. student discontinued – Return of original certificates**

*The Board authorised Principal to return original certificates to Smt. Reshma T. Nair, M.Tech. student. It is also decided that Transfer Certificate, Conduct Certificate and other documents if any should be issued only with the approval of Board of Governors, after clearing the dues.*

**Agenda Item No. 84-12/2021: Request from Dr. Shanthi K. J., former Professor in Electronics & Communication Engineering and Sri. Nebu Jacob, former Assistant Professor in Mechanical Engineering for sanctioning of gratuity**

*The Board discussed the matter in detail and decided not to consider the request of Dr. Shanthi K.J., former Professor in Electronics & Communication Engineering and Sri. Nebu Jacob, former Assistant Professor in Mechanical Engineering for sanctioning of gratuity, since they are not eligible as per SCTCE Gratuity Rules.*

*The Board authorised the Principal to initiate steps for appointing new Standing Counsel for the Hon'ble High Court of Kerala. It is also decided to appoint KSRTC MACT advocates for attending local cases such as case before State Advisory Contract Labour Board.*

**Agenda Item No. 84-13/2021: Appointment of Librarian Grade II on contract basis**

*The Board authorized Principal to appoint Librarian Grade II on contract basis with a consolidated salary of Rs.18000/- per month by conducting walk-in-interview after issuing notification in daily. The qualification for the post should be strictly complied to SCTCE Service Rules.*

**Agenda Item No. 84-14/2021: Empanelment of Chartered Accountants as Statutory Auditors for the Financial Year 2020-21**

*The Board discussed and decided to select the second lowest M/s. Ananthan & Sundaram, Thiruvananthapuram, after negotiation as Statutory Auditor for the financial year 2020-2021.*

**Agenda Item No. 84-15/2021: Setting up of Artificial Intelligence Innovation Lab (AAIL) in Department of Computer Science & Engineering**

*The Board directed the Principal to place the proposal before the Academic Council of the College. With the approval of the Academic Council, the proposal has to be forwarded to Government to include in next year's plan fund.*

**Agenda Item No. 84-16a/2021: a. Establishment of Nanoelectronics and Materials Research Lab in Department of Electronics and Communication Engineering**

*The Board discussed and decided to grant Administrative Sanction for procuring the Equipments/software at an estimated cost of Rs. One Crore for the establishment of Nanoelectronics and Materials Research Lab in the Department of Electronics & Communication Engineering, utilising the plan fund.*

**Agenda Item No. 84-16b/2021: Setting up of Centre for Innovation in the Department of Mechanical Engineering**

*The Board sanctioned the purchase of items with an estimated cost of Rs.90 lakhs for the setting up of Centre of Innovation in the Mechanical Engineering Department, utilising the plan fund.*

**Agenda Item No. 84-17/2021: Re-Constitution of External Works Committee**

*The Board discussed and decided to reconstitute the Works Committee with the following members:*

1. Mr. Chandra Babu, B-Tech Mechanical, Executive Director (Operation) in charge, KSRTC.
2. Additional Secretary, Finance Department or Nominee.
3. Mr. Nazeer P- B.Sc Engineering Civil, Retired Executive Engineer, PWD.
4. Dean (Planning and Development), SCTCE.
5. Executive Engineer (Buildings Division) PWD or his nominee
6. Sri.S.B.Asokan, Board Member as Chairman's Nominee
7. Principal, SCTCE.

**Agenda Item No. 84-18/2021: Construction of 3<sup>rd</sup> floor above the main building of the college – Payment of 4<sup>th</sup> part bill to M/s ULCCS**

*The Board discussed and decided to constitute a sub-committee with the following members and the committee is authorized to verify the M Book of all civil works and pass the bills for payment. All procedures related to civil works of college should be initiated with the approval of the sub-committee.*

- |  |   |          |
|--|---|----------|
| 1.Principal  | - | Convenor |
| 2. Sri.S.B.Asokan, Board Member  | - | Member   |
| 3. Mr. Nazeer P- B.Sc Engineering Civil,<br>Retired Executive Engineer, PWD. | - | Member   |

*It is also decided to cancel Decision No.82-14/2021 regarding the service to be provided by accredited agencies for supervising the civil works. The Board authorized Sri.S.B.Asokan, Board Member and Mr. Nazeer P, Retired Executive Engineer, PWD (Works Committee member) to supervise the civil works, ensuring quality control of the work, check measurements of quantities, verification and passing of contract bill for payment.*

*The Board also decided to make payment to the sub-committee members as per the latest Government Order.*

**Agenda Item No. 84-19/2021: Academic Infrastructure Development under plan fund- Entrusting M/s. Uralungal Labour Contract Co-operative Society (M/s ULCCS) for the preparation of layout, design, drawing and estimate for the construction of Academic Block**

*The Board discussed in detail and directed the Principal to give the proposal to Government to include it in the next year plan fund after getting approval from the sub-committee constituted as per Decision No.84-03/2021. The Civil Engineer of the College is entrusted with the preparation of layout, design, drawing and rough estimate for the construction of academic block.*

**Agenda Item No. 84-20/2021: Silver Jubilee Celebrations of the College – Closure Ceremony & Alumni meet – Approval of Programme Agenda**

*The Board directed the Principal to include MLA, Mayor, Ward Councillor etc. in the programme schedule. The sub-committee constituted as per Decision No.84-03/2021 should study the matter and give a report regarding this in the next Board in consultation with the concerned authorities.*

**Agenda Item No. 84-21/2021: Approval of minutes of DPC (Teaching)**

*The Board discussed and decided to constitute IQAC, Screening-Cum-Evaluation Committee and Selection Committee to comply with the Government Order No. G.O.(Ms) No.204/2019/H.Edn dated 29/06/2019. The Board also decided to complete the procedures of verification of documents of faculty members applied for placement by these committees. The constitution of the Committees are as follows.*

**IQAC**

- 1.DTE or his nominee not below the rank of Joint Director*
- 2.Two Senior level faculties from SCTCE*
- 3.One Renowned academician from CET*
- 4.Dr.R.Sasikumar, Board Member*
- 5.Principal*

**Screening cum Evaluation Committee**

- 1.Director of Technical Education or nominee*
- 2.An Officer not below the rank of Joint Secretary, Transport Department, Government of Kerala*
- 3.An Officer not below the rank of Joint Secretary, Higher Education Department, Government of Kerala*
- 4.Administrative Officer, SCTCE*
- 5.One subject expert not below the rank of a Professor in Government/Aided College*
- 6.BoG representative*
- 7.Principal*

**Selection Committee**

- 1.Director of Technical Education or nominee*
- 2.An Officer not below the rank of Joint Secretary, Transport Department, Government of Kerala*
- 3.An Officer not below the rank of Joint Secretary, Higher Education Department, Government of Kerala*
- 4.Administrative Officer, SCTCE*



5.Three subject experts not below the rank of a Professor in Government/Aided College

6.An academician representing SC/ST/OBC/Minority/women/differently abled categories is to be nominated, if any of candidates representing these categories is an applicant and if any of the above members of the selection committee does not belong to that category

7.BoG representative

8.Principal

**Agenda Item No. 84-22/2021: Approval of minutes of DPC (Non Teaching)**

*Deferred.*

**Agenda Item No. 84-23/2021: Request for appointing a Lab Instructor in Automobile Engineering Lab in the Dept. of Mechanical Engineering**

*The Board discussed in detail and authorized Principal to appoint Tradesman on daily wage basis in lieu of retired hand, for the smooth functioning of Automobile Lab.*

### **OUTSIDE AGENDA**

**OA-1/84/2021 Appointment of Principal**

*The Board discussed and decided to appoint a Principal on contract basis by issuing notification in leading dailies. The Qualifications and Eligibility criteria, Salary, Age and Period of contract are as follows:*

*Qualifications & Eligibility Criteria : As per AICTE norms and ordered by Govt. of Kerala from time to time (AICTE Notification No.F.No.61-1/RIFD/7<sup>th</sup> CPC/2016-17 dated 01.03.2019 and GO (Ms.).99/2021/HEdn dated 16.02.2021)*

*Salary : Rs.1,00,000/- (Consolidated)*

*Period : One year appointment which can be extended further for a maximum period of 3 years, if age is below 64 years*

*Age : Below 64 years*

**OA-2/84/2021 Smt.Binu Rajan M.R, Assistant Professor, Dept. of Computer Science & Engineering – Request for NOC for doing Part time Ph.D at Annamalai University**

*The Board discussed and decided to issue NOC to Smt.Binu Rajan.M.R, Assistant Professor in Computer Science & Engineering for doing part-time Ph.D at Annamalai University without any financial commitment to the Institution and without affecting her normal duties. It is also decided that no adhoc/guest faculty shall be appointed against her if she avails any leave as part of her Ph.D. Her existing Bond executed for availing deputation for doing part time Ph.D will continue.*

**OA-3/84/2021 Setting up of Incubation Centre at this college by AITRON Labs – Request**

*The Board discussed and decided to approve the decision taken by the Academic Council of SCTCE for setting up the incubation Centre to enhance the collaboration between Industry and College.*

**OA-4/84/2021 Board discussed and decided following points also.**

- 1. The Board decided to give request to KSRTC for sanctioning two more acres of land to College*
- 2. The Board decided that in future DA enhancement will be given only with the prior permission of the Board. Earlier decision (Decision No.02-23/98 dated 23-12-1998) regarding this is hereby cancelled.*
- 3. The Board enquired about the Fixed Deposits of the College and directed the Principal to transfer the amount deposited as FD in SBI to Treasury as and when FDs in SBI matured.*

Sd/-

**Adv.Antony Raju, Chairman, Board of Governors**