

Minutes of the 91st Meeting of the Board of Governors of the KSRTC Sree Chitra Thirunal College of Engineering (Thiruvananthapuram) Society

Date: 18-06-2024, 10.30 am

Venue: Chamber of the Honourable Minister for Transport, Government Secretariat

Members Present

- 1) Sri. K B Ganesh Kumar, Honourable Minister for Transport, Government of Kerala
- 2) Sri. Ajayan C., Additional Secretary, Higher Education Department, Government of Kerala
- 3) Sri. Shalij P. S., Director of Technical Education (In charge), Government of Kerala
- 4) Sri P. S. Pramoj Shankar IOFS, Chairman & Managing Director, KSRTC
- 5) Prof. Sudhakaran Pillai A. S., BoG Member-Educationalist
- 6) Dr. R. Sasikumar, BoG Member-Educationalist
- 7) Sri. Shaji A., Financial Advisor & Chief Accounts Officer, KSRTC
- 8) Dr. C. Sathish Kumar, Principal

Agenda Items and Decisions

Agenda Item No.91-01/2024

Confirmation of minutes of 90th meeting of the Board of Governors held on 19/10/2023

The Board of Governors resolved to approve the minutes of the 90th meeting of the Board of Governors.

Agenda Item No.91-02/2023

Action Taken Report on the decisions of the 90th meeting of the Board of Governors held on 19/10/2023

The Board of Governors resolved to approve the Action Taken Report of the 90th meeting of the Board of Governors.

Agenda Item No.91-03/2023

Report of the Principal

The Board of Governors noted the salient achievements. The BoG appreciated Dr Anil Kumar S H and Sri. Sigikumar T S for their commendable efforts in securing the patents. The Chairman, BoG wishes to issue appreciation letters to both the faculty members.

Principal will explore opportunities of collaboration with automobile industries like Ashok Leyland, Mahindra, Eicher Motors, etc. for campus recruitment and joint post-graduate programs.

Chairman suggested to use social networks like Instagram and X platforms to give publicity for highlighting the achievements of the College.

The Board resolved to proceed with the twinning programme with Birmingham City University.

Agenda Item No.91-04/2024

Extension of contract period of Dr.K. B. Radhakrishnan, Professor and Head of the Department of Biotechnology & Biochemical Engg. – Ratification

The Board of Governors resolved to ratify the action of Principal in having extended the contract period of Dr.K.B Radhakrishnan, Professor & Head, Department of Biotechnology & Biochemical Engineering for a period of one year with effect from 22.05.2024.

Agenda Item No.91-05/2024

Dr.Libish T.M., Professor, Department of Electronics & Communication Engineering – Deputation to KTU as Director (Academic) – Request for extension

The Board Governors resolved to issue NOC for extending the deputation period of Dr. Libish T.M, for one more year in the post of Director (Academic) at KTU, w.e.f. 01-07-2024.

Agenda Item No.91-06/2024

Extension of period of Office Attendant on Daily Wage basis and Appointment of Office Attendant

- a) The Board of Governors ratified the action of Principal in having reappointed Ms. Athira V. S. and Ms. Saritha P. till alternate arrangement are made as per the decision of BoG and appointing Ms. Princy R. S. for a period of 179 days.
- b) The Board of Governors resolved to give reappointment to Ms. Athira V. S. and Ms. Saritha P. for a period of 179 days w.e.f. 22.05.2024.
- c) The Board of Governors resolved to make regular appointment in one post of Office Attendant.
- d) The Board of Governors resolved to make appointment on daily wages of two posts of Office Attendant (for one post till regular appointment is done) for a period of 179 days.

Agenda Item No.91-07/2024

Dr.Sheeja M.K, Professor & Head, Department of Electronics & Communication Engineering – Issuing NOC for applying to the post of Director (University Schools) at APJ Abdul Kalam Technological University (KTU) – Issued - Ratification

The Board of Governors resolved to ratify the action of Principal in having issued NOC to Dr. Sheeja M. K. for applying to the post of Director (University Schools) at KTU, on regular basis.

Agenda Item No.91-08/2024

Smt.Vineetha Lekshmy P.V., Assistant Professor, Department of Biotechnology & Biochemical Engineering – Unauthorized absence – Reporting

The Board of Governors observed that unauthorized absence of faculty from the College would affect the academic activities in the College, thus affecting the regular classes of the students, and such matters can not be permitted. The Board resolved to issue one more Memo to Smt.Vineetha Lekshmy P.V, and send it by registered post with acknowledgement card and by email. If Smt. Vineetha Lekshmy does not respond with valid reasons for her absence, the Board entrusted the Principal to terminate her services as per the service rules.

Agenda Item No.91-09/2024

Staff members availed deputation for Ph.D programme under QIP – Non submission of Ph.D certificate – Recovery of salary and allowances

The Board of Governors observed that the faculty members have taken 7 to 11 years since joining for the Ph.D. programme, but not yet submitted the Ph.D. thesis. The Board resolved to

- a) Entrust the Principal to issue warning notice to following faculty members, instructing them to submit proof of thesis submission, within 3 months. If they fail to submit the thesis within 3 months, the Principal shall issue notice to recover the amount as per the bond conditions.
 - 1) Sri. Sajith Sethu P.
 - 2) Smt. Rejimol Robinson R. R.
 - 3) Smt. Bindu V.
 - 4) Smt. Bindhu Bernard
 - 5) Sri. Biju Jacob
 - 6) Sri. T. S. Sigikumar
- b) Permit faculty members to avail quality improvement programme (QIP) only if the workload of the deputed faculty is shared by remaining existing faculty. No substitute faculty will be posted in place of faculty on deputation (under QIP). This shall be with immediate effect.

Agenda Item No.91-10/2024

Regular appointment to the post of Assistant Professor in Mathematics – Conducting written test and publication of results

The Board of Governors resolved to entrust M/s. Centre for Management Development for conducting the written test and preparation of results for regular appointment to the post of Assistant Professor in Mathematics.

Agenda Item No.91-11/2024

SCTCE - Reconstitution of External Works Committee and External Purchase Committee

The Board of Governors resolved to:

- a) Reconstitute the External Works Committee by including Prof. Sudhakaran Pillai A. S., BoG Member and Sri. Mohan P., Superintending Engineer (Rtd), PWD Electrical Wing as members.
- b) Reconstitute the External Purchase Committee by nominating Prof. Sudhakaran Pillai A. S. as Member.

Agenda Item No 91-12/2024

Laying Cables for strengthening power supply to newly constructed 3rd floor of Main Building and 2nd and 3rd floor above Library block - Revised Estimate – Approval

The Board of Governors resolved to:

- a) Ratify the action of issuing work order, to M/s Uralungal Labour Contract Co-operative Society Ltd (ULCCS), Vadakara, Kozhikode, of laying Cable for strengthening power supply to newly constructed 3rd floor of main building, and 2nd and 3rd floor of Library Block
- b) Approve the revised estimate of Rs 8,00,643/- for the completed work and to make payment including GST to M/s ULCCS.

Agenda Item No 91-13/2024

M/s. TD LCS-Construction of 2nd & 3rd floor above Central Library of Main building of SCTCE Pappanamcode-Extension of period-Execution of Supplementary Agreement, Supervision, verification and approval of constructions under Plan Fund

The Board of Governors resolved to:

- a) Extend the contract period from 01-04-2023 to 31.03.2024, of M/s Thrissur District Labour Contract Co-operative Society (TD LCS), for construction of 2nd and 3rd floor above Central Library of Main building of SCTCE
- b) Use the services of an Executive Engineer or Assistant Executive Engineer from PWD for supervision, measurement, joint check measurement, and preparation and passing of contract bills of constructions under Plan fund. Overseers from KSRTC will assist the Engineer.

Agenda Item No.91-14/2024

Construction of Academic Block under Plan Fund 2022-23 – Execution of work through Accredited Agencies (PMC Category) – Approval sought – reg.

The Board of Governors resolved to accord sanction to entrust the remaining works including tender notification, tender evaluation, award of work, execution of contract, supervision, quality control, measurement, check measurement, preparation, scrutiny and passing of contract bills etc. to a Government Accredited Agency by inviting Expression of Interest (EOI).

Agenda Item No 91-15/2024

Sub: Installation of Passenger lift or construction of Ramp for making disabled Friendly - Special Sanction from Government- request

The Board of Governors resolved to install the Passenger Lift upto the second floor (G+2) of the Main building.

Agenda Item No 91-16/2024

SCTCE - Construction of Ladies Hostel - reg.

The Board of Governors resolved to entrust the balance works of construction of ladies hostel to PWD Department for urgent execution of work at the risk and cost of TDLCs.

Agenda Item No.91-17/2024

Annual Budget for the Financial Year 2024-25 – presenting of

The Board of Governors resolved to approve the Annual Budget for the Financial Year 2024-25. The Board resolved to identify avenues for reducing expenditure and instructed the Principal to have discussions in this regard with Sri. Shaji A., BoG Member.

Agenda Item No.91-18/2024

Approval of Audited Statements of Accounts for the FY 2022-23 - Reg

The Board of Governors resolved to approve the audited statements of accounts for the FY 2022-23.

Agenda Item No.91-19/2024

Empanelment of Chartered Accountants as Statutory Auditors for the Financial Year 2023-24

The Board of Governors resolved to extend the term of existing Statutory Auditors M/s Vijayan and Associates, Chartered Accountants, SMRA-59, TC 22/1995(2), Sasthamangalam, Thiruvananthapuram-10 for one more year.

Agenda Item No.91-20/2024

Empanelment of Chartered Accountants as Internal Auditors for the Financial Year 2024-25

The Board of Governors resolved to extend the term of existing Internal Auditors M/s Sathivageeswaran S and Co, Chartered Accountants, TC 20/1600, E-62, Sasthri Nagar, Karamana, Thiruvananthapuram-2 for one more year.

Agenda Item No.91-21/2024

Creation of post of Administrative Assistant and Accounts Officer

The Board of Governors observed that promotion of Junior Superintendants is in consideration. In this regard, seniority of existing Junior Superintendants is to be ascertained. A sub-committee of the BoG with following members is formulated to assess and report the seniority of existing Junior Superintendants.

- 1) Sri. Ajayan C.
- 2) Prof. Sudhakaran Pillai A. S.
- 3) Dr. Sasikumar R.
- 4) Dr. C. Sathish Kumar (Convenor)

Agenda Item No.91-22/2024

Appointment of Assistant Professor on adhoc basis in the Department of Mechanical Engineering

The Board of Governors resolved to appoint one adhoc faculty in the Department of Mechanical Engineering from the existing Rank list, in place of the deceased Associate Professor.

Agenda Item No.91-23/2024

Report of 4th meeting of sub-committee constituted for re-examining the qualifications and method of appointment in the modified SCTCE Service Rules – Approval

The Board of Governors resolved to adopt the AICTE criteria for appointment/promotion to the posts of Workshop Superintendant, Assistant Professor, Associate Professor, Professor, and Principal. Details of norms are as given below.

Post	Method of Appointment/Promotion
Principal	Open selection on contract basis from retired hands from Government service /deputation basis from Government service for a maximum period of 3 years OR By Direct Recruitment from qualified internal Cadre Professors Qualifications as per AICTE norms
Professor	By promotion Qualifications as per AICTE norms
Associate Professor	By promotion Qualifications as per AICTE norms
Assistant Professor	By Direct Recruitment. Qualifications as per AICTE norms
Workshop Superintendant	Selection on contract basis from retired hands from Government Service for a maximum period of three years OR By promotion from qualified internal candidates in the category of Instructor Grade I in Mechanical Engineering based on seniority Qualifications as per AICTE norms
For the appointment/promotion of Technical staff	Direct recruitment and promotion. Qualifications as per Kerala State Government rules. For appointment, the selection committee shall be a) Nominee of the Secretary, Higher Education Department not below the rank of Deputy Secretary b) Two members of the Board of Governors (Educationalists) nominated by the Chairman c) Subject expert from Government service d) Principal (Convener)

Agenda Item No.91-24/2024

Appointment to the post of Associate Professor (Cadre) in Mechanical Engineering, Electronics & Communication Engineering and Biotechnology & Biochemical Engineering - Fixing of qualification

The Board of Governors resolved to implement the Career Advancement Scheme (CAS) with immediate effect. Financial benefits will be provided after getting concurrence from the Finance Department, Government of Kerala. No arrears of salary will be paid. Promotion to the post of Associate Professor is irrelevant since CAS will be implemented as per the AICTE Seventh Pay.

Agenda Item No.91-25/2024

Payment of enhanced Dearness Allowance to employees of SCTCE

The Board of Governors resolved to formulate a sub-committee of the Board of Governors with following members to assess the financial balance when paying the enhanced dearness allowance.

- 1) Sri. Ajayan C.
- 2) Prof. Sudhakaran Pillai A. S.
- 3) Dr. Sasikumar R.
- 4) Dr. C. Sathish Kumar (Convenor)

The same committee will assess the financial situation when higher grade is sanctioned to employees.

Agenda Item No.91-26/2024

Starting of full time MBA (Master of Business Administration) programme from 2025-26 onwards on a fully self-financing mode – Request

The Board of Governors resolved to grant permission to commence full time MBA (Master of Business Administration) programme from 2025-26 onwards on a fully self-financing mode. However, the Principal shall assess the requirement of building space before applying for sanction from AICTE.

The meeting ended at 1.15 pm.



Sri. K. B. Ganesh Kumar

Honourable Minister for Transport, Government of Kerala
(Chairman, Board of Governors)