

Minutes of the 92nd Meeting of the Board of Governors of the KSRTC Sree Chitra Thirunal College of Engineering (Thiruvananthapuram) Society

Date & Time: 2025 May 12, 11.00 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 (Chairman, BoG)
- 2) Sri. P. B. Nooh IAS, Special Secretary, Transport Department, Government of Kerala (Vice Chairman, BoG)
- 3) Sri. Ajayan C., Additional Secretary, Higher Education Department, Government of Kerala
- 4) Sri. Jayaprakash P., Senior Joint Director, Directorate of Technical Education, Government of Kerala
- 5) Sri. P. S. Pramoj Shankar IOFS, Chairman & Managing Director, KSRTC
- 6) Prof. Sudhakaran Pillai A. S., BoG Member (Educationalist)
- 7) Dr. R. Sasikumar, BoG Member (Educationalist)
- 8) Sri. Shaji A., Financial Advisor & Chief Accounts Officer, KSRTC
- 9) Dr. C. Sathish Kumar, Principal (Member Secretary)

Agenda Items and Decisions

Agenda Item No.: 92-01/2025

Confirmation of minutes of the 91st meeting of the Board of Governors held on 18/06/2024

The Board of Governors resolved to approve the minutes of the 91st meeting of the Board of Governors.

Agenda Item No.: 92-02/2025

Action Taken Report on the decisions of the 91st meeting of the Board of Governors held on 18/06/2024

The Board of Governors resolved to approve the Action Taken Report of the 91st meeting of the Board of Governors.


Agenda Item No.: 92-03/2025

Report of the Principal

The Board of Governors noted the salient achievements. BoG noted that the 13th position of SCTCE in Kerala Institutional Ranking Framework (KIRF) can be improved. There shall be a concerted effort with an action plan to improve the standing in KIRF.

The BoG resolved to

- (a) Appreciate the new patent-holders of the College at a function in the College.
- (b) Explore Corporate fund or fund from the Motor Vehicles Department to support the start-up ideas.
- (c) Publish the College Newsletter (soft copy) every 3 months and send it to the BoG members.
- (d) Entrust the Principal to collect the confidential reports (CR) of all the faculty members, highlighting their contributions for the development of the College, and to forward the CR to the Chairman, BoG.


K.B. GANESH KUMAR
MINISTER FOR TRANSPORT
GOVERNMENT OF KERALA

Agenda Item No.: 92-04/2025

Regular appointment to the post of Assistant Professor in Mathematics, Fixing the cut off marks and constitution of the Selection Committee.

The Board of Governors resolved to

- (a) Approve the proposed cut-off marks and split-up of marks for the interview, as given below.
 - (i) Cut off Marks shall be 40% or above in the written test
 - (ii) The split-up of Marks shall be: Written Test: 30 Marks, Teaching Experience: 20 Marks, Interview: 20 Marks, Teaching Effectiveness: 20 Marks, Ph.D.: 10 Marks, TOTAL: 100 Marks
- (b) Nominate Prof. Sudhakaran Pillai A. S. as the Chairperson of the Selection Committee.

Agenda Item No.: 92-05/2025

UGC (Recognition of Colleges under Clause (f) of Section 2 of the UGC Act) Regulations, 2023 – Permission for applying to UGC - Request

The Board of Governors resolved to grant permission for applying for UGC 2(f) status of the UGC Act.

Agenda Item No.: 92-06/2025

Vision and Mission statements of the College

The Sub-Committee formed as per Decision No.92-07/2025 is entrusted to look into the matter of modifying the vision and mission of the College.

Agenda Item No.: 92-07/2025

Annual Budget for the Financial Year 2025-26 – presenting

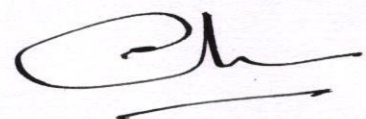
The Board of Governors resolved to approve the annual budget for the financial year 2025-26. The BoG formed a sub-committee with the following members to look into possible ways to increase the revenue income of the College and to reduce the expenditure.

- 1) Sri. P. B. Nooh IAS, Special Secretary, Transport Department, Government of Kerala (Chairman)
- 2) Sri. Ajayan C., Additional Secretary, Higher Education Department, Government of Kerala
- 3) Sri. Jayaprakash P., Senior Joint Director, Directorate of Technical Education, Government of Kerala
- 4) Prof. Sudhakaran Pillai A. S., BoG Member (Educationalist)
- 5) Dr. R. Sasikumar, BoG Member (Educationalist)
- 6) Dr. C. Sathish Kumar, Principal (Convener)

Agenda Item No.: 92-08/2025

Empanelment of Chartered Accountants as Statutory Auditor for the Financial Year 2024-25

The Board of Governors resolved to extend the term of the existing Statutory Auditor, M/s Vijayan and Associates, for one more year.



Agenda Item No.: 92-09/2025

Approval of Audited Statements of Accounts for the FY 2023-24

The Board of Governors resolved to approve the audited statements of accounts for the FY 2023-24. Action Taken Report on the remarks in the audited report shall be presented in the next meeting of the Board of Governors.

Agenda Item No.: 92-10/2025

Reinstating the post of Finance Officer and convening the departmental promotion committee to recommend a candidate for promotion

The Board of Governors resolved to create a post of Finance Officer and to convene open selection if eligible internal candidates are not available. In case of eligible internal candidates, the Board resolved to convene the departmental promotion committee to recommend a candidate for promotion.

The Board also resolved to fix the qualifications of the Finance Officer as

- (a) Graduate in any discipline with additional qualification of CA/MBA(Finance)/ICWA
- (b) 20 years office experience in handling financial matters.

The scale of pay of the Finance Officer shall be 45800-89000 (sl. No. 19 in Annexure 1 of Kerala State Pay Revision Orders G.O.(P) No.7/2016/Fin. Dated 20/01/2016).

Agenda Item No.: 92-11/2025

Appointment of guest faculty based on workload computation, as Contract Faculty with consolidated monthly remuneration

The Board of Governors resolved to appoint guest faculty based on workload computation as Contract Faculty for three years, with a consolidated monthly remuneration of Rs.25,000/-, instead of the Faculty on Daily Wages with hourly remuneration. The contract faculty shall not be engaged during the vacation period, unless any unavoidable academic reasons exist.

Agenda Item No.: 92-12/2025

Creation of posts in the Department of Computer Science & Engineering and appointment on Contract basis in various departments

The Sub-Committee formed as per Decision No.92-07/2025 is entrusted to look into the income generated by commencing new B.Tech. courses and the expenditure for appointing new faculty, and to recommend whether new appointments can be done as proposed.

Agenda Item No.: 92-13/2025

Extension of the contract period of staff members - Request

The Board of Governors resolved to:

- (a) Extend the contract period of Dr. K. B. Radhakrishnan, Professor & HoD, BT dept. for a period of one year with a minimum one-day break of service.
- (b) Ratify the action of the Principal in extending the contract of Sri. N. K. Pradeep Kumar, Engineer and Sri. Prasanth V. T., Instructor Grade I, till the next meeting of BoG.
- (c) Grant an extension of the contract for one more year to Sri. N. K. Pradeep Kumar and Sri. Prasanth V. T.

Agenda Item No.: 92-14/2025

Disposal of College Vehicles

The Board of Governors resolved to:

- (a) Dispose the College buses KLO1P 9249 and KLO1P 9251 (1998 Model TATA 1510) by public auction, based on the valuation amount submitted by the PWD.
- (b) Dispose the College car Maruti Swift Dzire KLO1AZ 747 (2010 model) by public auction, after the expiry of its 15-years period, based on the valuation amount to be obtained from the PWD.

Agenda Item No.: 92-15/2025

Construction of Ladies Hostel, Approval and issuing A. S. for Consultancy charges for Independent proof verification to ensure project Integrity and compliance

The Board of Governors resolved to meet the expenditure of an amount of Rs.1.888 lakhs as consultancy charges for independent proof verification to ensure project Integrity and compliance, as per the estimated quotation submitted by the College of Engineering Trivandrum (CET), using the own fund of the College. CET shall complete the verification within one month.

Agenda Item No.: 92-16/2025

Modification of a part of the Workshop for accommodating E- Vehicles Lab for SCTCE

The Board of Governors resolved to:

- (a) Approve the proposal for accommodating the Electric vehicle lab inside the workshop for an estimated amount of Rs. 12.00 lakhs, using own funds.
- (b) Ratify the action of the Principal for initiating the tender process.
- (c) Approve that during the execution of the work, supervision, check measurement, and verification of the work shall be performed by a Committee consisting of a Civil Engineering Faculty of the College and the Civil Engineer.

Agenda Item No.: 92-17/2025

Modification of the Workshop for accommodating the Tinkerers Lab for SCTCE

The Board of Governors resolved to:

- (a) Approve the proposal for accommodating the Tinkerer's lab inside the workshop for an estimated amount of Rs. 14.50 lakhs, using own funds.
- (b) Ratify the action of the Principal for initiating the tender process.
- (c) Approve that during the execution of the work, supervision, check measurement, and verification of the work shall be performed by a Committee consisting of a Civil Engineering Faculty of the College and the Civil Engineer.

Agenda Item No.: 92-18/2025

Requests from Sri.Sajin S. J. and from Father of Kum. Avani S. S. - for exemption for fee payment

The Board of Governors took a considerate approach to the financial crisis of the parents of Sri. Sajin S. J. and Kum. Avani S. S., due to the hospital treatments of their wards.

The Board of Governors resolved to:

- (a) Exempt Sri Sajin S. J., a fourth year B.Tech. student of ECE from paying the fees of the fourth year.
- (b) Exempt Kum Avani S. S., a fourth year B.Tech. BT student from paying the fees of the fourth year.

Agenda Item No.: 92-19/2025

a) NOC for applying to various jobs – Request from Staff members

b) Issue of NOC to three faculty members to apply for various posts at KTU - Ratification.

The Board of Governors resolved to:

- (a) Issue NOC to 7 faculty members for applying to various jobs at APJ Abdul Kalam Technological University: Dr. Sheeja M.K., Professor in ECE, Dr. Jisu Elsa Jacob, AP in ECE, Dr. Kavilal E.G., AP in Mechanical Engg., Dr. Abhilash S.S., AP in Mechanical Engg., Dr. Sreejith B.J., AP in Mechanical Engg., Dr. Smitha P.S., Assoc. Prof. in ECE, and Dr. Lakshmi V.S., AP in ECE.
- (b) Ratify the action of the Principal in issuing NOC to 3 faculty members for applying to the posts at APJ Abdul Kalam Technological University: Dr. Sheeja M.K., Professor in ECE, Dr. Libish T.M., Professor in ECE (Now on deputation at KTU), and Dr. Bobby Philip, Associate Professor in Electrical Engg. (Now on deputation at KTU)

Agenda Item No.: 92-20/2025

Smt. Vineetha Lekshmy P.V., Assistant Professor, Department of Biotechnology & Biochemical Engineering – Unauthorized absence – Request for extension of leave

The Board of Governors observed that unauthorised absence of faculty members from duty would affect the teaching process at the College. Smt. Vineetha Lekshmy P.V. abstained from duty without informing the College authorities. When contacted from the College, she again applied for leave. The Board of Governors observed that such irresponsible behaviour would affect the future of the students and thus resolved to entrust the Principal to terminate her services as per the service rules.

Agenda Item No.: 92-21/2025

a) Appointment/Extension of period of staff members on contract/Daily Wage basis -ratification

b) Reappointment of Office Attendant on daily wage basis – Ratification

The Board of Governors resolved to:

- (a) Ratify the action of the Principal in having reappointed Ms. Athira V.S., Ms. Saritha P. and Ms. Princy R.S. as Office Attendants on daily wage basis for a period of 179 days.
- (b) To reappoint Ms. Saritha P. and Ms. Princy R.S. for a further period of 179 days on the same terms and conditions, after the expiry of their present contract, by giving a break of service of one day. It is observed that Ms. Athira V. S. has been irregular in her duties and hence it has been decided not to extend her services.
- (c) Ratify the action of the Principal in conducting walk-in interviews for the post of Office Attendants and appointing Sri. Renju Kumar K. and Sri. K.R. Baiju (did not join) as Office Attendants on contract basis for a period of one year with a consolidated monthly salary of Rs.18,390/-.

Agenda Item No.: 92-22/2025

Extension of deputation of Faculty members to KTU -

a) Dr. Libish T. M., Professor in Electronics & Communication Engg. (Now on deputation as Director (Academic) at APJ Abdul Kalam Technological University - Request for extension of deputation

b) Dr. Bobby Philip, Associate Professor, Electrical Engineering (Now on deputation as Joint Director at APJ Abdul Kalam Technological University) - Request for extension of deputation – Ratification

The Board of Governors resolved to:

- (a) Issue NOC to Dr. Libish T.M., for extending the deputation period for one more year with effect from 01.07.2005 in the post of Director (Academic) at APJ Abdul Kalam Technological University .
- (b) Ratify the action of the Principal in having issued NOC for extension of deputation of Dr. Bobby Philip as Joint Director in the APJ Abdul Kalam Technological University for a further period of one year with effect from 02.12.2024.

Agenda Item No.: 92-23/2025

Library Stock Verification – Write off of Books

The Board of Governors observed that the loss of books has occurred due to the laxity from the side of the Librarians. The Board of Governors resolved to retrieve the cost of books from the Librarians who worked during the period.

Agenda Item No.: 92-24/2025

Construction of a New Building for Academic Block, Selection of M/s Forest Indutsries (Travancore) Limited, Aluva as P.M.C. Accredited agency

The Board of Governors resolved to award the work of construction of a new building of Academic Block to M/s Forest Indutsries (Travancore) Limited, Aluva, as P.M.C. @2.30% of estimated value or value of work done, whichever is lower. However, in order to ensure timely completion of the work, a clause on penalty to be levied shall be included for non-timely completion of the work.

Agenda Item No.: 92-25/2025

Construction of New Academic Block by dismantling the Existing BT Lab building - Disposal of dismantled materials through Public Auction

The Board of Governors resolved to:

- (a) Dispose the present BT Lab building after conducting the public auction as it is, and the funds may be invested to the College.
- (b) Approve the amount of Rs.4,74,645/- submitted by M/s HLL Life-Care Ltd, as valuation of the immovable part of the BT Lab block.

Agenda Item No.: 92-26/2025

Fees for the Ph.D scholars of the college – exempting after 3 years of study, when not using the college facilities.

The Board of Governors resolved, not to waive the fees of Ph.D. scholars after three years of study.

Agenda Item No.: 92-27/2025

Resignation of Sri.Vinod Kumar V., Assistant Professor (ME) and Smt.Rekha R., Librarian Gr.III – For information

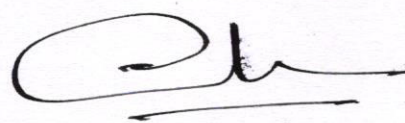
The Board of Governors noted the resignations of Sri.Vinod Kumar V., Assistant Professor (ME) and Smt.Rekha R., Librarian Gr.III.

Agenda Item No.: 92-28/2025

Sanctioning of gratuity amount as per Payment of Gratuity Act 1972 - Order of the Kollam Regional Joint Labour Commissioner - Appeal before the Hon'ble High Court - Entrusting new Advocate and payment to him

The Board of Governors resolved to:

- (a) Ratify the action of the Principal in assigning Adv. V.A. Muhammad, Near Central Police Station, Kompara, Ernakulam - 682 018 for filing an appeal and appearing before the Hon'ble High Court of Kerala in the gratuity case.
- (b) Approve the fees of Rs.50,000/- to Adv. V.A. Muhammad for filing the affidavits and for appearing in the Hon'ble High Court.



Agenda Item No.: 92-29/2025**Modification of SCTCE Service Rules – Approval**

The Board of Governors resolved the following service rules for the College.

Post	Qualification and Method of Appointment
Principal	As per AICTE norms
Professor	As per AICTE norms, By promotion
Associate Professor	As per AICTE norms, By promotion
Assistant Professor	As per AICTE norms
Workshop Superintendent	As per AICTE norms
For regular appointment of the teaching staff	Selection Committee as per the AICTE/UGC pay revision orders
For regular appointment of the technical staff	<p>As per Kerala State Government rules, Direct recruitment; The selection committee shall consist of</p> <ul style="list-style-type: none"> (i) Nominee of the Secretary, Higher Education Department not below the rank of Deputy Secretary (ii) Two members of the Board of Governors (Educationalists) nominated by the Chairman (iii) Subject expert from the Government service (iv) Principal (Convener)

Agenda Item No.: 92-30/2025**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 Principal has not implemented the Decision No.:91-09/2024 of 91st BoG, to recover the amount as per bond conditions from the faculty members who have availed QIP and not submitted the proof of thesis submission within 3 months.

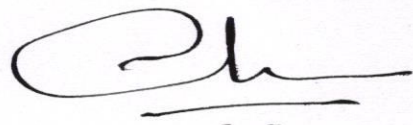
The BoG resolved to recover the amount as per bond conditions from the faculty members who have availed QIP and not submitted the proof of thesis submission within 3 months of issuing notice by the Principal as per the Decision No.:91-09/2024 of 91st BoG, and directed the Principal to strictly follow the decision.

Agenda Item No.: 92-31/2025**Construction of a New Building for Research Block**

The Board of Governors noted the lack of land space in the College campus for constructing the research block. The Sub-Committee formed as per Decision No.92-07/2025 is entrusted to look into the available land space for constructing the research block.

Agenda Item No.: 92-32/2025**Progress of Civil Works**

The Board of Governors noted the progress of civil works in the campus and instructed the Principal to take measures to speed up the civil works.



Agenda Item No.: 92-33/2025

Request from staff members for promotion

The Board of Governors resolved to entrust the Sub-Committee formed as per Decision No.92-07/2025 to look into the matter of promotion to Sri. Ajayakumar V. R. and Smt. Priyadersini M. R.

Agenda Item No.: 92-34/2025

Design, Supply, Installation and Commissioning of 200kWp Grid Connected Solar PV Plant at Sree Chitra Thirunal College of Engineering, Pappanamcode, Thiruvananthapuram

The Board of Governors resolved to re-tender for the Design, Supply, Installation and Commissioning of 200kWp Grid Connected Solar PV Plant. The specifications may be modified and the terms and conditions such as period of free service, guarantee of solar panel and accessories may also be modified.

Agenda Item No.: 92-35/2025

NBA Accreditation 2025-Issuing administrative sanction for painting and other maintenance works, for buildings and other structures of the campus

The Board of Governors resolved to:

- (a) Carry out the painting works of the buildings by engaging daily labourers and procuring materials through invited quotations/tenders, for a total approximate amount of Rs.28/- lakhs and by supervision of a sub-committee of the Building & Maintenance Committee of the College.
- (b) Execute the work of road re-surfacing, repairing/replacing damaged toilet fittings and allied works, replacing damaged electrical fittings, repairing damaged benches, desks and furniture, and beautification of campus etc. at a total cost of Rs.20/- lakhs by invited quotations/tenders for similar nature works and by supervision of a sub-committee of the Building & Maintenance Committee of the College.

Agenda Item No.: 92-36/2025

Work arrangement duty for Sri. Anil P, Driver Grade II (HG) and appointment of a Driver-cum- Office attendant on Daily wage basis

The Board of Governors adopted a compassionate approach to Sri. Anil P., Driver Grade II (HG) who met with an accident and subsequently suffered a stroke.

The Board of Governors resolved to make a work arrangement by assigning Sri. Anil P as Office Attendant for a period of one year, on medical grounds. As the lone College Bus is funded by the Parents Teachers Association (PTA) of the College, the BoG further resolved to appoint a driver cum attender on daily wage basis @730/- per day by paying the remuneration by the PTA.

Agenda Item No.: 92-37/2025

Implementation of AICTE/UGC Pay Revision to the Teaching staff of the College

The Board of Governors resolved to refer the matter of AICTE/UGC Pay Revision to the Teaching staff, to the Government.

Agenda Item No.: 92-38/2025

Implementation of 11th State Pay Revision to the Non-teaching staff of the College

The Board of Governors resolved to refer the matter of 11th State Pay Revision to the Non-teaching staff, to the Government.

Agenda Item No.: 92-39/2025

Report of Sub-Committee formed vide Decision No. 91-25/2024 of the Board of Governors - for approval

The Board of Governors considered the report of the Sub-Committee formed vide Decision No. 91-25/2024 of the Board of Governors. The BoG resolved to sanction one increment of Dearness Allowance to all regular employees of the College (vide GO(P) No. 16/2024/FIN dated 11-03-2024 and GO(P) No.17/2024/FIN dated 12-03-2024) w.e.f. the salary of May 2025. No arrears of DA will be paid.

The Board of Governors observed that there is an excess of 2 CR in expenditure in comparison with income, as per the estimated budget of 2025-26. There is an additional financial commitment due to the sanction of DA and time bound higher grade to regular employees. Considering these factors, the BoG resolved to:

- (a) Increase the fees of the B.Tech. courses in Computer Science & Engineering and Computer Science & Engineering (Artificial Intelligence & Machine Learning), under management quota, to Rs.100,500/-, in 2025.
- (b) Increase the fees of the B.Tech. course in Electronics & Communication Engineering, under management quota, by 10% (instead of the 5%) in 2025.
- (c) Increase the fees of all the courses by 5% every year.

Agenda Item No.: 92-40/2025

Time Bound Higher Grade to non-teaching staff members - Sanctioning

The Board of Governors resolved to grant time bound higher grade promotion to the staff members w.e.f. the salary of May 2025. No arrears of salary will be paid.: Smt.Lekshmi V., UDC, Smt.Priyadersini M.R., Clerical Assistant, Sri.Sambasivan S., Driver Senior Grade, Sri. Ajayakumar R., Lab Attender, P.T.Sweepers (6 Nos.), Sri.Saji G., Instructor Grade II, Smt.Divya J. K., Instructor Grade II, Sri.Vinayan S. V., Trade Instructor Grade II, Sri.Kannan T.S., Trade Instructor Grade II, Sri.Suji A., Trade Instructor Grade II, Sri.Jayan J., Trade Instructor Grade II, Smt. Meena S. R., Trade Instructor Grade II, Sri.Pramod M. R., Trade Instructor Grade II, Sri.Rahul Kumar S., Trade Instructor Grade II, Sri.Sen K. V., Trade Instructor Grade II, and Sri.Suresh L. B., Trade Instructor Grade II.

The Administrative Officer is entrusted to strictly verify the eligibility of these staff members for time bound higher grade promotion, as per the service rules of the College.

Agenda Item No.: 92-41/2025

Sanctioning of placement to teaching faculties under Career Advancement Scheme - Clarification from Government

The Board of Governors resolved to:

- (a) Defer the matter of sanctioning financial benefits under the career advancement scheme.
- (b) Defer the matter of sanctioning non-compounded advance increments to faculty members.

Agenda Item No.: 92-42/2025

Empanelment of Chartered Accountants as Internal Auditor for the Financial Year 2025-26

The Board of Governors resolved to extend the term of the existing Internal Auditor, M/s. Sathiavageswaran S and Co, for one more year.

Agenda Item No.: 92-43/2025

Status report of Centre of Excellence on e-mobility research, innovation, and skill development - for information

The Board of Governors noted the status of Centre of Excellence on e-mobility research, innovation, and skill development and resolved to ratify the payment.

Agenda Item No.: 92-44/2025

Request from security staff for enhancing wages and paying GST

The Board of Governors resolved to revise the wages of security personnel provided by M/s. KEXCON to Rs.639.8 per day with Rs. 115.16 as GST and 5% service charges. i.e. Daily wages + GST = Rs.755/-.

The meeting of the Board of Governors ended at 1.50 pm.



Sri. K. B. Ganesh Kumar
Honourable Minister for Transport, Government of Kerala
(Chairman, Board of Governors)

K.B. GANESH KUMAR
MINISTER FOR TRANSPORT
GOVERNMENT OF KERALA

