

J.N.T.U.A. COLLEGE OF ENGINEERING :: PULIVENDULA

AGENDA FOR THE FIRST MEETING OF THE GOVERNING COUNCIL

6TH JUNE 2013 AT 11.00 A.M

VENUE: CONFERENCE HALL, JNTUA COLLEGE OF ENGG., PULIVENDULA.

Item No.	Contents
Item 1	To Consider and Ratify The Action of The Principal for signing the MOU between the State Govt. of A.P. and JNTUA CEP
Item 2	Approval of The Bye- Laws of The Governing Council
Item 3	To consider & Ratify the appointment of Coordinator, TEQIP-II & Nodal Officers for various committees, TEQIP-II
Item 4	Approval of affidavit submitted by the Principal to SPFU
Item 5	To consider and ratify the action of the principal for requesting the JNTUA , Anantapur for Autonomy
Item 6	Proposal to appointment of additional key faculty & staff
Item 7	Approval of year wise allocation of TEQIP-II funds under various components & Revised Procurement Plan
Item 8	Approval of Guidelines For Organizing & Attending Workshops/ Conferences / Seminars & Training Programs within India
Item 9	Approval of Guidelines for Foreign Visits by Faculty Members attending Training / Conferences Abroad, Under TEQIP-II
Item 10	Approval of Teaching & Research assistance ship for P.G. & Ph.D. students.
Item 11	Proposal to establish an Industry Institute Interaction Cell
Item 12	Approval of Academic support for weak students in U.G. programmes
Item 13	Approval of Sitting allowances to Mentors, Performance Auditors & Officials from SPFU/NPIU
Item 14	Approval of TA/DA to The Principal, Coordinator & Nodal Officers for attending review meetings under TEQIP-II
Item 15	To consider & Ratify the various programs attended by the faculty under TEQIP-II
Item 16	Proposal for Organizing the Faculty Development Programmes



J.N.T.U.A. COLLEGE OF ENGINEERING PULIVENDULA

MINUTES OF 1st GOVERNING COUNCIL MEETING

Minutes of the First Governing Council meeting held at 11.00 A.M on 06-06-2013 in the Conference Hall of JNTUA College of Engineering, Pulivendula.

Members Present

- | | |
|------------------------------|--------------|
| 1. Prof. M.Ramasubba Reddy | - Chairman |
| 2. Dr. K. Srinivas | - Member |
| 3. Prof. K.Ramanaidu | - Member |
| 4. Prof. G.S.S.Raju | - Member |
| 5. Sri B.Suryudu | - Member |
| 6. Prof. K.Hemachandra Reddy | - Member |
| 7. Prof. S.V.Satyanarayana | - Ex-Officio |

Members Absent:

- | | |
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| 1. Prof. I.V.Muralikrishna | - Member |
| 2. UGC Nominee
(Not yet nominated by UGC) | - Member |

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During the meeting the following decisions were taken after thorough deliberations with the members of BOG.

1. The JNTUA College of Engineering, Pulivendula has been sanctioned of Rs. 10 crores from Government of India under TEQIP –II in the subcomponent 1.1 . In this regard The State Government of Andhra Pradesh and the Institution (JNTUA CEP) has enter into Memorandum of Understanding. The Principal, JNTUA College of Engineering, Pulivendula has signed the MOU on 07-03-2013. The Governing Council has approved the action taken by the Principal.
2. The Governing Council discussed and approved the bye-laws & the following allowances for Governing Council.
 - The proposed remuneration and TA/DA for the Governing Council is as follows:
 - Sitting allowance of Rs.3,000/- per sitting.
 - Local conveyance by permitting Car.
 - Actual boarding & lodging expenditure.
 - TA & DA as per A.P. TA/DA rules. However for the Chairman/external Member may be permitted to travel in the Air/Car, wherever applicable, shall be permitted.
3. The Governing Council ratified the action of the Principal for appointing the following staff members to look after the various activities under TEQIP-II project.
 - Dr. G.S.S.Raju, Finance Nodal Officer & Coordinator, TEQIP-II
 - Prof. V.Venugopal Reddy, Monitoring & Evolution Nodal Officer, TEQIP-II
 - Dr. G.V.Subba Reddy, Procurement Nodal Officer, TEQIP-II
 - Dr. N.Visali, Academic Nodal Officer, TEQIP-II
 - Ms. S.Taj Mahaboob, Asst. Coordinator, TEQIP-II

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4. NPIU has informed the Commissioner of Technical Education that the State Government has to fulfill certain obligations before the release of funds under TEQIP-II project by the Ministry of Human Resources Department, Government of India to the States. . In this regard The Commissioner of Technical Education asked the institutions selected under TEQIP –II to submit an affidavit.

Accordingly, The Principal, JNTUA CE, Pulivendula submitted the Affidavit to The Commissioner of Technical Education on 25-03-2013 with the consent of University. The Governing Council considered the Approval of affidavit submitted by the Principal to SPFU.

5. The governing council approved the action of the Principal for requesting the JNTU, Anantapur to provide the academic autonomy and partial financial autonomy to fulfill the needs of the TEQIP-II project.

6. The Governing Council considered and permitted to recruit the additional key Staff for MIS Officer and MIS data entry operator as per the National Project Implementation Unit (NPIU) Guidelines.

Further, the BOG has instructed to submit detailed information regarding appointment of Research Advisor who is retired form IIT's/NIT's and to place this item for next BOG.

7. The Governing Council discussed and approved the head-wise funds allocation & Revised Institutional Procurement Plan and also permitted to submit the modified IDP for Procurement to SPFU. The Head -wise funds allocation as given bellow.

(Rs.in Crores)

S.No.	Category	Year wise fund requirement for the period of project		Total project allocation
		2013 – 2014	2014 – 2015	
1	Improvement in Teaching Training and Learning facilities Equipment & Furniture	3.56	1.34	4.90

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	Books and Learning Resources	0.40	0.20	0.60
2	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG programmes in Engineering disciplines.	0.646	0.354	1.00
3	Enhancement of Research & Development and Institutional Consultancy activities	0.135	0.065	0.20
4	Faculty and Staff Development for Improved competence based on Training Needs Analysis	0.67	0.33	1.00
5	Enhanced Interaction with Industry	0.26	0.14	0.40
6	Institutional Management Capacity enhancement	0.20	0.10	0.30
7	Implementation of Institutional Reforms	0.14	0.06	0.20
8	Academic support for weak students	0.27	0.13	0.40
9	Incremental Operating Cost	0.50	0.50	1.00
Grand Total (A+B)		6.781	3.219	10.00

8. The Governing Council discussed and approved the following guidelines to organize the workshops/ seminars/ conferences / training programs at the Institution for the enhancing the learning and Research activities.

- a. Faculty and Staff development programme is one of the important components of TEQIP-II. Under this, faculty and staff of the college can be sponsored for training, workshops and Conferences in the areas of cutting edge/advanced technologies to reputed academic institutions, research organizations and Industries in India. In addition to this there is a provision to organize workshops/ seminars/ conferences / training programs at the Institution for the enhancing the learning and Research activities.

b. Following guidelines are proposed to carry out activities under faculty development Programme.

a) **Attending of faculty and staff for workshops/ training programmes/conferences within India**

1. Faculty and staff can identify the area of training/conference/workshop and institution/organization and apply through proper channel. For encouraging all the staff members and smooth functioning of class work each regular staff (Teaching/Non Teaching) member will be permitted maximum of 3 programmes but should not exceed 15 man days in six months. However, the Ad-hoc Lecturers will be permitted maximum of 2 programmes but not exceeding 8 man days in six months.
2. For the faculty / staff selected for these programmes, the training/delegation/ course fee shall be paid from TEQIP-II funds.
3. Professors/Associate Professors shall be permitted to travel by air in a shortest route, if journey time is more than 12hrs. Faculty traveling by air shall enclose original air tickets along with boarding pass with the TA claim for reimbursement. However faculty may plan their trips well in advance so that they get air tickets under various economy schemes.
4. Faculty shall be entitled for lodging charges of Rs.1200/-per day for halt in metro/major cities and Rs.750/- for halts in B Class cities/ Towns and District head quarters etc. However, TA/DA shall be paid as per A.P. TA/DA rules.
5. The Non Teaching staff of the college attending training programmes shall be entitled for Lodging charges of Rs.600/- per day (within the State) and Rs.800/- per day (outside the State) for halt in metro cities and Rs.400/- per day (within the State) and Rs.500/- per day (outside the State) for halts in B Class cities/ Towns and District head quarters etc. The TA & DA shall be paid as per A.P. TA/DA rules.
6. The period of absence during the training/ workshop shall be treated as “on duty”.
7. Proceedings/ course material of the programme shall be kept in the department library for the use of the staff and students of the departments.

Organizing Workshops/ Seminars/ Conferences in the college

1. Workshops/Conferences/Seminars may be organized on advanced topics or topics of relevance.

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1. For the seminars and workshops minimum number of outside participants shall be 25 and the maximum number of participants 60.
2. Organizing student conferences shall not be permitted under TEQIP-II, however, training programs may be organized in the Technical domain.
3. Resource persons may be drawn from reputed academic institution, Research organizations and industries.
4. Resource persons shall be paid
 - a) Honorarium of Rs.2,000/- per session of 1hr. 30 min., and maximum of 2 sessions per day (one is morning & one is afternoon).
 - b) Car may be taken for rent for providing local conveyance and the maximum allowance of Rs.1500/- per day.
 - c) Actual boarding, lodging & hospitality expenditure subject to a max. of Rs.1,000/- per day.
 - d) TA & DA as per A.P. TA/DA rules. However for the resource persons drawn from reputed institutions (like IITs, IIMs, NITs and other institutions of national repute) Air-Travel, wherever applicable, shall be permitted.
5. In addition to the above, the expenditure towards stationery, printing postage and other miscellaneous organizing expenditure (Inauguration and valedictory) shall be met from TEQIP-II funds.
6. The total actual expenditure less the receipts in the form of donations, sponsorships, delegation/ course fee of the participants shall be paid from the TEQIP-II funds. The details are given below.

(amount in Rs.)

S.No.	Program Days	Workshop/Conference/Seminar	
		National	International
1	One day	75,000-00	1,00,000-00
2	Two day	1,30,000-00	1,70,000-00
3	Three day	1,50,000-00	2,50,000-00
4	Five day	2,00,000-00	3,25,000-00

7. Printing of proceedings/abstracts can be done with standard publishers who can provide ISBN Number.

8. Advance amount of Rs.15,000/- will be paid to Coordinator to meet the petty expenditure and the remaining expenditure will be paid to the concerned through cheque by TEQIP office after certifying the concerned coordinator. The advance amount should be settled within 15 days after completion of the programme.
9. **The Governing Council discussed and approved the following guidelines for the faculty attending conferences/seminars/training programmes to outside India. However, the DA and accommodation charges may be paid as per the University/government/UGC. The Exact amounts will be placed in the next BOG.**

- **Guidelines for paper presentations/ Trainings/ workshops for the Faculty**

Under the TEQIP-II programme faculty members of the institution are encouraged to attend International conferences/seminars abroad for presenting technical papers and to participate in conferences, seminars and Training programmes.

- **Eligibility:**

- All the faculty members of the institution are eligible for attending the international conferences, seminars and training programs organized by reputed Institutions outside India.
- The faculty member has to apply to the head of the institution through proper channel along with a letter of acceptance of the paper to be presented in the conference/seminar or permission from the training agency in case of training programmes.
- The faculty member shall have a valid passport at the time of processing the application.
- The selection of eligibility criteria will be verified by the Screening Committee as per prescribed guidelines issued by the NPIU.
- The faculty member shall obtain permission from the Governing Council and SPFU, Hyderabad.

Financial assistance for international conferences/seminars/training programmes organized outside India

- Actual To and fro air fare to the place of the conference/training /Workshop. (It is advisable that the participant plans his/her visit well in advance so that he/she can block the air tickets in various economy schemes). If the participant wishes to travel by any airlines other than

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Indian Air Lines/ Air India, he/ she should ensure that the fare on that day of booking is cheaper than Indian Air Lines/ Air India.

- Registration fee for the conference along with pre conference workshops/training fee if any
- Medical Insurance for the travel and stay period.
- Visa processing fee including local TA/DA (as per A.P. TA/DA rules), if any
- Actual Accommodation charges (bills to be produced) for the period of conference/training programme/workshop (not to exceed US \$ 150 per day).
- Daily allowance of US \$100 per day (This includes local conveyance at the place of conference/Training /Workshop, boarding etc.)
- During the additional stay the faculty member will not be paid accommodation charges & no travel or local conveyance charges are permitted for this period of additional stay.
- Each faculty member is permitted to undergo training only once during TEQIP-II period and they permitted second time provided the availability of the funds and approval from BOG & SPFU.

10. The Governing Council discussed and approved the following guidelines for Teaching & regular Research assistance ship.

Guidelines for Teaching/Research assistance ship:

1. The only Non-GATE students are eligible for teaching/research assistance ship and they should not receive any assistance ship from AICTE/UGC/A.P. Welfare scholarships.
2. The PG students should be selected only merit basis and around 10 to 15 students will be permitted assistance ship for each course/specialization.
3. The PG students will be paid of Rs.8000/- per month for teaching assistance ship for 10 months in the academic year.
4. The regular Ph.D. Research scholars (one from each department except Civil and Biotechnology) will be paid of Rs.14,000/- per month for research assistance ship for two

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years under TEQIP-II. After the completion of TEQIP-II project the expenditure may met from the Corpus fund account of the college with the permission from University.

5. The Regular research scholars may be permitted to attend workshops/conferences.
6. The contingency amount of Rs.10,000/- per year may be paid to the regular research scholars towards purchase of consumables, stationary & books etc.

11. The Governing Council considered and approved the following guidelines and to establish an Industry Institute Interaction (III) Cell.

Members of the III Cell:

S.No.	Designation	Description
1	Principal of the Institution	Chairman
2	Vice Principal of the Institution	Co-chairman
3	HOD & one faculty from each department	Members
4	Two Members from Industry/ Entrepreneurs of the region	Members
5	Training and Placement Officer	Convener

The following activities are taken up under IIIC.

1. To identify and facilitate Guest Lectures, Interactive Workshops, Conferences, Seminars, Brain Storming Sessions, Technical Discussions etc. with members of the Industry, outside experts, eminent personalities at regular interval.
2. To conduct Industrial Training, Orientation Courses, Industrial Visits etc for faculty and students at regular intervals.
3. To facilitate joint research work, consultancy involving faculty and students.
4. To conduct industrial exhibitions to highlight research facilities and expertise available with the Institution.
5. To facilitate for professionals from industry as visiting faculty in institutions and short or long periods deployment of faculty from institutions to industry for gaining industrial experience and/or work on projects in industry.
6. To seek and associate experts from industry in curriculum development and review.
7. To identify continuing education opportunities, short-term programmes and training needs of the industry, which the institution can provide.

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8. To promote revenue generating activities for the institution like Lab Testing, Calibration, Consultancy and R&D etc.
9. To assess periodically the scientific and technological scenario/ happenings in India and abroad in order to translate it into action for taking up future R&D work.
10. The students are encourage go to industry and they will permitted DA of Rs.100/- per day and TA should be paid sleeper class train/bus fare.
11. Guest lecturers will be arranged with the industry experts and they will be paid as the following allowances.
 - a. Honorarium of Rs.2,000/- per session of 1hr. 30 min., and maximum of 2 sessions per day (one is morning & one is afternoon).
 - b. Car may be taken for rent for providing local conveyance and the maximum allowance of Rs.1500/- per day.
 - c. Actual boarding, lodging & hospitality expenditure subject to a max. of Rs.1,000/- per day.
 - d. TA & DA as per A.P. TA/DA rules. However for the resource persons drawn from reputed industries the Air-Travel, wherever applicable, shall be permitted.
12. The Governing Council considered and ratified the activities supported for the weak students.

It is proposed to provide academic support for weak students to improve the student's transition from first year to second year & second year to third year etc. of UG programs by conducting remedial classes after the college hours. The teachers may be drawn from college faculty, faculty from outside or meritorious senior students. They may be paid the following remunerations:

Remuneration of Rs.325/- per session of 1hr for the College or Outside faculty only.

TA & DA will be given only for out station persons as per A.P. TA/DA rules for production of original tickets.

Further, it is informed that, the college has conducted remedial classes for weak students of I year B.Tech. in different subjects during April & May 2013 and proposing to extend to other years in the coming academic year.

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13. The Governing Council considered and approved the following allowances for Mentors, Performance Auditors & Officials from SPFU/NPIU.

- Sitting allowance of Rs.3,000/- per day.
- Local conveyance by permitting Car.
- Actual boarding & lodging expenditure.
- Members who are drawing grade pay 6000 and above are entitled to travel for meetings by Economic class Air India as per their entitlement. However, on non availability of ticket in Air India, Private Airlines by economy class may be allowed subject to the condition that the fare charged is not more than the Air India fare (domestic) and Air travel should not be permitted as a matter of course and to the extent possible, it should be performed by train.
- The members may be allowed to travel by 2nd Class AC train, in case of places not connected by rail, travel by AC bus for all those entitled and travel by any means of public transport is allowed provided total fare does not exceed the train fare and the mileage allowance for road journey performed in own car/taxi is Rs.16/- per km. Using AC taxi cannot be permitted.

14. The Governing Council permits the Principal to avail a car for attending review meetings under TEQIP-II. However, for the avaiement of car to the Coordinator & Nodal Officers will be discussed in the next BOG.

15. The Governing Council discussed and ratified the permission given by the Principal to attend the varies FDP's by the faculty and the expenditure will be met from TEQIP-II funds as per the norms.

S.No.	Name of the Faculty & Designation	Title of the Program	Venue	Period
1	Dr. G.S.S.Raju, Coordinator, TEQIP-II	Review meeting	S.V.Bhavan, Masab Tank, Hyderabad	3 rd April 2013
2	Mr. K.Pavan Kumar Reddy, Adhoc Lecturer, Mech. Engg. Dept.	National Conference on "Advances in Mechanical Engineering"	Scholl of Mechanical Engineering, Vignan University, Guntur	05 th to 06 th April 2013
3	Prof. K.Rama Naidu, Professor & Vice Principal, ECE Dept.	International Symposium on "VICAS 2013"	V.T.U. Campus, Belgaum	19th to 20th April 2013

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4	Mr. K.Vimala Kumar, Asst. Professor, EEE Dept.	Second International Conference on “Electrical and Electronics Engineering & Technology 2013”	Dept. of Electrical & Electronics Engineering, Muthayammal Engineering College, Rasipuram, Namakkal Dist., Tamil Nadu	25th to 26th April 2013
	Mr. S.Chandra Mohan Reddy, Asst. Professor, ECE Dept.			
	Dr. V.Ganesh, Assoc. Professor & Head, EEE Dept.			
5	Dr. N.Zafrunnisha, Asst. Professor, Dept. of Library	National Conference on “Information Products and Services in the E-environment”	Dept. of Library and Information Science, Sri Venkateswara University, Tirupati	27th to 28th April 2013
6	Ms. K.Naga Jyothi, Adhoc Lecturer, Physics Dept.	Three-day Workshop on “Micro and Nano Technology”	M.S.Ramaiah Institute of Technology, Bangalore	25th to 27th April 2013
7	Prof. K.Rama Naidu, Professor & Vice Principal, ECE Dept.	Workshop for training Resource Persons on “Outcome based Accreditation Phase – I”	JNT University, Anantapur	29th April 2013
	Prof. P.Chenna Reddy, Professor, CSE Dept.			
	Prof. N.Visali, Professor, EEE Dept.			
	Prof. G.S.S.Raju, Professor & Head, Mathematics Dept.			
	Prof. G.V.Subba Reddy, Professor & Head, Chemistry Dept.			
8	Mr. S.Chandra Mohan Reddy, Asst. Prof., ECE Dept.	Workshop on “Complementary Domains – VLSI & embedded Systems”	Department of ECE, JNTUA College of Engineering, Anantapur	30th April 2013
	Ms. Shaik Taj Mahaboob, Asst. Prof., ECE Dept.			
	Mrs. K.Aparna, Asst. Prof., ECE Dept.			
9	Prof. G.S.S.Raju, Professor & Coordinator, TEQIP-II	Training Programme on PMSS	JNT University, Hyderabad	07 th to 08 th May 2013 (
	Prof. G.V.Subba Reddy, Professor & Nodal Officer, Procurement, TEQIP-II			
10	Mr. C.V.Krishnarjuna	Three day National	School of	08 th to 10 th

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	Reddy, Adhoc Lecturer, Dept. of Biotechnology	Level Workshop on “Recent Trends in Drug Design”	Information Technology, JNTU Hyderabad	May 2013
11	Prof. M.Venugopal Reddy, Nodal Officer, Academic Prof. N.Visali, Nodal Officer,	Training Programme on MIS	Osmania University College of Engineering, Hyderabad	13 th & 14 th May 2013
12	Mr. G.Janardhana Reddy, Sr. Asst.	Training Programme on MIS & e-FMR	Osmania University College of Engineering, Hyderabad	14 th & 15 th May 2013
13	Mr. R.Vishnu Vardhan Reddy, Teaching Assistant, Mechanical Engg. Dept.	Training Programme on MIS	Osmania University College of Engineering, Hyderabad	14 th May 2013
14	Ms. Shaik Taj Mahaboob, Asst. Coordinator, TEQIP- II	Training Programme on e-FMR & PMSS	Osmania University College of Engineering, Hyderabad	15 th to 17 th May 2013
15	Prof. G.V.Subba Reddy, Professor & Nodal Officer, Procurement, TEQIP-II	Training Programme on PMSS	Osmania University College of Engineering, Hyderabad	16 th to 17 th May 2013
16	Prof. G.S.S.Raju, Professor & Coordinator, TEQIP-II Prof. G.V.Subba Reddy, Professor & Nodal Officer, Procurement, TEQIP-II Mr. Siva Chandra, Teaching Assistant, ECE Department	Procurement and PMSS	JNT University, Hyderabad	23 rd and 24 th May 2013
17	Dr. M.Suryanarayana Reddy, Asst. Prof., Mathematics Dept.	National seminar on Advances in Fluid Dynamics 2013	Department of Mathematics, S.V. University, Tirupati	30 th May 2013

Note: For attending above programmes the expenditure incurred towards Registration fee, TA & DA and Lodging charges may be permitted.

16. The Governing Council discussed and unanimously approved the proposal of Sri. J. Sreenivasulu, Asst. Professor, Dept. of EEE to organize the two day National workshop on “Reliability Applications to Power Systems” during 26th & 27th July 2013 with the financial assistance of Rs.1,35,000/- under TEQIP-II.