

Minutes of the meeting of the Board of Governors of Vasavi College of Engineering held at 11.00 a.m. on 17.08.2013 (Saturday) in the Conference Hall, Visvesvaraya Block, Vasavi College of Engineering, Ibrahimbagh, Hyderabad-500031

Members present:

Prof. Mohammad Suleman Siddiqi Former Vice-Chancellor Osmania University, Hyderabad	: Chairman
Sri P. Ramamohan Rao President Vasavi Academy of Education (Management Nominee)	: Member
Sri M. Krishna Murthy Secretary Vasavi Academy of Education (Management Nominee)	: Member
Sri P. Balaji Member Vasavi Academy of Education (Management Nominee)	: Member
Dr. K. Jaya Sankar Professor & HoD, ECE Vasavi College of Engineering (Faculty of the Institution)	: Member
Sri Bommidala Sri Krishna Murthy Managing Director M/s. Bommidala International Pvt. Ltd., Guntur (Industrialist)	: Member
Sri G. Jaya Sekhar Dy. Director, (CTE (Insp) Nominee of CTE, Hyderabad	: Member
Prof. P. Yadagiri Swamy Professor, Dept. of Chemistry Osmania University (University Nominee)	: Member
Dr. I.V. Rao. Principal Vasavi College of Engineering	: Member-Secretary

The following members of the BoG have not attended the meeting:

1. Sri P.V. Ratnam, Treasurer, VAE
2. SRO, AICTE
3. Dr. N. Vasantha, HoD-IT, VCE
4. Prof. S. Purnachander Rao, Retired Professor, NIT, Warangal

The Chairman BoG welcomed the members to the meeting and the following items were taken up for consideration:

1. **Confirmation of the minutes of the meeting of the Board of Governors of the College held on 15.09.2012:**

- a) The minutes of the meeting of the BoG of the College held on 15.09.2012 were read out and confirmed.

b) **Action taken on decisions taken during the BoG meeting held on 15.09.2012:**

- i) **Teaching and Research Assistantships to PG students:** *
It was noted that during the BoG meeting held on 15.09.2012 the members had unanimously resolved that the assistantships to PG students be extended upto 4 candidates @ Rs.6,000/- per student in each M.E/M.Tech stream.

In this connection, the Member-Secretary has informed the members that SPFU TEQIP, in its guidelines has categorically mentioned that the teaching assistantships to PG students is to be provided @ Rs.8,000 per month. It was also informed to the members that more number of teaching assistantships have been granted in view of increased allocation of TEQIP funds under this head.

After detailed discussions, it was resolved that the teaching & research assistantships to PG students shall be provided @ Rs.8,000 per month.

2. **Consideration of the following:**

- a) **Extension of approval by AICTE for the year 2013-14:**
It was noted that the AICTE vide letter F. No. South-Central/1-1431047842/2013/EOA dated 19.03.2013 has granted extension of approval for all the programmes being offered by the college for the year 2013-2014.

- b) **Grant of Affiliation for the Academic Year 2013-14 in respect of MCA and Engineering UG/PG Courses by the Osmania University:**
It was noted that an Inspection Committee from Osmania University visited the college twice (i.e., on 02.03.2013 & 23.04.2013 for MCA and Engineering UG/PG courses respectively) to inspect the infrastructural and other facilities being provided by the College for grant of affiliation for the academic year 2013-14 and orders from Osmania University are awaited.

- c) **Staff selections:**
It was noted that the College has issued a notification for recruiting the faculty members as per requirements in the leading newspapers on different dates, interviews were conducted by the duly constituted committees, the College has recruited the faculty to maintain Faculty-Student ratio as per AICTE norms, and the selected faculty have joined the college in various departments.

It was further noted that the applications received for the posts of Professors and Associate Professors were scrutinized, applications of eligible candidates are to be forwarded to Osmania University for onward scrutiny and interviews are to be conducted on receipt of the same from O.U with the comments/recommendations.

d) Progress on NBA Accreditation:

It was noted that an expert team from NBA visited the College in two phases during January/February, 2013 to consider grant of accreditation. The communication with regard to grant of accreditation is to be received from NBA.

- 1st Phase (on 18th, 19th & 20th January, 2013) for 5 Engineering UG Programmes
- 2nd Phase (on 2nd & 3rd February, 2013) for 1 Engineering UG (IT) programme

e) Progress on UGC Autonomy:

It was noted that the College had applied for grant of Autonomous Status to UGC in December, 2011 and the matter is being pursued with the UGC to expedite the progress of grant of autonomous status.

f) Result Analysis & Campus placements:

i) Result Analysis:

It was noted that the overall pass percentage of B.E. 2009-2013 batch of outgoing students is 94.91%.

In this connection, the Chairman BoG has appreciated the efforts made by the management towards providing excellent infrastructural facilities. He also appreciated the Principal and staff for encouraging the students to participate in co-curricular & extra-curricular activities and for organizing student development programmes.

ii) Placements:

For the recruitment of students who have graduated in June, 2013, a total of 46 companies have visited the campus. The major recruitments were done by Cognizant Technologies Solutions (224 offers), Wipro (193 offers) and Infosys Technologies (92 offers). The campus recruitment process witnessed gross selections of 847 with a net selections of 476 students out of 600 eligible students.

In this connection, the Chairman and the member of BoG appreciated the efforts made by the management, Principal and staff in achieving good number of placements.

3. Consideration of following activities initiated under TEQIP-II:

a) Reappropriation of TEQIP Fund:

The Member-Secretary has informed the members that apart from the previous TEQIP guidelines, the NPIU has given certain revised guidelines recently stating that the colleges may utilize the TEQIP funds for the procurement of software, e-journals, learning resources, etc..

Accordingly, the total TEQIP fund of Rs.4.00 crores is now distributed across nine major heads as follows:

(Rupees in Lakhs)

Sl. No.	Activities	Category of expenditure (Head of expenditure)	As per IDP		Revision 1		Revision 2		Exp. upto July, 2013	Balance left
			% of budget	Budget	% of budget	Budget	% of budget	Budget		
1	Infrastructure improvements for teaching, training and learning through:	Procurement								
	(i) Modernisation and strengthening of laboratories		0	0	0	0	0	0	0.00	177.00
	(ii) Establishment of new laboratories for new PG Programs		40	160	0	0	0	0		
	(iii) Updation of Learning resources		3.5	14	0	0	33.75	135		
	(iv) Procurement of furniture		3	12	0	0	0	0		
	(v) Modernisation and strengthening of libraries and increasing access to knowledge resources		1.5	6	0	0	10.5	42		
2	Providing Teaching and Research Assistantships to increase enrolment in existing and new P.G. programmes in Engineering disciplines	Assistantships	12	48	30	120	15	60	19.36	40.64
3	Faculty and staff development for improved competence	FSD	15	60	30	120	15.25	61	22.24	38.76
4	Enhanced interaction with Industry	I-I-I- Cells	4	16	15	60	5	20	5.97	14.03
5	Institutional Management Capacity enhancement	Capacity development	3	12	6	24	2.5	10	0.74	9.26
6	Implementation of Institutional academic reforms	Reforms	2	8	5	20	2	8	0.38	7.62
7	Academic support for weak students	Student support	4	16	4	16	4	16	0.15	15.85
8	Technical assistance for Procurement and academic activities	consultancy	2	8	0	0	2	8	0.00	8.00
9	Incremental operating cost	IOC	10	40	10	40	10	40	3.76	36.24
	TOTAL		100	400	100	400	100	400	52.60	347.40

The BoG has noted the details furnished above with regard to reappropriation of TEQIP funds.

After due consideration, the BoG has resolved to approve the reappropriation of the TEQIP funds as shown in the Column "Revision 2" in the above table.

b) Teaching and Research Assistantships:

After detailed discussions, it was resolved to ratify the payment of teaching assistantships to PG students and the expenditure so far to a tune of Rs.13,68,000/- in the financial year 2012-13 and Rs.5,68,000/- in the financial year 2013-14.

c) Faculty and Staff Development:

It was noted that the College has spent an amount of Rs.15.72 lakhs towards deputing the faculty to attend Conferences/Workshops and also for conducting inhouse programmes for overall development of the faculty of VCE.

After detailed discussions, it was resolved to ratify the activities carried-out under staff development and the amount Rs.15.72 lakhs spent so far upto the end of academic year 2012-13 under this head..

d) Enhanced Interaction with Industry:

It was noted that the College has conducted 19 student & staff development programmes during the academic year 2012-13 by inviting eminent persons from industry for the benefit of outgoing students, so that the students and staff will know the present scenario and industrial needs. It was further noted that an amount of Rs.5,23,000/- was spent for conducting these programmes.

The BoG has resolved to ratify the amount of Rs.5,23,000/- which was spent so far for enhanced interaction with industry.

e) Institutional Management capacities enhancement:

It was noted that to enhance the managerial capacities, the college has deputed Prof. T. Adi Lakshmi, HoD-CSE and Prof. N. Vasantha, HoD-IT to attend a 2-Week training programme on "Management Capacity Enhancement Programme under TEQIP-II on Management Programme for Administrators of Higher Education Institutes" organized by IIM, Bangalore during 11 – 23 March, 2013. It was further noted that during July, 2013 four members of faculty have been deputed to attend a workshop on "Outcome-based Accreditation" organized by the Osmania University.

It was resolved to ratify the amount of Rs.74,000/- spent for the above activities.

f) Implementation of Institutional Reforms:

The Chairman, BOG, has informed the members that the College has submitted its application for accreditation to NBA and an Inspection Team from NBA visited the College during January and February, 2013. Communication from NBA with regard to award of Grades to various UG courses is awaited. He further informed that an application has been made to UGC in December, 2011 for grant of Autonomous Status to the College and the visit of Expert Committee from UGC is awaited.

It was resolved to ratify the amount of Rs.38,000/- spent so far towards the implementation of institutional reforms.

g) Academic support for academically weak students:

It was noted that the college has organized Diagnostic Tests to identify weak students studying 1st year and remedial classes were conducted beyond working hours.

It was resolved to ratify the amount of Rs.15,000/- spent so far towards expenditure incurred for conducting these activities.

h) Technical Assistance for procurement and academic activities:

The Chairman, BoG, has requested the Member-Secretary to identify few consultants and take their guidance and suggestions from time to time to strengthen the academic activities for overall development of the students.

i) Incremental operating cost:

It was resolved to ratify the expenditure of Rs.3,77,000/- incurred towards incremental operating cost i.e., salaries of staff employed for TEQIP office.

j) Constitution of Screening Committee for international travel:

It was noted that as part of Staff Development Programme, the faculty are encouraged to attend training programmes/workshops/conferences. Recently guidelines have been issued by the NPIU delegating the powers to Board of Governors for evaluation of applications and recommendations for international travel. Accordingly a Screening Committee with three members is to be constituted with 1 member from BoG and 2 academicians from leading institutions (working/retired).

After due deliberations, it was resolved to constitute a Screening Committee with the following members:

- i) Prof. P.V.D. Somasekhar, Professor, Department of ECE, JNTU, Hyderabad
- ii) Prof. Ravande Kishore, Professor, Department of Civil Engineering, Osmania University, Hyderabad as members of Screening Committee
- iii) Prof. Mohammad Suleman Siddiqi, former Vice Chancellor of Osmania University and Chairman of BoG as its Chairman.

k) Rates of remuneration for staff participation in workshops/conferences/ symposia:

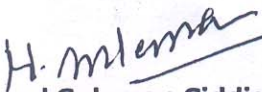
As suggested by the Chairman-BoG during the meeting held on 15th September 2012, the College has constituted a Committee with the Principal as its Chairman, Chief Finance Officer as Member-Convener and two professors from BoG (Prof. K. Jaya Sankar, HoD-ECE and Prof. N. Vasantha, HoD – I.T) as members to propose the rates of remuneration to be paid to the staff of Vasavi College of Engineering for participation in various TEQIP activities. The summary of the proposals is given below:

S.No.	Description	Amount in Rupees		Remarks
1	Remedial Classes	Remuneration: 650 per hour for UG class 750 per hour for PG Class Conveyance charges For Professor: taxi charges at actual For Asso Prof & Asst. Prof: Auto charges at actuals Own 2 wheeler : Rs. 4 per Km Own 4 wheeler: Rs. 10 per km Subject to certification of distance covered		The conveyance charges are payable if the classes are held on Sunday or holidays. Remedial classes can be taken after college hours or on holidays as per convenience.
2.	Entitlements for participation in conferences/workshops/ etc conducted outside HQ.			This is on par with tours on college official work such as Consultancy, R&D and other official business
	Daily allowance:	Within state	Outside state	DA rate shall be reduced to
	Professor	300	400	- 50% if accommodation is provided free.
	Associate Professor	300	300	- 25% if food and accommodation is provided free
	Assistant Professor	200	200	Counting of absence is on 24 hr basis. Absence exceeding 12 hrs is treated as one day/Less than 12 hrs and more than 6 hrs is ½ day. Less than 6 hrs. is ignored. DA for travel period is at lower rate of DA as distinguished from DA for halts
	Non Teaching Executive	200	200	
	Non Teaching Supervisors	200	200	
	Non Teaching – Others	150	200	
	Class of Travel (Air / Train)			
	Professor	Economy Air Travel		Any exception to the entitlement shall be at the discretion of Board of Governors
	Associate Professor	Train, 2 nd AC		
	Assistant Professor	Train, 3 rd AC		
	Non Teaching Executive	Train, 3 rd AC		
	Non Teaching Supervisors	Train, 3 rd AC		
	Non Teaching – Others	Train, Sleeper class		
	Class of Travel (By Road)			
	Professor	AC Coach		Taxi shall be permitted only in the case of Professor subject to prior approval
	Associate Professor			
	Assistant Professor			
	Non Teaching Supervisors and others			
	Non Teaching – Others	Express Bus		
	Conveyance allowance on Tour			
	Professor	Taxi at actuals		Details of movement and distance covered to be provided
	Associate Professor	Auto charges limited to one daily allowance		
	Assistant Professor			
	Non Teaching Executive			
	Non Teaching Supervisors			
	Non Teaching – Others			
	Lodging Charges	Metropolitan cities	Other places (within & outside AP)	
	Professor	3 star Hotel	3 Star Hotel	Payment shall be actuals at the prescribed limit whichever is lower
	Associate Professor	1000	800	
	Assistant Professor	750	750	
	Non Teaching Executive			
	Non Teaching Supervisors			
	Non Teaching – Others			
	Entertainment Expenditure			
	Professor	500		Amount shown is permissible in one spell of tour. Bills in original are to be submitted.
	All others	Prior permission shall be sought		
3.	For seminars/conferences/workshops conducted at VCE			Guests shall be treated as Professor rank for travel purposes. Prior approval to be taken for gifts/mementos
	Guest Lectures Honorarium			
	1 hour duration		1500	
	2 hours duration		2000	
	4 hours duration (One session)		5000	
	Full day (two sessions)		10000	
	Gifts/ Mementos		1000	
4	Local conveyance on official duty			
	Use of own car		10 per Km	
	Use of own 2 wheeler		4 per Km	
	Auto charges		At actual on distance covered	


It was resolved to approve the rates of remuneration indicated above for implementation during the TEQIP project.


4. **Other matters:**

- a) Nomination of an academician in place of Prof. S. Purnachander Rao, Retd. Professor, NIT, Warangal:
After detailed discussions, the BoG has resolved to invite Prof. M.R. Madhav, Visiting Professor of IIT, Hyderabad & JNTUH to be a Member-BoG in place of Prof. S. Purnachander Rao.
- b) Inviting Prof. T.V. Subba Rao, Vice President, VAE to attend BoG meetings:
It was resolved that Prof. T.V. Subba Rao, Vice President, VAE be requested to attend all future BoG meetings as a member of the BoG.

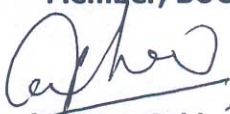

(Prof. Mohammad Suleman Siddiqi)
Chairman, BoG


(P. Ramamohan Rao)
President, VAE &
Member, BoG



(M. Krishna Murthy)
Secretary, VAE &
Member, BoG



(P. Balaji)
Member, VAE &
Member, BOG

(Bommidala Sri Krishna Murthy)
Managing Director
M/s. Bommidala International Pvt. Ltd.,
Guntur
Industrialist &
Member, BoG


(G. Jaya Sekhar)
Dy. Director, CTE &
CTE Nominee


(Dr. K. Jaya Sankar)
HoD, ECE, VCE &
Member, BoG


(Prof. P. Yadagiri Swamy)
Professor, Dept. of Chemistry
Nominee of O.U. &
Member, BoG


(Dr. I.V. Rao)
Principal, VCE &
Member-Secretary, BoG