

**MINUTES OF THE 8<sup>th</sup> MEETING OF THE BOG OF JORHAT  
ENGINEERING COLLEGE, JORHAT**

Day & Date : Saturday, 26<sup>th</sup> September, 2020

Time: 11 AM - 11.50AM

Venue : Through ZOOM Video Communications

Members Present:

- |                                |   |                  |
|--------------------------------|---|------------------|
| 1. Mr. Abhijit Barooah         | : | Chairman         |
| 2. Dr. Reeta Sarmah            | : | Member Secretary |
| 3. Mr. Sandip Sanyal           | : | Member           |
| 4. Dr. Chitralkha Mahanta      | : | Member           |
| 5. Dr. Shyamanta Moni Hazarika | : | Member           |
| 6. Mr. Subodh Kalita           | : | Member           |
| 7. Dr. Rupam Baruah            | : | Member           |
| 8. Dr. Diganta Hatibaruah      | : | Member           |

The 8<sup>th</sup> BOG Meeting of Jorhat Engineering College was conducted through ZOOM Video Communications due to lockdown.

**Agenda No. 1 : Chairman takes the Chair :**

Mr. Abhijit Barooah, Chairman, presided over the meeting.

**Agenda No. 2: Confirmation of the minutes of the last meeting (7<sup>th</sup> BOG) held on 13-06-2020.**

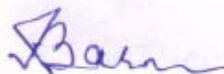
The minutes of the 7<sup>th</sup> BOG Meeting held on 13/06/2020 was confirmed, since no comment has been received from any members on the same.

**Agenda No. 3: Discussion on financial status of TEQIP-III**

| YEAR    | ACADEMIC | IOC     | EQUIPMENT | TOTAL    |
|---------|----------|---------|-----------|----------|
| 2017-18 | 2167781  | 286055  | 0         | 2453836  |
| 2018-19 | 15273047 | 2223304 | 8800566   | 26296917 |
| 2019-20 | 11797962 | 2532249 | 47982215  | 62312426 |
| 2020-21 | 1100362  | 559463  | 2323420   | 3983245  |
| TOTAL   | 30339152 | 5601071 | 59106201  | 95046424 |

Total sanctioned amount: Rs. 10,00,000.00  
Expenditure upto 25-09-2020: Rs. 9,50,46,424.00  
Balance: Rs. 49,53,576.00

**Remarks : BOG noted the same.**



**Agenda. No.4: Discussion on Proposed Procurement Expenditure**

|  |        |
|--|--------|
| Procurement  |        |
| 3D Printer   | 500000 |
| 6 nos of air conditioner (2TR) for Central Computer Centre | 360000 |

**Remarks: The BoG accorded permission to carry out the above procurement process.**

**Agenda. No.5: Revision in percentage allocation for procurement out of the Project Life Allocation (PLA)**

|   |                     |
|---|---------------------|
| TEQIP STAFF SALARY  | 4,80,000.00         |
| Expenditure in International conference (Due to Mentor College) | 4,00,000.00         |
| Office Expenditure  | 2,50,000.00         |
| Academics   | 2,00,000.00         |
| Reform (NBA Visit)  | 1,50,000.00         |
| <b>TOTAL REQUIREMENT</b>  | <b>14,80,000.00</b> |

Balance : Rs. 40,93,576.00  
TOTAL expected expenditure : Rs. 14,80,000.00  
Balance : Rs. 26,13,576.00

**Revision in percentage allocation**

| Existing          |                   |                   | Revised           |                   |                   |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Procurement       | Academic          | IOC               | Procurement       | Academic          | IOC               |
| 6 Cr<br>(Maximum) | 3 Cr<br>(Minimum) | 1 Cr<br>(Maximum) | 7 Cr<br>(Maximum) | 2 Cr<br>(Minimum) | 1 Cr<br>(Maximum) |

The above revision in procurement will be used to support activities to strengthen digital learning.

1. Providing Graphics Tablet for online classes to faculty
2. Creating studio for video lecture capture

| Equipment  | Unit price | Number       | TOTAL          |
|--|------------|--------------|----------------|
| Electromagnetic Graphics Tablet  | 10000      | 50           | 500000         |
| Full HD Video Camera Camcorder, 20X Optical Zoom, 1/2.3-Inch BSI Sensor, HDR Capture, Wi-Fi Smartphone Multi Scene Video Recording with accessories (SanDisk 64GB Memory Card + Digital Camera/Video Case + Extra Battery + Quality Tripod + Card Reader + Table top Tripod/Handgrip) (approx..) | 120000     | 5            | 600000         |
| Document Camera  | 40000      | 5            | 200000         |
| Audio System: Lavalier mics, Hand held mics  | 40000      | 5            | 200000         |
| Laptop   | 60000      | 5            | 300000         |
| Projector  | 60000      | 5            | 300000         |
| Room preparation (Civil and electrical work)   | 100000     | 5            | 500000         |
|  |            | <b>TOTAL</b> | <b>2600000</b> |

Remarks:

1) The BoG suggested that fifteen graphics tablets should be procured (three per department) and handed over to the departments for use in online teaching.

2) Suggestions of members regarding recording of lectures and live streaming were discussed. The BoG suggested that the TEQIP coordinator should consult BoG members from IITG and prepare a detailed proposal for:

- a) Setting up a central high quality studio for creating video lectures
- b) Creation of live streaming facility in a few selected classrooms

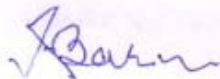
**Agenda No. 6: Any other matter with approval of Chairman:**

None

**Agenda No. 6: Vote of Thanks :**

There being no other items, the meeting ended with a vote of thanks to the Chair.

Signature



Chairman BOG  
Jorhat Engineering College

Signature



Principal  
Jorhat Engineering College