

MINUTES OF THE 1ST MEETING OF THE BOG OF JORHAT ENGINEERING COLLEGE, JORHAT

Day & Date : Saturday, 8th December, 2018

Time: 11 AM - 2 PM

Venue : Jorhat Engineering College, Jorhat

Members Present: 1. Mr. Abhijit Barooah : Chairman
 2. Dr.ReetaSarmah : Member Secretary
 3. Mr. Subodh Kalita : Member
 4. Mr. Sandip Sanyal : Member
 5. Dr.S.Murali Mohan : Member
 6. Mr. RupamBaruah : Member
 7. Dr.DigantaHatibaruah : Member

Agenda No. 1 : Chairman takes the Chair :

Mr. Abhijit Barooah, Chairman presided over the meeting.

Agenda No.2 : Grant of leave of absence, if any :


Leave of absence was granted to Dr. Shyamanta Moni Hazarika, Dr. Chitralkha Mahanta and Secretary to Govt.of Assam, Higher Education Department. It was informed to the members that AICTE is yet to nominate its ex officio member of BOG.The members advised principal, JEC to take up the matter of nomination to BOG with AICTE.

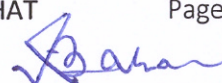
Agenda No.3 :Present status of JEC:

Dr. ReetaSarmah, Principal of JEC welcomed all the members to the first ever meeting of the BOG of JEC. A PowerPoint presentation was given by Dr. DigantaHatibaruah on the current status of JEC. After that he gave a background of the TEQIP-III project currently being implemented by JEC.

Agenda. No.4 : Review of activities & procurements till date under TEQIP-III :

The activities and procurements that took place from the beginning of the TEQIP-III project upto the date of the first BOG meeting (08-12-2018) were placed for discussion (Annexure –I). It was informed that these activities and procurements have received the approval of State Project Implementation Unit (SPIU) and National Project Implementation Unit (NPIU). Financial and


Principal
Jorhat Engineering College
Jorhat 7



performance audits have been carried out for 2017-18 by individuals/agencies engaged by the NPIU and no adverse comment has been made. The Board noted the same and approved post facto.

Agenda No.5 :Activities proposed during the remaining days of Q3: 2018-19:

Activities and expenditure that have been proposed between 08-12-2018 and 31-12-2018 have already received approval from the SPIU and the NPIU. Details were placed before the Board (Annexure –II). The Board noted the same and approved post facto.

Agenda No. 6 :Procurement of equipmentsanctioned by SPIU and NPIU :

The packages for procuring laboratory equipment, furniture, minor civil work that are already sanctioned by SPIU and NPIU and ready for initiation through PMSS (Procurement Management Supporting System) were placed before BOG for discussion(Annexure III). After detail deliberation the Board approved the same.

Agenda No. 7 :Approval on two new packages in PMSS portal :

The Board deliberated in detail and approved uploading of two new packages in PMSS portal, one for Mechanical engineering department and the other for Computer Science and Engineering department considering current changes in curriculum and impending visit by the National Board of Accreditation (NBA)(Annexure IV)

Agenda No. 8 : Approval on salary hike of accounts officer and office assistant :

The Board approved a hike of Rs. 5000/- (Five thousand) in the salary of Accounts Officer and Office Assistant working on contractual basis in TEQIP-III office with effect from 01-01-2019.

Agenda No.9 : Approval for Central Purchase Committee for procurement of goods :

The Board approved the constitution of Central Purchase Committee for procurement of goods (equipment, services, minor civil work etc.) consisting of the following;

1. Dr.Mrinal Dutta, Associate Professor, Nodel Officer, Procurement
2. Dr.DigantaHatibaruah, Associate Professor, TEQIP Coordinator
3. Dr.Mrinal Buragohain, Associate Professor, Evaluator
4. Dr.Rupam Baruah, Professor, Bid Opener
5. Mr. DigantaBaishya, Assistant Professor, Publisher
6. Dr.Arup Bhattacharjee, Associate Professor, Tender Creator

Agenda No.10 :Approval of Research Assistantship stipend:

The Board approved Research Assistantship @ Rs. 25,000/- per month for the Full time PhD Engineering students of Jorhat Engineering College with the following conditions.

1. Must attend at least 2 (two) workshop/seminar/conference of own research field per year.
2. Must publish at least 1 (one) paper (own research field) in journal/ conference in every year.
3. Must attend at least 1 (One) workshop/ seminar/ conference per year at mentor college (Malnad College of Engineering, Hassan, Karnataka).

The above conditions will be implemented with effect from the date of admission as PhD Scholar at Jorhat Engineering College.

Agenda No.11 :Approval of Swayam Prabha

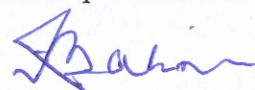
All the faculty members of Jorhat Engineering College are entitled a one-time grant of Rs. 2000/- under TEQIP-III scheme as per instruction from NPIU, MHRD for procuring and installing the DTH setup box for Swayam Prabha DTH Channel. Thirty faculty members were paid @ 2000/- for purchasing setup box. Total expenditure was Rs. 60,000.00. The Board noted the same and approved post facto.

Agenda No.12 : Approval of GATE examination enrolment fees

GATE 2018 examination enrolment fees were reimbursed for 323 students. Total reimbursement was Rs. 3,99,750.00. The Board noted the same and approved post facto.

Agenda No. 13 : Any other matter with approval of Chairman:

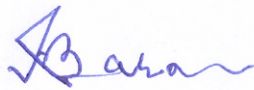
- (a) Board noted that TEQIP – III will come to an end in 2020. Currently, 37 faculties are appointed under this scheme, who will get terminated at the end of the project. This will lead to a major crisis for the College. The BOG advised Principal JEC to take up the matter with Govt. of Assam for initiating advance action.
- (b) The BOG advised the College authorities to present an outcome of the activities carried out so far under the TEQIP -III in the next BOG meeting.
- (c) The BOG advised the college authorities to come up with plans for enhancing revenue generation in the next BOG meeting. It was advised to prioritise procurement of equipment that can lead to revenue generation.



- (d) The BOG advised the College authorities to ascertain whether the salary component of TEQIP – III faculties are a part of the Rs 10 crore grant that the College is eligible or is in addition to that.

Agenda No. 14 :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

Dated :
Place : Jorhat



Signature
Principal
Jorhat Engineering College
Principal
Jorhat Engineering College
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