

**MINUTES OF THE 3rd MEETING OF THE BOG OF JORHAT
ENGINEERING COLLEGE, JORHAT**

Day & Date : Wednesday, 12th June, 2019

Time: 11 AM - 2 PM

Venue : Jorhat Engineering College, Jorhat

Members Present:	1. Mr. Abhijit Barooah	:	Chairman
	2. Dr. Reeta Sarmah	:	Member Secretary
	3. Mr. Subodh Kalita	:	Member
	4. Mr. Sandip Sanyal	:	Member
	5. Dr. Shyamanta Moni Hazarika	:	Member
	6. Dr. Chitralekha Mahanta	:	Member
	7. Dr. S.Murali Mohan	:	Member
	8. Dr. Prasanna Kr. Khaund	:	Member
	9. Dr. Rupam Baruah	:	Member
	10. Dr. Diganta Hatibaruah	:	Member

Agenda No. 1 : Chairman takes the Chair :

Mr. Abhijit Barooah, Chairman presided over the meeting.

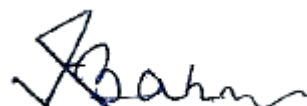
Agenda No.2 : Grant of leave of absence, if any :

Leave of absence was granted to the Secretary to the Govt. of Assam, Higher Education Department.

Agenda No.3 : Confirmation of the minutes of the last meeting (2nd BOG) held on 25-02-2019.

The minutes of the 2nd BOG Meeting held on 25/02/2018 is confirmed with observations of the following points:

1. A member from the All India Council for Technical Education is yet to be included in the BoG. The principal, JEC is advised to communicate with the AICTE in this regard.
2. For renewal of research assistance, attending workshop/conference/seminar in the mentor institution may not be insisted upon.



3. An income-expenditure statement covering all heads of expenditure of the institution for the next 5 years and last 3 years is yet to be produced before the BoG. For this, the principal JEC may form an internal committee and seek assistance of a Chartered Accountant. This statement should be produced in the fourth BoG meeting.
4. A person for constant interaction with the government of Assam and other agencies is yet to be assigned. The principal, JEC is advised to take up the matter.
5. An Action Taken Report on the minutes of each BoG meeting should be placed in the next BoG meeting.
6. The matter of impending shortage of faculty after closure of TEQIP should continue to be brought before Govt of Assam.

Agenda No.4 : Status on National Board of Accreditation

1. The department of Mechanical Engineering received NBA accreditation for two years starting from June, 2019.
2. For Instrumentation Engineering department, visit was conducted by NBA and accreditation was not granted.
3. The departments of Civil Engineering, Electrical Engineering and Computer Science and Engineering will submit the SAR to NBA in the month of October 2019.
4. The reports received from NBA for Mechanical Engineering and Instrumentation Engineering departments should be circulated among BoG members.
5. An analysis of the reasons of non-accreditation of Instrumentation Engineering department and shorter period of Mechanical Engineering should be done and placed in the fourth BoG meeting.

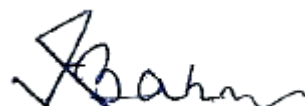
Agenda. No.5 :Review of Statutory Audit Report for 2018-19

The Board went through the report and approved the same.

Agenda. No.6 : Review of activities conducted after 2nd BOG meeting:

Following activities were organized during March to June 2019:

SI No.	Activity	Date	Name of the event	Organising by	N0. of participants	Expenditure
1	3 days Hands on Training	25-02-2019 to 27-02-2019	“Overhauling of Engines, Turbo Chargers and Compressors”	Mechanical Engg Dept	92	107770

2	3 days Hands on Training	07-03-2019 to 09-03- 2019	Modelling and Analysis Techniques in Mechanical Engineering	Mechanical Engg Dept	45	136349
3	06-04-2019	Felicitation Ceremony for the Toppers of last Four Years and GATE Qualifiers along with the Toppers of 3rd and 4th year students in the year 2018 on at JEC		Civil Engg dept		19499

The Board noted the same and approved post facto.

Agenda No. 7 :Review of procurement plan to be uploaded in PMSS :

a) Equipment and Furniture

The following proposals of were placed before the BoG:

1. Electrical Engineering Power System lab : Estimated Cost : Rs. 29,85,400.00
2. Electrical Engineering Electronics Design lab : Estimated Cost : Rs.77,800.00
3. Electrical Engineering Power Electronics lab : Estimated Cost : Rs. 2,79,660.00
4. Furniture for class room : Estimated Cost :Rs. 10,000,00.00

The BoG accords permission to carry out the above work.

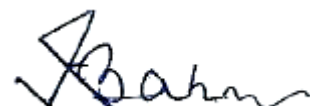
b) Civil Work :

The following proposals of civil work in various departments were placed before the BoG:

1. Estimate For Civil Works At The Civil Engineering Department Of JEC : : Estimated Cost : Rs. 2, 99, 900/-
2. Renovation Of Machine Design Laboratory : Department Of Mechanical Engineering : Estimated Cost : Rs. 4,56,418.00
3. Horizontal Extension Of Thermodynamics & Air Conditioning Laboratory : Department Of Mechanical Engineering : Estimated Cost : Rs. 12,97,115.00
4. Renovation Of Basic Instrumentation Lab: Department Of Instrumentation Engineering : Estimated Cost : Rs. 6,10,900/-
5. Renovation Of Digital Electronics Laboratory And Microprocessor Laboratory: Department Of Computer Sc. & Engineering : Estimated Cost : Rs. 4,19,200/-

The BoG accords permission to carry out the following three civil work:

- a) Civil work in Civil Engineering department with an estimated cost of 2,99,900/-
- b) Civil work in the Machine design laboratory of Mechanical Engineering department with an estimated cost of 4,56,418/-
- c) Civil work in the Computer Science and Engineering department with an estimated cost of 4,19,200/-

Agenda No. 8 : Governance Self Review (GSR)

The attributes mentioned in the GSR were discussed in the BoG and assessment scales were assigned.

Agenda No. 9 : Re-allocation of space to Electrical, Instrumentation and Mechanical engineering departments

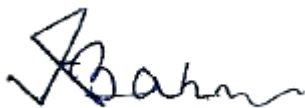
The principal, JEC should come up with a proposal and place it before BoG Independent Members after exploring all possibilities. Fund available under Civil works (approximately Rs. 35 lakhs out of the total civil work fund of Rs. 50 lakhs) should be considered for creating space for independent instrumentation engineering laboratories through horizontal extension.

Agenda No. 10: Any other matter with approval of Chairman:

None

Agenda No. 12 :Vote of Thanks :

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



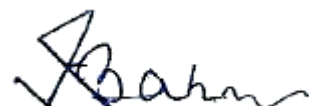
Signature
Chairman BOG
Jorhat Engineering College



Signature
Principal
JorhatEngineering College

PRINCIPAL
Jorhat Engineering College
Jorhat-7 (Assam)

Dated : 13-06-2019
Place : Jorhat



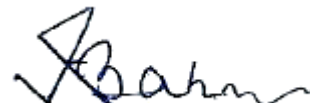
Annexure I

**PROCUREMENT PLAN FOR LABORATORIES OF
ELECTRICAL ENGINEERING DEPARTMENT, JEC UNDER TEQIP-III**

Package Name	Item Name	Total Estimated Cost (Rs.)	TOTAL
Electrical Engineering Power System lab	(1) Three-phase Transmission Line Simulator i.e. Transmission Line, Smart GRID, RELAY Setup With programmable control Facility	849600	29,85,400
	(2) Transformer Protection Simulation Study Unit	755200	
	(3) Motor Protection Simulation Study Unit	672600	
	(4) Generator Protection study unit	708000	
Electrical Engineering Electronics Design lab	Basic Microcontroller Trainer with Daughter Card	77880	77,800
Electrical Engineering Power Electronics lab	(1) General-Purpose Inverter Development Board	159300	2,79,660
	(2) Power Electronics Kit with Software Programmable Platform Bundle	89680	
	(3) All-in-One Testing and Measuring Instruments	30680	

PROCUREMENT PLAN FOR FURNITURE, JEC UNDER TEQIP-III

Item Name	Quantity	Total Estimated Cost (Rs.)	TOTAL
Desk + Bench for class room	100	10000/-	10,000,00/-



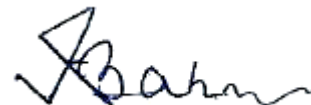
Annexure II

ESTIMATE FOR CIVIL WORKS AT THE CIVIL ENGINEERING DEPARTMENT OF

JEC

Estimated cost : Rs.2, 99, 900/-

Sl. No.	Item description	Quantity	Rate (Rs.)	Amount (Rs.)
01	Digital vitrified tiled flooring, complete with fitting and finishing including material costing; at the proposed storing enclosure for IA evaluation sheets, assignment copies etc.	220 sq. ft.	145/-	31, 900/-
02	Aluminum partition wall, 5 mm thick, complete with 65mm x 38mm flange, including fitting and fixing in position with strutting at spacing not more than 1.0 m c/c; at the proposed storing enclosure for IA evaluation sheets, assignment copies etc.	90 sq. ft.	300/-	27,000/-
03	Storage cabinet (wall mounted) using 19 mm thick block board, complete with supply, fittings, fixing, painting etc.; for storing of IA evaluation sheets, assignment copies etc.	280 face sq. ft.	550/-	1, 54, 000/-
04	Aluminum partition wall, 5 mm thick, complete with 65mm x 38mm flange, including fitting and fixing in position with strutting at spacing not more than 1.0 m c/c; for the proposed extension of TEQIP faculty chambers.	290 sq. ft.	300/-	87, 000/-



RENOVATION OF MACHINE DESIGN LABORATORY

Department of Mechanical Engineering

Location : 1st Floor above Department of Mechanical Engineering

SIZE : 50ft× 31 ft =1550 sq.feet

Estimated cost : Rs. 456418.00

Item No	Description	Square Feet	Rate in Rs.	Amount
1	Dismantling of old existing walls and floors	744	30	22320.00
2	Supply & Fitting of Vetrified 2ft× 2 ft tiles (Double Coated)	1550	115	178250.00
3	Supply & Fitting of Aluminum Partition	135	215	29025.00
4	Supply & Fitting of Aluminum Windows	180	350	63000.00
5	Supply & Fitting of Wall Painting (Plastic Paints with putty)	1944	25	48600.00
7	Supply & Fitting of point wiring with 28W LED tubes	12 no.	800	9600.00
8	Supply & Fitting of point wiring with 2400 Electric Fans	12nos.	3000	36000.00



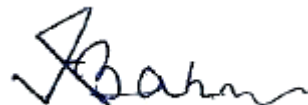
HORIZONTAL EXTENTION OF THERMODYNAMICS & AIR CONDITIONING

LABORATORY

Department of Mechanical Engineering

Estimated cost : Rs. 12,97,115.00

Item No	Description	Square Feet	Rate in Rs.	Amount
1	Dismantling of old existing walls ,floors and Roof	540	50	27000.00
2	Supply & Construction of 5 inch bricks Wall	1392	95	132240.00
3	Supply & Fitting of 10 mm bar grills	1900 Kg	80	152000.00
4	Supply & Fitting of 2 inch pipes truss	2000 Kg	80	160000.00
5	Supply & Fitting of 0.45 mm Coloured roof (Tin) on truss	200 sq. meters	600	120000.00
6	Supply & Fitting of Wall Painting (Plastic Paints with putty & Oil Paint on Grilland Truss)	2700	25	67000.00
7	Supply & Fitting of point wiring with 28W LED tubes	15 no.	800	12000.00
8	Supply & Fitting of point wiring with 2400 Electric Fans	15nos.	3000	45000.00
9	Earth filling	1843 cubic feet	70	129010.00
10	PCC floor	2000	100	200000.00
11	Main Supply (3 Phase) with Protection Devices	20 meters	200	40000.00
12	Shifting and supply of 1000 liters water tank	1 no.	15000	15000.00



RENOVATION of Basic Instrumentation Lab

Department of Instrumentation Engineering

Estimated cost :Rs. 6,10,900/-

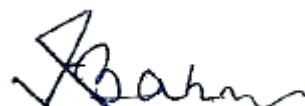
Sl no	Item description	Quantity	Rate (Rs)	Amount(Rs)
01	Aluminium partition wall, 5mm thick, with 65mm x 38mm flange, including fitting and fixing in position with strutting at spacing not more than 1.0 m c/c; 3 no of Aluminium doors with lock at the proposed laboratory and storing enclosure for IA evaluation & assignment copies.	774sq ft	300/-	2,32,200/-
02	Storage cabinet (wall mounted) using 19mm thick block board, complete with material, fittings, fixing, painting etc.; for Storing of IA related material	234 face sq ft	550/-	1,28,700/-
03	Digital vitrified tiled flooring complete with fitting and finishing including material costing; at the proposed storing enclosure and laboratory.	1,600 sq ft	145/-	2,32,000/-
04	Windows repairing and fixing & fitting grill using tubular rod.	120 sq ft	150/-	18,000/-
TOTAL:				6,10,900/-

RENOVATION of Digital Electronics Laboratory and Microprocessor Laboratory

Department of Computer Sc. & Engineering

Estimated cost :Rs. 4,19,200/-

Sl no	Item description	Quantity	Rate (Rs)	Amount(Rs)
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01	Aluminium partition wall, 5mm thick, with 65mm x 38mm flange, including fitting and fixing in position with strutting at spacing not more than 1.0 m c/c; 3 no of Aluminium doors with lock at the proposed laboratory and storing enclosure for IA evaluation & assignment copies.	624sq ft	300/-	1,87,200/-
02	Digital vitrified tiled flooring complete with fitting and finishing including material costing; at the proposed storing enclosure and laboratory.	2016 sq ft	145/-	2,32,000/-