

# GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

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## Minutes of Second BoM Meeting held on 02/02/2013

The second meeting of all the members of Board of Management of Government College of Engineering, Jalgaon was held on 02/02/2013 at 10.30 am in the meeting hall of the college.

The following members were present for the meeting.

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|----------------------|--------------------|
| 1. Shri. A. B. Jain  | - Chairman         |
| 2. Dr. J. B. Patil   | - Member           |
| 3. Dr. G. G. Bhutada | - Member           |
| 4. Prof. S.O. Dahad  | - Member           |
| 5. Dr. R. P. Borkar  | -Member Secretary. |

At the start of the meeting, Principal Dr. R.P. Borkar welcomed and felicitated Honorable Chairman and other members of Board of Management. Member Secretary of BoM informed to all the members that Hon. Shri. Amrishbhai Patel, Hon. Shri. Mohanbhai Patel, Hon. Dr. R. S. Anand and Hon. Dr. Abhay Wagh had expressed their inability to attend the meeting due to some unavoidable circumstances, and therefore leave of absence was granted to them. In addition, Hon. Chairman Shri. A. B. Jain opined that the opinion on agenda points may be sought from the members who requested for the leave of absence to make the meeting more fruitful.

With the permission of chairman the proceeding of BOM started.

### Item No 1:

**To read and confirm the minutes of first meeting of BoM held in the meeting hall of institute on July14, 2012.**

The minutes of first meeting of BoM held in the meeting hall of institute on July14, 2012 were read and confirmed unanimously without any modification.

### Item No 2:

**To note and approve the action taken by institute on the agenda points discussed and resolved in the first meeting of BoM.**

The action taken by institute on the agenda points discussed and resolved in the first meeting of BoM were noted and approved with the following additional points.

- 2.1 As per the discussion of first meeting of BoM on item no 2, Dr. R.S. Anand suggested that hostel accommodation facility should be increased. Accordingly, it is decided to submit a proposal to State Government through DTE, MS, Mumbai to construct additional rooms in the existing girls' hostel building so as hostel accommodation capacity will increase by 76.
- 2.2 As per the discussion of first meeting of BoM on item no 9, the proposal of extension to the main academic and administrative building to be constructed under TEQIP phase II was discussed in depth and not approved as it may not be permissible as per the guidelines of TEQIP phase II sub component 1.1. But, SPFU and NPIU had given the consent to the procurement plan of the institute which includes construction of seminar hall as extension to existing main academic and administrative building. Therefore, it is resolved that the Principal is authorized to complete the procedure of finalizing requirement, preparing plan,

designing, tendering etc as per the guidelines of TEQIP II and submit for the final approval in the next meeting.

- 2.3 As per the decision of first meeting of BoM on item no 17, the rates of testing and consultancy for which state government norms are available were approved and for remaining items it was deferred till next(second) meeting of BoM. The same will be put in next meeting of BoM.
- 2.4 As per the decision of first meeting of BoM on item no 18 - To discuss and approve the policy of distribution of honorarium to faculty/staff members from IRG generated under CEP etc for which norms of Government of Maharashtra are not available was deferred till next meeting of BoM as it is expected that SPFU, Maharashtra State may issue uniform policy in this matter. The same is till awaited and hence will be put before BoM as soon as the information received from SPFU/NPIU.

### **Item No 3:**

**To note and discuss the G.R. related to Governance of 100% aided Deemed to be Universities, Government/ Government owned and Government aided Autonomous Colleges participating in Technical Education Quality Improvement Program. (23rd October, 2012)**

- 3.1 The G.R. related to Governance of 100% aided Deemed to be Universities, Government/ Government owned and Government aided Autonomous Colleges participating in Technical Education Quality Improvement Program (GR No: Baithak-2010/(170/10)/TE 2 dated 23rd October, 2012) was read and discussed in detail.
- 3.2 The BoM noted its authorities, duties, responsibilities and rights.
- 3.3 As per the provision of referred G. R., Board of Society/Trust is to be formed and registered under the society registration act – 1860. On this point, Hon. Chairman Shri. A. B. Jain suggested to obtain the information from State Government whether registration can be done under section 25(II) of companies act.
- 3.4 As per the provision of referred G. R., BoM can appoint experts as special invitee on BoM, therefore it decided to prepare a panel of experts and get it approved in the next BoM meeting.
- 3.5 The process for recruitment of contractual staff/faculty should be initiated as per State Government norms and procedure and to be put before next BoM for approval. The Principal is authorized to initiate the procedure of contractual appointment as per State Government norms and procedure.
- 3.6 The Principal should prepare IRG plan and submit in the next BoM meeting.
- 3.7 It is decided to submit a proposal of seeking permission for public private partnership (PPP) or donation from outside agencies for infrastructural development of the institute to State Government. The principal is authorized to submit the proposal.
- 3.8 The principal is authorized to report or submit information on routine and urgent matters on behalf of BoM.

### **Item No 4:**

**To note and discuss the guidelines for autonomous colleges during the eleventh plan period (2007 – 12) published by UGC, New Delhi. (As modified up to 23rd Nov 2012)**

Noted and discussed the guidelines for autonomous colleges during the eleventh plan period (2007 – 12) published by UGC, New Delhi. (As modified up to 23rd November 2012).

**Item No 5:**

**To note and discuss the G.R. related to Evaluation of Government/ Government owned and Government aided Deemed to be Universities and Autonomous Colleges participating in Technical Education Quality Improvement Program. (29th Oct , 2012)**

Noted and discussed the G.R. related to Evaluation of Government/ Government owned and Government aided Deemed to be Universities and Autonomous Colleges participating in Technical Education Quality Improvement Program (Baithak-2010/(170/10)/TE 2 dated 29<sup>th</sup> October 2012).

**Item No 6:**

**To discuss and approve the modified constitution of Academic Council and Board of Studies constituted for this institute (Proposed Autonomous College) as per GR specified in item no 3 and guidelines for autonomous colleges specified in item no 4**

- 6.1 The modified constitution of Academic Council is approved.
- 6.2 The modified constitution of Board of Studies of Electronics & Telecommunication Engineering and Computer Engineering are approved.
- 6.3 The modified constitution of Board of Studies of Instrumentation Engineering is approved with the suggestion to replace the title Porf. by Prof.
- 6.4 The modified constitution of Board of Studies of Mechanical Engineering is approved with the suggestion to correct the initials of Prof. Salunkhe and designation of Prof. Chandak given in the panel of six experts.
- 6.5 The modified constitution of Board of Studies of Civil Engineering is approved with the suggestion to correct the name of Prof. Kshirsagar and designation of other experts given in the panel of six experts.
- 6.6 The modified constitution of Board of Studies of Science and Humanities is approved with the suggestion to replace the name of Dr. O. H. Mahajan, HoD in Physics, M. J. College with Prof. S. P. Shukla, Assistant Professor in Physics, R. C. Patel Institute of Technology, Shirpur in the panel of six experts.
- 6.7 The modified constitution of Board of Studies of Electrical Engineering is approved with the suggestion to drop the names of Prof. K. C. Raipurkar, Prof. M. H. Nerkar, Prof. D. V. Chaudhari and Prof. S. C. Kulkarni.

**Item No 7:**

**To discuss and approve the guidelines for the constitution of other authorities like Finance Committee, Planning and Evaluation Committee, Grievance Appeal Committee, Examination Committee, Library Committee, Students welfare Committee, Extra Curricular Activities Committee and Academic Audit Committee for this institute (Proposed Autonomous College) as per GR specified in item no 3 and guidelines for autonomous colleges specified in item no 4.**

It is resolved to appoint a sub-committee of following three members to study the composition of all such authorities at other institutes and suggest the guidelines for the constitution of all these authorities and put before BoM in next meeting.

- Prof. S. O. Dahad - Chairman
- Prof. J. B. Patil - Member
- Prof. K. C. Raipurkar - Member

**Item No 8:**

**To note and approve the various activities like procurement, training of faculty/staff, organising workshops/conferences/STTPs, remedial classes and finishing courses for academically weak students, teaching assistance ship to PG students etc. under TEQIP.**

- 8.1 The BoM noted and approved the various activities like procurement, training of faculty/staff, organising workshops/conferences/STTPs, remedial classes and finishing courses for academically weak students, teaching assistance ship to PG students etc. under TEQIP with suggestion that the report should not include any incomplete or vague information. The exact information including the detailed list of all activities shall be put before BoM meeting for approval.
- 8.2 It is noted by BoM that procurement process in Electrical, Computer and Mechanical Engineering department is slow and hence expected to accelerate the procurement process.

**Item No 9:**

**To note May 2012 result and admission status of the academic year 2012 – 13 of the institute.**

- 9.1 The BoM noted and approved the May 2012 result and admission status of the academic year 2012 – 13 of the institute.
- 9.2 Prof. J. B. Patil expressed that result of First Year should be overall rather than branch wise. Overall result of First Year was also made available immediately and it was suggested that in future the overall result of First Year should also be specified in result analysis.
- 9.3 The BoM is expecting still better result (particularly result without ATKT) as meritorious students are taking admission in our institute as compared with other institutes of the NMU, Jalgaon region.
- 9.4 The principal assured to take all possible steps to improve the result.

**Item No 10:**

**To note the enhancement in infrastructural facilities, improvement made by institute and other achievements of the institute after the first BoM meeting. (Using State Government Grant)**

- 10.1 The BoM noted the enhancement in infrastructural facilities, improvement made by institute and other achievements of the institute after the first BoM meeting. (Using State Government Grant)
- 10.2 The BoM had given post-facto approval to the proposal submitted by institute to AICTE for granting permission to start new PG course in Instrumentation Engineering.
- 10.3 The BoM was not satisfied with the training and placement activity and expect more placement in near future.

**Item No 11:**

**To discuss and approve the additional manpower required and their expenditure in existing sweeping contract for cleaning of main academic and administrative building, to be signed with external agency.**

- 11.1 The Principal of the institute is authorized to complete the procedure as per State Government norms and procedure. The same shall be submitted in the next BoM meeting

for final approval.

11.2 The contract should not be signed for the period more than one year.

11.3 A cleaning machine can be purchased to save time and man power using institute's PLA fund. A suitable proposal may be submitted in next BoM meeting for approval.

**Item No 12:**

**To discuss and approve the additional manpower required and their expenditure in existing security contract for the security of hostel and other building, to be signed with external agency.**

12.1 The Principal of the institute is authorized to complete the procedure as per State Government norms and procedure. The same shall be submitted in the next BoM meeting for final approval.

12.2 The contract should not be signed for the period more than one year.

**Item No 13:**

**To discuss and approve the policy to be adopted for promotion, Career Advancement Scheme, recruitment of additional faculty/staff at institute level to strengthen the faculty and staff position as per the powers of BoM stated in the GR of item no 3.**

13.1 A committee of following members is constituted to execute the procedure of Career Advancement Scheme (CAS) as per State Government norms and procedure and submit for final approval of BoM in its next meeting.

Prof. Dr. G. G. Bhutada - Chairman

Prof. G. K. Andurkar - Member

Prof. M. H. Nerkar - Member

13.2 The Principal of the institute is authorized to complete the procedure of contractual appointment of faculty (teaching post) on existing vacant positions as per State Government norms and procedure.

**Item No 14:**

**Any other point by the permission of chair.**

**There was only one point to be discussed under this item**

**(a) To discuss and approve the security contract system employed for girl's hostel.**

14.1 The BoM had given post-facto approval to the security contract system employed for girl's hostel and to meet out this expenditure from hostel maintenance account as the contract is executed as per State Government norms and procedure.

**Meeting concluded with proposing vote of thanks by Dr. R. P. Borkar, member secretary of BoM.**

(Dr. R. P. Borkar)  
Member Secretary

(Shri A.B. Jain)  
Chairman

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**Copy for information and necessary action:**

1. Chairman and all members of Bom, Government College of Engineering, Jalgaon.
2. Director of Technical Education, M. S. Mumbai.