



# GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

(An Autonomous Institute of Government of Maharashtra)

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GCOEJ/MoMBoG/2018/2303

Date: 31/08/2018

## Minutes of 14<sup>th</sup> BoG Meeting held on 19/8/2018

14<sup>th</sup> meeting of Board of Management/Governors (BoG) of Government College of Engineering, Jalgaon was held on Sunday, 19/8/2018 at 10.00 am in the meeting hall of the college. The following members were present for the meeting.

1. Shri. A. B. Jain	Chairman
2. Shri S. C. Birla	Member
3. Shri A. M. Mahajan	Member
4. Prof. R. D. Kokate	Member
5. Dr. S. S. Pusadkar	Invitee member
6. Prof. R. P. Borkar	Member Secretary

At the start of the meeting, Principal Dr. R.P. Borkar welcomed Honourable Chairman and other members of Board of Management. Principal Dr. R. P. Borkar, Member Secretary of BoM informed to all the members that Hon. Mr. Saurabh Vijay, Hon. Dr. K. P. Singh, Prof. M. J. Sable, and invitee members, Hon. Dr. Abhay Wagh, Hon. Shri. D. S. Tidke and Dr. A.A. Ghatol had expressed their inability to attend the meeting due to some unavoidable circumstances, and therefore leave of absence was granted to them.

Before starting the proceeding of meeting, Hon. Shri. S. C. Birla requested Chairman and members to pay homage to Bharatratna Shri. Atal Bihari Vajpayee, ex-Prime Minister of India. The homage was paid to Bharatratna Shri. Atal Bihari Vajpayee, ex-Prime Minister of India by keeping two minute silence.

With the permission of chairman, the proceeding of BoM/BoG started.

### **Item No 1**

***To read and confirm the minutes of 13<sup>th</sup> meeting of BoG held on Friday, April 6, 2018***

- 1.1 The thirteenth meeting of BoG was held on Friday. April 6, 2018 at 9.00 am. The minutes of the meeting were circulated among all honourable members on 16.04.2018 vide letter No GCOEJ/MoMBoG/2018/1098(a).
- 1.2 BoG Chairman, noted the regular absence of BoG member for the meeting. He pointed out that a letter should be written to these members stating that their help and guidance required during discussion of various agenda point and hence, the presence of these members should be assured for at least once in a year.
- 1.3 Dr. R. P. Borkar also raised the point of dates for next BoG meeting in October 18 and December 18. It was unanimously agreed that **15<sup>th</sup> meeting will be held on 21<sup>st</sup> October 2018 and 16<sup>th</sup> meeting on 9<sup>th</sup> December 2018.**
- 1.4 Hon. Shri. S. C. Birla told that before finalizing the 13<sup>th</sup> minutes of meetings, he would like

to share grievances of students with regards to hike in hostel fee. Dr. R. P. Borkar informed that same point will be discussed as separate agenda point.

1.5 The minutes of meeting of 13<sup>th</sup> BoG meeting held on Friday, April 6, 2018 were read and confirmed unanimously.

**Item No 2**

*To note and approve the action taken by institute on the agenda points discussed and resolved in the 13<sup>th</sup> and earlier meetings of BoG.*

2.1 The actions taken by the institute on the agenda points discussed and resolved thirteenth meeting of BoG and its earlier meetings were discussed in depth.

Sr No	Item No	Item in brief and proceeding	Action Taken	Resolution by BoM
1	Item No 2 (Sr. No. 5 of 2.2)	The committee of Prof. A M Mahajan, Shri. S O Dahad and Shri G K Andurkar was asked to prepare draft of Institute Governance Guide lines on the backdrop of New University Act 2017.	The committee suggested that Institute Governance Guidelines shall be prepared only after guidelines received from state government and then committee will prepare the report.	Approved
2	Item No 2 (Sr. No. 6 of 2.2)	BoG informed the heads of departments to start certificate courses to student community in the vicinity for year 2017-18 and enhance institute IRG.	Report submitted	BoM discussed and APPROVED the report with following suggestions; <ul style="list-style-type: none"> <li>• Maximum batch size shall be 30.</li> <li>• Correction as 'Corpus fund'</li> <li>• Dean (III) as member secretary of Advisory committee</li> <li>• Dean (Student Affair) as invitee member of Advisory committee</li> </ul>
3	Item No 2 (Sr. No. 7 of 2.2)	The committee of Prof. A G Rao, Prof. A M Mahajan and Prof. G K Andurkar is formed to prepare the draft of Finance, account and procurement code of institute at the earliest with availability of expertise of Dr. Rao sir BoG suggested to change Prof. A. G. Rao by Dr. Bharat D.	The committee suggested that Finance, Account and Procurement code of institute shall be prepared only after guidelines received from state government and then committee will prepare the report.	Approved

		Karhad Finance & Account Officer, NMU, Jalgaon as a member of the committee.		
4	Item No 2 (Sr. No. 8 of 2.2)	BoG accorded approval to prepare and notify the Annual Budget 2017-18 in next meeting and authorized principal to accord approval and implement various plans with condition to take final approval to Activity plan and expenditure accordingly in next subsequent BoG meeting.  BoG aggrieved on making fixed deposits in nationalized banks. The Chairman said that if government replied to institute letter and not permitted then fixed deposits may be withdrawn. However, the interest earn on deposits may be spent with the permission of Chairman only. BoG authorized the Principal to make 50% of the amount available as fixed deposits of different amount and tenure.	Fixed deposit of Rs. 4 crores made in State Bank of India, Jalgaon.	Approved
5	Item No 2 (Sr. No. 17 of 2.2)	BoG approved estimated expenditure of Rs. 18568000/- on salary of contract faculties to be appointed by BoG (post wise) in the year 2017-18.	Since state government has withdrawn the powers of BoG in this regard, the said item is obsolete.	Action Approved and agreed to meet the Secretary as and when appointment is sought.
6	Item No 2.3	To note, discuss and approve the minutes of third meeting of finance committee of this institute held on December 7, 2017.	In process	The meeting with Mr. Jayesh Doshi will be arranged to streamline the audit and computerization of bill processing system.
7	Item No 2.4	To note, discuss and approve the budget of the institute for the period of December 1, 2017 to March 31, 2018 as recommended in the third meeting of finance committee held on December 7, 2017	Chief secretary has been transferred and new secretary will be contacted for further process.	BoG had given approval for the letter's written to Secretary in this regard. However, BoG seeks to meet Secretary as and when appointment is sought.

8	Item No 2.5	To note, discuss and approve the minutes of first meeting of building and works committee of this institute held on February 12, 2017.	Chief secretary has been transferred and new secretary will be contacted for further process	BoG seeks to meet Secretary as and when appointment is sought.
9	Item No 2.17c	To note and discuss about the faculty whose orders were issued by State Government but not joined this institute.	Chief secretary has been transferred and new secretary will be contacted for further process.	BoG seeks to meet Secretary as and when appointment is sought.
10	Item No 3	To note, discuss and approve the report of sub-committee on "Faculty Incentive Scheme" to be implemented at institute level.	Report submitted. Included as a separate agenda point.	Report discussed in Item No. 3 separately.
11	Item No 4(4.4)	To note, discuss and approve the policy for availing services of Emeritus and Adjunct faculty and make its budget provision.	Complied	Approved
12	Item No 7	To note, discuss and approve the budget of the institute for the period of April 1, 2018 to March 31, 2019 as recommended in the fourth meeting of finance committee held on Tuesday, March 13; 2018	Separate agenda point	Discussed in Item No. 5 separately. However, expert lecture of Prof. A. M. Mahajan and Dr. Bharat D. Karhad to be arranged shortly by the institute.
13	Item No 11.3	To note, discuss and approve the report of academic and examination cell BoG also approved that till sponsor are decided, award may be given from institution funds by keeping some amount in fixed deposit.	Complied	Approved
14	Item No 11.5	To note, discuss and approve the report of academic and examination cell. Dean Academics told BoG that institute has initiated the process for On Screen	In process	Prof. A. M. Mahajan clarified that in-house development of OBE system means standard available software of any vendor to be

		Valuation system and new Examination Management system in view of new CBCS. Prof. Mahajan, told that OBE system should be in-house developed so that it would be easy to modify as per the requirement of NBA. Concerned should comply.		moulded as per the need of the institute. The process may be addressed with availability of funds.
15	Item No 12	To note, discuss and approve the report of I I I cell.	Complied and report attached in Dean III separate agenda.	Discussed in Item No. 14 separately.
16	Item No 13	To note, discuss and approve the report of R and D cell	In process	An expert lecture of Prof. A. M. Mahajan to be arranged shortly by Dean R & D in the institute.  Discussed in Item No. 13 separately.
17	Item No 14	To note, discuss and approve the report of gymkhana.	Complied (Annexure-B Page No.31)	BoG authorised Principal to approve the policy by redefining the policy prepared by the committee.
18	Item No 16b	Request to State Government to provide financial assistance/grant for the payment of visiting faculty members appointed purely on clock hour basis, adjunct faculty members and wages for the staff appointed on contract from various service providers.	Chief secretary has been transferred and new secretary will be contacted for further process.	BoG had given approval for the letter's written to Secretary in this regard. However, BoG seeks to meet Secretary as and when appointment is sought.
19	Item No 16g	To note, discuss and approve the policy to depute faculty members for teaching at higher learning institutes in foreign countries abroad e.g. Government of India, MHRD, New Delhi faculty secondment scheme for Asian Institute of Technology, Bangkok, Thailand. And also to depute	Not complied/in process	Dean R & D should make comprehensive policy to depute faculty for teaching / R & D work at higher learning institutes.

		faculty members for training programme at higher learning institutes, research organisations like IITs, IIT, TIFR, BARC CEERI, etc.		
20	Item No 16e	The Bid document for Providing the both Comprehensive and Non-Comprehensive Annual Maintenance Contract along with Manpower services For Campus wide Network of Institute is submitted for discussion and approval.	Complied	Approved
21	Item No 16f	To note, discuss and approve the Proposal of online test examination proposal for AMCAT submitted by I I I cell.	Complied. No students fit in the criteria hence it could not be implemented.	Approved
22	Item No 16h	To note the achievement of institute in NBA accreditation and selection of institute in TEQIP-III	Complied. Appeal before NBA was done but appeal not accepted	Appeal of Electronics and Telecommunication Engineering (UG) was not accepted by NBA. Hence, BoG advised to withdraw application to NBA for PG course of Electronics & Telecommunication.
23	Item No 16j	To approve emergency purchase of 10 HP bore pump.	Complied	Approved

2.2 BoG discussed and approved the action taken as above.

### Item No 3

*To note, discuss and approve the revised report of sub-committee on "Faculty Incentive Scheme" to be implemented at institute level and make its budget provision.*

3.1 "Faculty Incentive Scheme" presented by committee was appreciated by all members of BoG. BoG expected that the scheme will give boost to faculties for performing various activities leading to achieve target of the institute.

3.2 BoG suggested following changes in the "Faculty Incentive Scheme",

- Table 1 Sr. No. 1 & 2 of column 3, remove ESE
- Table 1 Sr. No. 14, Column 5, For international journal
- Para 6.1, 'the amount will be shared by them' shall be removed.

- Para 6.3, 'the office will disburse the amount following the usual procedure' shall be replaced by 'the office will notify the awards.'

3.3 BoG approved the "Faculty Incentive Scheme" with above suggestions and will be implemented from current academic year,

#### **Item No 4**

*To note, discuss and approve appointment of Adjunct faculty in Mechanical Engineering for the academic year 2018-19 as per institute's policy.*

4.1 BoG approved the appointment of Shri L. B. Chaudhari, retired Chief Engineer from Parli thermal power station as Adjunct Faculty in Mechanical Engineering department for academic year 2018-19 for six months strictly for academic session. Policy for appointment of adjunct faculty approved by BoG will be applicable to this appointment.

#### **Item No 5**

*To note, discuss and approve the revised budget of the institute for the period of April 1, 2018 to March 31, 2019 as suggested by BoG in its 13<sup>th</sup> meeting held on Friday, on April 6, 2018*

- 5.1. Dr. R. P. Borkar told BoG that as per 13<sup>th</sup> BoG meeting guidelines, the budget was revised by every department keeping in view the actual expenditure during the year 2018-19. The budget was revised from total amount of Rs. 8.16188 core to Rs. 6.15247 core.
- 5.2. Dr. S. S. Pusadkar informed BoG about availability of funds under various head and told that the amount available under Tuition fee is deficit against the proposed expenditure. Hence, the allotment under tuition fee to various departments needs to reduce from the expected budget of the department. The major expenditure under tuition fee is spent on office expenses such as electricity, telephone and water bills, contractual services such as security, mali, sweepers, laboratory attendant and payment of visiting faculty to various departments. These services exhaust available tuition fee fund.
- 5.3. Hon. Shri. A. B. Jain expressed that with non-availability of funds, how the institute will make the progress? He reiterated to enforce the budgeted expenditure under all head including development fund.
- 5.4. For expenditure under development fee, Hon. Shri. A. B. Jain Chairman, BoG called all HoDs and Deans in the meeting for discussion. Hon. Chairman told that as per DTE letter No. 15/Finance head/Engg. Jalgaon/2017-18/145 dtd. 16/11/2017, expenditure other than salary head should be borne by the institute from Tuition fee & Other fee and Internal revenue. Hence, the development fee can be utilized by following proper procedure of purchase and expenditure. Dr. D. S. Chaudhari states that as per GR of 2002 and earlier GR, the expenditure under development fee is permissible with permission of Director, DTE Mumbai and can be spent with purchase order from DTE or JDTE as per the financial rules and regulation. He also pointed out that only in few cases permission was given by DTE for expenditure through development fee. However, Hon. Shri. S. C. Birla told that the said GR is issued before GRs of Board of Governor / Board of Management published in 2004 and 2012, hence can't be applicable to autonomous institute. Hon. Chairman said that again a letter should be written to Government/DTE stating list of works worth Rs. 50 lakhs to be carried out at institute level with the BoG permission and if no objection is raised then procedure can continue further.

- 5.5 BoG resolved that the development fee utilization should be started. Hon. Chairman assured that the BoG is taking the full responsibility for expenditure through development fee by following proper rules and regulation approved by BoG for purchase and expenditure. It is brought to notice that the institute had written letter to DTE for Financial power to various functionary of the institute vide. GCOEJ/Account/2017/3100 dtd. 30/11/2017 which was approved by BoG in 12<sup>th</sup> BoG meeting. However, no correspondence was received from DTE and Government in this regard.
- 5.6 Hon. Shri. S. C. Birla suggested to invest this year 50% development fee in fixed deposit with quarterly interest earn which can be reutilized for other works.
- 5.7 BoG approved the modified budget for the period of April 1, 2018 to March 31, 2019.

**Item No 6**

*To note and approve the list of students who are eligible for the award of UG and PG degree as per autonomy rule at the end of academic year 2017-18.*

- 6.1 Dean (Academics) put up the list of eligible students for the award of B. Tech. and M. Tech. degree in various disciplines whose names will be recommended to KBCNMU, Jalgaon after approval of BoG to confer the final degree.
- 6.2 Dr. R. P. Borkar informed BoG that due to new rule of grace marks and condonation marks, which was implied after Re-exam Summer 2018, a few students may become eligible for the award of degree and hence, BoG authorized the Principal to add such students with due verification.
- 6.3 BoG approved the name of eligible students for award of provisional degree and recommend to KBCNMU, Jalgaon to confer the final degree upon them.

**Item No 7**

*To note, discuss and approve the proposal of constructing/fabricating shed for canteen on BOT basis or otherwise.*

- 7.1 The proposal of constructing / fabricating shed for canteen costing Rs. 11.5 lakhs was discussed in meeting. Dr. R. P. Borkar told BoG that BOT will not be possible due to more cost and long redeem period. The canteen proposal was submitted to government and is with government for approval. However, it may take long time to get it approved from the government. Hence, as standby arrangement for the present students, a hall of steel joist with steel truces and sheets may be constructed.
- 7.2 BoG discussed and approved the construction of canteen of Rs. 11.50 lakhs through development fund of the institute.

**Item No 8**

*To discuss and take decision on students' application for revision of hostel fees approved in twelfth meeting of BoG/BoM.*

- 8.1 The proposal to increase the hostel fee was approved in the 13<sup>th</sup> BoG meeting. However, students requested to reconsider the increase in hostel fee.
- 8.2 Dr. R. P. Borkar informed BoG that the collected hostel fee of Rs. 500/- per student was deposited in government fund and in turn the government was giving grant for payment of electricity, contractual persons appointed for hostel and security guards as well for maintenance. However, from 2017-18, no grant is received against these items. Hence it became essential to increase the hostel fee to cater the need of the hostel.
- 8.3 BoG discuss the issue thoroughly and approved revised fee as below



Hostel Fees	-----	Rs 1500 per year
Hostel Maintenance Fees	-----	Rs 3000 per year
Caution Money Deposit	-----	Rs 2000 at the time of admission and refundable
Medical Fees	-----	Rs 200 per year
Recreation Fees	-----	Rs 200 per year

8.4 Hon. Shri. S. C. Birla suggested that with above fee, the institute should carry out the expenses for year 2018-19 and the next year increment in fee will be decided based upon the expenditure of the year 2018-19.

8.5 BoG approved hostel fee with above modification.

#### **Item No 9**

*To discuss and approve the composition of academic council for next three years and other committees formed under autonomy.*

9.1 BoG discussed the Academic council composition suggested by Academic council.

9.2 BoG approved the members as below

- Three members from outside the college as
  - Dr. L . M. Waghmare S. G. G. S. I. E. T. Nanded
  - Dr. R.N. Awale V. J. T. I. Mumbai
  - Dr. V. B. Borghate, VNIT, Nagpur
- Two experts from outside the college (Industry)
  - Shr. S. Y. Prabhudesai, Sr. General Manager, Supreme Industries, Jalgaon
  - Authorize Principal to select member as suggested by Shri. S. C. Birla that the member should be preferably industry owner so that he can find time to attend the meetings.
- One expert from outside the college (Engineer)
  - Shri. Deodatta Gokhale, Director, GATI, Jalgaon
- Three nominee from KBCNMU, Jalgaon
  - Principal should write a letter to Vice Chancellor of KBCNMU for nominating three members on academic council of the institute.

9.3 BoG approved the final composition of academic council with suggestion as above.

#### **Item No 10**

*To discuss and approve the composition of TEQIP-III cell.*

10.1 BoG congratulates all stakeholders of the institute for inclusion in the list of State Government/State Government Aided and Centrally Funded Institutions selected under sub component 1.3 for implementation of TEQIP Phase III.

10.2 BoG approved the various committees formed for the smooth implementation of TEQIP-III and also authorised principal to assign the TEQIP work as per requirement and availability of faculty/staff.

10.3 BoG also approved the appointment of the employees required for TEQIP-III as per NPIU direction.

#### **Item No 11**

*To note the report of academic and examination cell including the minutes of meeting of examination committee and academic council.*

11.1 BoG noted minutes of the eighth meeting of examination committee held on July 18, 2018 and eighth meeting of academic council held on July 21, 2018.

**Item No 12**

*To note and approve the proposed expenditure under TEQIP-III for the quarter July – September 2018.*

- 12.1 BoG appreciated the effort for TEQIP III and expected that the each quarter expenditure will be spent on respective activities so that the benefit will be imparted to all stake holders of the institute.
- 12.2 BoG approved the proposed expenditure for July-Sept.2018 under TEQIP-III and authorised principal to submit timely plan along with expenditure as per NPIU directions.

**Item No 13**

*To note, discuss and approve the report of R and D cell.*

- 13.1 The report submitted by Dean – R & D about the research and development related activities of this institute was discussed by the BoG.
- 13.2 BoG suggested that the duration of publication must be mentioned in list of publication. The purchase of equipment and civil works details shall be placed at appropriate head. The report should contain only the activities undertaken und R & D.
- 13.2 BoG noted and approved with above suggestion.

**Item No 14**

*To note, discuss and approve the report of III cell.*

- 14.1 BoG appreciated the effort taken by Dean (III) about the training, placement, liaison with industries and increasing placement from 69 in 2016-17 to 116 in 2017-18. BoG expected that the placement increment will continue.
- 14.2 BoG noted and approved the report of III cell.

**Item No 15**

*To note, discuss and approve the report of gymkhana.*

- 15.1 BoG discussed the report submitted by Dean Students' affair about the gymkhana related activities including induction program for first year students, sports, cultural, co-curricular activities, etc. of this institute.
- 15.2 Dr. R. P. Borkar illustrated the implementation of induction programme for B. Tech. first year students as suggested by AICTE and various activities.
- 15.3 BoG suggested that in absence of physical director, Dean (Student Affair) should search the suitable coaches for specified sports to improve the skill of the students in game and a faculty should coordinate all activities.
- 15.4 BoG noted and approved the report of gymkhana.

**Item No 16**

*To note, discuss and approve the report of hostel.*

- 16.1 BoG insisted that required facility and improvement in the hostel should be assessed and action to be taken accordingly to improve ambience of the hostel.
- 16.2 BoG noted and approved the hostel report.

**Item No 17**

**To discuss and approve the deputation of Shri S. S. Nerkar, Assistant professor, Instrumentation for pursuing Ph. D. at SGGSIET, Nanded.**

- 17.1 BoG approved the deputation of Shri S. S. Nerkar, Assistant Professor, Instrumentation for pursuing Ph. D. at SGGSIET, Nanded as per the State Government Regulation.
- 17.2 Dr. R. P. Borkar pointed out that another faculty Shri. A. G., Dongardive was also selected for Ph.D. under QIP but government didn't depute him for pursuing Ph.D. BoG resolved and instructed to write one letter to government in this regard stating that quality of education will improve if teacher education and research improved.
- 17.3 BoG noted and approved the same with suggestion.

**Item No 18**

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

**a. To approve the expenditure maintenance of electrical appliances**

BoG approved the expenditure of 3.20 lakhs for electrical maintenance and suggested to spend through appropriate head.

**14<sup>th</sup> BoG meeting held on 19<sup>th</sup> August 2018 ended with vote of thanks by Dr. R. P. Borkar member secretary of the BoG.**

  
(Dr. R. P. Borkar)

Principal and Member Secretary of BoM



(Shri A.B. Jain)

Chairman, Board of Management

**Copy for information and necessary action:**

1. Chairman and all members of BoM, Government College of Engineering, Jalgaon.
2. Director, Directorate of Technical Education, M. S. Mumbai.
3. Institute's website.