



GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

(An Autonomous Institute of Maharashtra Government)

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No.GCoEJ/BoG/MoM/2018/3002

Date:12/11/2018

Minutes of 15th BoG Meeting held on 21/10/2018

15th meeting of Board of Management/Governors (BoG) of Government College of Engineering, Jalgaon was held on Sunday, 21/10/2018 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. Prof. R. D. Kokate	Member
3. Prof. M. J. Sable	Member
4. Prof. S. O. Dahad	Invitee member
5. Dr. S. S. Pusadkar	Invitee member
6. Prof. Dr. R. P. Borkar	Member Secretary

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

With the permission of chairman the proceeding of BOG started.

Item No 1

To read and confirm the minutes of 14th meeting of BoG held on Sunday, on August 19, 2018.

- 1.1 The fourteenth meeting of BoG was held on Sunday, August 19, 2018 at 10.00 am. The minutes of the meeting were circulated among all honourable members on 31.08.2018 vide letter No GCOEJ/MoMBoG/2018/2303.
- 1.2 The minutes of meeting of 14th BoG meeting held on August 19, 2018 were read and confirmed

Item No 2

To note and approve the action taken by institute on the agenda points discussed and resolved in the 14th and earlier meetings of BoG..

- 2.1 The action taken by institute on the agenda points discussed and resolved in the fourteenth meetings of BoG were discussed in depth.
- 2.2 On various points of action taken by institute, the BoG had given resolution as follows.

Sr No	Item No	Item in brief and proceeding	Compliance by	Resolution by BoG
1	Item No 1.2	<p><i>To read and confirm the minutes of 13th meeting of BoG held on Friday, April 6, 2018</i></p> <p>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.</p>	Complied. Letter attached in Annexure-II (a)	Approved
Item no: 02 Action taken on 13th and earlier meeting (Serial number 2 to 8)				
2	Item No 2.3	<p>To note, discuss and approve the minutes of third meeting of finance committee of this institute held on December 7, 2017.</p> <p>BoG given the resolution that meeting with Mr. Jayesh Doshi shall be arranged to streamline the audit and computerization of bill processing system.</p>	In Process	A meeting was fixed with Mr. Jayesh Doshi on 23/10/18 at 4pm in Principal's cabin.
3	Item No 7	<p>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</p> <p>However, expert lecture of Dr Bharat D Karhad to be arranged shortly by the institute.</p>	Not compiled and the meeting will be arranged in due course of time by Technical registrar before budget of 2019-20	Chairman approved the action and expressed that Mr. Jayesh Doshi should also be called for expert lecture along with Dr. Bharat D Kharad.
4	Item No 11.5	<p>To note, discuss and approve the report of academic and examination cell.</p> <p>Dean Academics told BoG that institute has initiated the process for On Screen 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</p>	In Process by Dean (Acad)	Mr. Dahad expressed the difficulty in implementing on screen evaluation system due to high cost per answer sheet and less

		would be easy to modify as per the requirement of NBA. Concerned should comply.		number of answer sheets. Chairman suggested to finalize the system of evaluation and management before next BoG meeting.
5	Item No 13	To note, discuss and approve the report of R and D cell An expert lecture of Prof. A. M. Mahajan to be arranged shortly by Dean R & D in the institute	Not compiled and the lecture will be arranged in due course of time by Dean R&D	Dean R & D explained the difficulty in organizing the lecture. He told that he also trying to arrange a lecture on patent on same day. Once date is fixed, lecture will be arranged
6	Item No 14	To note, discuss and approve the report of gymkhana. BoG authorised Principal to approve the policy by redefining the policy prepared by the committee.	Compiled and implementation started	Approved. However, the Chairman suggested that only <i>shawl</i> and book may be given to guest instead of memento.
7	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 faculty members for training programme at higher learning institutes, research organisations like IITs, NIT, TIFR, BARC CEERI, etc. Dean R & D should make comprehensive policy to depute faculty for teaching / R & D work at higher learning institutes.	In process & will be completed by Dean R&D	The Chairman ruled that the policy should be put up before BoG in next meeting.

8	Item No 16h	To note the achievement of institute in NBA accreditation and selection of institute in TEQIP-III 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.	Complied. Letter attached in Annexure-II (b)	Approved
9	Item No 3	<i>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.</i> BoG suggested following changes in the “Faculty Incentive Scheme”, <ul style="list-style-type: none"> • 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 replace by ‘the office will notify the awards.’ 	Action taken	Approved
10	Item No 4	<i>To note, discuss and approve appointment of Adjunct faculty in Mechanical Engineering for the academic year 2018-19 as per institute’s policy.</i> 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.	Complied. Order given to Shri L. B. Chaudhari and had joined his duties.	Approved
11	Item No 5.4	<i>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 13th meeting</i>	Letter written to DTE for approval of expenditure	Approved

		<p><i>held on Friday, on April 6, 2018</i></p> <p>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.</p> <p>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.</p>	<p>of Rs 86.61 lakh through development fund. (annexure b1)</p> <p>As per the bank official, the fixed deposit interest will be paid after annual maturity and not quarterly.</p>	
12	Item No 6	<p><i>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.</i></p> <p>BoG approved the name of eligible students for award of provisional degree and recommend to KBCNMU, Jalgaon to confer the final degree upon them.</p>	<p>Complied. Provisional degrees are awarded to eligible UG/PG students by the hands of Hon. V.C. and in presence of Hon. BoG member Shri Birlaji.</p>	Approved
13	Item No 7	<p><i>To note, discuss and approve the proposal of constructing/fabricating shed for canteen on BOT basis or otherwise.</i></p> <p>BoG discussed and approved the construction of canteen of Rs. 11.50 lakhs through development fund of the institute</p>	<p>Work is in initial stage.</p>	Approved but BoG asked to put status in subsequent meeting
14	Item No 8	<p><i>To discuss and take decision on students' application for revision of hostel fees approved in twelfth meeting of BoG/BoM.</i></p> <p>BoG discussed the issue thoroughly and approved revised fee as below</p> <p style="text-align: right;">Hostel Fees ----- Rs 1500 per year Hostel Maintenance Fees ----- Rs</p>	<p>Complied. Letter attached in Annexure-II (c)</p>	Approved

		<p>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</p> <p>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. BoG approved hostel fee with above modification.</p>		
15	Item No 9	<p><i>To discuss and approve the composition of academic council for next three years and other committees formed under autonomy.</i></p> <p>BoG approved the final composition of academic council with suggestion as above.</p>	Complied	Approved
16	Item No 13	<p><i>To note, discuss and approve the report of R and D cell.</i></p> <p>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.</p>	Complied	Approved
17	Item No 15.3	<p><i>To note, discuss and approve the report of gymkhana</i></p> <p>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.</p>	Complied. Letter attached in Annexure-II (d)	Approved
18	Item No 16	<p><i>To note, discuss and approve the report of hostel.</i></p> <p>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.</p>	Complied. Letter attached in Annexure-II (e).	Approved

19	Item No 17	<i>To discuss and approve the deputation of Shri S. S. Nerkar, Assistant professor, Instrumentation for pursuing Ph. D. at SGGSIET, Nanded.</i> 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.	Complied. Letter attached in Annexure-II (f).	Approved
20	Item No 18	<i>To approve the expenditure maintenance of electrical appliances</i> BoG approved the expenditure of 3.20 lakhs for electrical maintenance and suggested to spend through appropriate head	Informed to electrical department	Approved

Item No.3

To discuss and approve the honorarium to be paid to advocate appointed for various court cases and make budgetary provision for it.

3.1 BoG discussed the needs of the various services of advocate to be required to plead the case. From already approved panel of advocates the services are utilized by the institute. The honorarium approved by BoG in earlier meeting didn't have clarity regarding pre-litigation charges, pleading, hearing charges etc to be paid to advocate appointed for various court cases.

3.3 BoG discussed the quotations received from the advocates whose names were included in panel for consideration and approved/suggested rates as per following table.

Sr. No.	Court	Pre-litigation Services (in Rs)	Drafting , pleading and consulting (in Rs)	Drafting , pleading consulting and Hearing (in Rs)
1	Labour Court	4000	7500	15000
2	Industrial court	4000	7500	15000
3	Consumer forum	4000	7500	15000
4	District court	4000	7500	15000
5	MAT	4000	15000	25000
6	High court	4000	15000	35000

3.4 For outstation services, Travelling allowances and dearness allowance shall be paid by college as per Govt. of Maharashtra rules and regulations

3.5 BoG approved the honorarium to be paid to advocate appointed for various court cases with effect from their appointment/services and allowed to make budgetary provision for it

Item No.4

To discuss and take decision on extension/termination of contracts made with various service providers appointed to provide class IV (Mali, Sweeper and Hamal etc.

- 4.1 The institute had made the contract with various agencies to provide the manpower for services. After completion of contract, the institute had appointed the required manpower on daily wages. A committee appointed to check the feasibility of extension of contract services was discussed in meeting.
- 4.2 The chairman suggested that all matter related to contract services should be discussed thoroughly and put into tender document.
- 4.3 BoG directed that no extension should be given to any agency and a fresh procedure should be followed to appoint new agency/agencies.

Item No.5

To discuss and approve the payment of pending bills from 2016-2017 through 2018-19 budget

- 5.1 BoG discussed the non-payment of bills of Rs 4,59,645/- of the financial year 2016-17 and 2017-18. Dr. R. P. Borkar illustrated the reasons for non-payment of the bills viz. stopping of grant by government and transition from government to autonomous expenditure procedure.
- 5.2 Dr. R. P. Borkar also stated that bills of Rs 95,32,816/- of the financial year 2015-16, 2016-17 and 2017-18 were paid due to urgency and non-availability of state government funds to MESCO, Mahavitrans (MSEB) and others. Since then no sufficient grants were made available by state government, these payments were not booked under any head of the institutional budget. Now there is no possibility of getting any more grants for the adjustment of these bills. Hence, Dr. Borkar requested to permit for booking these bills through PLA grant of the institute.
- 5.3 BoG understood the above difficulties and permitted to book under PLA grant, however the chairman suggested to check from account and cashier section that no other bills are pending for payment or booking under head. BoG has appointed a committee under the chairmanship of Prof. M. J. Sable with other members as Prof. S. O. Dahad and Dr. S. S. Pusadkar to verify from office that no bills remain pending in this case and asked to put the matter before next BoG meeting.

Item No.6

To note discuss and approve the various completed, ongoing and proposed TEQIP-III activities including the proposed expenditure under TEQIP-III for the quarter October - December 2018.

- 6.1 BoG noted the expenditure under TEQIP-III during last quarter (July-September 2018) of Rs . 16,52,519/- and approved the proposed expenditure under TEQIP-III for the quarter October - December 2018 of Rs 96,70,500/-.
- 6.2 BoG also approved the list of equipment to be purchased under TEQIP-III.
- 6.3 BoG discussed and approved the same.

Item No.7

To discuss and approve the policy prepared by college under TEQIP III.

7.1 BoG discussed various policies prepared by TEQIP cell regarding approval process and budget allocation for any activity, hiring vehicles and other services for various activities, TA/DA to experts/BoG/faculty/staff members etc, remuneration/honorarium to experts, deputation for training programs.

7.2 BoG approved the same.

Item No.8

To discuss and approve the extension to contract made with Vijay Xerox & services, Jalgaon

8.1 BoG discussed the contract (signed MoU) with Vijay Zerox to provide the photocopying and related services to students for the period of 12 months. Dr. Borkar told that the services provided by Vijay Zerox to students and institute are smooth, good and without any complain.

8.2 BoG discussed and approved the same.

Item No.9

To discuss and approve the modification in various committees formed under autonomy.

9.1 Dr. Borkar told BoG that various committees / authorities of autonomy as per UGC / State Government guidelines are constituted and revised by institute.

9.2 BoG discussed and approved the constitution of various committees and authorised principal to appoint the members whenever there is vacancy arises either by transfer or by reshuffling.

Item No.10

To note, discuss and approve the report of academic and examination cell.

10.1 Prof. Dahad told BoG that the revised curriculum (as per AICTE guidelines and model curriculum) with revised examination system is being implemented from current academic year 2018-19. The essential changes in MIS were made by the supplier and will be done time to time as per MoU for which additional payment is required.

10.2 BoG noted and approved the same.

Item No.11

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

11.1 BoG discussed the report submitted by Dean – R & D about the research and development related activities of this institute.

11.2 BoG noted and approved the same.

Item No.12

To note, discuss and approve the report of I I I cell.

12.1 BoG discussed the report submitted by Dean – I. I. I. about the training, placement, liaison with industries and related activities of this institute.

12.2 BoG noted and approved the same.

Item No.13

To note, discuss and approve the report of gymkhana.

13.1 BoG discussed the report submitted by Dean Students' affairs about the gymkhana related activities including induction program for first year students, sports, cultural, co-curricular activities, etc.

13.2 BoG noted and approved the same.

Item No.14

To note, discuss and approve the report of hostel.

14.1 BoG discussed the report submitted by Hostel Rector of this institute about various activities of the hostel of this institute.

14.2 BoG noted and approved the same.

Item No.15

Any other point by the permission of chair.

Item 15a: To appoint advocate for dean academics Shri S. O. Dahad and examination form coordinator Smt M. S. Phalak in case of writ petition submitted by Smt Seema A. Patil if Government pleader is not available.

15a.1 BoG discussed the application of Dean academics Shri S. O. Dahad and examination form coordinator Smt M. S. Phalak requesting to provide Government pleader or Institute's advocate in case of writ petition submitted by Smt Seema A. Patil.

15a.2 BoG discussed and approved the appointment of advocate for this case if Government pleader is not available.

15 b To note, discuss and approve the TEQIP-III payment policy and appointment of internal and statutory auditors.

15b.1 BoG discussed the letter of Central project advisor of NPIU under TEQIP-III to utilize the institutes fund by opening a separate account till the funds are made available through PFMS in order to avoid hampering of TEQIP-III activities. This utilized institute fund will be reimbursed through PFMS by NPIU.

15b.2 BoG discussed the appointment of internal and statutory auditor for TEQIP

15b.3 BoG discussed and approved the utilization of institute fund and its reimbursement and the appointment of internal and statutory auditor for TEQIP-III.

15c. To note and approve the TEQIP III activity twined with Govt. College of Engineering, Kalahandi

- 15c1. BoG discussed the joint programs with mentee institute i.e. Govt. College of Engineering, Kalahandi (Odisha) such as training, conferences, workshop, seminars, joint R & D activities, joint supervision for M. Tech. /Ph. D. students etc.. Dr.Borkar suggested to appoint of senior faculties from that college on various committee such as BoG, AC, EC BoS etc of this institute.
- 15c2. BoG discussed and tentatively approved the same and authorised principal to suitably modify as per mutual understanding of both the institutes.

15d. To note and approve the NAAC visit expenditure

- 15d1. Dr. Borkar told BoG that NAAC peer committee visiting the institute during 30-31 October 2018. He also reiterated that NAAC is required for extension of autonomy and to support students for scholarship. The institute had already paid the NAAC fee of Rs. 6,49,000/- and the expected expenditure during visit is Rs. 85000/-.
- 15d2. The chairman appreciated the effort of the institute to get national accreditation and whole heartedly extended the support for this activity.
- 15d3. BoG discussed and approved the NAAC visit expenditure.

15e. To note and approve the policy for assisting student for Industry Internship / Training under TEQIP III

- 15e1. BoG discussed proposed institute policy for assisting students for going to industry for internship / training.
- 15e2. BoG discussed and approved the policy for assisting student for Industry Internship / Training under TEQIP III
- Fifteenth BoG meeting was ended with vote of thanks by Dr. R. P. Borkar.

Sd/-Illegible
(Dr. R. P. Borkar)
Principal and Member Secretary of BoG

Sd/-Illegible
(Shri A.B. Jain)
Chairman, Board of Governors

Copy for information and necessary action:

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