

Minutes of the TEQIP BOG Meeting held on 7.7.2018, 11 AM at Faculty of Engineering. The following were present:

1. Sh. Ravi Kumar Sinha	Chairman (Through Video Conferencing)
2. Sh. Rajiv Sinha	Member(Through Video Conferencing)
3. Prof. P.K. Kalra, IIT Delhi	Member
4. Dr. Vijay Kumar	University Nominee
5. Prof. S.P. Gupta, IIT Roorkee	AICTE Nominee (Not Present)
6. Prof. D. Bhagwan Das	TEQIP Coordinator
7. Prof. Rahul Swarup Sharma	Nodal Officer, Procurement, TEQIP
8. Prof. A. K. Saxena	Institutional, Project Director
9. Prof. S.K.Gaur	Ex-officio
10. Prof. C.Patvardhan	Invited Member
11. Prof. Man Mohan	NBA Coordinator
12. Sh. Ram Chand Gupta	Nodal Officer, Academic, TEQIP

The following agenda points were discussed and approved in the meeting -

1. The role of BoG was presented and discussed before the members and the specific guidelines are attached at Annexure-1.

2. Ratification of the decisions taken by the institute Governing Body till 7.7.2018

The clarification regarding the constitution of BoG was sorted out in consultation with NPIU & SPIU and it took almost one year to arrange the meeting of BoG. Before the formation of the BoG, the TEQIP activities were implemented after getting these approved by the institute Governing Body. The following proposals approved by the Institute Governing Body and already implemented from time to time were put up for ratification in TEQIP BoG:

- Formation of TEQIP Cell** (Minutes in Annexure 2)
- Approval of Procurement plan and Action plan for various quarters** (Minutes in Annexure 3)
- Approval for creating posts of TEQIP Staff as per NPIU sanctions** (Minutes in Annexure 4)

3. Purchases: Purchase of 110 computers @ Rs. 49,990 totaling Rs.54,98,900 through GeM.: Tender enquiry was uploaded on website and GeM for procuring 110 computers for various departments. After evaluating the quotations, order is placed with vendor who is L1 and also meeting all technical specifications required.

Further, since the order value is more than Rs. 50,00,000.00 the BoG was requested to authorize Prof. A.K.Saxena, Institutional Project Director for making payments using his Digital Signature to the vendor after satisfactory installation of the computers.

Resolved that the financial approval limit of Institutional Project TEQIP Director may be increased to Rs 55 lakhs for the procurement under consideration and be restored back to normal after the payment is processed.

4. Financial Assistance to Students/Scholars

Payment of Rs. 18000 p.m. as stipend to full time research scholars as per TEQIP norms:

It is resolved and approved that Rs. 18000/- may be given as stipend to research scholars who are not getting any other scholarship and having monthly attendance $\geq 75\%$, and are

Vijay Kumar
Rajiv Sinha
Man Mohan
Prof. A.K. Saxena
Dr. Vijay Kumar
Prof. S.K. Gaur

willing to take teaching assignments as per the institute norms. Payments will be made only after getting the requests endorsed by Ph.D. Supervisor and the HoD.

5. Payment of sustenance allowances to students undergoing five months Co-Op training (Internship)

Students of B. Tech. after passing third year have to undergo mandatory five months internship in any industry or research organization. There are a few students who receive some sustenance allowance from Industry/Organizations. There is a provision in TEQIP for providing assistance to Engineering (B.Tech.) students during mandatory internship.

Resolved that an empowered committee comprising of the Institute Project Director, TEQIP Coordinator and Nodal Officer, Academics may be constituted to identify the students eligible for this support and decide and disburse the admissible allowances as per TEQIP guidelines.

6. Approval of budget for providing assistance to various student projects.

The students of various classes of B. Tech. and M. Tech. are doing several projects (Product Manufacturing/Design Engineering & Theme Development/Rural Engineering/Major Projects) as well as participate in several Technical Competitions (Hackathon/model making competitions/Open Day Exhibition/Conferences). Proposed that expenditure incurred in components/travel etc. are to be met from TEQIP for which provisions are there

Resolved that an empowered committee comprising of the Institute Project Director, TEQIP Coordinator and Nodal Officer, Academics is constituted for finalizing the norms, quantum of assistance and disbursement from time to time and report the same to BoG for approval.

7. Hiring Services

7.1. Approval for hiring training provider for GATE Training:

NPIU has identified four agencies for providing GATE training to the pre-final year and final year students from TEQIP Funds. Quotations are invited from these agencies.

Resolved that the Institutional Committee (Director, TEQIP, Coordinator, TEQIP, Coordinator Procurement and Coordinator, Academics) for TEQIP be and hereby authorized to place orders to the agency identified and report the same to BoG.

7.2. Approval for hiring of agency for providing Employability Skill Training:

NPIU has identified four agencies for providing Employability Skill training to the final year students from TEQIP Funds. Quotations are invited from these agencies.

Resolved that the Institutional Committee (Director, TEQIP, Coordinator, TEQIP, Coordinator Procurement and Coordinator, Academics) for TEQIP be and hereby authorized to place orders to the agency identified and report to BoG.

7.3. Approval for hiring of Hands-on Skill Training Provider.

Some hands on skill training (Communication/Soft Skill/ Physics/Chemistry/Maths etc.) is to be provided to the newly admitted B.Tech. students for which funds are allocated by TEQIP.

Handwritten signatures:
Vijai Kumar, Pankaj, Anil, J.P., Me. Moh, N. Srinivas

Resolved that the Institutional Committee (Director, TEQIP, Coordinator, TEQIP, Coordinator Procurement and Coordinator, Academics) for TEQIP be and hereby authorized to place orders to the agency identified and report to BoG.

8. Any other Matters

8.1. Visit to twinning institute IST JNTU Hyderabad by DEI team.

Progress of twinning activities between the two institutes was reported and proposed six-month twinning plan (enclosed as Annexure 4) and the twinning activities proposed for current quarter are approved.

8.2. Approval of Seminars/Workshops/FDP programmes at DEI and at twinning institute.

Resolved that proposals for activities at DEI or at IST JNTUH under twinning activities in future may be submitted to BoG for approval.

8.3 Approval of Travel for attending various meetings/workshops/training programmes etc. by Faculty/Staff.

The office bearers and other staff of Faculty of Engineering have attended several meetings/workshops/training programmes from time to time and were paid TA/DA etc. as per TEQIP norms. Resolved that all these expenditures are approved.

Further resolved that in future Institute Project Director is empowered to approve such expenditure as per TEQIP/DEI norms and report the same in subsequent BoG meeting.

8.4 The BoG was informed about the following Bank Accounts opened from institute funds for continuing the TEQIP-III activity after the project period and the Institute has deposited 2% of the project cost in all the in four separate accounts from its own resources.

8.5 The following resolutions were also approved by BoG:

- a. To conduct Internal Financial Audit of the project regularly before the audit is done by some external agency.
- b. To formulate Industry Consultation Committee: Include industry experts in Academic Council
- c. The proposed B. Tech. Course Outcome and Program Outcome must also presented in the Institute Academic Council meetings.
- d. There is a requirement of complete autonomy of the Institution funded by TEQIP-III and it is resolved that the matter to be discussed in Institute Governing Body.
- e. That for all Equipment/Instruments/Machines Annual Maintenance Contract for five years for better functioning of the items procured be taken.
- f. That the various committees formed and coordinators nominated for various activities of TEQIP should be presented to BoG for approval and notified on the Portal.
- g. That each items of BoG duties/roles identified by NPIU to be reviewed and monitored continuously.
- h. That any special agenda can be approved by circulation to BoG members to avoid pendency.
- i. That Agenda for the next BoG should be prepared and circulated in advance.
- j. That all deliverable and targets to be specified in next BoG.


Handwritten signatures and notes:
Vijay Kumar, Praveen, Gan, Anil Kumar, Member

- k. That all nodal officers for various activities must made a presentation before BoG.
l. Action Plan for Second Quarter

It is resolved that the next BoG meeting will be conducted in the last week of August, 2018.

The meeting ended with vote of thanks to the chair.

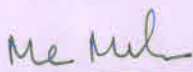
Sh. Rajiv Sinha
Member

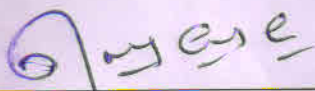

Prof. P.K. Kalra,
IIT Delhi, Member



~~Dr. Vijay Kumar~~
University Nominee


Prof. S.P. Gupta,
IIT Roorkee, AICTE Nominee



Prof. C. Patvardhan
Invited Member


Prof. Man Mohan
NBA Coordinator



Prof. Rahul Swarup Sharma
NO-Procurement, TEQIP


Sh. Ram Chand Gupta
NO-Academic, TEQIP


Prof. D. Bhagwan Das
TEQIP Coordinator


Prof. A. K. Saxena
Institutional Project Director


Prof. S.K. Gaur
Ex-officio


Sh. Ravi Kumar Sinha
Chairman