

FACULTY OF ENGINEERING
DAYALBAGH EDUCATIONAL INSTITUTE (Deemed University)
(1.1 Institute of TEQIP-III)

MINUTES OF THE MEETING
of
BOARD OF GOVERNORS

Venue: Conference Room, Faculty of Engineering D.E.I. / Video Conferencing

On

Saturday, 28th November 2020, at 11:30 AM



Faculty of Engineering
Dayalbagh Educational Institute (Deemed to be University)
Dayalbagh, Agra – 282005
Uttar Pradesh, INDIA

**Faculty of Engineering
Dayalbagh Educational Institute (Deemed University)**

A meeting of the Board of Governors was held on Saturday, 28th November 2020, at 11:30 AM at Conference Room, Faculty of Engineering, DEI, Dayalbagh, Agra and through online Video Conferencing. The following were present:

S. No	Name	Designation	Position in BoG
1	Sh. Ravi Kumar Sinha	Former CEO and Group Head, SRF Limited	Chairman
2	Sh. Rajiv Sinha	Former Joint Managing Director and Senior Advisor, DCM Shriram Ltd.	Member
3	Prof. Prem Kumar Kalra	Professor, Indian Institute of Technology, Delhi	Member
4	Prof. A. K. Saxena	Prof. & Head, Electrical Engg., Faculty of Engineering, D.E.I., Institutional Project Director – TEQIP-III	Member
5	Prof. G. Krishna Mohan	Director, Institute of Science & Technology, JNTU, Hyderabad	Member
6	Prof. S. P. Gupta	Former Professor Emeritus, Indian Institute of Technology, Roorkee, AICTE Nominee	Member
7	Prof. Rahul Swarup Sharma	Professor, Faculty of Engineering, D.E.I., Nodal Officer, Procurement, TEQIP-III	Member
8	Prof. D. Bhagwan Das	Professor, Faculty of Engineering, D.E.I, Coordinator, TEQIP-III.	Member
9	Prof. V. Soamidas	Dean, Faculty of Engineering, D.E.I.	Member Secretary
10	Sh. Guru Dayal Prasad	Nodal Officer, Finance	Special invitee
11	Sh. Ram Chand Gupta	Assoc. Professor, Faculty of Engineering, Nodal Officer, Academic, TEQIP-III	Special invitee
12	Dr. G. S. Sailesh Babu	Assoc. Professor, Faculty of Engineering, Start-up Coordinator, TEQIP-III	Special invitee
13	Sh. Kumar Ratnakar	Asst. Professor, Faculty of Engineering, MIS Officer, TEQIP-III	Special invitee
14	Sh. Anurag Gupta	Asst. Professor, Faculty of Engineering, Coordinator, Equity Action Plan, TEQIP-III	Special invitee
15.	Sh. Ishant Singhal	Assistant Prof., Civil Engineering, Coordinator, Twinning	Special invitee

The Chairman, BoG, approved leave of absence to the following members / invitees:

16	Dr. Vijai Kumar	Advisor, Medical Education & Healthcare Practice, Dayalbagh, University Nominee	Member
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Following was the agenda of the meeting

AGENDA Summary

Item No.	Description of Item
PART I: Confirmation of Minutes of BoG meeting held on 12.09.2020	
01/ BoG_Nov-20	Presentation of Minutes of BoG Meeting held on 12.09.2020 (Annexure 1)
PART II: TEQIP-III Activities report after BoG meeting on 12.09.2020	
02/ BoG_Nov-20	A. Action Taken Report (Annexure 2A) B. Report of Academic, Expenditure, Procurement, and Twinning activities (To be presented by concerned Nodal Officers) (Annexure 2B-A, Annexure 2B-E, Annexure 2B-P, Annexure 2B-T)
PART-III: Items for Consideration and Approval	
03/ BoG_Nov-20	Procurement Proposals: 1. Prof. D G Rao has requested for a sum of Rs. 2,00,000/- for repair and calibration of testing equipment in the Heat Engines Lab. The proposal has been given financial clearance and is being resubmitted for the approval of the BoG (Annexure 3-1)
PART-IV: ITEMS FOR INFORMATION	
04/ BoG_Nov-20	1. Dr. G S S Babu has been promoted as Professor in Electrical Engineering. 2. Dr. Ashok Yadav and Dr. Ankit Sahai have been promoted and appointed as Associate Professors in the Department of Mechanical Engineering 3. Dr. Aditya, Dr. Manoj Dixit, and Mr. Manoj Kumar have been appointed as Assistant Professors in the Department of Mechanical Engineering 4. Dr. Atul Dayal has been appointed as Assistant Professor in the Department of Footwear Technology. All the above have joined in their posts. 5. Mr. Mayank Agarwal has been appointed as Assistant Professor in the Department of Footwear Technology and has sought permission to join at the beginning of the next semester 6. A report of patents filed is attached. (Annexure 4-6) 7. TEQIP Internal Audit Observations are attached. (Annexure 4-7)
05/ BoG_Nov-20	Any other item(s) with the permission of the Chairperson




Minutes of the Meeting

Before starting the agenda items, the Chairman appreciated the improvement in the organization of the BoG meeting, especially in the light of the ongoing COVID-19 pandemic.

The agenda items were taken up as under:

PART I: Confirmation of Minutes of BoG meeting held on 12.09.2020	
01/BoG_Nov-20	Minutes of the BoG Meeting (<i>Annexure 1</i>) held on 12.09.2020 were presented by the Member Secretary, Prof. V. Soami Das and were confirmed.
PART II: TEQIP-III Activities report after BoG meeting on 12.09.2020	
02/BoG_Nov-20	<p>A. Action Taken Report (<i>Annexure 2A</i>)</p> <p>Action taken report was presented by Prof. V. Soami Das. It was reiterated by the Chairman that ATR should include the pending actionable points identified in previous BoG meetings also. It was also mentioned that action point should be mentioned as recorded in the minutes and should not be modified.</p> <p>Action Point:</p> <ul style="list-style-type: none">• <i>Actions and decisions as recorded in minutes should be reported</i>• <i>Pending action points from previous meetings should be included</i> <p>Persons Responsible: Prof. V. Soami Das, with support of Prof. A. K. Saxena, Prof. D. Bhagwan Das</p> <p>Action Point:</p> <p>Prof. Ajay Saxena to submit in one week report on delays in submission of reports, staff shortage with analysis of causes and remedial actions.</p> <p>B. Report of Academic Activities (<i>Annexure 2B-A</i>)</p> <p>Report of Academic Activities was presented by the Nodal Officer (Academic) Sh. Ram Chand Gupta. The following suggestions were given by the Chairman and other members of the BoG on the matter of discontinuation of Research Scholarship from January 2021 in view of the exhaustion of funds in the Academic head:</p> <ul style="list-style-type: none">• We should continue to provide support to the Research Scholars till the end of the project (31st March 2021).• We should prioritize the expenditure and activities under the heads of academic and Operating costs and make sure that the support to Research Scholars continues till the end of the project period, even if it is at a reduced scale.• If some additional funds are allocated by NPIU, we should provide the Research Scholarship retrospectively to all the research scholars.

- Upon enquiry by the Chairman regarding the possibility of extension of the project beyond 31st March 2021, or availability of TEQIP Phase IV, it was reported by the TEQIP Director, Prof. A. K. Saxena that there is no information either from NPIU or SPIU till now.

Action Point: To come up with a plan to prioritize the expenditure for academic activities and IOC, and continue the scholarship to all the research scholars up to 31st March 2020, to the extent possible.

Persons responsible: Sh. Ram Chand Gupta, with support from Sh. Gur Dayal Prasad

C. Expenditure Report (Annexure 2B-E)

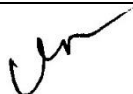
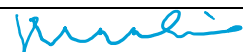
Expenditure report was presented by TEQIP Coordinator, Prof. D. Bhagwan Das. It was reported that the balance under Academic Activities head was not sufficient to meet the requirements. On the other hand, about Rs. 50 Lakhs is left under Incremental Operating Costs (IOC) head. It was proposed that Rs. 25 lakhs be transferred from IOC head to Academic head. The transfer is within the TEQIP framework and would not significantly affect the activities under IOC. The proposal was accepted by the members.

It is therefore resolved that Rs. 25 Lakhs may be transferred from IOC head to Academic Activities Head.

D. Report of Procurement Activities (Annexure 2B-P)

Report of procurement activities presented by the Nodal Officer (Procurement), Prof. Rahul Swarup Sharma. The following points were highlighted in the report:

- As per the revised Procurement guidelines, all procurement from 22.6.2020 onwards must be done either through GeM (Government e-Market) or through eProcurement System on the Central Public Procurement Portal (CPPP) of India.
- As per the latest directives from NPIU, the last date for the issue of Purchase Orders is 31st December 2020.
- A balance of Rs. 1.27 Crores is available under Procurement head. Orders worth Rs. 83 Lakhs are being processed on GeM. It is expected that the PO of these items will be released before 31.12.2020.
- Orders of about 40 Lakh value were planned to be procured through eProcurement system. However, the registration of the Engineering Faculty on this portal took an exceedingly long time and now we do not have sufficient time to process the orders before 31.12.2020.

	<p><u>It was advised that an alternative plan should be prepared immediately to utilize the complete amount under procurement before 31.12.2020 through GeM Portal. The plan may be circulated to the BoG members for approval and necessary permission for any reappropriation.</u></p> <p>Action Point: To prepare the alternative plan as mentioned above and circulate before 12.12.2020 for full utilization of grants. Persons responsible: Prof. D. Bhagwan Das, with support from Prof. A.K. Saxena, Prof. V. Soami Das, and Prof. Rahul Swarup Sharma</p> <p>E. Report of Twinning Activities Report on Twinning Activities was presented by the Twinning Coordinator, Sh. Ishant Singhal.</p> <p>Action Point: To ensure circulation of the agenda along with all annexures at least 10 days before the date of BoG meeting. Persons Responsible: Prof. V. Soami Das, Prof. D. Bhagwan Das, all nodal officers and coordinators</p> <p>The Charman pointed out that there was delay in submitting some reports along with the agenda of BoG meeting. It was advised to identify the problems and find solutions.</p>
<p>PART-III: Items for Consideration and Approval</p>	
<p>03/BoG_Nov-20</p>	<p>The proposal of Prof. D G Rao for repair and calibration of testing equipment in the Heat Engines Lab (Annexure 3-1) was considered and Approved.</p>
<p>PART-IV: ITEMS FOR INFORMATION</p>	
<p>04/BoG_Nov-20</p>	<ol style="list-style-type: none"> 1. Details of the promoted and newly appointed faculty members by DEI were presented by Prof. V. Soami Das. The Chairman suggested the following action point on the subject: Action Point: To assess the required number of additional teaching positions in the faculty for conducting all the programmes. Person Responsible: Prof. A. K. Saxena 2. A report of patents filed (Annexure 4-6) was presented. Prof. Rajiv Sinha enquired about the follow-up process in DEI after filing the patent for possible commercialization of the product.




	<p>Action Point: To prepare a report on the steps to be taken for possible commercialization of the patented ideas in DEI.</p> <p>Persons Responsible: Prof. Rahul Swarup Sharma, along with Sh. Ram Chand Gupta, Prof. G.S. Sailesh Babu by 31-1-2021</p> <p>3. TEQIP Internal Audit Observations (Annexure 4-7) were presented by Prof. A. K. Saxena.</p> <p>Prof. Bhagwan Das to submit a status report on points in which we were deficient in Performance Audit by 15-1-2021</p>
05/BoG_Nov-20	<p>Any other item(s) with the permission of the Chairperson</p> <p>1. The proposal from M/s Great Learning for Employability Skills Training was presented by Sh. Ram Chand Gupta. The following action point was suggested by the Chairman:</p> <p>Action Point: To assess the suitability and verify the claims of the company from other users.</p> <p>Person Responsible: Sh. Ram Chand Gupta</p> <p>2. The date of the next BoG meeting was fixed as 27th February 2021.</p>

The meeting ended with a vote of thanks to the Chair.


Secretary
Board of Governors


CHAIRMAN
Board of Governors