



# Chaibasa Engineering College

(Estd. by Govt. of Jharkhand & run by Techno India under PPP)  
(Approved by AICTE, New Delhi & affiliated to Jharkhand University of Technology / Kolhan University, Chaibasa)

Corporate Office : EM 4/1, Sector - V, Salt Lake, Kolkata - 700 091  
Phone : (91) 33-2357-6163/64/2658/1094, Fax : (91) 33-2357-1097

## Minutes, Meeting of Board of Governors (BoG) of Chaibasa Engineering College

Meeting No.	CEC/BOG/2018-19/006
Date & Venue	25 <sup>th</sup> June 2019 at TECHNO INDIA CORPORATE OFFICE; EM4 Block, Sector-V, Kolkata-91
Start Time:	12.00
End Time:	13.30
Discussion reference	As per notice

### MEMBERS/PARTICIPANTS

Sl. No.	Participants	Role
1	Prof. Sudipta Chakraborty	Chairperson Governing Body
2.	Sri. Mohit Chatterjee	Member Governing Body
3.	Sri. Anit Adhikari	Member Governing Body
4.	Mr. Kunal Ganguly	Member Governing Body
5.	Dr. Bishnu Brata chattopadhyay	Member Governing Body
6	Dr. Saunak Bhattacharya	Member Governing Body
7.	Mr. Debabrata Raha	Member Governing Body
8	Dr. D. R. Jana.	Member Secretary

#### Absent Governing Body Members:

Leave of absence was granted for the following members

1. Nominee of AICTE (Ex-Officio), Member
2. Nominee of GOJ(Ex-Officio), Member



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3. Dr. D. N. Mahato, Nominee Kolhan University
4. Nominee of JUT
5. Dr. Hemanta Ghosh, Member

## AGENDA:

Sl. No.	Topic	Status
1.	Review of Previous meeting agenda points & action taken status	<b>Discussed</b>
2	NBA application & SAR Upload for accreditation 2019	<b>Discussed</b>
3	Procurement Plan & other financial expense status of 1 <sup>st</sup> quarter (APR-May-June,2019) under TEQIP phase III.	<b>Discussed</b>
4	Action plan for JULY-AUG-SEPT under Teqip Phase III	<b>Discussed</b>
5	Kolhan University Affiliation & its status	<b>Discussed</b>
6	Academic Council's Scope of action & Sanctioned budget for meeting & other related matters	<b>Discussed</b>
7	Appointment of Girls Hostel Warden	<b>Discussed</b>
8	Miscellaneous (Any Issue Which Might be raised with the permission of chair)	<b>Discussed</b>

## CONFIRMATION/APPROVAL:

The Minutes of Previous Board of Governors Meeting held on 3<sup>rd</sup> May 2019 was approved/confirmed by the Board without any change

## MINUTES OF MEETING:

Dr. Chakraborty introduced New Member -Secretary (Principal) Dr. Jana to other board members & welcomes him to the Board.

Dr. D. R. Jana (Member Secretary) welcomed all participants, Prof. Sudipta Chackraborty, Chairman of BOG felicitated by the Member secretary.

Dr. Jana delivered power-point presentation about the agenda of meeting & College.



Agenda Point Sl. No.	Minutes
0.	<p><b>Brief Presentation on College:</b></p> <p>A brief Presentation with recent developments &amp; achievements was presented before the Board members by the member Secretary Dr. Jana</p>
1.	<p><b>Review of Previous meeting agenda points &amp; their current status:</b></p> <ol style="list-style-type: none"><li>2. Acton taken reported</li><li>3. Suggestions placed in previous BOG is going be incorporated in this financial quarter.</li><li>4. Board was informed about the action taken reported on NBA preparedness based on the suggestions placed during previous BOG meeting.</li></ol>
2	<p><b>NBA application &amp; SAR Upload for accreditation 2019:</b></p> <p>Recent Development &amp; plans for uploading E-SAR were placed before the board Members;</p> <p><b>Following are the key points;</b></p> <ul style="list-style-type: none"><li>❖ Preparation of E-SAR is complete for the Department of CSE, ECE, ME. Currently review process by various expert is going on.</li><li>❖ A Team of 3 members comprising Institute NBA coordinator went to NIT Warangal for a detailed review of the Institute prepared E-SAR on 3<sup>rd</sup> May 2019. The visit was fruitful &amp; several suggestion provided by the expert of NIT-W has been taken into consideration.</li><li>❖ Institute has set a deadline to complete the E-Sar Upload process by 30<sup>th</sup> June 2019.</li><li>❖ By 30<sup>th</sup> June,2019 Institute will apply for NBA accreditation of 3 Departments (ECE, CSE, ME)</li></ul>



	<p>Board members unanimously appreciated the initiative taken /actions taken.</p> <p>Board Approved the plan &amp; asked Principal to look after this whole activity on top priority and make necessary payment required for the process of E-SAR submission.</p>
3	<p><b>Procurement Plan &amp; other financial expense status of 1<sup>st</sup> quarter (APR-May-June,2019) under TEQIP phase III.:</b></p> <p>As per the Recommendation &amp; approval from BOG meeting dated <b>29.03.2019</b> following expense statistics was placed before board with a detailed physical report;</p> <ol style="list-style-type: none"><li>1. Under academic Process 13.40% of allocated fund was utilized</li><li>2. Cost Head "IOC" recorded expenditure of 20.24% from the allocated fund for the 1<sup>st</sup> quarter</li><li>3. Faculty Reforms recorded expenditure of 70.59% from the allocated fund.</li><li>4. Nothing was spent from the procurement section in this quarter.</li></ol> <p>After going through detailed physical report placed on this agenda Item, Board approved all the expenditure made in this quarter under the above-mentioned cost heads.</p> <p><b>Board also suggested to device some mechanism to utilize procurement allocation in better &amp; efficient way from the next financial Quarter</b></p>
4	<p><b>Action plan for JULY-AUG-SEPT ,2019 under Teqip Phase III:</b></p> <p>A 16-page detailed Action plan was placed before all board members for their consideration &amp; approval.</p> <p><b>After a detailed deliberation board unanimously approved the placed action placed by member secretary with some modification. (Incorporated in the detailed action plan)</b></p>



5	<p><b>Kolhan University affiliation &amp; its current STATUS:</b></p> <p>Board was briefed about the current affiliation status from kolhan University</p> <ul style="list-style-type: none"><li>• Affiliation for AY 2016-17, AY 2017-18 &amp; had been rejected by Govt. of Jharkhand due to late proposal submission by Kolhan University</li><li>• Kolhan University have written letter to director DHTE&amp; SD recently to reconsider the rejection.</li><li>• Affiliation for AY 2018-19 is pending as Kolhan Has not received any approval from DHTE&amp; SD, Govt. of Jharkhand.</li><li>• Institute has not received Affiliation for AY 2019-20 due to another late communication by Kolhan University, whereas other three institutes have received the same for AY2019-20 under KU.</li><li>• Kolhan University has also stopped conducting examination (8<sup>th</sup> semester) in light of abovementioned affiliation issues.</li></ul> <p>Board was also informed that one of our sister institute “Ramgarh engineering college” went to High Court on issue similar to this.</p> <p>Board noted all developments presented &amp; expressed deep concern on this issue and advised principal to keep a close watch on the developments at the same time suggested to write DHTE&amp;SD &amp; affiliating University separately to consider students interest and allow examinations to be conducted.</p> <p>Board also acknowledged that due to its nature (As it is Sub Judice) Govt. won't be able to provide much relief.</p> <p>Hence institute should try to persuade University VC to allow examinations for student interest.</p>
6.	<p><b>Academic Council's Scope of action &amp; Sanctioned budget for meeting &amp; other related matters:</b></p> <p>Formation of “Institute Academic council” was first brought on BOG meeting dated 29.03.2019 as a miscellaneous agenda Item. Then formation approval of Temporary Academic Council was provided by BOG considering its urgency but also instructed then Member secretary to place this item as main Item in upcoming BOG with all details (scope of Action, Budget, structure. etc)</p> <p>Here a detailed report was placed before board comprising its structure, scope of action, budget...</p>



	<p>Board members went through the physical report &amp; expresses their satisfaction &amp; suggested few changes in the scope of action which was noted and will be incorporated in the final scope of action of Academic council.</p> <p>Hence board approved the formation of Institute Academic Council &amp; give it a permanent status &amp; also approved its structure, budget &amp; scope of action with minor modification.</p> <p>Board also authorized Institute academic council to take decision on academic &amp; other related matters pertaining to NBA application.</p>
7	<p><b>Appointment of girls Hostel WARDEN:</b></p> <p>It was informed to Board that Institute's Girl Hostel warden post is vacant for last 8 month and it is a key post which cannot remain vacant for long.</p> <p>Hence immediate appointment should be made for this post.</p> <p>Board was informed about one Suitable candidate for the job she is an existing employee, ready to take additional responsibility.</p> <p>Name of The candidate was: M/s Bias Bhattacharya, Asst. Prof , Dept. of CSE</p> <p>Board was requested to provide temporary approval to appointment to the candidate till the time a permanent appointment is made on this.</p> <p>Board acknowledged the gravity of the issue &amp; approved the temporary appointment proposal but also instructed Principal to come up with a Permeant appointment proposal as soon as possible.</p>
8	<p><b>Miscellaneous:</b></p> <p>No points were raised beside the agenda mentioned above for the discussion with the permission of the chair, hence nothing additional was discussed</p>



## ADJOURNMENT

The meeting concluded at 13.50 with thanks to the chairperson.

Prepared By:

Date: 25<sup>th</sup> June, 2019

(Mr. Debabrata Raha)

MINUTES APPROVED BY:

(MEMBER SECRETARY)

Prof. (Dr) D.R. Jana

MINUTES APPROVED BY:

(CHAIRPERSON)

Prof. (Dr.) Sudipta Chakraborty