



Chaibasa Engineering College

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

Corporate Office: EM-4/1, Sector- V, Saltlake , Kolkata-700091
Phone: (91) 33-2357-6163/2658/1094, Fax No: +91-33-2357-2450

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

Meeting No.	CEC/BOG/2018-19/004
Date & Venue	29 th March 2019 at TECHNO INDIA CORPORATE OFFICE; EM4 Block, Sector-V, Kolkata-91
Start Time:	11.00
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.	Prof. (Dr.) A. Ramachandraiah	Nominee of Mentor Institute NIT warangal
9	Dr. Palash Pal	Special Invitee
10	Dr. T. Datta	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
3. Dr. Hemanta Ghosh, Member Governing Body
4. Dr. D. N. Mahato, Nominee Kolhan University
5. Nominee of JUT



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AGENDA:

Sl. No.	Topic	Status
1	Brief Presentation on college	Discussed
2.	Review of Previous meeting agenda points & their current status	Discussed
3	Status of TEQIP III	Discussed
4	Action plan for April-May-June 2019	Discussed
5	NBA preparedness and status of Sar	Discussed
6	Approval from Department of Higher, Technical Education & Skill Development	Discussed
7	Recruitment of Professor & Associate Professor	Discussed
8	Performance evaluation & Contract Renewal of Agar Security Services	Discussed
9	Miscellaneous (Any Issue Which Might be raised with the permission of chair)	Discussed

CONFIRMATION/APPROVAL:

The Minutes of Previous Board of Governors Meeting held on 26th December 2018 was approved/confirmed by the Board with out any change

MINUTES OF MEETING:

Dr. Tanmoy Datta (Member Secretary) welcomed all participants, Prof. Sudipta Chakraborty, Chairman of BOG felicitated by the Member secretary.

Dr. Chakraborty introduced NIT Warangal Nominee (Dr. A. Ramachandraiah) to other board members

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



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Agenda Point	Minutes
Sl. No.	
1.	Brief Presentation on College: A brief Presentation with recent developments & achievements was presented before the Board members by the member Secretary Dr. T. Datta
2.	Review of Previous meeting agenda points & their current status: a) Action taken was reported with respect to earlier proposed NBA criteria level work in the previous meeting. It was noted that ECE have made considerable progress in the SAR writing & other related NBA work, however other focused departments like ME & CSE has not made such progress b) Action taken was reported in terms of earlier proposed procurement Plan & Action plan under Teqip Phase III for 4 th Annual quarter. c) No major action taken was reported on its directive to review the loopholes in the existing leave rule in terms of proposing some amendments in the current rule. d) Action taken was reported on applications to MHRD, AICTE, DHTE&SD for several institutional Schemes. It was also reported that SC-ST Hostel Scheme application moved to final phase, one step away from approval.
3	Status of TEQIP III: Matter pertaining to TEQIP phase III, work done under the project presented to the board Following activities & important matters were reported; I. Seven Special Classes (for ME, CE, ECE, EE, CSE) by NIT Warangal have been conducted under the twining activity of TEQIP III II. PDT Training attended by Faculty members of CEC at IIM INDORE, KASHIPUR, KOZHIKODE III. Fresh procurements have not been done due to the unavailability of procurement fund. IV. Fund was not allocated for Procurement of Goods & Institutional Operation Cost for 4 th quarter of the financial year. Board noted the action & activity reported under this FY quarter & appreciated the activities undertaken. Chairman Dr. Chakraborty suggested to undertake activities which will help NBA preparedness. All Financial Expenditures have been approved by the board
4	Action plan for April-May-June 2019: Board was informed that following fund requisition was placed before NPIU for allocation under several cost head; Board was also briefed on the expenses planned under these cost heads Board approved the Action plan with some suggestion



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5	<p>NBA preparedness and status of Sar:</p> <p>Following NBA Preparedness & SAR status was reported to the board members;</p> <ul style="list-style-type: none">• SAR preparation of ME, ECE, CSE under process. (60% completed)• Course files, attainment calculation is pending in most of the cases.• Issues are being faced with TWO affiliating universities, Specially with kolhan for upcoming Even Semester Results <p>Board noted the details provided on this aspect and suggested to prepare an 3 month action plan on NBA & SAR writing then proceed accordingly.</p>
6.	<p>Pending Academic affiliation from Kolhan University:</p> <p>With Some grave concern board was informed that Institute affiliation for the academic year 2016-17, 2017-18 & 2018-19 is still pending from the Kolhan. recommendation for the institute for 16-17 & 17-18 and 18-19. Institute had received affiliation for the academic year 2018-19 from JUT.</p> <p>Board acknowledged the genuineness of the concern due to delay of Kolhan University affiliation.</p> <p>At the Same time board advised principal to meet Vice chancellor of Kolhan University to represent the issue & its impact on students. Institute scope of action is limited here as it needs to dealt by Affiliating University.</p> <p>DSTE&SD Govt. of Jharkhand may be requested for assistance on this case</p>
7.	<p>Recruitment of Professor & Associate Professor:</p> <p>Following Requirement of Professor & Associate Professors were placed before board for approval to initiate the process of appointment;</p> <ul style="list-style-type: none">❖ Requirement of 1 Prof. each for ECE, CSE, ME on urgent basis.❖ Requirement of 1 Associate Professor each for ME, CSE, EE, CE on Urgent basis. <p>Board approved the process with some modification board suggested the appointment process should initiate for all departments to improve the academic standards however board also suggested to conduct a audit by the mentor institute to see if there is any adverse opinion by the mentor institute. If found then board shall review the above-mentioned requirement again in the next meeting.</p>
8	<p>Performance evaluation & Contract Renewal of Agar Security Services:</p> <p>It was brought to boards attention that frequent anomalies were reported against Security Service providing agency. Hence the matter was placed before to consider the termination /service renewal of Agar Security Services Pvt. Ltd on the basis of following</p>



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	<ul style="list-style-type: none">○ Frequent complaints were received on the services of Agar Security Services in recent times. Many loopholes were detected in the security operations. <p>Board noted the point & unanimously suggested to write letters to the agency to clear these issues which serious in nature and board also advised to place this item in upcoming BOG with the action taken report by the agency on our concerns. Board has not approved the proposal of termination or no renewal of contract at this point but may take this step if the agency fail to take any action after written concern from institute.</p>
9.	<p>Miscellaneous:</p> <p style="text-align: center;">With the permission of the chair following points were raised;</p> <p>1. Formation of "Institutional Academic council":</p> <p>Several academic decision pertaining to NBA are pending as institute doesn't have academic decision-making council/Committee. Hence it was proposed before board to allow the formation of abovementioned council with following structure;</p> <ul style="list-style-type: none">I. All Heads of the Department will be a default member in this Council.II. Two Senior most faculty/Associate Professor/Professor of the institute.III. One Senior Professor from nearest NIT/IIT/Jadavpur University/Calcutta University (based on their availability)IV. Nominee of Trust (from Management side)V. Principal of the Institute will be Chairman of the Council (By Default) <p>Considering the urgent necessity of the council board unanimously approved formation of Temporary Institutional Academic council but board also wish to review this as main agenda item in the next meeting;</p> <p>2. Approval of Institutional Vision & Mission:</p> <p>Institute vision & mission was placed before board</p> <p>Vision Statement:</p> <p>To be a Place where engineering education is driven by innovative teaching learning Method aiming to develop competent professional Engineering Graduates by imparting awareness on higher education & sense of responsibility towards society.</p> <p>Mission Statement:</p> <ul style="list-style-type: none">● To Impart Engineering Education with the help of Interactive teaching learning method by



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	<p>strengthening fundamentals of engineering.</p> <ul style="list-style-type: none">• To provide additional exposure in the form of assignments, training, visits, projects besides curriculum to prepare students for future professional challenges. <p>To create an academic atmosphere wherein students will be encouraged to solve real life problems of society by applying engineering knowledge & skill Board approved the Vision & Mission Statement placed.</p>
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ADJOURNMENT

The meeting concluded at 13.30 with thanks to the chairperson.

Prepared By :

Date : 29.03.2019

(Mr. Debabrata Raha)

MINUTES APPROVED BY:

(MEMBER SECRETARY)

(Dr. T. Datta)

MINUTES APPROVED BY:

(CHAIRPERSON)

Prof. (Dr.) Sudipta Chakraborty