

Minutes of the first meeting of the newly constituted Board of Governors of Darbhanga College of Engineering, Darbhanga

The first meetings of the newly constituted Board of Governors by the Govt. of Bihar vide notification: 2794 dated 27/11/17 (Annex-I) was held on Nov 29, 2017 in the campus of the college.

Preliminaries: The members of the Board assembled in the office chamber of the Principal at 11:00 am. They were individually introduced to each other. The members of the Board decided to visit labs, library, Computer Centre and some ongoing classes. Accordingly, led by the Principal they visited different labs, Computer Centre, Library and the classes. Thus the members got the first hand feedbacks regarding certain aspects like lab facilities and students responses for understanding and the functioning of the college.

The members of the Board were led by the Principal to the meeting Hall. The Chairman and the members of the Board lighted the lamps to formally inaugurate the meeting of the BOG. The following members and special invitees were present:

S. No.	Name	Designation	Signature
1.	Prof. Manas Bihari Verma	Chairman,	
2.	Sri. Prabhat Kumar Sinha, Co-founder and Director, Astric computers Pvt. Ltd.	Member	
3.	Dr. Anant Kumar, Representative, Director DST, Govt. of Bihar	Member	
4.	Shri Om Prakash Kheriya, Industrialist, Darbhanga	Member	
5.	Dr. Aseem Kumar Thakur, Principal, D.C.E., Darbhanga	Member	
6.	Dr. Anil Kumar Choudhary, Associate Prof., D.C.E., Darbhanga	Member	
7.	Dr. R.K Singh, HOD, Dept. of Mechanical Engineering, D.C.E., Darbhanga	Member	
8.	Madam Bushra Zaman, Nodal Officer, S.P.I.U., Bihar	Invitee Member	
9.	Mr. Ramendra Kumar, Nodal Officer, S.P.I.U., Bihar	Invitee Member	
10.	Dr. I. A. Ansari, HOD, Computer Sc. Engg., D.C.E., Darbhanga	Invitee Member	
11.	Dr. M. Mishra, HOD., Chemistry, D.C.E., Darbhanga	Invitee Member	
12.	Dr. R.K. Jha , HOD., Math., D.C.E., Darbhanga	Invitee Member	
13.	Prof. S.K. Gupta, HOD., E.E.Engg., D.C.E., Darbhanga	Invitee Member	

Hon's Members Dr. Madan Kumar Jha, Professor, I.I.T. Kharagpur, Exam. Controller, AKU, Patna and Invitee Members Prof. C.S. Uppdhaya, Deptt. Of Aero Space Engineering, I.I.T. Kanpur, Madam Rupli Jha, Procurement Co-ordinator, NPIU, Madam Bharti Arya Co-ordinator, NPIU informed their inability to present in the meeting. They were granted leave of absence. The AICTE has been requested to nominate a representative and action of AICTE is still awaited.

BOG discussed the Draft agenda prepared by the Principal and approved it with inclusion of discussion on suggestions given by the members and invited members.

Agenda 1.1: Welcome and introduction of the Chairman and the members by the Principal.

The Principal welcomed Chairman and members of the board. He thanked NPIU (National project implementation unit), MHRD, New Delhi and DST Govt. of Bihar, for selecting our institute under TEQIP-III for the quality improvement of technical education and development of infrastructure of the College. He also thanked the Chairman of BOG Prof. Manas Bihari Verma and all its members for attending the meeting in spite of their busy schedule.

Agenda 1.2: The status and progress of the TEQIP-III project of D.C.E., Darbhanga.

The Principal presented the following to apprise the board:

Implementing TEQIP-III in accordance with specially formulated Guidelines is a great responsibility on us with a pious mission of improving the quality of technical education in the college.

The Focus of TEQIP-III is strengthening of institution to produce high quality engineers for better employability to achieve the objective, The main activities identified are:

- Modernization of workshops and different labs of each branch- Civil, Mechanical, Electrical & Electronics and Computer Sc. & Engineering.
- Modernization and strengthening of computer Centre.
- Digitalization of library.
- Improving students learning and training.
 - Improving skills of students.

- Increasing faculty productivity and motivation.
- Training of faculty and supporting staff for effective teaching.
- Scaling up postgraduate education and demand driven research, development & innovation are the special features of the programme.
- Establishing centers of excellence for focused applicable research.
- Enhancing institutional & system management effectiveness.
- NBA (National board of Accreditation) accreditation of the college.
- Overall improvement in teaching, learning and research competency

Over & above we do not have adequate infrastructure for proper conduction of classes & labs. Laboratories need modernization. Despite all these we manage to conduct all labs and classes of each semester of all four branches. We have acute shortage of space. DST Bihar has sanctioned an amount of 70 crore for constructing institute building construction to Building construction Department, Bihar. The tender process is under control of BCD and the contract to contractor will be given through open tender. We hope construction work will start soon.

For getting NBA approval, we have to fill Self-Assessment Report (SAR), The student faculty ratio needs to be improved. The college has acute shortage of staff, so in this regard; faculty recruitment is going on by Department of Science & Technology, Bihar. Also, NPIU is providing 32 faculties to our institution ^{by} ~~in~~ December 2017. Presently, we have 7 regular faculties & 25 guest faculties who are hardworking & sincere towards their work.

Under the programme TEQIP - III we have taken some forward steps:

- TEQIP Cell is constituted vide letter No 904 Dated 09-09-17 (Annex -II).
- PFMS and PMSS for the Institute is made operational.
- One faculty Prof. Santosh Kumar Gupta participated in induction programme at I.I.T., BHU.
- Action plan for quarter 3 of Financial Year 2017-18 was approved by NPIU.
- Principal has participated one workshop at IIM, Sillong and the other at RGPV, Bhopal.

All the faculties of this institute are assuring that they are working dedicatedly and will continue to do so towards this project. They need guidance from Committee for proper functioning.

The board resolved to note the status and progress of the TEQIP-III project at D.C.E., Darbhanga.

Agenda 1.3: To present and seek approval of 'Procurement plan' under TEQIP-III

a. Upgradation and Modernization of Infrastructures.

- i) 1) Requirements for different labs of the four Engineering streams have been prepared by faculty members and approved by the principal was presented before BOG.

The Principal also proposed:

- 2) Modernization & Digitalization of library, strengthening of computer centre Training and Placement cell by furnishing with proper equipments and furniture.
- 3) To set up two Smart Classes & two Audio/Video Conference Halls.
- 4) Civil Works :
- i) Furnishment of TEQIP Cell and its meeting hall
 - ii) Extension of hall of computer centre
 - iii) Extension of Digital Library
 - iv) Extension of Mechanical Lab
 - v) Extension of Electrical Lab.
 - vi) Civil Work for smart classes & audio/video Hall.
 - vii) Sanitation work and academic building.

(I) The BOG directed the Principal to upgrade the lab wise lists of equipment's with detailed specifications with the help of Mentor institute, Consultant and the resource persons from the reputed institutions. Accordingly incorporating the suggestions, the list of equipment be finalized and presented in the next BOG mitting

(II) The list of equipment and furniture for

- Computer Centre

- Digitalization of Library
- TEQIP CELL
- Smart Class Rooms
- Video Conferencing facility

& other goods (Annex-III) have been finalized with the help of SPIU Nodal officers.

(III) The BOG resolved to accord approval to the following civil works

- Extension of Computer Centre.
- Extension of Library.
- Repairing of Toilet in Academic Building.
- Repair of proposed Smart Class Rooms.

(b) To set-up state-of-the-art 'Teaching/Training and Learning Environment' with an objective to strengthen the institute and improve learning outcome.

The principal proposed

- i) To organize six workshop/seminar for faculty/ supporting staff/ managerial staff on relevant topic.
- ii) To organize six short term training programmes for students in collaboration with industries and reputed institutions to increase entrepreneurship skills, leadership skills, communication skills, technical skills & Managerial skill for over all development of students.
- iii) At least two training per faculty at off-site location
- iv) Participation of faculty in national/international seminars on relevant topics
- v) It is proposed that every semester the list of academically weak students shall be prepared based on certain cut-off to be fixed by college management/faculty. As per requirement accessed, required no of special classes per stream per semester to be conducted.

The BOG discussed the above proposals and finalized the following programmers to be organized in quarter 4 of F.Y. 2017-18 :

- i) Induction Programme.
- ii) Training for students.
- iii) Seminar on disaster Management.
- iv) Startup work shop.
- v) Soft Skill Training.
- vi) Pedagogical training.
- vii) Industry Meeting.
- viii) Awareness Workshop for regarding the different careers.

The Procurement Plan and Action Plan for Quarter 4 of F.Y., presented by the Principal was modified as per above discussions and decisions.

The Board of Governors resolved to approve the modified Procurement Plan (Annex-IV) and Action Plan of Quarter 4 of F.Y. 2017-18 (Annex-V) under the heads:

- (i) Procurement of Goods
- (ii) Academic Processes &
- (iii) Operating Cost

The Board was apprised that N.P.I.U. has already approved the Action Plan of Quarter 3 of F.Y. 2017-18.

The BOG also accorded post approval to Action Plan of Quarter 3 of F.Y. 2017-18.

Agenda 1.4: Approval of IDP. (Annexure-VI)

The board was apprised with the approval of IDP of D.C.E., Darbhanga for TEQIP-III by NPIU. The BOG also accorded post approval to IDP of D.C.E., Darbhanga.

Agenda 1.5: Hiring of staff for TEQIP cell and salary.

- a) The board considered the guideline of TEQIP-III regarding appointment of staffs for facilitating implementation for TEQIP cell activities as per direction of NPIU. The board approved the requirement and also rules and procedure for selection for the posts as per Annexure-VII under contract appointment for three years.

The board resolved the following.

These posts should be advertised in the national news paper as well as on the college website. The selection committee will consist of the Principal. D.C.E., Darbhanga (chairman), Dr.Madan Kumar Jha (member BOG), Ramendra Kumar (Nodal officer SPIU), Dr. Bushra Zaman (Nodal Officer SPIU) and Cordinator of TEQIP-III of the College. *Sci Prabhat Kumar Singh (member BOG)*

The board also resolved to authorize the Principal to make adhoc arrangement for the above supporting staffs till the appointments are made. The suitable payment not more than as approved by BOG may be paid to them.

b) Incremental Operating Cost.

The incremental operating cost was calculated accordingly and is incorporated in the Action Plan for Quarter – 4, F.Y. 2017-18.

Agenda 1.6: Steps to be taken for mandatory Accreditation by NBA and Preparation of SAR and hiring of consultant.

The board resolved to postpone this item for the next meeting with advice to the principal to prepare a short note regarding the accreditation Process.

Agenda 1.7: Rates for payment of Honorarium to the Members of BoG, (Annexure-VIII)

The board considered Letter No. F.No. 16-26/2017 TS VII dated 27th Sep 2017 form MHRD
The board considered and resolved to approve TA/DA and remuneration to the BOG members as per rules of MHRD.

Agenda 1.8 Payment of rates for faculty, Expert Lecturers, Lecturers for preparation of students for GATE and their TA/DA

The board further considered Letter No. F.No. 16-26/2017 TS VII dated 27th Sep 2017 from MHRD and rules of NPIU.

A honorarium of Rs. 1000/- per class is ~~to be~~ proposed to be paid to the teacher taking classes for weak students and other Special Classes. He also proposed the selection of teachers from other colleges, coaching, and industries or from D.C.E. itself.

The BOG approved above rate for faculty. The BOG also approved the same honorarium as per Letter No. F.No. 16-26/2017 TS VII dated 27th Sep 2017 from MHRD and rules of NPIU

to the faculty/Professor for the activities (Lecture/Seminar/Workshop/Meeting) of own institution.

The BOG requested the SPIU members to accord approval from NPIU if required.

Agenda 1.9: Conduction of Induction classes.

Principal proposed the induction classes at the beginning of academic session for the fresher.

The board considered the desirability of such programme & resolved to advise the Principal to draw a full-fledged induction plan for the next year and present it before the board.

BOG approved one induction programme in quarter 4 of F.Y. 2017-18

Agenda 1.10: Selection of places for SWAYAM PRABHA activities.

The board considered the selection of place for SWAYAM PRABHA activities and approved purchase of DTH & TV to run SWAYAM programmes.

Agenda 1.11: Industrial visits for third year and fourth year students.

The Principal apprised the board with the requirements of organizing the industrial visits for third year and fourth year students as per action plan of TEQIP-III. The board stressed on the programme of industrial visits by the students and approved the expenditure sanctioned under NPIU.

Agenda 1.12: Approval of expenses made in connection with TEQIP-III

The Principal apprised the board with the expenditure made under TEQIP-III till date as per (Annexure-IX).

The board resolved to approve the expenditures reported by the Principal vide the (Annexure-IX) for various purposes under TEQIP-III project till date.

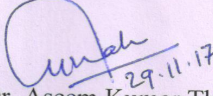
~~Agenda 1.13: Any other matter: Suggestions made by the students when the board members in various classes.~~

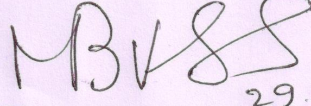
- 1) The board of Governor approved the constitution of TEQIP-III Cell vide Letter No-904, Dated- 09-09-17 (Annex-II).

- 2) The purchase committee was modified by the BOG as per Annex-X and the Principal was directed to constitute purchase committee accordingly.
- 3) The Board of Governor requested the SPIU officers to formulate uniform qualification and salary for officers and supporting staffs of TEQIP CELL in college.
- 4) The BOG directed the Principal to request the Secretary, D.S.T., Bihar for taking necessary actions for early construction of academic buildings.

The Chairman thanked the members for attending the meeting and for their valuable suggestions and inputs. He also appreciated and thanked the Principal for successfully organizing the first meeting and thanked him for his hospitality.

The meeting concluded with vote of thanks to the Chairman.

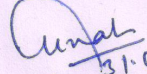


29.11.17
Dr. Aseem Kumar Thakur
Principal
D.C.E., Darbhanga


29.11.2017
Prof. Manas Bihari Verma
Chairman
Board of Governor

झापांक - 411

दिनांक - 31-03-2018

प्रतिलिपि : (1) Chairman
(2) सभी सदस्यों
(3) निदेशक, वि. एवं प्रौद्य. विभाग बिहार, पटना
(4) S.P.I.U.
(5) N.P.I.U को सूचनार्थ एवं आवश्यक कार्रवाई हेतु प्रेषित।


31.03.18
Principal
D.C.E., Darbhanga

31-03-18