

GOVERNMENT COLLEGE OF ENGINEERING & TECHNOLOGY, JAMMU
CHAK BHALWAL, JAMMU-181122 (J&K)

Minutes of the 6th Meeting of the Board of Governors (BoG) TEQIP-III of GCET Jammu, held on 3rd October, 2019 (Thursday) at 11.00 A.M. at GCET Campus, Chak Bhalwal, Jammu.

PRESENT:

1. Mr. Talat Parvez Rohella, Administrative Secretary, Higher Education Department, J&K Government (Honorary Chair BoG).
2. Prof. Manoj Singh Gaur, Director IIT Jammu, Chairperson BoG
3. Prof. Bhopinder Singh, Dean Faculty of Engineering Cluster University Jammu
4. Dr. Sameru Sharma, Dean, Faculty of Engineering University of Jammu, Jammu
5. Prof. D.K. Pandya (Dean Administration), IIT, Jammu
6. Cmde Naresh Kumar, Former Chairman HSL and OSD, IIT Jammu
7. Dr. Sameru Sharma, Principal, GCET, Jammu
8. Ms. Sunita Kitroo, Senior Faculty GCET, Jammu
9. Mr. Dhananjay Gadre, Former Chairperson IIET, NSIT, New Delhi
10. Dr. Subhash Chander Dubey, TEQIP Coordinator/Member-Secretary BOG, GCET, Jammu

FOLLOWING COULD NOT ATTEND THE MEETING:

1. Director, IIM Jammu/ or his Nominee, Member
 2. Prof. R.S. Bhatia, NIT Kurukshetra (AICTE Representative)
 3. Dr. A.K. Singh, Reputed Scientists, DRDO, Director DRDL Hyderabad
 4. Mr. J.P. Singh, Executive Director, Power Grid Corporation of India Limited
 5. Mr. Yogesh Munjal, Munjal Showa Ltd., Gurgaon.
 6. Prof. Savita Gupta, Director UIET Chandigarh (Mentor Institute)
 7. Prof. Sukhwinder Singh, TEQIP Coordinator, UIET, Chandigarh (Mentor Institute)
- At the outset Dr. Sameru Sharma, Principal GCET, Jammu welcomed the Honorary Chair, chairperson, and all other members of the Board.
- In the beginning Dr. Subhash Chander Dubey TEQIP Coordinator informed the BoG that:
- i) The three UG Programmes of GCET Jammu viz Electronics & Comm., Computer Engineering and Mechanical Engineering have got NBA accreditation for Two Years. Out of Four TEQIP-III Institutions of J&K State, only GCET Jammu has got the accreditation of UG Programmes. BoG appreciated the efforts put in by the Institute in this regard.
 - ii) The Performance Auditor and Mentor have appreciated the role of BoG for taking keen interest in the Development of the Institution as it is evident from the Minutes of different BoG meetings held from time to time and the decisions taken in the Meetings.

Suggestions made by the Board:

- i. The GCET Jammu should prepare Growth Plan for next five years.
- ii. Industry conclave should be organised in GCET Jammu.
- iii. GCET should publish the News letter.
- iv. To expedite the Procurement process, HODs of respective Departments should visit IIT Jammu to finalize the Equipments/software to be procured and their specifications so that package can be initiated immediately without any delay.
- v. The IIT Jammu shall support GCET Jammu in organising workshops for students and FDP for Faculty of GCET Jammu on latest and emerging Technologies.
- vi. For Procuring Software for different departments as proprietary item, the required relevant documents submitted by the OEM/Company through official mail ID should be considered as authentic documents, in lieu of digitally signed documents if the company does not provide the digitally signed documents. Further, for procurement of softwares wherever necessary IIT Jammu procurement procedure/vendor shall be considered.

- vii. For providing support in Placements, Summer Internships, and workshops for students of GCET Jammu, FDP for Faculty, Qualification up gradation of Faculty etc, IIT Jammu shall sign MOU with GCET Jammu.
- viii. All Faculty Members of GCET Jammu should mandatory participate in activities under TEQIP-III Project particularly in STC/FDP of IITs, FDT of IIM and National/International Conferences in India. Each Faculty member shall share the expected learning outcome of the TEQIP Activities so attended outside or organised within the Campus to the Institute.
- ix. GCET Jammu should create the “**Research Foundation Fund**” from the plan Budget of UT Package. The Fund shall be utilized to Provide Research Assistantship to Assistant Professors (AA) who wants to pursue the Ph.D Programme simultaneously with the Teaching Job in the Institute.
- x. GCET Jammu shall promote the Students Exchange Programme with UIET Chandigarh /NITs/IITs

Agenda was put up to the Board by TEQIP Coordinator/Member Secretary BoG and was taken up by Board of Governors TEQIP-III of GCET, Jammu. The following decisions were taken:

Item# 6.1	<p>Confirmation of the minutes of 5th meeting of Board of Governors (BoG) TEQIP-III of GCET Jammu held on 15th June 2019</p> <p>The Minutes of the 5th meeting of the Board of Governors (BoG) TEQIP-III of GCET Jammu held on 15th June, 2019 (By circulation) were put up in the meeting for confirmation.</p> <p>Resolved that the minutes are Approved.</p>
Item# 6.2	<p>To Report on the Action taken on the decisions of the 5th meeting of Board of Governors (BoG) TEQIP-III of GCET Jammu held on 15th June 2019 (By circulation).</p> <p>The Action Taken Report on the decision of the 5th meeting of Board of Governors (BoG) TEQIP-III of GCET Jammu held on 15th June, 2019 (By circulation) was put up in the BoG meeting.</p> <p>Resolved that the members noted the action taken.</p>
Item# 6.3	<p>To approve the Action Plan of TEQIP-III for the Period from September 2019 to December 2019 (Q3 of 2019).</p> <p>Action Plans of TEQIP-III for the Period from September 2019 to December 2019 (Q3 of 2019) which was submitted to NPIU, was put up to the Board for ratification.</p> <p>The Board considered and ratified the Action Plan.</p>
Item# 6.4	<p>To inform about the Financial status as on 30th September, 2019.</p> <p>The financial status of TEQIP-III as on 30th September, 2019 with respect to Allocation Vs Expenditure was appraised to the Board.</p> <p>The Board noted the Information so provided and advised to speed up the TEQIP-III activities.</p>
Item# 6.5	<p>To inform about the Completion of Lab Packages/Procurement of Lab equipments of different departments and Services Packages under TEQIP-III.</p> <p>The Procurement status as on as on 30th September, 2019 of equipments purchased/ Package completed, supply order issued etc. of equipments for the Labs of different departments and services Packages completed under TEQIP-III was appraised in the Board meeting.</p>

	The Board noted the Information so provided.
Item# 6.6	<p>To ratify the revision of Procurement Plan in the new PMSS. Revision of procurement Plan in PMSS approved by Principal GCET vide No: GCET/TEQIP/19/PR/439 dated: 15/7/2019 and the new packages which are to be initiated in the PMSS was placed before the Board for Approval.</p> <p>The Board approved the revised plan and new packages to be initiated.</p>
Item# 6.7	<p>To inform about the visits of GCET Jammu and UIET by faculty staff and Students and the various activities conducted at GCET Jammu and at UIET Chandigarh under Twining arrangement from 1st March 2019 to 20th September 2019. BoG was appraised about the different visits conducted by GCET/UIET faculty/staff to each other's Institution for different activities and different activities conducted by UIET Chandigarh for GCET students under the twinning arrangement from 1st March 2019 to 20th September 2019.</p> <p>Board noted the information so provided.</p>
Item# 6.8	<p>To inform about the various activities conducted/ Participated by/in by GCET Faculty, staff and students from 1st March 2019 to 20th September 2019 The proposals received for the period from 1st March 2019 to 20th September 2019, from the faculty/staff and students to attend Workshop /Conference/ Seminar etc and from faculty to organize Workshop/Conference/ Seminar etc were put up before the Board for ratification.</p> <p>The Board ratified the proposals and advised that each Faculty member shall share the expected learning outcome of the TEQIP activity so attended or organised to the Institute.</p>
Item# 6.9	<p>To ratify the Constitution of Internal Audit Observation Committee of GCET Jammu. An Audit Observation Committee for the GCET Jammu formulated as per the Financial Management Manual (MHRD), for the Audit Observations from time is placed before the Board for ratification</p> <p>The Board considered and ratified.</p>
Item# 6.10	<p>To Inform about the Audit observation made by the NPIU on Statutory Audit Report of GCET, TEQIP-III for the F.Y. 2018-19 and submission of Reply made by Audit Observation Committee of the GCET Jammu. The Statutory Audit Report of GCET for the F.Y. 2018-19 submitted by Statutory Auditor (Mahesh C. Solanki & Co., Chartered Accountants, Indore, M.P) and reply made by Audit Observation Committee to the Audit Observations, submitted to NPIU was placed before the Board.</p> <p>Board discussed the observations made and advised the Institute to strengthen the internal Mechanism as most of the observations made are related to the internal procedural lapses.</p>
Item# 6.11	<p>To inform about the 1st and 2nd Report of the Mentor submitted to NPIU on GCET Jammu 1st and 2nd Report submitted by Prof.(Dr.) D. J. Tidke, NPIU appointed Mentor for GCET Jammu, was placed before the Board for information and further necessary action.</p> <p>Board discussed the reports in detail and took some decisions on the</p>

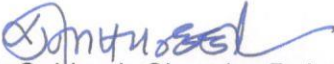
	Recommendations which are included as separate items in the Agenda.								
Item# 6.12	<p>To inform about the 2nd Performance Audit Report of GCET Jammu. 2nd Performance Audit Report of 2018-19 submitted by Prof.S.K.Prasad on 02-09-2019 to NPIU was placed before the Board for information and further necessary action.</p> <p>Board had shown his satisfaction over the significant improvement in score in different parameters including Twining and Overall score over the last year. Board discussed the Report in detail and took some decisions on the Recommendations which are included as separate items in the Agenda.</p>								
Item# 6.13	<p>To Approved the engagement of Contractual staff co-terminus with TEQIP-III Project in TEQIP-III cell In response to the Advertisement Notices No: TEQIP/GCET/Pr/19/432 Dated: 24.06.2019 and No. GCET/TEQIP-1/2019 Dated:15.01.2019, a merit list was prepared for the Post of Computer Information Assistant by the Selection Committee and subsequently one candidate Mr.Ashish Gupta has been engage as Computer Information Assistant/ Computer Operator figuring at S.No.1</p> <p>Board considered and approved the merit list and appointment of CIA</p>								
m# 6.14	<p>To approve the qualification and eligibility condition for engagement of Head Assistant cum Accountant. To approved the engagement of Computer Information Assistant Cum Computer Operator in lieu of Head Assistant cum Accountant in the TEQIP Cell on Contract basis in case of non-availability of suitable candidate. One Post of Head assistant cum Accountant in TEQIP cell on contract could not be filled due to non availability of suitable candidate. Now therefore, a proposal to conduct the walk in Interview with qualification/eligibility conditions for the said post is as given below:</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Name of the Post</th> <th>Revised Qualification/ Eligibility conditions</th> <th>Salary per month</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Head Assistant Cum Accountant</td> <td>BCA or B.Com degree from any government recognized Institute / University with minimum 50% of marks and at least 2 years of suitable experience. Preference shall be given to candidate having 1 year's experience of working accountancy and having working knowledge of Tally Software. Candidate should be 18-35 years of age.</td> <td>30,000 (Fixed)</td> </tr> </tbody> </table> <p>Also, in case of non availability of the suitable candidate again, it is also proposed to engage the candidate from the waiting list of Computer Information Assistant cum Computer operator maintained by TEQIP cell in lieu of this post.</p> <p>Board considered and approved the proposal</p>	S.No	Name of the Post	Revised Qualification/ Eligibility conditions	Salary per month	1.	Head Assistant Cum Accountant	BCA or B.Com degree from any government recognized Institute / University with minimum 50% of marks and at least 2 years of suitable experience. Preference shall be given to candidate having 1 year's experience of working accountancy and having working knowledge of Tally Software. Candidate should be 18-35 years of age.	30,000 (Fixed)
S.No	Name of the Post	Revised Qualification/ Eligibility conditions	Salary per month						
1.	Head Assistant Cum Accountant	BCA or B.Com degree from any government recognized Institute / University with minimum 50% of marks and at least 2 years of suitable experience. Preference shall be given to candidate having 1 year's experience of working accountancy and having working knowledge of Tally Software. Candidate should be 18-35 years of age.	30,000 (Fixed)						
Item# 6.15	<p>To ratify Good Governance self review document submitted to NPIU. Good Governance self review document duly signed by Chairman BoG, submitted to NPIU was placed before the Board for ratification.</p> <p>Board ratified the document.</p>								
Item# 6.16	<p>To inform about the NBA accreditation of UG Programs of GCET, Jammu. Board was informed that the three UG programmes,viz Electronics & Comm., Computer Engineering and Mechanical Engineering are NBA accredited this year. Filling of SAR of 5th department i.e Electrical Engineering before 15th October 2019.</p>								

	Board noted the Information so Provided
Item# 6.17	<p>To inform about the implementation 5-days week in GCET Jammu by J&K Govt.</p> <p>Board was informed that working hours of GCET Jammu has been changed from 10AM to 4.00 PM (6 hour work per day, that is 36 hrs/week) to 9.0 AM to 5.00 PM (8 hours work per day, that is 40 hrs/week) as practiced in many institutions across the country w.e.f 1st August 2019.</p> <p>Board noted the information so provided.</p>
Item# 6.18	<p>To ratify Financial Management Indicators Report for the period from 01.04.2019 to 30.06.2019.</p> <p>Financial Management Indicators Report for the period from 01.04.2019 to 30.06.2019 submitted to NPIU was placed before the BoG for ratification.</p> <p>Board considered and ratified.</p>
Item# 6.19	<p>To Approve the start of M.Tech Course in three Departments of GCET Jammu.</p> <p>A Proposal to start of PG programme in three Departments Electronics & Comm., Computer Engineering and Mechanical Engineering from the Academic session 2020-21 for which permission was already conveyed by J&K Govt. vide letter No: HE/GCET/intro.PG/2013 dated 28-02-2013, was put up the Board.</p> <p>Board considered and approved the proposal. Advised to take up the matter with AICTE and Jammu University.</p>
Item# 6.20	<p>To Approve the proposal for granting UGC Autonomous status to GCET Jammu.</p> <p>BoG was appraised that the permission in favour of Principal GCET has already been granted for obtaining Autonomous Institution status from UGC vide Govt. order no 354-HE-of 2017 dated 15-06-2017. The requirements viz-a-viz status of the GCET as per UGC (Conferment of Autonomous Status upon Colleges) Regulations, 2018 was discussed. A proposal for granting UGC Autonomous status to GCET Jammu was put up the board for Approval.</p> <p>Board approved the Proposal and advised the Principal to improve the NBA Score and re-assess as per UGC requirements within two months. Accordingly Administrative Department shall take up the issue with MHRD/UGC.</p>
Item# 6.21	<p>To approve the proposal for enhancing the Four Funds/ sustainability fund for GCET Jammu under TEQIP-III Project.</p> <p>The permission was already granted by J&K Govt. vide Order No: 354-HE of 2017 dated 15-06-2017 for creating necessarily sustainability fund (Corpus, Faculty Development fund, Equipment replacement fund, Maintenance) under TEQIP-III with annual contribution into each fund equal to at least 2.0% (total 8.0%) of total recurring expenditure of the institution. A proposal to enhance the sustainability fund as directed by Board in its 2nd BoG (Item 2.9) with the following suggestions:</p> <ol style="list-style-type: none"> The college should be authorized to transfer an amount of 20% of the total existing Local fund (5% in each component) as one time support in 2019-20. The contribution to sustainability Fund be increased from existing 8% to 20% (5% in each component) of the Local fund generated in that particular year from 2020-21 onward. The college should be authorized to transfer an amount of 40% of the

	<p>Revenue generated (10% in each component) form the Industrial Consultancy and other sources of IRG from 2019-20.</p> <p>Board considered and approved in Principle the Proposal to enhance the sustainability fund. Board also advised to send the formal request to Administrative Department for issuing necessary orders.</p>																								
Item# 6.22	<p>To Approve the Proposal to engage the Assistant Professor (AA) for one year extendable up to three years on the pattern of NPIU Faculty.</p> <p>A proposal to engage Assistant Professor (AA) for one year extendable up to three years subject to satisfactory performance in GCET on the pattern of NPIU to meet the Faculty Student Ratio (FSR) for accreditation was approved as (Item# 3.15) by Board and asked to adopt the NIT Srinagar Model. The model adopted by NIT Srinagar is as given below:</p> <table border="1"> <thead> <tr> <th>S.No</th> <th>Name of the Institution/University</th> <th>Prescribed Qualification</th> <th>Remuneration</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>NIT Srinagar</td> <td>At least Master Degree in Engineering & Technology with First Class at both Bachelors and Masters.</td> <td>i)Rs.45000 for M.E/ M.Tech ii)Rs.57000 for Ph,D</td> </tr> </tbody> </table> <p>Board considered and approved the Proposal and directed to give break of one month between two academic years during vacations. Board also advised to send the formal request to Administrative Department for issuing necessary order.</p>	S.No	Name of the Institution/University	Prescribed Qualification	Remuneration	1.	NIT Srinagar	At least Master Degree in Engineering & Technology with First Class at both Bachelors and Masters.	i)Rs.45000 for M.E/ M.Tech ii)Rs.57000 for Ph,D																
S.No	Name of the Institution/University	Prescribed Qualification	Remuneration																						
1.	NIT Srinagar	At least Master Degree in Engineering & Technology with First Class at both Bachelors and Masters.	i)Rs.45000 for M.E/ M.Tech ii)Rs.57000 for Ph,D																						
Item# 6.23	<p>To Approve the proposal for engagement of Assistant Professor (contract) from the NPIU/MHRD.</p> <p>A Proposal to engage Assistant Professor (Contract) from NPIU, for better Faculty Student Ratio (FSR) for accreditation and boost the TEQIP Activities in GCET Jammu on the pattern of other three Universities/Institutions (SMVDU/ IUST/ BGSBS) of J&K State covers TEQIP-III, was placed before the Board for Approval, as per below requirements:</p> <table border="1"> <thead> <tr> <th>S. No</th> <th>Name of the Department</th> <th>No. of Faculty required</th> <th>S. No</th> <th>Name of the Department</th> <th>No. of Faculty required</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Electronics & Comm.</td> <td>02</td> <td>4.</td> <td>Civil Engineering</td> <td>04</td> </tr> <tr> <td>2.</td> <td>Computer Engineering</td> <td>02</td> <td>5.</td> <td>Electrical Engineering</td> <td>04</td> </tr> <tr> <td>3.</td> <td>Mechanical Engineering</td> <td>04</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Board considered & approved the Proposal and advised to send the formal request to NPIU.</p>	S. No	Name of the Department	No. of Faculty required	S. No	Name of the Department	No. of Faculty required	1.	Electronics & Comm.	02	4.	Civil Engineering	04	2.	Computer Engineering	02	5.	Electrical Engineering	04	3.	Mechanical Engineering	04			
S. No	Name of the Department	No. of Faculty required	S. No	Name of the Department	No. of Faculty required																				
1.	Electronics & Comm.	02	4.	Civil Engineering	04																				
2.	Computer Engineering	02	5.	Electrical Engineering	04																				
3.	Mechanical Engineering	04																							
Item# 6.24	<p>To Approve the Effective date of Implementation of decision taken on Item No: 2.17 for enhancement of Salary of Computer Information Assistant /Computer Operator engage in TEQIP Cell w.e.f 1st January 2018.</p> <p>The Proposal to enhance the Salary of Computer Information Assistant/Computer Operator engage on contract salary in TEQIP Cell, was Approved by BoG (Item No: 2.17) in its 2nd Meeting held on 30th November 2018. Board was requested that the effective date of Implementation of such decision (Item No: 2.17) may please be treated as 1st January 2018.</p> <p>Board considered and approved the Effective date of Implementation of decision taken on Item No: 2.17, as 1st January 2018.</p>																								


Item# 6.25	To frame the Policy for Qualification up gradation of GCET Faculty.
	<p>BoG was appraised that Performance Auditor in his Report suggested that the Faculty Members should be encouraged to improve the qualifications. Chairman BoG/Director IIT Jammu had suggested that in future IIT Jammu will also help GCET faculty to Pursue Ph.D Programme at IIT Jammu in selective manner (Item#3.10). Board was requested to suggest the policy for Qualification Up gradation for GCET Faculty.</p>
	<p>Board advised to frame concrete proposal for Up gradation of Qualification & recruitment of well qualified Faculty in GCET Jammu and advised to put up the proposal in the next BoG meeting for approval.</p>
Any other Item with the permission of the Chair	

The Meeting ended with vote of thanks to the chair.


 (Dr. Subhash Chander Dubey)
 Co-coordinator TEQIP-III/
 Member Secretary BoG


 (Dr. Sameru Sharma)
 Principal GCET/IPD TEQIP-III

Submitted for Approval Please


 (Prof. Manoj Singh Gaur)
 Director IIT Jammu & Chairperson
 BoG, GCET Jammu.

TEQIP/GCET/BoG/19/473
Dated: 04.10.2019