Minutes of the 1ˢᵗ Board of Governors (BoG) meeting under TEQIP-III project in respect of J. N. Government Engineering College, Sundernagar, District Mandi H.P held on 28.09.2017 at 2:15 PM under the chairmanship of Prof. Timothy A. Gonsalves, Director IIT Mandi, H.P.

The following members were present:

1. Sh. Rajeshwar Goel, Director, TE, H.P, Sundernagar,   Member
2. Prof. Udaykumar R Yaragatti, AICTE Nominee   Member
3. Sh. R.N. Sharma, State Govt. Nominee   Member
4. Dr. V.P. Patial, University Nominee   Member
5. Prof. S.P. Guleria, Institution Nominee   Member
6. Sh. Achhar Singh, Institution Nominee   Member
7. Sh. Parveen Kumar, TEQIP Cell   TEQIP Coordinator
8. Sh. Rajesh Mongia, Academic Consultant SPIU, H.P.   Invitee
9. Prof. Raman Parti, Director/Principal, JNGEC, SNR   Member Secretary

At the very outset, Prof. Timothy A. Gonsalves, Chairman BoG extended a warm welcome to all the members of the Board of Governors in first meeting of BoG under TEQIP-III project. Director/Principal gave brief presentation about JNGEC, Sundernagar, achievements under TEQIP-II project and introduction on TEQIP-III project. Members of BoG appreciated the achievements of the institution in last few years.

Thereafter, the agenda items were discussed in detail and following decisions were taken:

BOG: 1   Brief introduction about JNGEC, Sundernagar, Overview of TEQIP-II project and Introduction of TEQIP-III project by Director/Principal, JNGEC, Sundernagar.

BOG: 1.2   **New Items.**

BOG: 1.2.1   Approval for establishment of TEQIP-III cell.

The Board of Governors (BoG) was of the view that a specialized person from finance background should be included in the composition of TEQIP Cell. Further, Director/Principal JNGEC, Sundernagar apprised the members that Joint Controller (F&A) of this institution, is on long leave due to health problem. Due to this, Dr. S.P. Guleria, Prof. Civil Engg. has been assigned the duties of Nodal Officer (Finance), who is also discharging the duties of Drawing & Disbursing Office (DDO) in the institution. The Director/Principal assured the members that Joint Controller (F&A) will be included in constitution of TEQIP Cell once he joins college after fully recovery from his health problem.

The Board of Governors (BoG) approved the establishment of TEQIP Cell in the institution.

BOG: 1.2.2   Approval of Purchase committee under TEQIP-III project.

The Board of Governors approved the proposed committee and desired that member from finance department should also be included in the Purchase Committee.

BOG: 1.2.3   Approval of Induction Training Cell in the institution.

The Board of Governors (BoG) approved Induction Training Cell of the institution under TEQIP-III project as proposed.

BOG: 1.2.4   Approval of Industry-Institute-Interaction Cell (III) cum Training & Placement Cell.

The Board of Governors (BoG) approved Industry-Institute-Interaction Cell (III) cum Training & Placement Cell in the institution under TEQIP-III project as proposed.

BOG: 1.2.5   Approval of Start-Up Cell in the institution.

The Board of Governors (BoG) approved Start-Up Cell in the institution under TEQIP-III project as proposed.

BOG: 1.2.6   Approval of Honorarium and Travelling allowances for member of Board of Governors (BoG) for attending meetings.

The member of Board of Governors (BoG) approved honorarium @ Rs. 3000/ (Three Thousand Only) per member per meeting and TA/DA/Hospitality as per the Govt. of India rules as conveyed by Ministry of Human Resource Development Govt. of India vide its letter No. 18-12/2005/TS.VII dated 8th June, 2012. The Board of Governors (BoG) further decided that latest TA/DA/ Honorarium guidelines of MHRD/NPIU should be followed in the institution as and when issued under TEQIP-III project.

BOG: 1.2.7   Approval for Journey outside the state for attending seminars, conferences, training programs etc.

As per the Principal Secretary Finance, Govt of HP letter no Fin-F-(A)-11-2/2011 dated 11th March, 2014, power to depute faculty/staff members to travel with in India, are presently vested with Director, Technical Education, Vocational & Industrial Training, H.P. Sundernagar. Further, Chairman BoG suggested that this matter should be taken up with the State Government to vest powers with Director/Principal, JNGEC to depute faculty & staff members to attend various training programmes/workshops/conferences/STCs/FDPs etc within India under TEQIP-III project. This practise, followed in many good engineering colleges, will promote academic autonomy

BOG: 1.2.8   Approval of Financial Limits at Different Levels under TEQIP-III project.

The Board of Governors (BoG) approved **Financial Limits at Different Levels as conveyed by** National Project Implementation Unit (NPIU) vide email dated 23rd June, 2017.

Sr. No	Person Responsible	Financial Limit
1	TEQIP Coordinator	up to Rs. 5 lakh (single payment single vendor)
2	Director/Principal	above Rs. 5 lakh upto Rs. 50 lakh (single payment single vendor)
3	Chairman BoG	above Rs. 50 lakh (single payment single vendor)

BOG: 1.2.9   Approval of honorarium and Travelling Allowance (TA) to experts visiting JNGEC, Sundernagar for delivering Guest lecture Under TEQIP-III.

The Board of Governors (BoG) approved honorarium @ Rs 2500/- (Two thousand five hundred only) per hour maximum up to Rs. 5000/- (Five Thousand Only) in a day to single expert for delivering guest/expert lectures at JNGEC, Sundernagar along with TA/DA /Hospitality as per the Govt. of India rules as conveyed by Ministry of Human Resource Development Govt. of India vide its letter No. 18-12/2005/TS.VII dated 8th June, 2012. Further, the Board of Governors (BoG) decided that latest TA/DA/ Honorarium guidelines of MHRD/NPIU should be followed in the institution as and when issued under TEQIP-III project.

BOG:1.2.10 Approval of new procurement package.

The Board of Governors approved **15-Packages** amounting **Rs. 1,42,71,056/-** (One Crore Forty Two Lac Seventy One Thousand Fifty Six Only) as proposed in principle. However, members suggested that at least one /two expert (s) from IITs/NITs/Premier Institutions/Industrial Organizations/Research organizations should be invited in each department/ section/cell to finalize specifications of high-value machinery & equipments in the proposed packages to be initiated under TEQIP-III project. Based upon the feedback/comments/recommendation of expert(s), package will be finalized and initiated accordingly on PMSS software as per guidelines of TEQIP-III project.

BOG:1.2.11   Approval for seed grant for faculty members & students to take research oriented project.

The Board of Governors (BoG) approved a seed grant of Rs. 3.00 Lac and Rs. 1.00 Lac to faculty members and students (through concerned teacher) respectively from TEQIP-III funds for taking innovative research oriented projects to enhance research

culture among themselves. Further, members suggested that committees having one/two expert(s) from Institutions of National importance (INIs) /Industrial Organization/Research Organizations etc. may be constituted to evaluate and recommend the research proposals for further execution under TEQIP-III project.

BOG: 1.2.12 Approval of rules for conduct/organizing of Conferences/ Workshops/ Training Programs etc under TEQIP-III project.

The Board of Governors (BoG) approved the maximum limit of funds as per detail mentioned below for organizing various events under TEQIP-III project:

Sr. No.	Type of Event	Days/Week	Amount (In lac)	Remarks
1.	**National** (FDPs, STCs, Seminars, Conferences, workshops, symposiums etc)	1 Day	2.00	Proposed amount includes TA/DA etc and other arrangements as notified by NPIU/ approved by BoG under TEQIP-III project
		2 Days	2.50	
		01- Week	4.00	
		02-weeks	6.00	
2.	**International** (FDPs, STCs, Seminars, Conferences, workshops, symposiums etc)	1 Day	2.50	
		2 Days	3.00	
		01- Week	5.00	
		02-weeks	7.00	

BOG: 1.2.13 Approval of remuneration to Convener/Coordinator (s) for conducting/organizing Conferences/ Workshops/ Training Programs etc under TEQIP-III project.

The Board of Governors (BoG) approved honorarium to coordinator (s) /Convener (s) to organize various training programmes under TEQIP-III project as per detail mentioned below:

Type of Event	To whom amount will be paid	Days/Week	Amount (In Rupees)	Remarks
National & International (FDPs, STCs, Seminars, Conferences, workshops, symposiums etc)	Convener (s)/ Coordinator(s)	1 Day	3000/-	Amount will be shared equally in case of more than one Convener/ Coordinator
		2 Days	5000/-	
		01- Week	7500/-	
		02-weeks	9000/-	

The honorarium approved shall be inclusive of total fund allocated for various events as approved at item No. BOG: 1.2.12.

BOG: 1.2.14 Approval of Establishment of Sustainability Fund (Corpus Fund, Faculty Development Fund, Equipment Replacement Fund and Maintenance Fund) under TEQIP-III project.

The Board of Governors (BoG) approved establishment of the Four Funds as per detail mentioned below:

	Source of Fund	Corpus Fund	Faculty Development Fund	Equipment Replacement Fund	Maintenance Fund
			Sustainability Fund (Four Funds)		
1.	IRG including Tuition Fee	02%	02%	02%	02%
2.	Remaining IRG including Tuition fee	92%	0	0	0

BOG: 1.2.15 Allowing faculty and staff members working on consolidated basis and hourly basis to attend training programmes under TEQIP-III project.

The terms & conditions of the faculty & staff members engaged under SWF does not permit institution to depute these members to attend proposed training programme outside the institution. Hence, the Board of Governors (BoG) deferred the item.

BOG: 1.2.16 Rules for Consultancy Services under TEQIP-III project.

The Board of Governors (BoG) suggested some amendments in the proposed consultancy rules and advised to refer HPTU, Hamirpur & some other institution's consultancy rules before finalizing consultancy rules and advised to put up the modified consultancy rules in the next meeting of Board of Governors for approval.

BOG: 1.2.17 Recruitment of staff for TEQIP Cell under TEQIP-III project.

The Board of Governors (BoG) approved in principle recruitment of 01 Project Manager and 02 Office Assistants for TEQIP Cell. These staff members shall be recruited through authorized outsourced agency after taking prior approval from Govt. of H.P.

BOG: 1.2.18 Approval of sundry expenses/allowances, refreshments and stays charges of students for attending seminars, conferences, training programs and paper presentation, industrial visit, local visits, sports activities etc.

- The Board of Governors (BoG) approved sundry expenses/allowances @ Rs. 250/- (Two Hundred Fifty only) per day per student for attending industrial training/internship along with travelling allowance by ordinary bus/train(sleeper class).
- The Board of Governors (BoG) also approved refreshment charges @ Rs. 100/- (One Hundred only) for attending guest lectures, local visits, induction meetings within the institution from TEQIP-III funds.
- The Board of Governors (BoG) approved stay charges @ Rs. 500/- (five hundred only) per day per student for attending workshop, seminar, symposium, paper presentation etc. in other institutions along with daily allowance @ Rs. 250/- (Two Hundred Fifty only) for the same under TEQIP-III project.

BOG: 1.2.19 Permission to follow TA/DA and other rules under TEQIP-III project.

The Board of Governors (BoG) approved TA/DA rules of Govt. of India to be followed in the institution being Central Government funded project (TEQIP-III) and conveyed as per letter No. 18-12/2005/TS.VII dated 8th June, 2012 of Ministry of Human Resource Development Govt. of India and NPIU vide email dated 5th July, 2017 under TEQP-III project. The Board of Governors (BoG) further decided that latest TA/DA/ Honorarium guidelines of MHRD/NPIU should be followed in the institution as and when issued under TEQIP-III project.

BOG: 1.2.20 Approval of one time grant of Rs. 2000/- to faculty members for installing DTH setup box at their residence under TEQIP-III project.

The Board of Governors (BoG) approved for total of Rs. 98000/- (Ninety Eight Thousand Only) to be disbursed among 49 faculty members on account of one time grant of Rs. 2000/- to each faculty member for installing DTH setup box at their residence under SWAYAM PRABHA scheme of MHRD Govt. of India as conveyed by NPIU vide email on dated 30th August, 2017 under TEQIP-III project. The members also ratified the expenditure incurred for procuring & installing 02 nos DTH set up boxes in the institution under SWAYAM PRABHA scheme.

BOG: 1.2.21 Permission to hire/use own vehicle for attending conferences/training programmes under TEQIP-III project

The Board of Governors (BoG) allowed faculty/staff members drawing grade AGP of Rs. 6000/- and above to travel in shared taxi /shared own car for participation in conferences/FDPs/trainings etc. organized by other institution of National importance (INIs)/CSIR labs and other reputed institution, as per letter No. 18-12/2005/TS.VII dated 8th June, 2012 of Ministry of Human Resource Development Govt. of India and

NPIU vide email dated 5th July, 2017 under TEQIP-III project . The Board of Governors (BoG) further decided that latest TA/DA/ Honorarium guidelines of MHRD/NPIU should be followed in the institution as and when issued under TEQIP-III project.

BOG: 1.2.22 Approval of mobile allowances to members of TEQIP Cell.

The Board of Governors (BoG) approved mobile allowances @ Rs. 500/- (Five Hundred Only) to Director/Principal JNGEC, Sundernagar & TEQIP-III Coordinator and @ Rs 300/- (Three Hundred Only) to Nodal officer (s) of TEQIP Cell under TEQIP-III project.

BOG: 1.2.23 Permission to conduct remedial classes for weak students under TEQIP-III project

The Board of Governors (BoG) allowed institution to conduct remedial classes in academic subjects, soft skills, enhancing english and communication and presentation skills, building students' non-cognitive skills, promoting peer learning groups and fostering school spirit, supporting innovation and knowledge sharing to students as per existing SWF rates /rules under TEQIP-III project.

BOG: 1.2.24 Permission to hire GATE preparation agency for final year students under TEQIP-III project.

The Board of Governors (BoG) allowed institution to hire agency for GATE preparation for final year students as conveyed by NPIU vide email dated 22nd August, 2017. The expenditure may be shared by Institution and students in a ratio of 75:25. The student's share (25%) will be reimbursed to them after producing qualified GATE Score Card. BoG also approved GATE registration fee, training materials for GATE preparation on actual basis.. The whole expenditure shall be charged to TEQIP-III project as per rules.

BOG: 1.2.25 Permission of signing MoUs with reputed institutions/industries for enhancing academic activities.

The Board of Governors (BoG) authorized Director /Principal JNGEC, Sundernagar on the behalf of BoG, to sign MoU with Institutions of National importance (INIs)/ CFIs/Research organizations etc to enhance subject knowledge of faculty & students, collaborative research, using of laboratories of excellence, training needs of students & faculty under TEQIP-III project.

BOG: 1.2.26 Approval of Annual Maintenance Contract (AMC) of Digital Projection Microscope ERMASCOPE Digital-T.

The Board of Governors (BoG) approved Rs. 3,44,000/- (Three Lac Forty Four Thousand Only) for Annual Maintenance Contract (AMC) of Digital Projection Microscope ERMASCOPE Digital -T in Textile Engineering Department for a period of 03 years with M/S ERMA INDIA, Chandigarh under TEQIP-III project. Further,

members advised that negotiation with M/S ERMA INDIA, Chandigarh for Annual Maintenance Contract (AMC) may be explored.

BOG: 1.3   **Table Items.**

BoG:1.3.1   **Package for the Procurement of Books.**

Director/Principal JNGEC, Sundernagar informed the members that institution intends to procure books for library to obtain zero deficiency from the regulatory authority (AICTE). The Board of Governors (BoG) approved 05 packages under TEQIP-III project as per detail mentioned below:

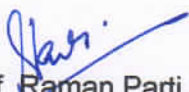| Sr. No.	Name of Package	Estimated Cost (Rs.)
1.	Books for Civil Engg	4,00,000.00
2.	Books for ECE Engg	5,00,000.00
3.	Books for AS&Hu	2,00,000.00
4.	Books for Textile Engg	5,00,000.00
5.	Books for Mechanical Engg	4,00,000.00

BoG:1.3.2   **Faculty Recruitment by MHRD through NPIU.**

Shri R Subrahmanyam, Additional Secretary (TE) & NPD (TEQIP) informed during Video Conference meeting held on 08.09.2017 that MHRD through NPIU is going to recruit faculty members in TEQIP-III project participating institutions to impart quality education to students. He advised institution to compile detail of vacant faculty positions in consultation with The Director, Technical Education, H.P. Sundernagar and asked to submit the same to NPIU for further recruitment of faculty members in the institution.

BoG:1.3.3   **Video Conference facility in the institution.**

The Board of Governors approved in principle, establishment of Video conference facility in the institution under TEQIP-III project and advised to seek opinion from experts of concerned field from IITs/NITs/NICs etc and prepare procurement proposal accordingly.

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

Prof. Raman Parti,
Ex-Officio Member/Member Secretary
BoG TEQIP-III

Prof. Timothy A. Gonsalves
Chairman
BoG TEQIP-III