

Minutes of the 4th Board of Governors (BoG) meeting held on dated 30th March, 2019 under the chairmanship of Dr. Lalit Sharma in respect of J. N. Government Engineering College, Sundernagar, District Mandi H.P under TEQIP-III project.

The following members were present:

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| 1. Dr. Joginder Singh, Joint Director, DTE | Member |
| 2. Prof. Vinay Chauhan Dean P&D HPTU | Member |
| 3. Sh. Jatinder Sharma | Member |
| 4. Sh. Shiv Singh Sen | Member |
| 5. Sh. Arun Kumar Sharma | Member |
| 6. Prof. S.P. Guleria Head Civil Engineering | Member |
| 7. Prof. Rajeev Khanduja Head Mechanical Engineering | Member |
| 8. Prof. Siby John, PEC, Chandigarh
Menter Institution nominee | Special Invitee |
| 9. Sh. Parveen Kumar, TEQIP Cell | TEQIP Coordinator |
| 10. Prof. Vinod Kumar, Director/Principal, JNGEC, SNR | Member Secretary |

At the very outset, Dr. Lalit Sharma, Chairman BoG extended a warm welcome to all the members of the Board of Governors in 4th meeting of BoG under TEQIP-III project. Thereafter, the agenda items were discussed in detail and following decisions were taken:

BoG 4.1 Confirmation of Minutes of the 3rd meeting of Board of Governors held on 22nd December, 2018.

The 3rd meeting of Board of Governors was held on 22nd December, 2018 under the chairmanship of Dr. Lalit Sharma. The minutes of the said meeting were circulated among all members of Board of Governors. Since no comments were received, therefore, the minutes were confirmed.

BOG 4.2 Action taken on the Minutes 3rd meeting of Board of Governors held on 22nd December, 2019.

Item No.	Decision taken in the meeting	Action taken	Decisi on Taken						
BOG: 3.3.1	<p>Approval of procurement proposal of Applied Sciences Department.</p> <p>The Board of Governors approved procurement proposal related to Applied Sciences Department as per detail mentioned below:</p> <table border="1" data-bbox="263 1854 1066 2040"> <thead> <tr> <th>Name of Package</th> <th>Estimated cost (in Rs.)</th> <th>Mode of Procurement</th> </tr> </thead> <tbody> <tr> <td>Engg. Chemistry Lab</td> <td>20,00,000.00</td> <td>Shopping</td> </tr> </tbody> </table>	Name of Package	Estimated cost (in Rs.)	Mode of Procurement	Engg. Chemistry Lab	20,00,000.00	Shopping	The institution has invited quotations pertaining to Engineering Chemistry Lab which are at evaluation stage.	Noted.
Name of Package	Estimated cost (in Rs.)	Mode of Procurement							
Engg. Chemistry Lab	20,00,000.00	Shopping							

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BOG:
3.3.2

Reimbursement of fee for qualification up-gradation under TEQIP-III project.

The Board of Governors approved guidelines for reimbursement of fee for qualification up gradation of faculty members from B.Tech to M. Tech & from M. Tech to Ph.D for course work, registration fee etc, use of research facilities, consumables, expenses towards thesis printing and publication of thesis-basis research papers as per detail mentioned below:

Approved guidelines for qualification up-gradation		
S.No	Particulars	Amount approved (Rs)
1	Fee for Course work, Registration Fee etc.	On actual basis on production of fee receipt.
2	Use of Research facilities/testing	On actual basis on production of bills/vouchers.
3	Consumables (Stationary)	Maximum upto Rs 3000/- per year on actual basis on production of bills/vouchers.
	Consumables (Raw material)	Maximum upto Rs 20,000/- per year on actual basis on production of bills/vouchers.
4	Printing of Thesis	On actual basis on production of bills/vouchers.
5	Publication of Research Paper	On actual basis on production of bills/vouchers in Journals having SCI/SCOPUS index.

These guidelines will be applicable to all faculty members who have registered/ are going to register themselves during the TEQIP-III project period i.e. 1st April 2017 - 30th September 2020, for pursuing Ph.D. They will be eligible for above said expenses till the completion of their Ph.D or the completion of TEQIP-III project, whichever is earlier. The faculty members will have to give undertaking that they are claiming above said expenses from this institution only.

The institution is following approved guidelines for reimbursement of fee and other charges for qualification up gradation.

Noted.

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<p>BOG: 3.3.3</p>	<p>Procurement and Installation of CCTV cameras in the institution under TEQIP-III project. The Board of Governors approved tentative expenditure amounting Rs 12, 71,400.00 (Twelve Lac Seventy One Thousand Four hundred only) for procurement and installation of CCTV cameras in the institution for proper surveillance in the institution.</p>	<p>The process of procurement & Installation of CCTV cameras will be initiated after getting approval from the Election Department due to modal code of conduct imposed in the State for general elections.</p>	<p>Noted.</p>
<p>BOG: 3.3.4</p>	<p>Annual Maintenance Contract (AMC) of lifts installed in the institution. The Board of Governors approved Annual Maintenance Contract (AMC) of lifts installed in the college and also suggested that matter be taken up with PWD and lift manufacturing company (OTIS) for preparation of complete proposal pertaining to annual maintenance contract (AMC) of non working lifts.</p>	<p>The SPIU vide email dated 14th Jan, 2019 conveyed that AMC of lifts is not permissible under TEQIP-III project. The institution may explore other source of funds for AMC of lifts installed in the institution</p>	<p>Noted.</p>
<p>3.4 Table Item</p>			
<p>BOG: 3.4.1</p>	<p>Refurbishment of meeting hall. The Board of Governors approved refurbishment of meeting hall adjacent to Director/Principal office and desired that detailed proposal may be prepared and placed in next BOG meeting for approval.</p>	<p>The institution is in process to plan for Refurbishment of meeting hall adjacent to Director/Principal office.</p>	<p>Noted.</p>

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BOG: 3.4.2	Professional Development Training (PDT) for BOG members at IIM Trichy. The Board of Governors approved participating of following BOG members for Professional Development Training (PDT) for BOG members at IIM Trichy w.e.f. 7-8 th Jan, 2019: <ol style="list-style-type: none"> 1. Sh. Jatinder Sharma, C/O Sh. J.D. Traders, Lalit Chowk, Sundernagar, Distt. Mandi, 2. Sh. Arun Kumar Sharma, S/O Sh. Shakti Chand Kaundal, Resident Of Haripur, P.O. 3. Sh. Shiv Singh Sen, Village Salah, P.O Bhojpur, Tehsil Sundernagar Distt. Mandi, The expenditure about their travel to IIM Trichy shall be borne by this institution as per TEQIP-III guidelines.	The members attended Professional Development Training (PDT) at IIM Trichy w.e.f. 7-8 th Jan, 2019.	Noted.
BOG: 3.4.3	Approval for the procurement of heaters for institute library/Seminar hall/meeting hall. The Board of Governors approved procurement of heaters for institute library/seminar hall /meeting hall etc from TEQIP-III funds and desired that procurement process may be initiated.	The institution is in process to procure heaters for institute library/Seminar hall/meeting hall.	Noted.

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4.3 New Items:

BOG 4.3.1 Approval of re-establishment of TEQIP-III cell.

The Board of Governors approved re-establishment of Institutional TEQIP unit as per detail mentioned below:

S.No	Name	Designation in the institution	Role
1	Prof. Vinod Kumar	Director/Principal	Institutional Project Director (IPD)
2	Er. Parveen Kumar	Assistant Professor (Textile Engg)	Institutional Project Co-ordinator (IPC)
3	Sh. Jagdish Chand, HP,F&AS	Joint Controller	Nodal Officer (Finance)
4	Er Ajay Kumar	Assistant Professor (ME)	Nodal Officer (Procurement)
5	Dr. Ritesh Kaundal	Assistant Professor (ME)	Nodal Officer (Academic)
6	Dr. P.C. Chopra	HOD Applied Sciences	Nodal Officer (Equity action plan)

BOG: 4.3.2 Approval of re-constitution of Purchase committee under TEQIP-III project.

The Board of Governors (BOG) approved to include Sh. Jagdish Chand, Joint Controller (F&A) as Nodal Officer (Finance) in place of Sh. Anil Kanwar (TPO) in the already approved purchase committee by Board of Governors in its 2nd meeting held on dated 15th September, 2018. The re-constitution of purchase committee under TEQIP-III project will be as follows:

Name & Designation	Role
1. Dr. S.P. Guleria, Prof. & Head Civil	Chairman
2. Dr. Rajeev Khanduja, Prof & Head Mechanical	Member
3. TEQIP Coordinator	Member
4. Nodal Officer (Finance)	Member
5. Indenter of the Package/Proposal	Member
6. OIC/HOD of concerned Department	Member
7. Sh. Jatinder Sharma, BOG Member	Member
8. Sh. Shiv Singh Sen, BOG Member	Member
9. Nodal Officer Procurement	Member Secretary.

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BOG: 4.3.3 Approval for Annual Maintenance Contract (AMC) of Digital Projection Microscope ERMASCOPE Digital-T under TEQIP-III project.

The Board of Governors advised institution to go for 03 years of AMC instead of one time repair as 03 years contract is economically beneficial for the institution. The Board of Governors (BoG) approved 03 years of Annual Maintenance Contract (AMC) amounting Rs. 3,44,000/- (Three Lac Forty Four Thousand Only) + 18% taxes of Digital Projection Microscope ERMASCOPE Digital -T in Textile Engineering Department with M/S ERMA INDIA, Chandigarh under TEQIP-III project. The BOG further directed to sign contract agreement with M/S ERMA INDIA, Chandigarh for a period of 03 years. The firm may be asked to repair the equipment first, make it in running condition and then release full amount i.e. Rs. 3,44,000/- (Three Lac Forty Four Thousand Only) + 18% taxes, for entire maintenance period, in advance, in relaxation of rules.

BOG: 4.3.4 Approval for the reimbursement of fee to Sh. Ankush Kapoor, Assistant Professor, ECE Department for qualification up-gradation under TEQIP-III project.

The Board of Governors approved reimbursement of fee amounting to Rs. 80,000/- (Eighty Thousand Only) to Sh. Ankush Kapoor, Assistant Professor, Electronics & Communication Engineering on account of fee paid for 1st & 2nd semester for pursuing part time Ph.D. from University of Petroleum and Energy, Dehradun, as per provision exists in the guidelines (Permissible /Non - Permissible) of TEQIP-III project and further guidelines approved by the Board of Governors in its 3rd meeting held on dated 22nd December, 2018 at item No. BOG 3.2.2.

BOG: 4.3.5 Status of funds utilized under TEQIP-III project.

The Board of Governors noted utilization of funds for various activities under TEQIP-III project as per detail mentioned below:

Head	Sub-component	Expenditure (Rs.)
1.1.1 - Procurement of goods	1.1.1.1 - Equipments	3,666,864.00
	1.1.1.2 - Learning resources	1,143,087.00
	1.1.1.3 - Furniture	-
	1.1.1.4 - Minor civil works	6,944.00
1.1.2 - Academic processes	1.1.2.1 - Improve students learning	6,869,962.00
	1.1.2.10 - Services	18,535.00

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	1.1.2.11 - Industry-Institute Interaction	2,073,327.00
	1.1.2.2 - Assistantships	-
	1.1.2.3 - Graduates employability	265,805.00
	1.1.2.4 - Faculty/staff development and	1,672,969.00
	1.1.2.5 - Research and development	434,187.00
	1.1.2.6 - MOOCs and digital learning	1,820.00
	1.1.2.7 - Mentoring/Twinning system	220,234.00
	1.1.2.8 - Reforms and governance	77,272.00
	1.1.2.9 - Management capacity	208,839.00
1.1.3 - Operating costs	1.1.3.1 - Consumables	15,446.00
	1.1.3.2 - Operation & maintenance of	-
	1.1.3.3 - Office expenses	200,272.00
	1.1.3.4 - Meetings	365,316.00
	1.1.3.5 - Hiring of vehicles	8,500.00
	1.1.3.6 - Travel cost	282,231.00
	1.1.3.7 - Salary	-
1.1.4 - Faculty Reforms	1.1.4.1 - Salary (Quality Teachers)	-
Total		17,531,610.00

BOG: 4.3.6 Approval for the procurement of Sanitary Napkin Vending Machine & Incinerator under TEQIP-III project.

The Board of Governors approved procurement of Sanitary Napkin Vending Machine & Incinerator for the students and accorded tentative amount as per detail mentioned below:

Sr. No.	Name of Item	Quantity	Cost per Unit (Rs.)	Total (Rs.)
1.	Napkin Vending Machine	04	25,000.00	1,00,000.00
2.	Incinerator	04	29,500.00	1,18,000.00
3.	Sanitary Napkin Type-1	500	5.00	2500.00
				2,20,500.00

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BOG: 4.3.7 Proposal of Annual Maintenance Contract (AMC) for Xerox machine installed in the institution under TEQIP-III project.

The Board of Governors approved the proposal for undertaking Comprehensive Annual Maintenance Contract (AMC) of 03 nos Xerox machines for a period of 01-year with M/s Digital Technologies, Sundernagar (Authorized dealer of Xerox Company) for Rs. 70,619/- (Seventy Thousand Six Hundred Nineteen Only) (including GST 18%) under TEQIP-III project as per proposal submitted by the firm and desired to constitute a committee to execute the proposal.

BOG: 4.3.8 Organizing pilot program on "Student Excellence & Learning Program" of Vyakti Vikas Kendra India for students.

The Board of Governors allowed institution to conduct pilot program on "Student Excellence & Learning Program" (SELP) by Vyakti Vikas Kendra India, Bangalore for a batch of 60 willing students for 6 consecutive days. This SELP has designed module as a part of Art of Living by Vyakti Vikas Kendra India at Bangalore to develop a personality, eliminate mental stress and improve the physical health of students. The Board of Governors also approved financial expected expenditure of Rs. 30,000/- (Thirty Thousand Only) (Rs. 5000/- per day) plus taxes as applicable for 6 days along with local travel, stay arrangements etc as per TEQIP-III TA/DA guidelines for the trainer.

The Board of Governors further advised to include such type of programme in induction training for newly admitted 1st year students in academic year 2019-20 in the college.

BOG: 4.4 Table item

BOG: 4.4.1 Delegation of Financial powers under TEQIP-III project.

The Board of Governors delegates full powers to Director/Principal JNGEC, Sundernagar for according financial sanctions to all projects related activities approved by Board of Governors (BOG) and other activities put up and processed by TEQIP Cell under TEQIP-III project as per provisions contained in Annexure-I (2)(V) -Non academic reforms head of Project Implementation Plan (PIP).

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

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Prof. Vinod Kumar, Director/Principal
Ex-officio Member/Member Secretary
BOG TEQIP-III

Lalit Sharma
Dr. Lalit Sharma,
Chairman
BOG TEQIP-III