

Minutes of the 5th Board of Governors (BoG) meeting held on dated 22nd June, 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. Sh. Jatinder Sharma | Member |
| 2. Sh. Shiv Singh Sen | Member |
| 3. Sh. Arun Kumar Sharma | Member |
| 4. Prof. S.P. Guleria Head Civil Engineering | Member |
| 5. Prof. Rajeev Khanduja Head Mechanical Engineering | Member |
| 6. Sh. Parveen Kumar, TEQIP Cell | TEQIP Coordinator |
| 7. 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 5th meeting of BoG under TEQIP-III project. Thereafter, the agenda items were discussed in detail and following decisions were taken:

BoG 5.1 Confirmation of Minutes of the 4th meeting of Board of Governors held on 30th March, 2019.

The 4th meeting of Board of Governors was held on 30th March, 2019 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 5.2 Action taken on the Minutes 4th meeting of Board of Governors held on 30th March, 2019.

| Item No. | Decision taken in the meeting | Action taken | Decision taken | | | | | | | | | | | | |
|------------------|---|------------------------------------|--------------------------------------|--------------------------------|------|---|-------------------|--------------------|--------------------------------------|---|-------------------|------------------------------------|------------------------------------|--|---|
| BOG 4.3.1 | <p>Approval of re-establishment of TEQIP-III cell. The Board of Governors approved re-establishment of Institutional TEQIP unit as per detail mentioned below:</p> <table border="1" data-bbox="293 1550 1099 1892"> <thead> <tr> <th>S.No</th> <th>Name</th> <th>Designation in the institution</th> <th>Role</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Prof. Vinod Kumar</td> <td>Director/Principal</td> <td>Institutional Project Director (IPD)</td> </tr> <tr> <td>2</td> <td>Er. Parveen Kumar</td> <td>Assistant Professor (Textile Engg)</td> <td>Institutional Project Co-ordinator</td> </tr> </tbody> </table> | 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 | Sh. Ankush Kapoor, Assistant Professor, ECE has been assigned the duty of Nodal Officer Procurement in place of Sh. Ajay Kumar AP ME who has been deputed to | Noted, Dr. Ajnesh Singh, AP Chemistry shall work as TEQIP-III Coordinator in place of Sh. Parveen Kumar, who is going for study |
| 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 | | | | | | | | | | | | |

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| | <table border="1"> <tr> <td>3</td> <td>Sh. Jagdish Chand, HP,F&AS</td> <td>Joint Controller</td> <td>Nodal Officer (Finance)</td> </tr> <tr> <td>4</td> <td>Er Ajay Kumar</td> <td>Assistant Professor (ME)</td> <td>Nodal Officer (Procurement)</td> </tr> <tr> <td>5</td> <td>Dr. Ritesh Kaundal</td> <td>Assistant Professor (ME)</td> <td>Nodal Officer (Academic)</td> </tr> <tr> <td>6</td> <td>Dr. P.C. Chopra</td> <td>HOD Applied Sciences</td> <td>Nodal Officer (Equity action plan)</td> </tr> </table> | 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) | attend Summer Faculty Research Fellow Programme (SFRF-2019) at IIT Delhi. | leave to pursue Ph.D. part time at NIT Jalandhar. Sh. Jagdish Chand JC(F&A) shall perform the duty of Nodal Officer Finance till the joining of Sh. Kartar Thakur, DC(F&A) | | | | |
|--|--|---|--|---|-------------------------|--|---------------|--------------------------|-----------------------------|----------------------------|--------------------|-------------------------------------|--------------------------|------------------------------------|-----------------|------------------------------------|------------------------------------|---|--|------------------------------|--------|--------|-------|
| 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 | <p>Approval of re-constitution of Purchase committee under TEQIP-III project.</p> <p>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:</p> <table border="1"> <thead> <tr> <th>Name & Designation</th> <th>Role</th> </tr> </thead> <tbody> <tr> <td>1. Dr. S.P. Guleria, Prof. & Head Civil</td> <td>Chairman</td> </tr> <tr> <td>2. Dr. Rajeev Khanduja, Prof & Head Mechanical</td> <td>Member</td> </tr> <tr> <td>3. TEQIP Coordinator</td> <td>Member</td> </tr> <tr> <td>4. Nodal Officer (Finance)</td> <td>Member</td> </tr> <tr> <td>5. Indenter of the Package/Proposal</td> <td>Member</td> </tr> <tr> <td>6. OIC/HOD of concerned Department</td> <td>Member</td> </tr> <tr> <td>7. Sh. Jatinder Sharma, BOG Member</td> <td>Member</td> </tr> <tr> <td>8. Sh. Shiv Singh Sen, BOG Member</td> <td>Member</td> </tr> <tr> <td>9. Nodal Officer Procurement</td> <td>Member</td> </tr> </tbody> </table> | 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 | Noted. | Noted |
| 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 | | | | | | | | | | | | | | | | | | | | | | |
| BOG: 4.3.3 | <p>Approval for Annual Maintenance Contract (AMC) of Digital Projection Microscope ERMASCOPE Digital-T under TEQIP-III project.</p> <p>The Board of Governors advised institution to go for 03 years of AMC instead of one time repair as 03 years contract is</p> | Institution is in process to sign agreement with M/S ERMA | Noted. The Board of Governors directed institution to obey the | | | | | | | | | | | | | | | | | | | | |

| | <p>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.</p> | INDIA, Chandigarh. | decision taken in the 4 th h BOG meeting. | | | | | | | | | | | | | | | |
|-------------------|--|---|--|-------------------|---|-------------|------------|---|-----------|---------------|---|-----|------------|-------|--|---------------|--------|-------|
| BOG: 4.3.4 | <p>Approval for the reimbursement of fee to Sh. Ankush Kapoor, Assistant Professor, ECE Department for qualification up-gradation under TEQIP-III project.</p> <p>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.</p> | Fee to Sh. Ankush Kapoor, AP ECE has been reimbursed. | Noted | | | | | | | | | | | | | | | |
| BOG: 4.3.5 | <p>Status of funds utilized under TEQIP-III project</p> <p>The Board of Governors noted utilization of funds for various activities under TEQIP-III project as per detail mentioned below:</p> <table border="1" data-bbox="311 1523 1077 1859"> <thead> <tr> <th>Sr. No.</th> <th>Head</th> <th>Expenditure (Rs.)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Procurement</td> <td>4816895.00</td> </tr> <tr> <td>2</td> <td>Academics</td> <td>11,842,950.00</td> </tr> <tr> <td>3</td> <td>IOC</td> <td>871,765.00</td> </tr> <tr> <td colspan="2">Total</td> <td>17,531,610.00</td> </tr> </tbody> </table> | Sr. No. | Head | Expenditure (Rs.) | 1 | Procurement | 4816895.00 | 2 | Academics | 11,842,950.00 | 3 | IOC | 871,765.00 | Total | | 17,531,610.00 | Noted. | Noted |
| Sr. No. | Head | Expenditure (Rs.) | | | | | | | | | | | | | | | | |
| 1 | Procurement | 4816895.00 | | | | | | | | | | | | | | | | |
| 2 | Academics | 11,842,950.00 | | | | | | | | | | | | | | | | |
| 3 | IOC | 871,765.00 | | | | | | | | | | | | | | | | |
| Total | | 17,531,610.00 | | | | | | | | | | | | | | | | |
| BOG: 4.3.6 | <p>Approval for the procurement of Sanitary Napkin Vending Machine & Incinerator under TEQIP-III project.</p> | Procurement Process has | Noted | | | | | | | | | | | | | | | |

| | <p>The Board of Governors approved procurement of Sanitary Napkin Vending Machine & Incinerator for the students and accorded tentative amount as per detail mentioned below:</p> <table border="1" data-bbox="347 315 1098 763"> <thead> <tr> <th>Sr. No.</th> <th>Name of Item</th> <th>Qty.</th> <th>Cost per Unit (Rs.)</th> <th>Total (Rs.)</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Napkin Vending Machine</td> <td>04</td> <td>25,000.00</td> <td>1,00,000.00</td> </tr> <tr> <td>2.</td> <td>Incinerator</td> <td>04</td> <td>29,500.00</td> <td>1,18,000.00</td> </tr> <tr> <td>3.</td> <td>Sanitary Napkin Type-1</td> <td>500</td> <td>5.00</td> <td>2500.00</td> </tr> <tr> <td colspan="4"></td> <td>2,20,500.00</td> </tr> </tbody> </table> | Sr. No. | Name of Item | Qty. | 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 | been initiated. | |
|-------------------|---|--|--|--------------------|---------------------|-------------|----|------------------------|----|-----------|-------------|----|-------------|----|-----------|-------------|----|------------------------|-----|------|---------|--|--|--|--|--------------------|-----------------|--|
| Sr. No. | Name of Item | Qty. | 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 | | | | | | | | | | | | | | | | | | | | | | | | |
| BOG: 4.3.7 | <p>Proposal of Annual Maintenance Contract (AMC) for Xerox machine installed in the institution under TEQIP-III project.</p> <p>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.</p> | A committee has been constituted to execute AMC of 03 Xerox machines. | Noted. The process needs to be expedited. | | | | | | | | | | | | | | | | | | | | | | | | | |
| BOG: 4.3.8 | <p>Organizing pilot program on "Student Excellence & Learning Program" of Vyakti Vikas Kendra India for students.</p> <p>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.</p> <p>The Board of Governors further advised to include such type</p> | Institution had sought consent from will students (Annexure-) for conducting SELP programme. This programme could not conducted as only 29 students gave willingness to attend programme. | Noted. The BOG directed to conduct the said programme in 2019-20 during Induction Training Programme | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | |
|-------------------|--|-------|-------|
| | of programme in induction training for newly admitted 1 st year students in academic year 2019-20 in the college. | | |
| BOG: 4.4 | Table item. | | |
| BOG: 4.4.1 | <p>Delegation of Financial powers under TEQIP-III project.</p> <p>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).</p> | Noted | Noted |

BOG 5.3 New Items:

BOG 5.3.1 Approval of repair & maintenance of CNC milling and CNC lathe and equipments of Refrigeration & Air conditioning Lab.

The Board of Governors approved proposal for repair and maintenance of machinery & equipments pertaining to Machine shop and Refrigeration & Air conditioning Lab of Mechanical Engineering Department along with expected expenditure of Rs. 3.00 lakh.

BOG 5.3.2 Approval of reimbursement of sundry allowance for doing internship /industry projects in January -April, 2019 to the 4th year students of Mechanical, Textile, ECE and Civil Engineering.

The Board of Governors allowed institution to reimburse sundry allowance@ Rs. 250/ per day as approved by BOG in its 1st meeting held on 27.09.2019 to 69 students of 8th semester Mechanical, Textile, ECE and Civil Engineering who have attended internship/industrial projects in industry/organization subject to production of documents. The Board of Governors further advised institution to submit the actual expenditure of the same in the next BOG meeting.

BOG: 5.3.3 Approval of new procurement packages under TEQIP-III project.

The Board of Governors approved procurement packages for amounting Rs. 1,48,27,866.00 (One Crore Forty Eight Lakh Twenty Seven Thousand Eight Hundred Sixty Six Only) for the procurement of various items under TEQIP-III as per detail mentioned below:

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| Sr. No. | Department | Name of Package | Estimated cost (in Rs.) | Mode of Procurement |
|--------------|------------|--|-------------------------|---------------------|
| 1. | ECE | Lab view software | 9,51,167.00 | Direct Contract |
| 2. | | Spectrum Analyser with Network Analyser 5KHz to 3 GHz (Rohde & Schwarz) FPC 1500 | 5,75,300.00 | GeM |
| 3. | | Furniture for Electrical Lab | 11,06,250.00 | Shopping |
| 4. | Mechanical | Machine Shop (Universal Milling Machine) | 8,00,000.00 | Shopping |
| 5. | | Turbo Machine Lab | 17,00,000.00 | Shopping |
| 6. | Civil | Concrete Lab | 25,00,000.00 | Shopping |
| 7. | | Surveying Lab(A) | 18,40,000.00 | Shopping |
| 8. | | Surveying Lab(B) | 15,50,000.00 | Shopping |
| 9. | | Geology & Rock Mechanics | 4,10,000.00 | Shopping |
| 10. | Library | Furniture for library | 21,67,769.00 | Shopping |
| 11. | | Automation/Digitisation of library | 10,55,290.00 | Shopping |
| 12. | | Books for Civil Engineering Department | 1,72,090.00 | Shopping |
| Total | | | 1,48,27,866.00 | |

Further, the Board of Governors (BOG) desired that possibilities of procuring items through GeM may also be explored.

BOG: 5.3.4 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:

| Sr. No. | Head | Funds Utilized (Amount in Rs.) |
|---------|-------------|--------------------------------|
| 1. | Procurement | 65,22,723.00 |

| | | |
|--------------|----------------------------|-----------------------|
| 2. | Academic activities | 1,23,76,025.00 |
| 3. | Incremental operating cost | 10,98,185.00 |
| Total | | 1,99,96,933.00 |

BOG: 5.3.5 Status of Procurement packages/plan under TEQIP-III project.

The Board of Governors noted funds utilized for procurement of goods (machinery & equipments, books, LRs, furniture, software and other minor items). Members further advised institution to speed up the procurement activities so that the target of NPIU/MHRD/TEQIP-III may be achieved in time.

BOG: 5.4 Table Items

BOG: 5.4.1 GATE coaching provided to final year students by M/s Engineers Academy, Jaipur under TEQIP-III project in the year 2018-19.

The Board of Governors deferred release of remaining 40% payment to M/s Engineers Academy Jaipur till next BOG meeting.

BOG: 5.4.2 GATE coaching to be provided to final year students in the year 2019-20 under TEQIP-III project.

The Board of Governors deferred GATE coaching by empanelled agency till next BOG meeting for the year 2019-20.

BOG: 5.4.3 Approval of creation of Conference Hall under TEQIP-III project.

The Board of Governors approved creation of Conference Hall for facility with a seating capacity of 170 at a cost of Rs. 26,44,262.00 (Twenty Six Lakh Forty Four Thousand Two Hundred Sixty Two Only) under TEQIP-III project.

BOG: 5.4.4 Approval for renovation of meeting room under TEQIP-III project.

The Board of Governors approved renovation of meeting room adjacent to Director/Principal office with seating capacity of 30 nos with a cost of Rs. 4,22,440.00 (Four Lakh Twenty Two Thousand Four Hundred Forty Four Only) under TEQIP-III project.

BOG: 5.4.5 Annual Maintenance contract (AMC) of IP phones under TEQIP-III project.

The Board of Governors approved the proposal for Annual Maintenance contract (AMC) of IP phones installed in institution with a approximate cost of Rs. 98,574.00 (Ninety Eight Thousand Five Hundred Seventy Four Only).

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BOG: 5.4.6 Approval for the procurement of CST studio suite software in Electronics & Communication Engineering Department under TEQIP-III project.

The Board of Governors deferred the proposal and directed to place the same in next BOG meeting.

BOG: 5.4.7 Annual Maintenance contract (AMC) of IP phones under TEQIP-III project.

The Board of Governors deferred the proposal and directed to place the same in next BOG meeting.

BOG: 5.4.8 Vision, Mission of the Institute.

The Board of Governors approved Vision & Mission of the institute and approval of vision, mission, programme educational objectives, programme outcomes of Mechanical & Civil Engineering Department.

BOG: 5.4.9 NBA Accreditation.

The Board of Governors approved amounting to Rs. 12,98,000 (Twelve Lakh Ninety Eight Thousand Only) including 18% GST to be paid to NBA on account of NBA accreditation fee for 04 UG programmes viz Mechanical Engineering, Civil Engineering, Textile Engineering & Electronics & Communication Engineering under TEQIP-III project.

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

V. K.
22.6.19

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

Lalit Sharma

Dr. Lalit Sharma,
Chairman
BOG TEQIP-III