

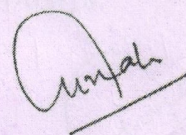
**Minutes of the second meeting of the Board of Governors of
Darbhanga College of Engineering, Darbhanga
on 28-03-2018**

The second meeting of the Board of Governors of Darbhanga College of Engineering, Darbhanga was held on 28-03-2018 in the College.

Preliminaries: The members of the Board assembled in the office chamber of the Principal at 11:00 a.m. The members of the Board were led by the Principal to the TEQIP Cell of the college. The following members and special invitees participated in the meeting.

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.	Shri Om Prakash Kheriya, Industrialist, Darbhanga	Member	
4.	Dr. Rajeev Ranjan, Controller of Exam., A.K.U. Patna	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.	Mr. Ramendra Kumar, Nodal Officer, S.P.I.U., Bihar	Invitee Member	
9.	Dr. M. Mishra, HOD., Chemistry, D.C.E., Darbhanga	Invitee Member	
10.	Dr. R.K. Jha , HOD., Math., D.C.E., Darbhanga	Invitee Member	
11.	Prof. S.K. Gupta, HOD., E.E.Engg., D.C.E., Darbhanga	Invitee Member	

The BOG discussed the Draft Agenda prepared by the Principal. The agenda No.- 7 for confirmation of the minutes of the first B.O.G. meeting was placed as agenda No.-3.



The B.O.G. approved it with inclusion of discussion on suggestions given by the members/ invited members. The modified Agenda was attached as Annexure -1.

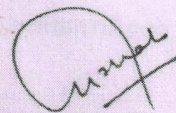
Agenda 1: Welcome to the Chairman and B.O.G members by the Principal

The Principal welcomed Chairman and members of the board. He himself and on behalf of the college congratulated Dr. Manas Bihari Verma for getting Padmashree award by the President of India and getting Doctor of Science (D.Sc.) award, the highest degree from L.N. Mithila University, Darbhanga. He also thanked the Chairman and all its members for attending the meeting in spite of their busy schedule.

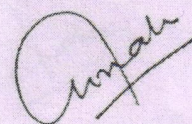
Agenda 2: Presentation of Status and progress of the TEQIP-III project of D.C.E., Darbhanga

The Principal gladly apprised the Board that

- 1) The institution got 37 young teachers on contract from N.P.I.U., New Delhi,
- 2) The institution got 5 New Regular teachers from Govt. of Bihar through B.P.S.C. Now the institution has 10 regular teachers.
- 3) Under the program TEQIP-III we have done the following activities after the first meeting of B.O.G.
 - (i) Under the SWAYAM Programme all the students and teachers are enrolled. SWAYAM is fully operational in the Institute,
 - (ii) GATE Classes are regularly conducted for all the four disciplines e.g. Civil Engg., Mechanical Engg., Electrical & Electronics Engg., and Computer Science & Engg.,
 - (iii) The first phase of registration for N.B.A. accreditation was done,
 - (iv) For S.A.R. preparation for N.B.A. Accreditation, a task force from the four disciplines has been identified,
 - (v) Nearly 88% students of this institute have been registered on *Youth 4 Work* under *Internshala* and they have given online test for different streams and have scored excellent result,



- (vi) 58 students of final year Mechanical Engineering branch have been sent for training on CNC machine technique and CAD/CAM/CAE at CIPET, Hajipur from 31 Dec. 2017 to 6 Jan 2018,
- (vii) Payments have already been made for 20 students of 6th Sem. Civil Engg. to participate in IIT, Patna, for Workshop on the topic Earthquake Revised Codes,
- (viii) Principal D.C.E., Darbhanga has attended a program related to training arrangement at NPIU Delhi on 9 Jan'2018,
- (ix) Principal, D.C.E., and Mr. Zulfekar Ahmad have attended training on PMSS on 13 Jan. 2018 at Bhopal,
- (x) Mr. Santosh Kumar Gupta, Asst. Prof. D.C.E., and Mr. Zulfekar Ahmad have attended training on PMSS on 13 Jan 2018,
- (xi) Mr. Santosh Kumar Gupta, Asst. Prof. D.C.E., has attended a workshop for Start-Up activities at BIT Mesra from 16 Jan 2018 to 17 Jan 2018,
- (xii) Thirty Six New faculties have attended Faculty Induction Programme at I.I.T., Kanpur from 20-01-2018 to 24-01-2018,
- (xiii) One faculty Sri. Amrit Kumar Mahto has attended Faculty Induction Programme at I.I.T., Kanpur from 09-02-18 to 13-02-18,
- (xiv) Dr. Anil Kumar Choudhary Co-ordinator, TEQIP has attended a workshop on Outcome Based Engineering program from 8 Feb'2018 to 9 Feb. 2018,
- (xv) A Workshop on Outcome Based Education for Engineering Programme (in relation to NBA accreditation) has been organized in the college from 20 Feb. 2018 to 21 Feb. 2018 and all faculty members have attended the workshop,
- (xvi) Mr. Geevarghese V. Jacob, Asstt. Prof. Chemistry, TEQIP, attended Professional Development Training for TEQIP Institutions held at Indian Institute of Management, Kozhikode from 26.02.2018 to 02.03. 2018,
- (xvii) The Principal, DCE, Prof. R.K. Jha Asstt. Prof., and Prof. S.K. Gupta Assistant Professor D.C.E., attended training on GeM at SPIU, Patna on 15-03-18,
- (xviii) Principal, D.C.E., Darbhanga has attended a meeting on twinning Programme at Noida on 20-03-2018,
- (xix) Prof. Vishnu Singh Asstt. Prof. and Prof. S.K. Gupta Assistant Professor D.C.E., attended training on PMSS at MIT Muzaffarpur on 21-03-18.



The BOG appreciated the participation of Faculty Members and students in various training Programs and seminars in Institutions of repute outside. It was suggested by the Chairman that the DCE participants in such programs should give a talk to other faculty members in the in- house meeting or seminars on the subject after they return.

Agenda 3: Confirmation of the minutes of the meeting of last B.O.G on 29.11.2017.

The B.O.G. discussed in detail the minutes of the 1st meeting on 29-11-2017 (Annex-II).

- 3.1 The Principal acquainted the B.O.G. about problems of PMSS software, due to which the institution could not implement the programmes within time. The B.O.G. requested the S.P.I.U. officers to sort out the problems at the earliest so that the timely implementation of TEQIP Programmes could be ensured,
- 3.2 The B.O.G. discussed SWAYAM PRABHA and advised A.K.U. Examination Controller, to make provision for awarding credit to the students for SWAYAM PRABHA Certificate Courses to inculcate interests among them,
- 3.3 The B.O.G. advised the Principal:
 - 3.3.1 For nomination of a teacher Mentor for each student at the earliest,
 - 3.3.2 For strengthening Start Up Cell,
 - 3.3.3 For giving priority to Industrial Visit for the students,

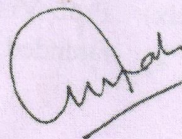
The B.O.G. with the above observations, confirmed the minutes of the last B.O.G. meeting held on 29.11.2017.

Agenda 4: Modification, Restructuring and Approval of Procurement Plan under the heads

- 4.1 Procurement of goods
- 4.2 Academic Processes
- 4.3 Operating cost

The B.O.G. was informed that Procurement Plan as approved in the last B.O.G meeting was uploaded in PMSS, It was approved by NPIU also (Annex -III).

- 4.1 Procurement of goods



When the purchase of procurement through GeM was started, some problems arose. To sort out the problems, Procurement Plan needed to be restructured to support PMSS to GeM process. NPIU consultant has given the time for this in first week of April 2018.

Specifications of some items also needed some modifications. The numbers of some items also required some adjustments as per requirement. These Modifications have already been included in Annexure-III.

4.2 Academic Processes

Under the Academic processes the institute proposed the following programmes

- i) Induction Programme
- ii) Seminar on Disaster Management
- iii) Start Up Workshop
- iv) Workshop on Professional Skill Development
- v) Pedagogical training
- vi) Industry Meeting
- vii) Workshop on NBA Accreditation/ SAR Preparation

4.3 Operating cost

For payment of salary of NPIU Teachers, a new sub head 1.1.4.1 was created by NPIU and the fund was allocated under this sub head.

The B.O.G. appreciated for adopting GeM process for procurement.

The B.O.G. requested S.P.I.U. officers to solve the P.M.S.S. Problem so that the procurement could be done smoothly. The B.O.G. allowed the modification and restructuring of Procurement Plan as per need and got approval from NPIU, New Delhi, so that the procurement could be done in time frame. The B.O.G. directed the institutions to ensure all pending procurements of Procurement Plan for the first 18 months of the programmes in the first Quarter F.Y. 2018-19. The items/ services available on the GeM should be procured through GeM and other items not available on GeM should be procured through shopping.



Agenda 5: Engagement of staff for TEQIP Cell

For engagement under TEQIP Cell, advertisement for all post approved by S.P.I.U., was made. The selection committee conducted interview for the selection of candidates for the following Posts:

- (1) Account Assistant
- (2) Office Assistant
- (3) Messenger Cum Helper

On the post of Office Assistant and Messenger Cum Helper, Mr. Zulfekar Ahmad and Mr. Shyam Mohan Mishra were selected. They have joined respective posts.

On the post of Account Assistant the person selected was found to be above the age limit as decided by S.P.I.U. So he was unfit.

Program Manager / Consultant: No candidate was found suitable.

Without Account Assistant it is very difficult to run the programme properly. The selection for the above two posts are needed.

The B.O.G. decided to re-advertise the posts of Account Assistant and Program Manager/ Consultant at the earliest to fill the above posts with suitable personnel. The B.O.G. nominated and added the name of Sri Prabhat Kumar Sinha, member B.O.G., in Selection Committee.

Agenda 6: Approval of the Action Plan for Quarter 1 of F.Y. 2018-19.

The B.O.G. was apprised that NPIU has already approved the Action plan of Quarter 1 of F.Y. 2018-19 (Annex-IV).

The B.O.G. accorded post approval to Action Plan of Quarter 1 of F.Y. 2018-19.

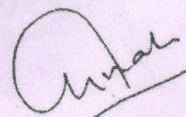
Agenda 7: Approval of expenses already made in connection with TEQIP-III till date.

The Principal apprised the Board with the expenditure made under TEQIP-III till date as per (Annex -V).

The B.O.G. approved the expenditure made under TEQIP till date (28-03-18) as annexed.

Agenda 8: Approval of facilities for TEQIP CELL officials and staffs.

The B.O.G. considered letter No.- F.N .- 16-26/2017 T S VII dated 27 Sept. 2017 of MHRD, Govt. of India, New Delhi (Annex-VI) and resolved to approve :



Local travelling charged @ Rs. 225/- per day to officers / Teachers and Rs 113/- per day to staff of TEQIP Cell / College for working in Holidays for TEQIP programmes without any receipt/ voucher.

Agenda 9: Any other matter with permission of Chair.

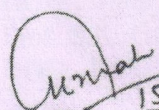
- 9.1 The Principal informed the B.O.G. that "SWAYAM PRABHA" is one of the important programmes of TEQIP. The B.O.G. had already approved the purchase of DTH & TV to run SWAYAM PRABHA programmes in the first meeting on 29-11-2017 (Agenda 1.10).

The college purchased Two T.V. costing Rs. 1.80 lakh from the College Development Fund. The reimbursement of the amount to the collage Dev.-Fund from TEQIP is needed.

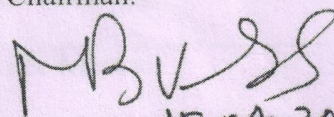
The B.O.G. approved the expenditure for purchase of two T.V.s at the cost of Rs.1.80 lakh and directed to reimburse the amount Rs. 1.80 lakh to the College Development Fund of D.C.E. from TEQIP account.

- 9.2 Respected member Prabhat Kumar Sinha assured the B.O.G. that he will do his best for the D.C.E. students' Training & Industry Visit.
- 9.3 As requested by the Principal, the Examination Controller, A.K.U. & Member B.O.G., Dr. Rajeev Ranjan assured that the T.R. of all students of Current Session and also of the last three Sessions will be made available to the college at the earliest.

Meeting was concluded with Vote of thanks to the Honorable Chairman.


15.04.18
Dr. Aseem Kumar Thakur

Principal, D.C.E, Darbhanga

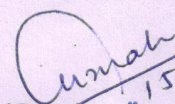

15.04.2018.
Prof. Manas Bihari Verma

Chairman, B.O.G

Ret.no. 447

Date 15.04.18

Copy To All honourable members for kind information and necessary action.


15.04.18
Principal
D.C.E. Darbhanga