

Minutes of the 3rd meeting of the Board of Governors of Darbhanga College of Engineering, Darbhanga on 18-09-2018

The 3rd meeting of the Board of Governors of Darbhanga College of Engineering, Darbhanga is held on 18-09-2018 in the College.

Preliminaries: The members of the Board assembled in the office of the Principal at 11:00am. 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	Post	E-mail/ Mobile No.
01	Prof Manas Bihari Verma Former (Distinguished Scientist DRDO, Director ADA, Programme Director LCA Bangalore,	Chairman	mbverma@rediffmail.com Mob: 9934663428
02	Prabhat Kumar Sinha Co-founder & Director, Astric Computers (I) Pvt. Ltd.	Member	prabhat.sinha@astric.in Mob: 9431017775
03	Madam Bushra Zaman Nodal officer (Academics) S.P.I.U., Bihar	Invitee Member	bzaman27@gmail.com Mob. No.- 8699511269
04	Dr. Amresh Kumar Rai, Principal D.C.E., Darbhanga	Member	dcedbg@rediffmail.com Mob: 8757519996
05	Dr. R.K. Singh Associate Prof., M.C.E., Motihari	Member	rajendra.dce1@gmail.com Mob: 9835605196
06	Dr. A.K. Choudhary Assoc. Professor, Deptt. Of Physics D.C.E., Darbhanga	Member	Anilkumarchoudhary5@gmail.com 9430033892
07	Dr. Raman Kumar Jha Assistant. Professor, Deptt. Of Mathematics D.C.E., Darbhanga	Invitee Member	Rkjhabce1985@gmail.com 9931823653
08	Dr. Makkhan Mishra Assistant. Professor, Deptt. Of Chemistry D.C.E., Darbhanga	Invitee Member	Drmakkhanmishra@gmail.com 9934720634
09	Mr. Ritesh Anand, Independent Consultant, Chartered Accountant, Patna	Invitee Member	Riteshanand.ca@gmail.com 9771421521

The BOG discussed the agenda prepared by the Principal and approved it with inclusions of the suggestions given by the members and invited members.

[Signature]

Agenda 1. Welcome to the Chairman and B.O.G members by the Principal and Approval of the Minutes of the last Meeting.

The Principal welcomed the Chairman and members of the Board. He also informed the B.O.G., that I.I.T., Patna is now the Mentor Institute of D.C.E., Darbhanga in place of I.I.T. Kanpur, Dr. Sumanta Gupta, Co-ordinator, TEQIP-III, I.I.T. Patna is nominated as invitee member, Sri Keshav Kumar, State Project Director S.P.I.U., Bihar is also nominated as the invitee member of B.O.G. The B.O.G. welcomed the nomination of new members and hope new members will take pain for their presence from the next B.O.G. meeting in the benefit of the institute. The Principal also thanked the Chairman and all the members for attending the meeting inspite of their busy schedule.

Minutes of the Second Meeting of the Board of Governors held on 28.03.2018 was approved by all members of the BOG present.

Agenda 2. Presentation on Status, Progress and activities of the TEQIP-III project of D.C.E., Darbhanga

The Principal gladly apprised the Board in detail on the under mentioned issues with Power Point presentation.


Building

- ❖ As advised by the B.O.G. in the first meeting the D.S.T. sanctioned the allotment of 33.81 crore for construction of building in the main campus. The construction of Academic Building is started. This will solve our space problem to great extent.

Faculty

- ❖ Two regular faculty has joined the institution in the department of Computer Sc. & Engineering. However, Dr. R.K. Singh Associate Professor, Mechanical has been transferred to M.C.E., Motihari.
- ❖ Two Faculty of Civil Engineering Mr. Rakesh Kumar Yadav & Mr. Atul Kumar Agrawal have been transferred by N.P.I.U. to other institutions.
- ❖ Presently, the institution has 11 regular faculty and 35 contract faculty members that makes it a total of 46 faculty out of 64 sanctioned post.

Faculty Training

- ❖ After the 2nd B.O.G. meeting on 28-03-2018, 18 faculty participated in 29 workshops and Seminar conducted at I.I.T., Kanpur, I.I.T., Hyderabad, I.I.T., Roorkee, I.I.T. BHU, I.I.T., Dhanbad, N.I.T. Patna, B.I.T. Sindri and other reputed institutions.
 - ❖ Almost all faculty have attended at least one seminar or workshop.
 - ❖ Six faculty have been registered for Ph.D. Program in NIT, Patna.
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GATE

- ❖ For GATE Classes, Engineers Academy Jaipur is selected as Service Provider. The classes are conducted from 5th Sep. 2018.
- ❖ For the last session (2017-2018) the GATE classes were conducted by the institute faculty.
- ❖ Out of Two Hundred Fifteen Students (215), Fortyfive (45) students have qualified the GATE 2018.

Induction Programme

- ❖ For the 1st year session 2018-2019 the 21 days induction program started on 27-08-2018.

Employability Skill Training

- ❖ For Employability skill, training of 3rd year students Ethnus Consultancy Services Pvt. Ltd. Bangaluruhas been selected. The training will start on 20-09-2018.

Employability Skill Test

- ❖ For Employability Skill Test the service provider Aspiring Minds Assessment Pvt. Ltd. Gurgoan has conducted Orientation Programme on 31st Aug. 2018. The test will be completed by 30th Sep. 2018.

Internship

- ❖ In the last Session, out of Two Hundred Fifty Five (255) final year students, Two Hundred Fifty Two (252) students undergone internship in different industries.
- ❖ Fifteen (15) students have attended "Introduction to Manufacturing Process" training program at I.I.T., Kanpur.
- ❖ Twenty (20) students of Civil Engineering (6th Sem.) are selected and participated in "Earthquake resisted design based on recently revised seismic codes" (5-7 April'2018) at I.I.T., Patna.

Workshop/Seminar/Training in institute

- ❖ A soft skill workshop (5-6 April'2018) was conducted in the institute in which One Hundred fifteen students have participated.
 - ❖ A three day workshop on "introduction to data Science using python" was conducted by Mr. Mohit Kumar, Data Scientist, HighQ Salutation, Ahamabad on date 15 -17 Sep'2018.
 - ❖ Dr. Pankaj Kumar, N.I.T. Patna had given an expert lecturer on "Challenge in town planning on 13-09-2018.
 - ❖ Dr. Preetam Kumar, I.I.T. Patna will deliver expert lecture on 28-09-2018 on Electronics & Communication.
- K.K. Singh

Tech Fest

- ❖ Twenty six students have attended TECH FEST Programme at N.I.T. Jamshedpur.

Start -Up

- ❖ Five faculty members and Twenty Three students visited the Bihar Entrepreneurship Summit 2018 at Patna.
- ❖ A motivational lecturer on "Youth upliftment with visionary approach (YUVA) is being conducted by the expert from Bihar Entrepreneurship Association on today (18-09-2018).

SWAYAM

- ❖ Twenty one (21) faculty and Eighty Three (83) students are registered in different courses in SWAYAM.

Membership of Professional Body

- ❖ The institute has completed the formality and payment is made for membership and also got the membership conformation of Institution of Engineers, (India)

Library

- ❖ The institute has registered as institutional member of National Digital Library, I.I.T., Kharagpur.
- ❖ The institution has also registered in E-SHODH SINDHU.

Accreditation

- ❖ N.P.I.U. has set year 2020, revised target for N.B.A. accreditation of the programme of D.C.E., Darbhanga.
- ❖ The Registration of accreditation has been already done.
- ❖ All the four Departments are preparing the Vision, Mission, PEOs, POs & Cos. The Chairman suggested that the NBA Accreditation Documents should be completed by all Departments in a time bound manner and with urgency. He also requested the Principal to review the progress with all Departmental Heads and concerned Faculty Members.

EAP

- ❖ The total students of 238 have been admitted in first year (2016-2017). Out of which Twenty Eight students are promoted to the second year without back log. So transition rate of our students is **95.8%**. Under SC/ST Category transition rate is 95.24% and female students transition rate is 100%.
- ❖ Under SWAYAM courses, seven SC Category students, One ST Category student and Eleven Female students are registered.

Environment

- ❖ The students have done plantation work in Hostel Premises with the help of forest Department.
 - ❖ Five Hundred trees will be planted in Hostel Premises soon.
- Intan*

Agenda -3, The Action taken Report on suggestions and decisions of 2nd B.O.G. Meeting and the confirmation of the minutes of 2nd B.O.G. meeting.

The Principal Placed the Action taken Report on suggestions and decisions of 2nd B.O.G. Meeting.

Action Taken Report

Agenda No.	Decision	Action Taken	Remarks
3.1.	Problem in P.M.S.S. Software	S.P.I.U. & N.P.I.U. Continuously Monitoring	
3.2.	Provision of Awarding Credit for SWAYAM Course by A.K.U.	To be decided by A.K.U. Bihar	
3.3.1.	Nomination of Teacher -Mentor	The Institute has already notified Teacher-Mentor for each student	
3.3.2.	Strengthening START-UP CELL	START-UP CELL is functioning	
3.3.3.	Industry Visit for the Students	The institute having no buses, requested Director, Sc.&Tech., Bihar, Patna for providing the buses. For hiring buses or small four wheelers no tour travel agency having GSTIN is identified in Darbhanga. However we are motivating the students to participate in Industrial Training.	
4.&6.	Purchase & Expenditure	The institute has purchased the equipment's through GeM of amounting Rs – 39,83,348=00. The purchases of the other items are under process. Out of seven academic Programmes four Programmes are conducted. In addition to these expert Lectures were delivered by the reputed resource persons.	
5	Engagement of Staff for TEQIP-CELL	The institute readvertised the posts of Programme Manager/Consultant and Account Assistant. After conducting the interview Programme Manager/Consultant and Account Assistant have been selected and joined on 20-08-2018.	
7&8	Approval of expenses & Facilities	Approved by the B.O.G.	
9	Reimbursement of cost of 2TV, purchased for SWAYAM to College Dev. Fund. T.R. of Students of Last three session to be made Available to institute by A.K.U., Bihar	Complied T.R. of the current session was made available by A.K.U., Patna	

The B.O.G. discussed the details of minutes of the 2nd meeting & Action Taken Report. As the G.S.T. registered Tour & Travel Agency is not available in Darbhanga, So the B.O.G. discussed it with CA Mr. Ritesh Anand, His expert advice is "The registration for GSTIN is mandatory for the local service providers required only when the annual turnover of the service provider exceeds Rs.- 20,00,000 per year. Hence based on the local conditions and strength of turnover, GSTIN are not

K. Anand

available for majority of service provider, who are providing competitive rates, Therefore the Bill for the services and small purchases (e.g. travel, tour etc) may be accepted without GSTIN.

The B.O.G. accepted the advice of Chartered Account and accordingly the B.O.G. allowed the institute to hire the Buses & small Vehicles for different activities of the institute without G.S.T. Bill and make payment the bill without G.S.T. Also for small items to be purchased and servicethe Bill without G.S.T. is allowed for payment to the vendors fulfilling the above criteria.

Agenda-4 : Approval of Procurement Plan

The Principal presented the lists of equipments prepared department wise (Annexure- 1).for coming 18 months procurement plan. He also informed that the A.K.U., implemented the A.I.C.T.E. Curriculum from 2018-2019 session in the month of August. Accordingly the modification in the list is required.

The present procurement plan is modified after the decision of last B.O.G. meeting to purchase through GeM.

The B.O.G. directed the principal,that meeting of each department be convened and list of equipments needed by them be finalized by Oct'15, 2018.

The B.O.G. accorded the approval to the modified procurement plan(Annexure-1A)

Agenda -5 Post-facto Approval of Action Plan of Qr.- 02 (July-September 2018)

The Principal presented the action plan of Qr.-2 (July-September 2018) (Annexure.-2)

For post facto approval.

The Principal regretted for late conducting 3rd B.O.G. meeting due to unavoidable circumstances and not getting the approval of Qr.-2 Action Plan in the time.

The B.O.G. Directed the Principal to organize B.O.G. meeting Quarterly.

The B.O.G. is apprised that N.P.I.U. has already approved the action plan of Qr-2 of the F.Y'2018-19.

The B.O.G. Accorded post facto approval of Action Plan of Qr.-2 (July-September 2018)

Agenda -6 : Approval of Proposed Action Plan of Qr.-03 (October – December 2018).

The Principal proposed the action plan Qr.-3 (October-December'2018) F.Y.-2018-19 (Annexure -III) before the B.O.G.

The B.O.G. discussed the action plan in detail and accorded approval to Action Plan of Qr.-3 of F.Y.- 2018-19 under the heads –

- (i) Procurement of Goods
- (ii) Academic Processes
- (iii) Operating Cost

K. K. G.

The B.O.G. directed the Principal to implement the Action Plan within time frame.

Agenda -7 :Approval of the expenditure made under TEQIP-III up to 17-09-2018

The Principal presented the expenditure made under TEQIP-III upto 17-09-2018 as (Annexure -IV)

The Principal also informed that there is miss match between the actual expenses and M-32.

S.P.I.U. & N.P.I.U. informed for reconciliation.

The B.O.G. approved the expenditure made under TEQIP-III up to 17-09-2018 .

The B.O.G. request S.P.I.U. member to see the matter urgently.

Agenda -8 : Approval of Appointment of Programme Manager/Consultant & Account Assistant.

The B.O.G. is informed that -

1. Mr. Krishana Mohan Pd. Shrivastva is selected and appointed as Programme Manager/ Consultant. He has joined on 20-08-2018. His monthly remuneration shall be Rs. 50,000/-.
2. Mr. Ashutosh Kumar is selected and appointed as Account Assistant. He has joined on 20-08-2018. His monthly remuneration shall be Rs. 30,000/-.

The B.O.G. approved the appointment of Programme Manager/ Consultant and Account Assistant

Agenda-9 : Approval of selection of service provider

The B.O.G. is apprised that Engineer's Academy, Jaipur and Ethnus Consultancy Services Pvt. Ltd. Bangalore, are selected by inviting quotations and the agreements are signed with them as Service provider for GATE training and employability skill training respectively.

With Aspiring Minds Assessment Pvt. Ltd Gurgaon, the agreement is done for employability skill test.

The B.O.G. accorded the approval to the selection of these service provider and execution of agreement with them.

Agenda -10 : Approval of Rate of Honorarium for instructor of YOGA, Panting, Music etc.

The Principal informed the B.O.G. that NPIU has fixed the rate of honorarium of different cadre of professors but there is no rate for instructors. Under Induction Programme, YOGA, Panting, Music etc. are essential. For which the availability of resource person of professor cadre in Darbhanga is almost negligible so the programme is performed with the help of instructors.

The Principal proposed the honorarium for instructor Rs.- 500 (five hundred) / hour.

The B.O.G. accorded to the approval to the rate of the honorarium for the instructor and other equivalent resource person, Rs.- 500/- per hour for which the rate is not fixed by the NPIU.

W. K. G.

Agenda -11 :Approval of the different committee formed and their functioning

The B.O.G. is apprised that for smooth running of the Programme, the following committee are formed.

S.No.	Name	Office Order
01	Departmental advisory committee (N.B.A.)	No.- 553 date – 22-05-18
02	Procurement Cell	No- 809 date – 11-06-2018
03	Finance Cell	No- 809 date – 11-06-2018
04	Faculty & Staff Development Cell	No- 809 date – 11-06-2018
05	Language & Personality Development Cell	No- 809 date – 11-06-2018
06	Time Table Cell	No- 809 date – 11-06-2018
07	SWAYAM Cell	No- 808 date – 11-06-2018
08	Academic Committee	No- 812 date – 12-06-2018
09	Training & Placement Cell	No- 1115 date – 08-09-2018

The B.O.G. approved the formation of above committee.

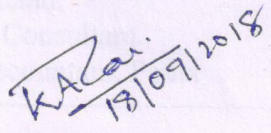
The B.O.G. also suggested for formation of EAP committee, environment committee,

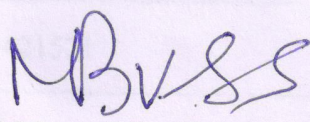
The B.O.G. noticed that the committee formed are not functioning properly. So, the B.O.G. directed the Principal to organize the monthly meeting of the committee and proceeding should be maintained. The Principal is authorized to reconstitute the committee as and when required for making the committee more functional.

Others

- The B.O.G. has taken notice of Wi-Fi connectivity . The Principal informed that Wi-Fi connectivity is available in the institute through BELTRON, but in spite of repeated reminder to his representative in the institute, the Wi-Fi is not functioning properly.
- The B.O.G. directed the Principal to take Wi-Fi connection under the provision of TEQIP.
- The B.O.G. also taken the notice of washroom facility in the campus.
The B.O.G. directed the Principal to ensure at least two washroom, one for female and one for gents.
- The B.O.G. Directed the Principal to finalize the Vision and Mission of the institute and for each programme with help of faculty & expert and put up for approval in next meeting.
- The B.O.G. decided all the members and invited members participating in the BOG meetings will be paid Honorarium.
- The Chairman thanked the members for attending the meeting and for their valuable suggestion and inputs. He also thanked the Principal for arranging the meeting and for his hospitality.

The meeting is concluded with vote of thanks to the honorable Chairman.


Dr. Amresh Kumar Rai
Principal
D.C.E, Darbhanga


Prof. Manas Bihari Verma
Chairman, B.O.G

Letter No. 1302

Date 9-10-18

Copy to:

1. Chairman
2. Director, DST, Patna
3. S.P.I.U
4. N.P.I.U

For information & necessary action.

Principal
D.C.E., Darbhanga
9/10/18

Others

- The B.O.G. has taken notice of Wi-Fi connectivity. The Principal informed that Wi-Fi connectivity is available in the institute through BHELTRON, but in spite of repeated reminder to his representative in the institute, the Wi-Fi is not functioning properly.
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M. B. V. S.

Prof. Manas Bilal Yanna
Chairman, B.O.G.

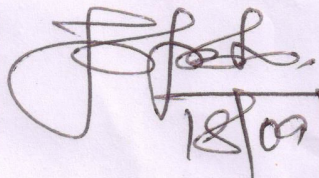
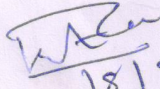
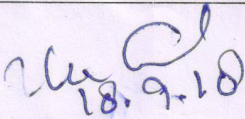
K. S. S. S.

Dr. Animesh Kumar Baid
Principal
D.C.E., Darbhanga

Darbhangha College of Engineering, Darbhanga

3rd B.O.G. meeting held on ~~19-09-2018~~ 18.09.2018

Presence of member

S.No.	Name	Post	Signature
01	Prof Manas Bihari Verma Former (Distinguished Scientist DRDO, Director ADA, Programme Director LCA Banglore, Chairman BoG NIT Patna) E-mail : mbverma@rediffmail.com Mob: 9934663428	Chairman	MBVSS 18/09/2018
02	Prabhat Kumar Sinha Co-founder & Director, Astric Computers (I) Pvt. Ltd. C.E.O. E-mail : prabhat.sinha@astric.in Mob: 9431017775	Member	 18/09/18
03	Madam Bushra Zaman Nodal officer (Academics) S.P.I.U., Bihar E-mail : bzaman27@gmail.com Mob. No.- 07568327021	Invittee Member	Bzaman 18/9/18
04	Principal D.C.E., Darbhanga E-mail : dcedbg@rediffmail.com Mob: 8757519996	Member	 18/9/18
05	Dr. R.K. Singh Associate Prof., M.C.E., Motihari E-mail : rajendra.dcel@gmail.com Mob: 9835605196	Member	 18.9.18
06	Dr. A.K. Choudhary Assoc. Professor, Deptt. Of Physics D.C.E., Darbhanga	Member	Ak Choudhary 18/9/18
07	Dr. Raman Kumar Jha Assistant. Professor, Deptt. Of Mathematics D.C.E., Darbhanga	Invittee Member	Raman 18/9/18
08	Dr. Makkhan Mishra Assistant. Professor, Deptt. Of Chemistry D.C.E., Darbhanga	Invittee Member	Mishra 18.09.18
09	Mr. Ritesh Anand, Independent Consultant, Chartered Accountant, Patna	Invittee Member	Ritesh Anand 18/09/18