

Darbhanga College of Engineering, Darbhanga, Bihar

TEQIP-III

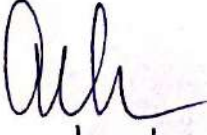
Minutes of the 6th Meeting of the Board of Governors

Held on 22-06-2019

The 6th meeting of the Board of Governors (BoG) of Darbhanga College of Engineering, Darbhanga was held on 22.06.2019 on the College campus. The following dignitaries were present in the meeting:

Sl.No.	Name	Email id and Mobile no.	Designation
1.	Prof. Manas Bihari Verma Former (Distinguished Scientist DRDO; Director ADA, Programme Director, LCA Bangalore; Chairman, BoG, NIT Patna)	mbverma@rediffmail.com Mob: 9934663428	Chairman
2.	Shri Sanjeev Kumar, I.A.S. Director, Department of Science & Technology, Govt. of Bihar, Patna	directordst@bihar.gov.in Mob: 7759090779	Member
3.	Shri Om Prakash Kheria Industrialist, Darbhanga	Mob: 9334934666	Member
4.	Shri Rajeev Ranjan Kumar, Controller of Examination, Aryabhatta Knowledge University, Mithapur, Patna 800001.	rrnitp@gmail.com Mob: 8102926977	Member
5.	Dr. A K Rai, Associate Professor, Dept. of Civil Engg., Darbhanga College of Engineering, Darbhanga.	amareshkumar1959@gmail.com Mob: 9835489030, 8757519996.	Member
6.	Dr. Raman Kumar Jha, Head, Dept. of Mathematics, Darbhanga College of Engineering, Darbhanga	rkjhabce1985@gmail.com Mob: 9931823653, 7549289065	Member
7.	Dr. Bushra Zaman Nodal Officer (Academic), State Project Implementation Unit (SPIU), TEQIP-III, Indira Gandhi Planetarium Campus, Patna 800001	bzaman27@gmail.com Mobile: 8699511269	Invitee Member
8.	Prof. Achintya Principal, DCE, Darbhanga	dcedbg@rediffmail.com Mob: 9835050340	Member Secretary

Professor Achintya, Principal, DCE and Member Secretary, BoG, welcomed all the Hon'ble Members to the 6th Meeting of the BoG on TEQIP – III Project.


27/06/2019

Proceedings & Minutes of the Meeting

I. Review of the last 'Minutes of Meeting' (MoM) and the 'Action Taken Report' (ATR)

Prof. Achintya read out the last (5th) MoM and the ATR. He apprised the BoG Members of all the compliances and actions taken on the decisions of the last (5th) BoG meeting held on March 28, 2019. He also informed the BoG about the failures to take suggested actions on certain points with the reasons and challenges. The BoG expressed satisfaction on the compliances and approved the last MoM and the concerned ATR.

II. Status and Progress of the TEQIP – III Project at DCE, Darbhanga

The BoG reviewed the progress made in this project so far. They noticed that just 25% of the total fund allocated was utilized which itself was within the perimeter of the target as fixed by the National Project Implementation Unit (NPIU), New Delhi.

BoG had detailed discussions on the underlying reasons for the poor financial performance of the Institute in the TEQIP – III Project. Following root causes were identified:


1. Purchase committee meeting could not take place due to Code of Conduct of the Parliamentary Election. Besides, about 95 per cent faculty members and staff were busy in EVM sealing work of two parliamentary constituencies, viz. Darbhanga and Madhubani.
2. Construction of Academic Building is in progress and the likelihood of the completion of construction of Buildings is 6 months.
3. 25% target of procurement was achieved. However, the 25% of Project Life Allocation (PLA) was not achieved within time. Fresh target of 50% PLA is set to be complete before next JRM.
4. For the renovation of washrooms, NPIU norms are not met by the bidders in previous two tendering process as it was decided to find a way, with the consent of SPIU/NPIU to get it done.
5. Though the Compliance of Auditor's report was presented, yet there exists some issue of TDS mismatch. SPIU assured to resolve the long pending issue of TDS mismatch.


27/06/2019

III. The BoG took the following decisions:

1. Planning for some workshop and training for communication capability should be reinforced. English Communication Training is to be provided. Improvement is to be mapped through Pre-Assessment and Post-assessment tools, like an Exit test of IELTS/TOEFL/BEC. Planning and Execution of training to be prepared on at the earliest. Software may be procured for assessment.
2. TEQIP III fund can be used to make purchases related to Library. It needs to be noted that maximum of purchase is to be procured through GEM, and then other methods could be followed where GEM is not possible.
3. Install a campus announcement system with multiple lines. Install CCTV to cover every portion of the campus except washrooms.
4. Install intercoms with IP system.
5. Hand-held microphone systems for announcement.
6. Developing a plan for electric system; connection with generator.
7. Generator to be purchased. To be cross-verified if purchase can be made through TEQIP III.
8. LAN: NKN will furnish with cables till the gate. Extension of cables inside/on campus shall have to be taken though TEQIP III. On Urgent basis.
9. Report of Monitoring of Internet Speed to be submitted on daily basis. If found inconsistent with vendor, it needs to be brought to immediate notice of the vendor.
10. Parental control may be set up by the admin body to avoid unnecessary downloads by students.
11. 2 (two) units of Heavy-Duty Photocopier to be purchased.
12. Software: For the software purchased, AMC for Softwares for matters related to Software upgradation must be taken.
13. TOILETS to be renovated on urgent basis to the best possible modern quality at the earliest.

Suggestion: Estimate to be procured, quotation to be tallied with vendor, quality control. If no vendor is mentioned, listing of the available vendor is a possibility. For amount less than INR 65 lakhs, shopping method can be taken up. Discuss with Gaya Engineering College, Gaya regarding toilet renovation work related issue.


27/06/2019

14. 10 (ten) Units of RO Machines for Drinking Water purpose to be purchased. RO Machines to be installed in the admin block, Building for Classroom, Library and Hostel, Reading room of hostel. On Urgent basis.

15. Waste Management: An Incinerator may be purchased for waste treatment process to dispose the trash/garbage (suggested by Dr. Bushra Zaman).

16. One general purpose color printer should be purchased.

IV. To present and seek approval of 'Procurement Plan' under TEQIP – III Project

A. Approval of Purchased items

The Principal informed the BoG that under procurement head a total of Rs. 1,64,63,829/- (Rs. one crore sixty four lacs sixty three thousand eight hundred twenty nine) has been completed. Lab equipment worth Rs. 1.4 Crore and some other items worth approximately Rs. 55 lacs are in progress. (Total value of items under progress is Rs. 1,94,51,999).


The BoG approved the total payment of 1,64,63,829/- (Rs. one crore sixty four lacs sixty three thousand eight hundred twenty nine) made under the procurement head.

B. Approval on the Procurement Plan

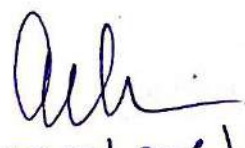
The principal presented the list of items including lab equipment before BoG for approval. The detailed list of items under revised procurement plan is as follows.

i. List of Lab equipment

ELECTRICAL AND ELECTRONICS ENGINEERING DEPARTMENT		Qty.	Cost (INR)
SN	ELECTRONIC DESIGN LAB		
1	PCB Prototype machine	1	900000
2	FPGA Board	5	50000
3	PCB prototype machine	1	20,00,000
	PCB inspection system	1	
	Soldering and de-soldering station	3	
	MACHINE LAB-1		
4	DC shunt motor with Board Panel	1	150000
5	DC shunt generator	1	180000
6	3- ϕ induction motor	1	170000
7	Rubber Mat (200 sqft). 200/sqft	1	50000
8	Safety hand glove	10	5000


27/08/2019

	POWER SYSTEM LAB		
9	DC motor coupled with synchronous generator.	1	200000
10	Overcurrent relay, Earth fault relay	1	100000
11	Numerical distance relay	1	150000
12	Percentage biased differential relay, three phase Transformer	1	80000
13	Differential relay	1	80000
14	Over voltage relay	1	80000
15	Solar PV module	4	40000
	MEASUREMENT LAB		
16	3- Phase power measurement		20000
	PPAS LAB		
17	Under Voltage & Over Voltage Relay Testing System	4	400000
18	Transmission Line Training System	4	160000
19	Function generator	5	250000
		Total	5065000
Mechanical Engineering Department			
	PRODUCTION LAB		
20	Hydraulic Press	1	300000
21	shaper hydraulic machine	1	180000
	THERMAL LAB		
22	Unsteady State Heat Transfer Appartus	1	60000
23	Heat Transfer in Film and Dropwise Condensation	1	70000
24	Convective heat transfer coefficient (flat plate)	1	20000
25	Bomb Calorimeter	1	12000
26	Mechanical Heat Pump Test	1	100000
27	Cooling Tower set up	1	50000
		Total	792000
Civil Engineering Department			
	FM LAB		
28	Bernoulli's Apparatus	2	110000
29	Orificemeter	2	48000
30	Impact of jets apparatus	2	76000
31	Length of establishment of flow apparatus	2	43200
32	Velocity distribution in pipe	2	100000
33	Laminar flow measuring device	2	89980
34	Hydrostatic force on flat surfaces	2	80000
	TRANSPORTATION LAB		
35	Ductility test on bitumen	1	94990
36	Abrasion Test	1	60000
	MATERIAL LAB		
37	Flexural testing machine	1	200000


 27/06/2019

38	Concrete mixture(semi automatic)	1	100000
ENGG GEOLOGY LAB			
39	Group of minerals	2	200000
40	Different types of rock	2	
41	Contour maps	2	
42	Physical maps	2	
43	Fault and fold	2	
GEOTECHNICAL ENGG			
44	Relative density(vibratory table)	1	60000
45	Unconfined compression strength	1	50000
ENVIRONMENTAL ENGG			
46	Drying Oven	1	11000
47	Dessicator	2	7500
48	Muffle Furanace	1	11500
49	Magnetic stirrer	1	4200
50	Floculator-jar test apparatus	1	22000
51	BOD Incubator	1	56000
52	COD Apparatus	1	25000
53	Hot plate	1	6000
54	Water bath	1	5500
55	Autoclave	1	11000
56	Spectrophotometer	1	150000
57	RSPM	1	50000
58	Spectrometers digital	1	1350000
59	Distillation plant	1	50000
HYDRAULICS Lab			
60	Electrically threephase wind tunnel	1	275000
61	Ventury flume	1	192500
62	Velocity distribution in open channel flow	1	192500
63	Standing wave flume	1	140000
64	Flow under sluice gate	1	165000
65	Block type acrylic diffrenstial manometers	3	105600
INSTRUMENTATION LAB			
66	Pressure gauge calibration kit	4	12000
67	Pressure sensor device	4	4000
68	Temporary sensor device	4	4000
69	Inclinometer	4	40000
70	Digital inclinometer	4	40000
71	Thermoelectric potential	4	5000
72	Electrochemicl potential	4	12000
73	Analog to digital convertor kit	4	11200
74	Summing amplifier kit	4	11500


 27/06/2019

75	Differential amplifier kit	4	10000
76	Digital to analog convertor kit	4	12000
77	Active filter kit	1	1000
		Total	4305170
Grand Total = 101,62,170			

ii. **Procurement Plan for Library**

SN	Items	Qty.	Unit Cost (Approx.)	Estimated Cost
1	Barcode Printer and scanner	01set	50000	50000
2	Coaching Material for GATE and ESE	12 set	12000	144000
3	Coaching Material for CAT	06 set	10000	60000
Total				2,54,000

iii. **Procurement plan for EAP**


SN	ITEMS	Qty	Approximate cost
1	System/Laptop	01	80,000/-
2	Printer (with Photostat facility)	01	15,000/-
3	Letter Boxes	02 Pc	1000/-
4	Almirah	01	18,000/-
Total			1,14,000/-

iv. **Procurement Plan for Computers, Laptops, and related furnitures and softwares.**

Item	Quantity	Unit cost	Estimated total cost
Computer	150	70,000	1,05,00,000
Laptop	43	60,000	25,80,000
Antivirus	200	1,000	2,00,000
MS Office	200	5,000	10,00,000
Computer Table	170	10,000	17,00,000
Chair	220	5,000	11,00,000
Drawing board	200	1000	2,00,000
Total			1,72,80,000

v. **Summary of the Procurement Plan (PP)**

Sl. No.	Items	Total estimated Cost
1	Lab Equipment (Phase-2)	1,01,62,170
2	Library	2,54,000
3	Items for EAP	1,14,000
4	Computers, laptops furniture and related software	1,72,80,000
Total		2,78,10,170


27/06/2019

vi. **Overall summary and status of Procurement head (1.1.1) (allotted budget is 6 Cr)**

SN	Status	Value (in Rs.)
1	Completed	1,64,63,829
2	In-Progress	1,94,51,999
3	Revised plan to be approved	2,78,10,170
	TOTAL	6,37,25,998

The total budget allotted in Procurement head is 6 Crore which includes 30 lakhs (5%) for minor civil works.

The procurement plan exceeds the allotted budget. However, in anticipation of some deviation in actual cost with the estimated cost, the Principal requested the BoG to approve the procurement plan. Further, the Principal requested the BoG to authorise Principal/Procurement committee to make some minor changes in the specifications or the quantity of the planned items in view of the budget constraints.

The BoG insisted to carry out the civil works related to renovation of existing toilets at the earliest and make it as modern as possible with latest technology equipment.

SPIU representative suggested that an additional budget, if required, for minor civil works may be requested to NPIU.


The BoG discussed and unanimously approved the procurement plan listed in agenda IV(B).

V. **To present and seek approval of 'Academic Plan' under TEOIP – III**
Project:

A. **Post facto approval**

Post facto approval was taken for Conferences/Seminars/Workshops/CEPs/Short term and long term courses, etc. attended by the following Faculty members:

- ✓ Mr. Amit Kumar, 2018 IEEE MTT-S International Microwave and RF Conference (IMaRC) at Hotel Novotel, Kolkata on 28 - 30 Nov. 2018; Total expenditure: ₹ 20,436.
- ✓ Ms. Sweta Kumari, 4th International Conference on "Microelectronics, Computing & Communication System (MCCS-2019) at Advance Regional Telecom Training Centre, Ranchi, Jharkhand on 11 - 12 May, 2019; Total expenditure: ₹ 20,600.
- ✓ Ms. Ratnakshi Roy, International Conference on "Digital Pedagogies" at AICTE Auditorium, New Delhi on 1 - 3 Apr. 2019; Total expenditure: ₹ 19,578.
- ✓ Dr. Ravi Ranjan, "Continuing Education Program on "Fabrication of Optoelectronic Devices & Sensors - Hands-on Experience (FODS-2019)" at Department of Physics, NIT, Warangal on 17 - 21 June, 2019; Total estimated expenditure: ₹ 17,700.
- ✓ Mr. Prashant Kumar, Short term course on "Sustainable Urban Transport: Design of Infrastructure and Facilities" at Vikramshila Complex, IIT Kharagpur on 15 - 17 Feb. 2019; total expenditure: ₹ 5700.


27/06/2019

- ✓ Mr. Prashant Kumar, International conference on "Digital Pedagogies" at AICTE Auditorium, New Delhi on 1 - 2 Apr. 2019; Total expenditure: ₹ 11,800.

B. Pre-approval

- ✓ Dr. Ravi Ranjan, "International Conference on Optics & Electro-Optics (XLIII Symposium of Optical Society of India) (ICOL-2019)" at Instruments Research and Development Establishment (IRDE), Dehradun on 19 - 22 Oct. 2019; Total estimated expenditure: ₹ 21,700.
- ✓ Dr. Puja Kumari, "3rd International Conference on Condensed Matter & Applied Physics" at Veterinary Auditorium, Rajuvas, Bikaner on 14 - 15 October, 2019; Total estimated expenditure: ₹ 27,000.
- ✓ CELTA (Certificate in Teaching English to Speakers of Other Languages) is a Cambridge English FDP on pedagogical training for English faculty. Asst. Profs. Miss Ratnakshi Roy and Mr. Ritwik Balo would like to undergo CELTA training. The fees for CELTA is ₹1,50,000 and the duration of the training is 120 hours (26 days; including Saturdays and Sundays). The estimated expenditure associated to this is approximately 4 Lacks for two faculties..

The post-facto approval of expenses incurred by respective faculty for conferences/seminars/workshops (mentioned in A) and Pre-approval of Conferences (mentioned in B) has been approved by the BoG. Further, the pre-approval of CELTA has been given with certain conditions such that they shall have to give an undertaking that they have to serve the college till the completion of the Project failing which they might have to refund the CELTA fee. It is the discretion of the principal regarding the terms and condition to be followed.

It was suggested that the NITTR may be contacted for various training programs. These activities should be done through services with tender process as suggested by SPIU.

C. GATE Training:

- ✓ Total 192 Students from final year registered for GATE 2019 in academic year 2018-19 and 11% of them have secured valid GATE score.
- ✓ Final payment of 10% of total agreement value will be made only after successful submission of the student performance report.
- ✓ For academic session 2019-2020, Tender will be floated for GATE training for selection of NPIU empanelled service providers. The commencement of GATE classes may begin from first week of August 2019 after the students return from summer internship.
- ✓ Around 150 students have registered their interest in taking up the GATE training classes at the college.

The BoG instructed for strict monitoring of attendance. Internal Assessment marks may be related with GATE classes' attendance.


27/08/2019

D. Employability Skill Training

- ✓ Employability skill training of 200 hrs for pre-final year students has been completed successfully by Ethnus Consultancy Services Private Ltd. in the month of April 2019.
- ✓ Pre training test and Post training test reports have been provided by service provider and analyzed for academic year 2018-19. An increase of more than 50% has been observed in the average score of students.
- ✓ For academic session 2019-2020, Tender will be floated for Employability skill training for selection of NPIU empanelled service providers. The commencement of Employability skill training classes may begin from first week of August 2019.
- ✓ More than 200 students have registered their interest in taking up the employability skill training classes at the college.
- ✓ Employability skill test by Aspiring Minds, for the academic session 2019-20, will be conducted from 12-18 August, 2019 (3 batches per day). Orientation session for the test will be conducted on 9th August, 2019.

For GATE and Employability Skills Training, Term of reference (ToR) is to be followed. For Employability Skills Training, i.e., Trainers must have minimum two years of work experience. Further, trainer has to be replaced/substituted by vendor within maximum two days time in case trainers are found to be not eligible or up to mark. College will ensure that the specified trainers are taking the classes and the students' feedback is taken on regular basis.

The BoG suggested formation of Committee for Employability Skill comprising Faculty Member, student member and member from service provider.

The BoG suggested making a plan for skill training for all batches and getting it done through services in PMS.

Mentorship: For every 20 students, 1 Faculty is to be assigned. Mentor should have a comprehensive knowledge on whereabouts, performance, and improvement of their mentees and maintain their file with details.


VI. Further Action Plan to strengthen and improve learning outcome of Darbhanga College of Engineering, Darbhanga

A. Placement and Internship

- ✓ 60 students of Civil engineering, 31 students of Computer Science Engineering, 28 students of Mechanical Engineering and 64 students of Electrical & Electronics Engineering have gone for summer internship as per the AKU norms.

The BoG suggested formation of Training and Placement committee comprising Faculty Member and Student members. It is to be more effective and functional if the committee already exists.

AICTE Model Internship Guidelines is to be followed for internship. Assignments and Project reports to be submitted and presentation must be made. TPO is to look after Internship as per guidelines.


27/06/2019

B. Accreditation

- ✓ SAR of Mechanical and Civil engineering branches have been filed for accreditation by NBA.
- ✓ The other two branches, CSE and EEE are preparing the SAR and it will be shortly before the Joint Review Meeting (scheduled in September 2019) by MHRD, Govt. of India.
- ✓ The institute has revised the Vision and Mission Statements of the all four programs which were to be approved by the BoG. (Annexure-I)

To that Students are sent to IIT Patna for conducting Lab experiments. This is to be included as testimony will prove be as significant record of evidence for NBA visit.

C. Swayam and Moocs

- ✓ Three (03) faculty and fifteen (15) students have registered in different courses on Swayam.
- ✓ Our plan is to ensure atleast 25 students and 5 faculty members to register in online courses. The reimbursement on expenditures will be approximately 1 Lakhs per quarter.

The BoG suggested to install Swayam application into every student's mobile and encourage them to take up online courses. Swayam classroom may be organized in the campus on regular basis. Mentor should oversee that it is achieved.


Report of students getting certificates from SWAYAM and MOOCs be prepared.

D. Equity Action Plan (EAP)

- ✓ The approved EAP (Annexure-II) has 14 points activity defined and we are making desired progress in administering those activities. Nine (09) of them are already on track.
- ✓ Improvement of subject knowledge of students is one action point, for which remedial classes are being taken and will continue in next semester.
- ✓ English and communication classes have already been taken in regular mode in all the semesters for improvement of language of competency and soft skills.
- ✓ Monthly/fortnightly/weekly tests are taken to evaluate the performance of students at regular interval and will be continued in the next coming semester.
- ✓ Proposal for procurement of items under EAP has been submitted to the Coordinator Procurement. He may put the overall procurement plan before BoG for approval.
- ✓ A committee is already in place for grievance redressal mechanism.
- ✓ The rest of the activities related to the identification of weaker students and measuring the performance of students in GATE classes would be initiated with the commencement of new academic session.

E. Workshop/seminars planned under EAP are as follows. The principal informed the BoG about the following plans and requested the BoG for its approval.

- ✓ Four, one-week training in English communication for 3rd semester student with estimated cost of Rs. 80,000.
- ✓ Five expert lectures to enhance knowledge domain that will be conducted by industry person. It will be one or two days in duration each. Total estimated cost is Rs 1 Lakh.


27/06/2019

- ✓ There will be a one or two days Seminar on capacity building of women, estimating around Rs. 30,000.

The BoG instructed to document every action being taken for weaker students and students belonging to SC/ST categories. Every faculty should have knowledge of EAP, and identification of weaker students and students belonging to SC/ST categories. Remedial classes to be given and a mechanism should be developed to monitor the progress with remedial classes.

Monitoring of the attendance should be made. Marks allotted in Internal Assessment regarding attendance should also take account of the attendance of students in GATE classes/Employability Skills training.

Presentation is to be given by every student in their respective subjects. Teachers must encourage assessment through presentation so that students develop their presentation skills. A record of data regarding number/details of presentation by each student should be maintained.

F. Environment Management Framework (EMF)

Some activity under EMF is planned and requested to the BoG for approval.

- ✓ Fire Signages for instructions in case of fire emergency.
- ✓ Fire safety audit by fire department of the hostels, canteens, and residential areas.
- ✓ Fire safety drill to be carried out by fire department and NDRF.
- ✓ Emergency drill to be carried out by NDRF.

The BoG approves all the plan proposed above. It was suggested to present the plan with more quantitative manner clearly mentioning the associated cost, timeline, etc.

VII. Approval on various activities planned for next Quarter


A. Twinning Cell

Twinning cell has successfully been carrying out various activities in the past including lab visits, and incubation centre visits. In continuation, several other activities are planned under twinning arrangement which are as follows:

- ✓ Expert lecture/seminar meeting with the twinning cell at IIT Patna
- ✓ Expert training for final year students regarding projects
- ✓ Exchange of student coordinator of Training & Placement Cell
- ✓ Training for e-library management
- ✓ Computer-centre management training
- ✓ Short term training programmes, Conferences, etc.

B. Planned Academic and Co-curricular activities

- ✓ 2-day workshop on Idea Generation, to be organized by the Start-up cell in July, 2019. The estimated cost is ₹ 1,05,000.
- ✓ Hack-e-thon 2019 - 'Develop, innovate & advance', to be organized by the Start-up Cell in Aug 2019. The estimated cost is ₹ 3,00,000


27/08/2019

- ✓ One week Workshop on fundamental of surveying and Workshop on Green Construction will be organized by civil department in September, 2019. The estimated cost is ₹ 3,00,000.
- ✓ 5-day workshop on Machine learning, to be organized by Electrical & Electronics Engineering department in Sept 2019. The estimated cost is ₹ 3,00,000
- ✓ Student Language Development Program on Business English by Cambridge English to be organized in July 2019. The estimated cost is ₹ 4,00,000.

The BoG approves all the activities mentioned above under twinning arrangement, academic and other activities.

C. Library

The proposal for procurement of items for library has been submitted to the Coordinator Procurement. The overall procurement plan is presented before BoG for approval.

The Director, DST, Bihar assured that a LAN wire will be made available to the Main entrance gate. The SPIU approves that the in-campus LAN wiring can be done through TEQIP fund.

The Wifi service should be monitored on daily basis and a monthly report should be submitted. The payment will be done based on that report.

The BoG approves the proposal to get the Institutional membership of NICEE worth approximately 1.2 Lacs. The other membership such as ASME, Institution of Mechanical Engineers, ISTE, IEEE etc. may also be taken.

VIII. Approval of Proposed Action Plan of Quarter- 02 (July – September, 2019)

- ❖ The Principal proposed the Action Plan of Quarter- 02 (July - September, 2019) before the BoG (Annexure-III). The action plan is listed under following head.
 - (i) Procurement of Goods
 - (ii) Academic Processes
 - (iii) Operating Costs


The BoG discussed and approved the action plan for Quarter-02.

IX. Approval of the Expenditure made under TEQIP-III up to 21-06-2019

- ✓ The Principal presented the expenditure made under TEQIP-III up to 21-06-2019 which was approved.

X. Approval on fresh advertisement for the post of Program Manager under TEQIP Project

The Principal informed the BoG that the newly appointed Program Manager is very reluctant to take responsibility. He is not able to perform the duties related to TEQIP-III project. A show cause notice was issued to him which he failed to respond. Later he stopped coming to his duty since June 04, 2019 without any information.


27/06/2019

His services has been terminated with effect from June 05, 2019. The Principal proposed a fresh advertisement for the post of Program Manager (on-contract).

The BoG approved the same.

XI. Presentation of Statutory Audit (Finance)

A. The statutory audit for financial year 2018-19 (01-04-2018 to 31-03-2019) has been completed. The audit observations made are as follows

- (i) Method of procurement, work order purchase committee meeting, stock register indexing/BoG approval not held with vouchers in some cases.
- (ii) Requisition from the concerned department was not found. There was delay in supply of material by a supplier, also time of supply as per the purchase order not followed by the supplier but no action/penalty charge against such supplier.
- (iii) Stock registers and leave register not properly maintained. Material may be misused because of non-updation of receipt and issue items, non-balancing in stock register.

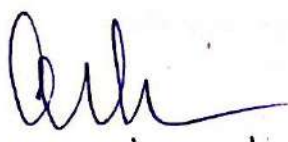
B. The compliance of the above Audit reports has also been presented before the BoG.

- (i) Some initial purchases were done where requisition and prior BoG approval were not taken however most of the purchases have been made by departmental requisition and later on post facto BoG approval was taken. The procurement method is as per the NPIU guideline.
- (ii) Now onwards, all the purchases are made with proper channel with requisition and prior approval by the BoG. A fresh list of items is presented before the BoG for approval.
- (iii) Stock register and leave register are maintained in accordance with the financial management manual. This is further assured that the receipt and issue of the items will be updated in proper manner in the stock register.

XII. Any Other Matter:

A. Store Management

- 1) The BoG suggested making branch-wise stock register entry process. A workshop may be planned to make the officials aware about the efficient store management process in the Institute. *The BoG approves to organize a workshop for efficient store management process.*
- 2) There are some issue in transfer of data from old PMSS to new PMS software that is continuously being resolved with the help of PMS help desk.
- 3) Physical verification of items is carried out every month and the report is being sent to SPIU/NPIU.


27/06/2019

- B. It has been informed earlier that there are mismatch of Rs. 4,16,964/- for the period of 1-10-2017 to 31-03-2018 and an amount of Rs. 7,87,557 for the period of 01-04-2018 to 30-09-2018. Thus, there is a total mismatch of Rs. 12,04,521/- till 30-09-2018. The SPIU assured to get it resolved. Our accountant has to visit SPIU accounts unit for one day to rectify this issue.
- C. The BoG instructed to put labels on all items procured through TEQIP. RFID kind of system, similar to library management system, may be implemented.

D. Collaborative Research Scheme (CRS) under TEQIP

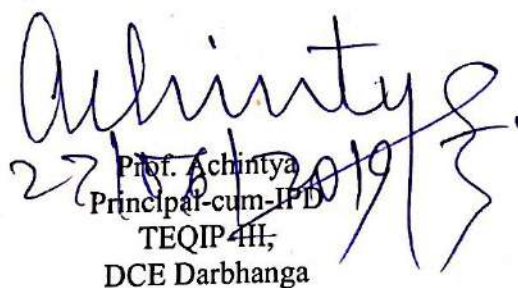
- ✓ Individual research proposal of seven faculty members have been selected for research grant (total of 91.33 lacs) under CRS of TEQIP-III. They are the principal investigators (PIs) of their research project and collaborate with other faculty members (Co-PIs from IITs/NITs) for the research activities. This is a great opportunity for both the institute and the individual faculty members to significantly improve the research activities and reinforce the research environment.
- ✓ The details of the PIs, their area of work and the allotted budget are summarized in the table.

SN	Faculty name	Dept.	Research Domain	Approved Budget
1	Dr. Puja Kumari	Physics	Materials – Advanced	10,98,000
2	Dr. Rajesh Jena	Chemistry	Materials – Advanced	12,25,000
3	Mr. Amit Kumar	EEE	Information and Communication Technology	16,92,000
4	Dr. Ravi Ranjan	EEE	Nanotechnology – Hardware	11,30,000
5	Dr. Abhishek Singh	Physics	Nanotechnology – Hardware	12,10,000
6	Mr. Navdeep Pandey	ME	Energy	13,35,000
7	Mr. Rajat Gupta	ME	Manufacturing	14,43,000


The BoG praised the achievement and suggested to encourage other faculty to involve in some kind of research.

E. Approval of Vision and Mission Statements of the Institute, and the Departments of Mechanical, Civil, Electrical & Electronics and Computer Science Engineering along with the Departmental PEOs and PSOs

The BoG members paid a visit to the construction site to inspect the site and track the work-in-progress. The meeting was concluded with vote of thanks to the Chair.


 27/06/2019
 Prof. Achintya
 Principal-cum-IPD
 TEQIP-III,
 DCE Darbhanga

Principal
Darbhanga College of Engineering
Mabbi, Darbhanga-846005


 27/06/2019
 Prof. Manas Bihari Verma
 Chairman,
 Board of Governors,
 DCE, Darbhanga