

# GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

(An Autonomous Institute of Maharashtra Government)

National Highway No.6, JALGAON – 425 002 Phone - 0257-2281522 Fax – 0257-2281319

E-Mail – princeoj@rediffmail.com Web. – <http://www.gcoej.ac.in>

---

## Minutes of Fourth BoM Meeting held on 23/11/2014

The fourth meeting of all the members of Board of Management of Government College of Engineering, Jalgaon was held on Sunday, 23/11/2014 at 09.30 am in the meeting hall of the college. The following members were present for the meeting.

1. Shri. A. B. Jain - Chairman
2. Prof. Dr. J. B. Patil - Member
3. Prof. S.O. Dahad - Member
4. Prof. G.K. Andurkar - Member
5. Prof. Dr. R. P. Borkar -Member Secretary.

At the start of the meeting, Principal Dr. R.P. Borkar welcomed and felicitated Honorable Chairman and other members of Board of Management. Principal Dr. R. P. Borkar, Member Secretary of BoM informed to all the members that Hon. Shri. Amrishbhai Patel, Hon. Shri. Mohanbhai Patel, Hon. Dr. R. S. Anand and Hon. Dr. Abhay Wagh had expressed their inability to attend the meeting due to some unavoidable circumstances, and therefore leave of absence was granted to them.

With the permission of chairman the proceeding of BOM started.

### **Item No 1**

***To read and confirm the minutes of second and third meeting of BoM held on Saturday February 2, 2013 at 10.30 am and Wednesday, December 4, 2013 at 1.30 pm respectively.***

- 1.1 At the beginning of meeting Principal informed to all members of BoM that Prof. Dr. G. G. Bhutada has been transferred to GCoE, Chandrapur and therefore, Prof G. K. Andurkar is nominated on BoM by him as per guidelines suggested in item no 16d. He requested BoM to approve the nomination of Prof G. K. Andurkar and allow him to attend the meeting. It was approved and Prof G. K. Andurkar was welcomed to attend the meeting and participate in the proceedings of meeting.
- 1.2 The minutes of second and third meeting of BoM held on Saturday, February 2, 2013 at 10.30 am and Wednesday, December 4, 2013 at 1.30 pm respectively were read and confirmed unanimously without any modification.
- 1.3 It is decided to conduct at least four meetings of BoM in the month of January, April, July and October every year. **Accordingly, member secretary shall make necessary communication with all honourable members of BoM well in advance to decide suitable date for BoM meetings with the consent of Hon. Chairman Shri A. B. Jain.**
- 1.4 Dr. J. B. Patil suggested that for active participation of all members and effective conduct of meeting; agenda notes and book of enclosure shall reach to each member of BoM well in advance. **Member secretary assured to BoM to send agenda notes and book of enclosure at least one week prior to the date of meeting.**

### **Item No 2**

***To note and approve the action taken by institute on the agenda points discussed and resolved in the second and third meeting of BoM***

The action taken by institute on the agenda points discussed and resolved in the earlier meetings of BoM were noted and approved with the following additional points.

- 2.1 As per the discussion of first meeting of BoM on item no 2, Dr. R.S. Anand suggested that hostel accommodation facility should be increased. Accordingly, the institute had written a letter to PWD Jalgaon for Preparation of Project Proposal of constructing second floor of existing girls' hostel. **BoM directed Civil Engineering department to take fast follow up of this proposal.**
- 2.2 As per the discussion of first meeting of BoM on item no 8, the procurement committee of the institute was advised to take suggestion from Dr. R.S. Anand and Dr. J. B. Patil whenever required. **BoM directed procurement committee to submit the list of equipment with the proper information including approval from BoM in the given format.**
- 2.3 As per the discussion of second meeting of BoM on item no 2, it was resolved that “the Principal is authorized to complete the procedure of finalizing requirement, preparing plan, designing, tendering etc as per the guidelines of TEQIP II and submit for the final approval in the next meeting.” Accordingly, the institute had written a letter to PWD Jalgaon for handling this work. **BoM directed Civil Engineering department to take fast follow up of this proposal.**
- 2.4 As per the discussion of second meeting of BoM on item no 10, the BoM was not satisfied with the training and placement activity and was expecting more placements in near future. Accordingly, T and P cell has kept the placement target of 25% of final year students **but BoM directed to T and P cell to keep the placement target up to 50%; however Dr. J. B. Patil opined that the placement should be more than 50% of final year students.**

### **Item No 3**

***To note and discuss the letters received from UGC, New Delhi and NMU, Jalgaon related to granting the autonomous status to this institute to conduct B. Tech. and M. Tech. programmes under autonomy progressively***

- 3.1 BoM noted the letter No F 22-1/2014(AC), dated 19<sup>th</sup> June 2014; received from UGC, New Delhi addressed to Registrar NMU, Jalgaon to issue necessary order regarding the conferment of fresh autonomous status to this institute.
- 3.2 BoM noted the letter No NMU/ 2/223/2014 dated 10.07.2014 received from Registrar NMU, Jalgaon regarding the conferment of fresh autonomous status to this institute. It directs to conduct B. Tech. and M. Tech. programmes under autonomy progressively by approving course structure, curriculum, rules and regulations from competent authorities from time to time and subject to implementation of autonomy as per UGC act 1956, Maharashtra University Act 1994, guidelines and autonomy norms as laid down in XI plan guidelines for autonomous colleges given by Joint Secretary in-charge UGC.
- 3.3 It is brought to the notice of all BoM members that implementation of autonomy has been started progressively; starting from first year B. Tech and M. Tech. under autonomy from the current academic year 2014 – 15; second year from the academic year 2015 – 16 and so on.
- 3.4 BoM unanimously resolved to thank the authorities of NMU, Jalgaon and specially Hon. Vice Chancellor of NMU, Jalgaon for extending necessary help in acquiring autonomous status. **Member secretary is requested to communicate the feelings of BoM to concerned authorities.**
- 3.5 BoM unanimously resolved to thank the authorities of UGC, New Delhi; DTE, MS,

Mumbai and Government of Maharashtra for extending necessary help in acquiring autonomous status. **Member secretary is requested to communicate the feelings of BoM to concerned authorities.**

#### **Item No 4**

***To note and discuss the progress of implementation of autonomy i. e. to note the various activities completed for execution of autonomy of the institute and provide suggestion.***

- 4.1 BoM noted the progress of implementation of autonomy. Hon. Chairman A. B. Jain and Dr. J. B. Patil appreciated the effort taken by Principal, all faculty members and staff members for obtaining autonomous status and undertaking all activities for effective implementation of autonomy of the institute.
- 4.2 BoM is very much happy to note that the meetings of various authorities of autonomy (AC, APEC, BoS, DFB and EC) were timely conducted and the minutes of meeting are available on institute's website.
- 4.3 **Member secretary is requested to communicate the feelings of BoM to faculty and staff of the institute.**

#### **Item No 5**

***To note and approve the various activities like procurement, training of faculty/staff, organising workshops/conferences/STTPs, remedial classes and finishing courses for academically weak students, teaching assistance ship to PG students, international travel plan etc. under TEQIP.***

- 5.1 BoM noted and approved Key Performance Indicators of the institute as on 31st Oct 2014, Data and Performance Audit Reports, Mentors Report, Good Governance Review Document and Institute Plan Submitted to NPIU, MoU Signed with Industries and Academic Institutions etc.
- 5.2 Expenditure under the TEQIP programme until 31/10/2014 is principally approved subject to all the expenditure is made as per the decisions of TEQIP cell or as per State Government/TEQIP norms whichever is applicable. In addition, Dr. J. B. patil suggested that the details of head/activity wise expenditure shall be provided in suitable format instead of submitting non readable photo copies of auto generated reports. It shall also include the activity wise approval status of BoM. **It is resolved to submit this information in appropriate format in next i.e. fifth meeting of BoM in the given format.**
- 5.3 Department wise procurement plan and schedule is approved. In addition, **approval of BoM to any modification to procurement plan should be obtained in the immediate next BoM meeting.**
- 5.4 Faculty-Staff development programmes organised/attended, International travel, teachers' management capacity programs, Student activities/trainings under Industry Institute Interaction, Student activities/trainings under academically weaker student support are noted and principally approved subject to all the expenditure is made as per the decisions of TEQIP cell or as per State Government/TEQIP norms whichever is applicable. In addition, programme/activity wise expenditure shall also be provided in the same table. **This shall be submitted in next i.e. fifth meeting of BoM in the given format.**
- 5.5 Hon. Chairman Shri A. B. Jain expressed that the quality and quantity of publication shall be improved. Publication in the journals having satisfactory impact factor should be

motivated. Amount spent for publication shall be reimbursed if impact factor is 0.5 or more. Each faculty shall publish at least one paper per year and suitable incentive scheme should be submitted for publication of more research papers/articles by faculty for approval in next i.e. fifth meeting of BoM.

- 5.6 Extension to the contract personnel appointed under TEQIP Programme up to December 2016 is approved as per the proposal.
- 5.7 BoM is worried for extremely poor research and development activities in the institute. Therefore; **dean R and D is directed to put more efforts to enhance research and development activities in the institute.**
- 5.8 Soft skill training may be arranged throughout the year.

#### **Item No 6**

*To note and approve the remuneration/honorarium rates to expert/faculty etc appointed for conduct of various activities like training of faculty/staff, organising workshops/conferences/STTPs, remedial classes and finishing courses for academically weak students, teaching assistance ship to PG students etc. under TEQIP.*

The various rates are discussed in BoM meetings and resolved as follows.

- 6.1 Remuneration to expert faculty conducting remedial classes: Approved Rs.500/- per hour.
- 6.2 Industrial/educational tour remuneration to students: Approved Rs.1/- per Km, per student where suitable railway connectivity is not available. Local conveyance within city Rs.3.50 per km per student as per State Government norms.
- 6.3 GATE exam preparation/coaching to student: Approved 50% of fee applicable be reimburse to shortlisted student **subject to sanction from NPIU/SPFU is obtained for this activity. BoM is of opinion that while granting permission for such preparation/coaching it's period should be other than regular academic schedule of the institute.**
- 6.4 Continuing education programme IRG distribution rate to faculty and staff concerned: To be discussed and approved under separate agenda item.
- 6.5 Testing and consultancy IRG distribution rate to faculty and staff concerned: To be discussed and approved under separate agenda item.
- 6.6 Remuneration to faculties experts engaging in STTP etc.: Approved Rs. 1500/- per hour.
- 6.7 Remuneration to industry experts engaging industrial training programme, industrial lecture or any other expert/training programme. : Approved to pay, in general Rs. 1500/- per hour and it may be increased up to Rs 2500/- per hour in special cases with the prior permission of TEQIP cell.
- 6.8 Teaching assistance ship to Non-GATE PG students: Approved Rs 8000 per month instead of Rs 6000 per month from 01/04/2013; provided the shortlisted students engage contact hours as per AICTE norms issued time to time.
- 6.9 Permissible hotel expenditure and DA etc to faculty members of this institute who are deputed outside for official work of TEQIP: Approved at actual subject to final approval from NPIU/SPFU. **However until final approval from NPIU/SPFU is obtained; from 01/01/2015 and onward it shall be paid as per State/Central Government rules as specified by NPIU in its letter. The same thing shall be informed to all faculty members.**
- 6.10 Permissible hotel expenditure and DA etc to industrial/academic or equivalent experts who

were present in this institute for official work of TEQIP till this BoM meeting: Approved at actual subject to approval from NPIU/SPFU and this practise of paying TA/DA at their actual expenditure should be continued subject to final approval from NPIU/SPFU. **TEQIP co-ordinator shall seek final approval/ decision in this regard from NPIU/SPFU at the earliest.**

#### **Item No 7**

***To discuss and approve the proposed activities under TEQIP.***

- 7.1. Institute Action Plan for period July 2014 - December 2016 is approved
- 7.2. Revised Procurement Plan and Activity Plan after extension for TEQIP for 2 yrs is approved.
- 7.3 Deputation of Prof. Saraf for 36th IAHR World Congress at The Hague, Netherland on 27 June 2015 to 3 July 2015 for 7 days including journey is approved if otherwise permissible under TEQIP – II.
- 7.4 In lieu of shortage of space it is resolved that construction of seminar hall shall be completed at the earliest possible. **Civil engineering department shall take necessary action immediately so that the construction of seminar hall can be completed at earliest.**

#### **Item No 8**

***To discuss and approve the proposal to be submitted to Director of Technical Education for his permission to use Rs 35.0 lacs from student development fund for the completion of ongoing civil work in the existing main academic and administrative building.***

Principal should try to obtain requisite funds from State Government; however BoM accords approval to spend Rs 35.0 lacs from student development fund for the completion of ongoing civil work in the existing main academic and administrative building as the last alternative to complete the work.

#### **Item No 9**

***To discuss and approve the additional faculty positions required as per curriculum and NMU, Jalgaon which are not sanctioned by State Government.***

It is approved to submit the appropriate proposal to State Government through DTE, MS, Mumbai. In this regard Principal is authorised to make necessary proposal.

#### **Item No 10**

***To discuss and approve the guidelines for the contractual recruitment of existing vacant teaching posts in this autonomous institute as per the powers of BoM stated in the GR related to Governance of 100% aided Deemed to be Universities, Government/ Government owned and Government aided Autonomous Colleges participating in Technical Education Quality Improvement Program. (23rd October, 2012).***

- 10.1 It is approved to complete the procedure as per guidelines of State Government and powers of BoM specified in referred GR. Principal is authorised to complete the procedure.
- 10.2 Estimate for salary expenses was discussed at length. During discussion Principal briefed to BoM that the present salary structure of State Government for contractual faculty is Rs 24000/-, Rs 30000/- and Rs 40000/- per month for the post of assistant professor, associate professor and professor respectively which is not adequate in lieu of present 6<sup>th</sup> pay salary structure. Qualification of faculty in 6<sup>th</sup> pay is increased as compared to that of 5<sup>th</sup> pay

structure. Therefore BoM agreed that, in order to attract good faculty the salary structure should be nearly equal to regular salary but it must be affordable to institute. **Therefore, Principal is authorised to make suitable modification in proposal including salary structure taking in account State Government norms, requirements and financial status of the institute.**

10.3 Prof. S. O. Dahad enquired whether institute can pay additional salary to contractual faculty from its retained tuition fee as State Government has not issued any guidelines for utilisation of retained tuition fees by an autonomous institute. He suggested seeking guidance from State Government/DTE before issuing appointment orders to selected candidates.

10.4 The selection committee consisting of following members is constituted for selection of faculty members to be appointed on contract.

Sr. No	Name	Designation and Affiliation	Designation in Committee
1	Principal Dr. R. P. Borkar	Principal and member secretary; BoM, GCoE, Jalgaon	Chairman
2	Prof. S. O. Dahad	Associate Professor in Electronics and member; BoM, GCoE, Jalgaon	Member (BoM nominee)
3	Prof. Dr. A. M. Nikalaje	Associate Professor (CAS) in Mechanical; GCoE, Jalgaon	Member (BC Representative)
4	Prof. Smt M. S. Phalak	Assistant Professor in Physics; GCoE, Jalgaon.	Member (Ladies Representative)
5	To be nominated by Principal from the panel suggested by concerned BoS chairman/HoD fulfilling following requirements. 1. Approved/regular associate professor in appropriate branch/ discipline for the selection of assistant professor. 2. Approved/regular professor in appropriate branch/discipline for the selection of associate professor and professor.		Member (Subject Expert)
6			Member (Subject Expert)
7	Prof. G. K. Andurkar	Technical Registrar, GCoE, Jalgaon	Member Secretary

#### **Item No 11**

***To discuss and approve the policy to be adopted for Career Advancement Scheme at institute level to strengthen the faculty and staff position as per the powers of BoM stated in the GR referred in item no 10.***

BoM approved to initiate Career Advancement Scheme at institute level to strengthen the faculty and staff position as per the powers of BoM stated in the GR. The selection committee appointed as per item no 10 shall take necessary steps for it.

#### **Item No 12**

***To constitute a committee to suggest guidelines for the constitution of other authorities like Finance Committee, Planning and Evaluation Committee, Library Committee, Students welfare Committee, Extra Curricular Activities Committee and Academic Audit Committee for this autonomous institute as per the GR referred in item no 10 and guidelines for autonomous colleges.***

12.1 It is necessary to constitute finance committee at earliest. Therefore, it is resolved to constitute finance committee as per UGC guidelines. It shall consist of following members.

Sr. No	Name	Designation and Affiliation	Designation in Committee
1	Dr. R. P. Borkar	Principal, GCoE, Jalgaon	Chairman
2	Dr. J. B. Patil	Principal, R. C. Patel CoE, Shirpur	Member (BoM nominee)
3		Not below the rank of Assistant Director (Tech.)/ Associate Professor/HoD in Polytechnic.	Member (DTE nominee)
4	Prof. A. G. Rao	C. A. and Former Principal of M. J. College, Jalgaon	Member (Expert nominated by BoM)
5	Prof. G. K. Andurkar	Technical Registrar, GCoE, Jalgaon	Member Secretary

12.2 It is resolved to appoint a sub-committee of following three members to study the composition of all such authorities at other institutes and suggest guidelines for the constitution of Planning and Evaluation Committee, Library Committee, Students welfare Committee, Extra Curricular Activities Committee and Academic Audit Committee for this autonomous institute and put before BoM in next meeting.

- Prof. S. O. Dahad - Chairman
- Prof. J. B. Patil - Member
- Prof. G. K. Andurkar - Member

#### **Item No 13**

***To discuss and approve the proposal to be submitted to AICTE, State Government and NMU, Jalgaon about increase in intake of existing UG programme and to start new UG and PG programmes in this institute.***

It is approved to submit following proposals to AICTE.

- Increase in intake of undergraduate program in Mechanical Engg. from 60 to 120
- PG program in Instrumentation Engineering (Process Instrumentation or Suitable Specialization)
- PG program in Mechanical Engineering (Manufacturing Engineering or any other Suitable Specialization)

#### **Item No 14**

***To discuss and approve the proposal to be submitted to State Government through DTE, MS, Mumbai to upgrade the post of principal as Director.***

Item was discussed and approved. In this matter, the Principal is authorised to take necessary action.

#### **Item No 15**

***To note the enhancement in infrastructural facilities, improvement made by institute, University examination results and other achievements of the institute after the second BoM meeting.***

- 15.1 The BoM noted the enhancement in infrastructural facilities, improvement made by institute and other achievements of the institute after the second BoM meeting. (Using State Government and TEQIP grants)
- 15.2 The BoM is not happy with faculty position and directs to complete the contractual appointments as resolved in item no 10 of this meeting.
- 15.3 The BoM is not satisfied with the training and placement activity as there no improvement after earlier BoM meeting even though the same thing was expressed in that meeting also .and expect more placement in near future as discussed and resolved in item number 2.4 of this meeting

#### **Item No 16**

Any other point by the permission of chair.

#### **Item no 16 a.**

*To approve the rates of testing and consultancy for which state government norms are not available (It was deferred in the first meeting of BoM.)*

#### **Item no 16 b**

*To discuss and approve the policy of distribution of honorarium to faculty/staff members from IRG generated under CEP etc for which norms of Government of Maharashtra are not available*

Item 16a and 16b were discussed together and it is resolved to approve 16a and 16b till uniform guidelines from NPIU/SPFU are available. It is also decided to review the rates of testing and consultancy for which state government norms are available as those norms are too old and present a single document consisting of testing & consultancy rates for approval in the next BoM meeting.

#### **Item no 16 c**

*To approve the panel of experts to be invited for BoM meetings as special invitee as per the provision of G.R. related to Governance of 100% aided Deemed to be Universities, Government/ Government owned and Government aided Autonomous Colleges participating in Technical Education Quality Improvement Program. (23rd October, 2012)*

Following names are approved in the order of preference as expert on BoM. Hon. Chairman is authorised to contact these experts and finalise the name of expert on BoM.

1. Prof. Dr. K. B. Patil – Former V. C., NMU, Jalgaon.
2. Prof. Dr. B. M. Naik – Former Principal, SGGSCoE&T, Nanded.
3. Prof. Dr. V. L. Maheshwari – Director, School of Life Sciences and Management Council Member; NMU, Jalgaon.
4. Prof. Dr. N. S. Chaudhari – Director; VNIT, Nagpur.

#### **Item no 16 d**

*To approve the suitable mechanism suggested by Principal for the nomination of two senior faculty members as the member on the BoM.*

The mechanism/guidelines suggested by principal for nomination of faculty members on BoM is discussed at length and approve the same.

#### **Item no 16 e**

*To depute Shri A. M. Dongardive, Shri P. J. Gaidhane and Shri S. A. Adam for Ph.D under*



***QIP.***

It is discussed and approved to depute above three faculty members provided the necessary GR in this regard has been issued by DTE, MS, Mumbai/State Government.

**Item no 16 f**

***To approve the nomination of Shri Ganesh Khanderao Andurkar, Associate Professor (CAS) in Electronics and Telecommunication Engineering as member on BoM of GCoE, Jalgaon.***

Approved at the beginning.

**Meeting concluded with proposing vote of Thanks by Dr. R. P. Borkar, member secretary of BoM.**

(Dr. R. P. Borkar)  
Principal and Member Secretary of BoM

(Shri A.B. Jain)  
Chairman, Board of Management

---

**Copy for information and necessary action:**

1. Chairman and all members of BoM, Government College of Engineering, Jalgaon.
2. Director of Technical Education, M. S. Mumbai.
3. Institute's website.