

GOVERNMENT COLLEGE OF ENGINEERING, JALGAON

(NAAC Accredited Autonomous Institute of Government of Maharashtra and Affiliated to KBC North Maharashtra University, Jalgaon)
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No. GCoEJ/BoG-Meeting/2023

Date: 20/05/2023

Minutes of 20th Meeting of BoG held on 06/05/2023

The 20th meeting of Board of Governors (BoG) of Government College of Engineering, Jalgaon was held on **06/05/2023 at 4.30 pm** in the meeting hall of the institute. The following members were present for the meeting:

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| 1. Shri Ashok B. Jain | Chairman |
| 2. Shri Bhalchandra Patil | Member |
| 3. Shri Manoj Patil | Member |
| 4. Shri Sanjay Birla | Member |
| 5. Dr. Vinod Mohitkar | Member |
| 6. Dr. J. B. Naik | Member |
| 7. Dr. S. T. Vagge | Member |
| 8. Dr. S. P. Mohani | Member |
| 9. Dr. G. M. Malwatkar | Member Secretary |

At the start of the meeting, Principal Dr. G. M. Malwatkar welcomed Honorable Chairman and all members of Board of Governors and Dr. Vinod Mohitkar, Hon. Director of Technical education, Maharashtra State. Dr. G. M. Malwatkar gave a brief introduction of Hon. BoG Chairman and all members of BoG. In addition, he also informed that Dr. S. T. Vagge and Dr. S. P. Mohani are nominated by him as BoG member as faculty representatives and Shri Sanjay Birla as industry representative on BoG, which was unanimously approved.

With the permission of chairman, the proceedings of the BoG meeting started.

ItemNo.1

To read and confirm the minutes of 19th meeting of BoG held on 05/10/2019.

The 19th meeting of BoG was held on Saturday, 05/10/2019 at 10.00 AM. The minutes of the meeting were circulated among all honorable members on

21.06.2019 vide letter No GCoEJ/BoG/2019/1787 with request to provide suggestion/modification (if any) and for confirmation.
The same were read and confirmed.

ItemNo2

To note and approve the action taken by institute on the agenda points discussed and resolved in the 19th and earlier meetings of BoG.

2.1 Principal Dr. G. M. Malwatkar informed about the actions taken by institute on the agenda points discussed and resolved in the 19th meeting of BoG. The same were discussed in depth.

2.2 On various points of action taken by institute, the BoG provided following resolutions:

Action Taken Report (for 19th and earlier BoG meetings)

Sr. No.	Item No	Item in brief	Proceeding and expected action	Action Taken	BoG Resolution
Action to be taken on 18th BoG meeting.					
5	5	Amount received by the Institute for last three years under various heads from students including the pending fees to be received from Government from various scholarships year-wise	Directed to take follow up and persue matter through DTE on priority. If required bring the issue to the notice of Hon. Minister and Hon. Secretary of concerned departments of scholarship.	Follow up continues	Directed to take follow up. Necessary help from DTE shall be taken to comply on priority.
6	5	Annual Technical Support of MIS	Form the finance committee at the earliest. Obtain approval of Finance committee before next BoG meeting.	In process	After getting approval of finance committee, issue shall be brought to BoG for approval in next meeting of BoG

10	12j	IPR policy of the Institute	Directed to complete process before next BoG.	IPR policy of the Institute is under preparation. It will be presented in next BOG meeting.	Noted
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Action to be taken as per MoM of 19th BoG meeting:

It. No.	Item in brief	Proceeding and expected action	Action Taken	BoG Resolution
3	To discuss and approve pending financial matter	Approval of finance committee shall be obtained for all financial matters.	Complied	Noted
4	To discuss and approve a proposal for various service contracts viz. sweeper, campus cleaning, Photocopy center, Finance etc.	<p>1. Taking services from daily wages workers shall be stopped at the earliest. Housekeeping shall be procured through GeM following necessary procedure.</p> <p>2. Security services of MESCO shall be continued.</p> <p>3. New tender process to be followed for allotment of photocopying center inside institute premises.</p>	In process	<p>1. Directed to procure housekeeping services through GeM or Expression of Interest (EoI).</p> <p>2. Noted</p> <p>3. Directed to float new tender with transparent procedure for allotment of photocopying center inside institute premises. Current service-provider can also participate in new tender process.</p>
5	To discuss and approve the guidelines for undertaking to be sought from students whose scholarship is not approved / partly approved while issuing Transfer Certificates (TC).	Directed to take follow up and pursue matter through DTE on priority. If required bring the issue to the notice of Hon. Minister and Hon. Secretary of concerned departments of scholarship.	Provisional degree and TC are issued after taking undertaking of concerned students.	Directed to take follow up. Necessary help from DTE shall be taken to comply on priority.

6	To discuss and recommend the construction of academic buildings for Civil, Computer and Electrical Engineering departments.	Prepare new proposal for new academic building.	In progress	Directed to prepare new proposal for new academic building Civil, Computer and Electrical Engineering departments considering deficiency of classes/ laboratories as per AICTE norms. Check whether funds available with institute can be used for construction of new academic building.
7	TEQIP Related	The TEQIP-III procurement plan, as approved by BoG shall be implemented.	The TEQIP-III procurement plan, as approved by BoG was implemented.	Noted. and approved
8	To discuss and approve a proposal for starting a canteen in hostel premises	---	The committee has completed the process and canteen in hostel premises was started.	Noted
9	To discuss and approve a proposal of running mess in boys and girls hostel on contract	---	Currently both hostel messes are operational.	Noted
10	To discuss and approve the proposal of printing I-Card from outside	Obtain approval of Finance committee before next BoG meeting and propose the matter in next BoG meeting.	Institute has started outsourcing printing of student ID-cards.	Directed to obtain approval of Finance committee before next BoG meeting and propose the matter in next BoG meeting.
11	To discuss and approve the proposal of installing solar panel on the roof of institute buildings through MEDA	Take follow up for approval.	Fresh proposal for Rooftop Solar Electricity system is submitted	Directed to take follow up for approval and efforts to get funds from MEDA shall also be worked out.

12	To discuss and approve the internship policy for students (within and out of state).	---	Current internship policy is prepared.	Noted and approved
13	To discuss and approve the remuneration to HoD / Deans / Technical Registrar / Rector / Warden / Library in charge etc.	Obtain approval of Finance committee before the next BoG meeting and propose the matter in the next BoG meeting.	Hostel rector/warden remuneration is proposed in comparison with other government institutes.	Directed to obtain approval of Finance committee before the next BoG meeting and propose the matter in the next BoG meeting.
14	To note the status of admission in the year 2019-20.	Necessary efforts for increasing admission shall be taken.	Necessary efforts for increasing admission through direct student contact / meets in colleges is in progress.	Directed to arrange meets for students and their parents for increasing admission in upcoming academic years.
15	To note and approve the initialization of starting a new course recommended by AICTE in cutting age courses	---	Affiliation for PG courses is granted by KBNMU.	Noted and approved
16	To note faculty position and status of NBA of the institute courses	Follow up for filling vacant posts required	Dr. Vinod Mohitkar informed BoG about the process of filling vacant posts is in progress.	Noted

17	To note and approve the panel of members for BoG meetings	To approve panel of BoG members	Dr. Malwatkar informed that Dr. S. T. Vagge and Dr. S. P. Mohani are nominated by him as BoG member as faculty representatives and Shri Sanjay Birla as industry representative on BoG.	Approved by BoG
18	To note approve the policy for AMC of RO plant, website of the institute, computers, printer and photocopy machines	To approve institute level policy for AMC of RO plant, website of the institute, computers, printer and photocopy machines	Orders issued to concerned agency	Directed to obtain approval of Finance committee before next BoG meeting and propose the matter in next BoG meeting.
19	To note contractual services order for MESCO Guard, MIS etc	To approve MESCO services for security	Institute has hired security services from MESCO.	Noted
20	To give post-facto approval to urgent expenditure for electrical underground cabling work	Post facto approval for FY 2022-23 expenses on urgent electrical work is requested from BoG.	Work is completed	Directed to obtain approval of Finance committee before next BoG meeting and put matter in next BoG meeting.
21	To note the electrical work approved by DTE	electrical work approved by DTE	Complied	Noted
22	To note and approve the institute portfolio distribution and formation of various committees	To approve the institute portfolio distribution and formation of various committees	Current Institute level portfolio order for AY 2022-23 is prepared and is being in execution.	Noted and approved




23	To note status of various court cases	To review status of all court cases	Necessary follow up is taken regarding court cases	BoG directed to take necessary care to avoid further court cases and clear pending cases as soon as possible by providing necessary inputs in courts.
24	To note, discuss and approve the report of various committees/cells	To approve the report of various committees/cells	Research and Development (R&D) Policy and Industry Interaction Cell (III) Policy is prepared.	The proposed R & D policy was approved by BoG, except that the word 'incentive' should be replaced with 'Reimbursement of expenses incurred by the faculty for this purpose. The upper limit for such reimbursement shall be as specified in the R & D policy'. BoG also noted and approved the I.I.I. Cell policy.
25	To note the present status of SC/ST & minority hostels and discuss the admission policy of minority hostel	SC/ST & minority hostels the admission policy	Current status documents and admission policy are prepared.	Noted
26	To note the IRG earned by institute till date and approve the policy of remuneration distribution to office staff	IRG funds distribution policy	Policy of remuneration distribution to office staff is prepared.	Noted and approved the current policy
27a	To convert a cycle stand near hostel number 2 into a closed area using tin sheets to use it for the storage of scrap material	Approval to convert a cycle stand near hostel number 2 into a closed area	Institute has dropped this plan.	Noted
27b	To sign MoU with foreign universities for professional internship,	Policy needs to be framed at DTE level as it involves deputation	Approval by state Government	Noted

	research activities, etc	and foreign travel approval by state Government.	is required	
27c	To approve Amendment in general guidelines for expenses to be incurred for TEQIP-III activities	---	Complied	Noted and approved
27d	To reconsider the proposal of PG dissertation and seminar remuneration	---	Complied	Noted by BoG
27e	To discuss and approve the TEQIP – III policy for financial assistance to faculty members who are pursuing Ph. D. during the service	---	Complied	Noted by BoG

Item No. 3

To note and provide post-facto approval for the expenditure incurred by the institute for F.Y. 2019-20, 2020-21 and 2021-22 and also for the expenditures on repairs, maintenance and other issues in boys and girls hostel for previous years.

BoG is requested to provide post-facto approval for the above expenditures.

Hon. Director, DTE, Dr. Vinod Mohitkar stated that, as per government resolutions, all financial matters shall be first approved by finance committee and then it should be presented to BoG for approval. BoG directed to follow all the norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval.

Item no. 4

To discuss and seek approval for the purchase of Laptops, Desktop Computers, and Printers for academic and research purposes

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval.

Item no. 5

To discuss and sanction the grants for:

- a) Purchase of new equipment
- b) Maintenance of existing equipment and computers
- c) Consumables
- d) Books and journals

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval. Also all financial matters and processes followed shall be as per norm and transparent.

Item no. 6

To seek approval for the purchase of printed stationery for various examinations of the institute

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval.

Item no. 7

To seek approval for the sanction of grants for various activities of Faculty Development namely:

- a) For attending the conferences with paper presentation (conference registration fees, travel expenses and stay/ lodging boarding expenses.)
- b) Reimbursement of expenditures for attending FDPs, STTPs, Training Programs, NPTEL MOOCs, cost incurred for research paper publication and Ph. D. (Higher Education) fees etc for faculty members of this Institute.

Dr. Malwatkar informed the BoG that the faculty development schemes encourage and promote Research culture. In view of this, the above policy is suggested for reimbursement for various academic and research activities. The proposed faculty development schemes were approved by BoG. Also it was proposed to take a review of policy after one year. The proposal of relaxation / exemption in Ph. D. (Higher Education) fees etc for faculty members of this Institute is deferred to the next BoG meeting.

Item no. 8

To provide financial and administrative approval for filling the post of 'Professor of Practice' for the period of 1 year initially as per GR of Government of Maharashtra.

Dr. Malwatkar briefed about the post of 'Professor of Practice' and concerned GR. BoG approved to fill post of the 'Professor of Practice' as per Government Resolution.

Item no. 9

To provide approval for: i) Fixed Deposit of 50% of development fund (approximately 50% of 16.61 Crores). ii) Fixed Deposit of 75% of Testing and Consultancy amount (approximately 75% of 2.71 Crores)

Dr. Malwatkar briefed about status of different funds available with institute. BoG directed to follow all norms/ GR's and take approval of finance committee before putting to BoG for approval.

Item No. 10

To provide approval for the expenditure on refurbishment of the washrooms in the institute.

Dr. Malwatkar briefed BoG about problems in some of washrooms in institute. These washrooms require urgent repairs.

BoG Directed to take necessary follow up to PWD for urgent repairs of washrooms.

Item No. 11

To seek post-facto approval from Hon. BoG for the already issued original degree certificates of reserved category students whose partial scholarship amount is pending from the Social Welfare Department of GoM. Also, permission is requested to issue original degree certificates in future of such students even if their partial scholarship is pending

Dr. Malwatkar briefed BoG about problems faced by BoG for approval of different scholarships. BoG Approved to issue original degree certificates to students even if their partial scholarship is pending and also provided the post-facto approval to already distributed degree certificates to avoid any loss in the career of the pass-out students. Also, BoG directed the institute to take follow up with the department concerned with scholarships.

Item No. 12

To seek approval for the expenditure on installation of Rooftop Solar Electricity System

Dr. Malwatkar briefed BoG about the plan of installing Rooftop Solar Electricity System for reducing electricity bills of institute. Prof. Dhamse, HoD (Electrical) also provided detailed information to BoG regarding the same. BoG Directed to take follow up for approval and efforts to get funds from MEDA shall also be worked out. BoG also directed to get approval of finance committee before proposing to BoG for approval.

Item No. 13

To seek approval for the expenditure on the Annual Magazine of the institute.

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval.



GCoEJ/BoG-20/MoM/X

Item No. 14

To seek approval for the proposed expenditure for AY2023-24 of Training and Placement (T&P) section

- i. For conducting various courses like Soft Skills, Aptitude, Reasoning, Technical and other skill-based training**
- ii. For facility expansion to strengthen T&P activities**

Dr. Malwatkar briefed BoG about the need for conducting various courses like Soft Skills, Aptitude, Reasoning, Technical and other skill-based training. BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval.

Item No. 15

To discuss and decide about the proposal for remuneration for hostel rectors and Wardens

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval.

Item No. 16

Any other point with the permission of chair

- a) To seek approval for code of conduct for students of the Institute.**

BoG directed to get approval of Academic council and then propose to BoG for approval.

- b) To seek approval for construction of water tank and maintenance of existing water tanks for campus**

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval. Also directed to take follow up with PWD.

- c) To seek approval for construction of internal roads**

BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval. BoG further directed to take follow up with PWD.

- d) **To seek approval for constitution of finance committee of the institute as per norms of State Government and nominate one member on finance committee by BoG.**

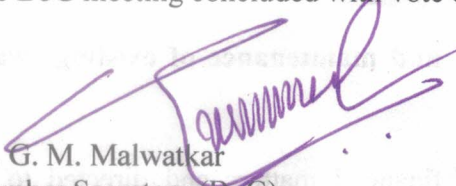
BoG noted and approved the constitution of finance committee of the institute as per norms of State Government. In order to nominate one member on finance committee by BoG, Hon. BoG Chairman Shri Ashok Jain was authorized to nominate one member on finance committee.


- e) Dr. Malwatkar, Principal informed the BoG that the Honorarium for the faculty on Clock-Hour-Basis (CHB) (visiting faculty) is revised with effect from 1st April, 2023, as per GR from Govt. of Maharashtra. In accordance with the implementation of this GR, the honorarium for CHB faculty in this institute has also been revised from Rs. 600/- to Rs. 900/- per hour for theory lecture and from Rs. 300/- to Rs. 450/- per hour of lab session, with an upper limit per month is as specified in the GR. BoG noted the same.

- f) **To note and approve the proposal to sanction the pay-scale of Senior Professor (CAS) to Prof. Dr. D.S. Chaudhari, as per 7th Pay GR.**

BoG member Dr. S. T. Vagge informed BoG about the proposal to sanction the pay-scale of Senior Professor to Prof. Dr. D. S. Chaudhari, as per 7th Pay GR and requested BoG to discuss it. Hon. Member and Director of Technical Education Dr. Vinod Mohitkar, informed the BoG that there are some issues and these issues will be dealt at Directorate level as per administrative norms.

The BoG meeting concluded with vote of thanks.


Dr. G. M. Malwatkar
Member Secretary (BoG)
and Principal, GCoE, Jalgaon


Shri. Ashok Jain
Chairman (BoG)