



MUZAFFARPUR INSTITUTE OF TECHNOLOGY, MUZAFFARPUR

Muzaffarpur Bihar-842003 (Est. 1954)
(Under the Department of Science & Technology, Bihar)

Minutes of Meeting of 2nd meeting of the BOG under TEQIP-III

Date- 12.02.2018, Time- 11.00 am

Venue- Conference Room, Atithi Hotel, Muzaffarpur

Proceedings of the 2nd meeting of the BOG of MIT, Muzaffarpur under TEQIP-III, was held on 12-02-2018 at 11 a.m. in the conference hall of the Atithi Hotel, under the chairmanship of Sh. Yogendra Prasad, (Ex-CMD, NHPC) Chairman of BOG.

The Following members were present:

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|--|------------------------|
| 1. Shri Yogendra Prasad | Chairman, BOG |
| 2. Shri. Bishwajeet Choubey | Member |
| 3. Dr. B.K.Singh,
Deputy Chief Engineer, DRDO | Special Invitee |
| 4. Sh. Ramendra Kumar
Nodal Officer (Finance), SPIU | Special Invitee |
| 5. Dr. A.K.Rai | Member |
| 6. Smt. Priyanka Sinha | Member |
| 7. Dr. Y.N.Sharma | TEQIP-III Co-ordinator |
| 8. Prof.(Dr.) J.N.Jha,
Principal, MIT | Member Secretary |

The following members could not attend the meeting due to prior engagement elsewhere

1. Sh. Atul Sinha
2. Prof.(Dr.) J.R.P.Gupta
3. Dr. Manoj Kumar Tiwari
4. Dr. Ajay Pratap Singh

The Chairman extended the warm welcome and thanked each member for sparing their valuable time to attend the meeting. After being welcome, the following were discussed from Agenda.

01/02 Approval of Action Taken Report of First meeting of the Board of Governors under TEQIP-III held on 20.12.2017

Item No. 01 Agenda No. 01: Approval of Institutional Development Plan (IDP)

Discussed and approved with the following suggestions:

- (i) To constitute a functional TEQIP-III Cell at the institute level.
Constituted
- (ii) To run the TEQIP-III Cell supporting staffs need to be hire and their Qualification, Hounarium and Selection process including the Committee is to be communicated by SPIU.
Selection Process Started
- (iii) BoG authorised the Principal to hire the resource person temporarily for smooth functioning of TEQIP-III Cell till selection process is completed.
Temporary Resource Person Hired

Item No. 02 Agenda No. 02: Approval of Action Plan Oct.-Dec. 2017 and Jan. March, 2018

Discussed and approved with the following suggestions:

- (i) All work including pending if any related to TEQIP-III is to be speeded up (From January – March 2018).
TEQIP-III speeded up
- (ii) An Industry Institute Interaction Cell (IIC) with one separate office should be developed Which includes following members:
 - a. Incaharge : One Faculty Member
 - b. Members: Two from Faculty
 - c. 05 student VolunteersConstituted

Item No. 03 Agenda No. 03: Approval of Expenditure (July-Nov, 2017) already approved by NPIU, MHRD, GOI

Approved

Item No. 04 Agenda No. 04: Approval of Procurement Plan

Discussed and approved with the following suggestions

- (i) Updating if any in procurement plan should be done through circulation preferably by 15th January, 2018
Uploaded on PMSS after updating
- (ii) A Purchase Committee should be constituted as per the following:
 - a. Pricipal, MIT Muzaffarpur
 - b. TEQIP-III Coordinator

- c. Nodal Officer (Procurement)
 - d. Nodal Officer (Finance), SPIU
 - e. Nodal Officer (Finance), MIT
 - f. Two HoDs
 - g. One or Two special invitee, to be nominated by the Principal
- Constituted

- (iii) Procurement of Equipments/Software both for UG and PG Programmes.
Included in PMSS

Item No. 05 Agenda No. 05: Approval of Expenditure (Rs. 3,36,327/-) in Alumni Meet (26.05.2013) by the then Principal Dr. Dhruv Prasad in TEQIP-II

BoG first took the view of Nodal Officer (Finance), SPIU appointed by NPIU, MHRD, GOI after that discussed in detail and thereafter rejected/Not Approved.

Complied

Item No. 06 Agenda No. 06: Report of Activity carried out under TEQIP-III

Principal Cum Member Secretary reported activity carried out till date under TEQIP-III

- a. Student Learning Assessment (SLA) Survey
- b. Special Aptitude (Verbal & Non Verbal), Reasoning & English Classes for enhancing the employability
- c. GATE awareness workshop
- d. All training programme undergone by the faculties at different point of time

Reported

Item No. 07 Agenda No. 07: Any other item

BoG Condemned the violence carried by the students against the college administration and instructed the authorities to punish the culprits after following due process of college and thereafter immediately decided to visit the college campus to see the site of damage/violence themselves.

Disciplinary Proceeding Going on

Resolution: -The matter was discussed and the committee approved the Action Taken Report.

02/02 Approval of reimbursement of GATE application fee to the students of 2014 Batch.

GATE is one of the DLI's for TEQIP- III, hence to encourage the students to appear in said examination, TEQIP- III cell of MIT decided to reimburse the examination fees to all students who are giving the proof like GATE admit card and fee slip. Training and Placement cell has been entrusted to do this job. Last date of submitting the details of fee and GATE admit card is 15.02.18. Till date 152 Students have submitted the detail.
Submitted for approval.

Resolution: -The matter was discussed and the committee approved the above Agenda.

03/02 Approval of procurement plan for the next 18 months (Jan 2018- June 2019).-

Uploading of procurement plan on PMSS completed. Awaiting the approval from NPIU.
Procurement plan for 5.499 crore uploaded on PMSS and submitted for approval by NPIU through SPIU. Submitted for approval in anticipation of approval from NPIU, so that once the approval is received from NPIU, procurement process can start immediately.
Detail of Procurement plan department wise and package wise attached as Annexure.

Resolution: -The matter was discussed and the committee approved the above Agenda.

04/02 Approval of mode of selection / Interview for the appointment of the TEQIP-III office staffs

As per the PIP of TEQIP-III and guideline issued by SPIU, advertisement for TEQIP-III cell of MIT was given in two newspaper.
Detail of applicants post wise is given in Annexure. Submitted for constitution of selection committee and date of interview. It is also suggested that one member from mentor institute should be the part of selection committee. Submitted for approval.

Resolution: -The matter was discussed and the committee approved the above Agenda with following Suggestion: Sh. Bishwajeet Choubey will represent BOG in the in selection committee.

Committee also approved one nomination from mentor institute. Rest of the members should be as per the guideline of SPIU and the interview process should be completed preferably before 31st March.

05/02 Approval of joining of new teachers appointed under TEQIP-III through NPIU, MHRD GOI.

Total 28 new teachers have joined under TEQIP-III through NPIU. List of faculties along with their joining date and department is given in the tabular form. Submitted for approval.

Resolution: *-The matter was discussed and the committee approved the above Agenda*

06/02 Report of training program for different Activities under TEQIP-III.

- a) Induction program for newly appointed teachers at IIT Kanpur from 29.01.18 to 02-02-18.
- b) One day training program (23.01.18) for Principal, MIT on good governance at AICTE New Delhi
- c) Twinning arrangement meeting with mentor institute NIT, Patna at NPIU, N. Delhi on 09.01.18- attended by the representative of mentee institute (Sh. Shahzad Ahsan)
- d) Training on NBA Awareness Programme at AICTE, N.Delhi on 8.2.18-9.02.18- attended by institute NBA co-ordinator and one faculty
- e) Visit of mentor's institute NIT, Patna on 09.02.18

Submitted for information and suggestion if any.

Resolution: *-The detail training programme/visit was discussed and noted by the committee and suggested that faculty members should undergo such programme.*

07/02 Detail of Expenditure incurred during Oct., 17- Dec., 17 and in the present quarter.

List of expenditure incurred during the quarter Oct. to Dec., 2017 and for the present quarter is given in tabular form.
Submitted for approval.

Resolution: *-The matter was discussed and the committee approved the above Agenda*

08/02 Approval of action plan from April 2018 to June 2018

Deferred, needs some more modification. Will be approved through circulation.
Submitted for approval.

Resolution: -The matter was discussed and the committee agreed to approve the above Agenda through circulation, but shall be circulated preferably before 10th of March.

09/02 Any other Item.

- (i) Accommodation for newly appointed Faculty through NPIU.

The new teachers are requesting for the accommodation, but many quarters are occupied by the retired teachers or teachers already transferred from the MIT to some other institutes. They have been asked to vacate the quarter twice but most of them have ignored the order. Under the prevailing situation, the PWD should be requested to fix the panel rent as per government norms.

Submitted for approval.

Resolution: -The matter was discussed and the committee approved the above Agenda

- (ii) Expenditure incurred for computer peripheral and other accessories

Since the procurement has yet to begin, hence to run the TEQIP office certain items like printer and other consumables has been purchased in anticipation of approval of BOG.

Submitted for approval.

Resolution: -The matter was discussed and the committee approved the above Agenda

Meeting ended with the vote of thanks to the Chair.



Dr. Jagadanad Jha
Principal Cum Member Secretary
MIT Muzaffarpur

