



# MUZAFFARPUR INSTITUTE OF TECHNOLOGY, MUZAFFARPUR

Muzaffarpur Bihar-842003 (Est. 1954)

*(Under the Department of Science & Technology, Bihar)*

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## Minutes of Meeting of 6<sup>th</sup> BOG meeting under TEQIP-III

**Date- 11.03.2019, Time- 2 pm**

**Venue- Conference Room, MIT, Muzaffarpur**

6<sup>th</sup> meeting of the BOG of MIT, Muzaffarpur under TEQIP-III, was held on 11-03-2019 at 11a.m. under the chairmanship of BOG, Chairman, Sh.Yogendra Prasad, (Ex-CMD, NHPC).

The Following members were present:

- |   |                        |
|---|------------------------|
| 1. Shri Yogendra Prasad   | Chairman, BOG          |
| 2. Prof. P.K.Jain<br>Director, NIT, Patna                       | Special Invitee        |
| 3. Prof. P.D.Pore<br>Ex-Director, NIT, Surat cum Mentor         | Special Invitee        |
| 4. Dr. Rajeev Kumar<br>Registrar, AKU Patna                     | Member                 |
| 5. Dr. R.K.Diwakar<br>Nodal Officer (Finance), SPIU             | Special Invitee        |
| 6. Dr.M.P.Singh<br>TEQIP-III, Coordinator, N.I.T. Patna         | Special Invitee        |
| 7. Dr. S.K. Jha<br>Head, Applied Science, MIT Muzaffarpur       | Member                 |
| 8. Dr. Vikas Kumar<br>Head, Mech. Engg. Deptt., MIT Muzaffarpur | Member                 |
| 9. Dr. Y.N.Sharma   | TEQIP-III Co-ordinator |
| 10. Head, Elec. Engg. Deptt., MIT Muzaffarpur                   |                        |
| 11. Prof.(Dr.) J.N.Jha,<br>Principal, MIT                       | Member Secretary       |

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

1. Sh. Shushant Jha, Sp. Secretary cum Director, DST Bihar, Patna
2. Sh. Bishwajeet Choubey, Chief Engineer, DRDO, New Delhi
3. Prof.(Dr.) J.R.P.Gupta, Ex- Professor, Delhi University
4. Dr. Manoj Kumar Tiwari, RO, AICTE, Kanpur

The Chairman extended the warm welcome and thanked each member for sparing their valuable time to attend the meeting. After welcome the agenda items were discussed and following decisions were taken.

### 01/06 Action Taken Report of 5<sup>th</sup> BOG meeting

Item No.	Agenda Item	Action Taken
01/05	Action Taken Report of 4 <sup>th</sup> BOG Meeting	Noted
02/05	Proposed Activities under Twinning arrangement	Approved
03/05	Status of Procurement- Department wise	Approved
04/05	Post facto Approval of GATE Coaching	Approved
05/05	Activities completed during Oct.- Dec. 2018	Noted
06/05	Approval of Action Plan for Jan.-March.2018	Approved
07/05	Progress in NBA Accreditation	Approved
08/05	Updating of TEQIP-III Activities on College Website	Noted
09/05	Any other Item	Noted

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

### 02/06 Proposed Activities under Twinning arrangement

NPIU has suggested 14 activities under twinning arrangement

S.N.	Twining Activities:	Proposed Action in next semester
1	The long term and short term twinning plan ( <b>action plan</b> ) on activities is available and implemented	<i>A plan of activities has been finalised and necessary action has been initiated.</i>
2	<b>No. of courses/</b> classes/ workshops conducted by the faculty of institute under sub component 1.3 <b>for students</b> of 1.1 institute for training and academic development and vice versa	<ol style="list-style-type: none"> <li>1. All the final year students of IT department of MIT, Muzaffarpur doing project work in 8<sup>th</sup> semester at NIT Patna.</li> <li>2. 02 groups (10students) from remaining departments are doing their project work at NIT Patna.</li> <li>3. Mechanical Engg. Deptt. organised workshop in association with NITP.</li> <li>4. Civil Engg. Deptt. is planning conference at MITM in association with NITP during June-July 2019.</li> </ol>
3	<b>No. of students</b> attended the course(s) at 1.3 institution under <b>student exchange program</b> and vice versa	<ol style="list-style-type: none"> <li>1.M.Tech 2<sup>nd</sup> semester students of MIT, Muzaffarpur were allowed to use laboratory facilities of NITP for conducting practical.</li> <li>2. It has been agreed upon that efforts</li> </ol>

		<i>will be taken up such that few UG students will attend the course work at NIT Patna.</i>
4	<b>No. of trainings conducted for faculty/ supporting staff</b> of 1.1 institute by Institutes under sub component 1.3 for training and academic development and vice versa	<i>Few faculty members were allowed for courses such as GIAN, E&amp;ICT, STTP</i>
5	<b>No. of seminars/</b> techfest and conferences conducted by Institute under sub component 1.3 <b>for students</b> of 1.1 institute <b>to share research and discuss technological advancements</b> in dynamic industrial and business environment	<i>Expert lectures were conducted by NIT Patna Faculty. for students of MIT, Muzaffarpur.</i>
6	<b>No. of seminars/</b> conferences and academic meeting conducted by Institute under sub component 1.3 <b>for faculty</b> of 1.1 institute <b>to share research , discuss technological advancements</b> in dynamic industrial and business environment	<i>Faculty members from MIT Muzaffarpur attended International Conference organised by the NITP.</i>
7	<b>No. of departmental partnership for joint research activities for applied research and technological development</b>	<i>Few faculty members of MIT Muzaffarpur have registered for the PhD programme at NIT Patna.</i>
8	<b>Number of industry partnership for joint R&amp;D and internships</b> (Min 1 per year)	<i>Placement officer of MIT Muzaffarpur will discuss the matter with Dr. Samrat Mukherjee, PI(T&amp;P), NIT Patna.</i>
9	<b>Number of industry partnership for placement activity</b>	<i>Placement officer of MIT Muzaffarpur will discuss the matter with Dr. Samrat Mukherjee, PI(T&amp;P), NIT Patna .</i>
10	<b>Number of seminars and learning forums</b> conducted by institute under sub component 1.3 for 1.1 institute on <b>Governance practices, institutional management, academic and non-academic reforms</b>	<i>Efforts will take off.</i>
11	<b>Number of faculty</b> of 1.1 institute inducted on various bodies (BoG, BoS, Senate, etc.) of 1.3 institute for learning of good governance practices and vice versa.	<i>At least one faculty member of MIT Muzaffarpur will be invited to participate in the Board of studies of all departments/courses.</i>
12	<b>Assistance provided</b> in short term advisory and consultancy services by institute under sub component 1.3 for 1.1.	<i>Practices of consultancy services at NITP will be shared with MIT Muzaffarpur and the respective faculty members at MIT Muzaffarpur will be motivated to take up consultancy and testing services. The concerned faculty of MIT Muzaffarpur will visit NIT Patna to meet Dean(R &amp;C)/PI(Consultancy) of respective deptt. Of NIT Patna.</i>
13	<b>Workshop conducted</b> on Outcome Based Education (NBA) by institute under sub	<i>One program has already been conducted and few more will be done.</i>

	component 1.3 for 1.1 institute.	
14	<b>Assistance given</b> by the Institute under sub component 1.3 for 1.1 institute in filling-up of SAR for getting accreditation.	<i>NIT Patna will assist MIT Muzaffarpur for filling up of SAR for getting accreditation.</i>

Submitted for discussion/ suggestion and approval.

**Discussion:** Registrar, AKU, Patna informed that the Academic Council (AC) of AKU Patna has asked MIT Muzaffarpur to form a committee with regard to Point 3.2 and submit a report so that necessary decision can be taken. With regard to Point No. 11 and 12, TEQIP-III Coordinator of NIT Patna suggested that a letter should be sent by the Principal, MIT, Muzaffarpur to Director, NIT Patna requesting him to instruct the concerned section to do the needful. It was also decided that SAR report of Civil Engineering should be sent to NIT Patna for review before uploading on NBA website.

**Resolution :** The Action Taken Report was approved.

### **03/06 Status of Procurement- Department wise**

The status of procurement is as under.

No. of Packages Completed – 24

No. of packages delivered - 3

No. of Packages for which rebidding has been done- 6

The detail of procurement in tabular form department wise is given below:

Submitted for discussion and approval

**Resolution:** -The matter was discussed and approved.

### **04/06 Approval of Action Plan for April to June 2019**

Expected expenditure head wise is given in the Action plan for 1<sup>st</sup> Quarter (April 19- to June 19).

Submitted for discussion and approval

**Resolution:** -The Action Plan for the 1<sup>st</sup> quarter was discussed and approved with minor modification.

### **05/06 Progress in NBA Accreditation**

The target set by NPIU applying for accreditation is financial year 2019-20. At least three courses should be accredited or applied for by June 2019. A two day state level NBA awareness and SAR filling workshop was organized (26<sup>th</sup>-27<sup>th</sup> Nov., 19).

Registration with NBA is complete. SAR of Civil Engineering Department is ready. A fee for the same is already deposited and will be uploaded next week. Mechanical and Electrical Engineering Department will be uploading their SAR before June 2019.

Submitted for discussion and approval

**Resolution:** -The matter was discussed and approved.

### **06/06 Status of Employability Skill Training**

AS per guideline and vendor lists provided by NPIU, CL Educate Ltd. A-41 Aspire Building, Mohan Cooperative Industrial Area, New Delhi – 110044 has been given contract and the

training is going on. The first phase is over and the schedule for the 2<sup>nd</sup> phase is attached.

Submitted for information and approval

***Resolution: -The matter was discussed and approved.***

### **07/06 Status of GATE Training**

As per the NPIU direction In house GATE training started by internal as well as external faculty. At present GATE training for 6<sup>th</sup> semester students are going on.

Submitted for information and approval

***Resolution: -The matter was discussed and approved.***

### **08/06 Action taken report of MoM of state Steering committee held on 08.03.19**

Based on the presentation made by the Principal of different engineering colleges, following general observations were made by Principal Secretary, Department of Science and Technology.

- a) A pre-assessment examination should be conducted before start of GATE training and post assessment should be conducted after GATE Training to see the change induced because of GATE Training
- b) The Lab audit done by mentor institutes should be submitted to DST
- c) All lab equipment should be procured by March 2019 and Institute should not worry for space constraint
- d) Soft skill training to students can be imparted BSDM which is quite effective
- e) AICTE norms will be followed

An oral request was also made by the Principal Secretary to all BOG Chairman that they should visit the institute and see the implementation of TEQIP-III project. In case of any issue which need to be sorted out at the DST level, please bring it to her notice.

In the Faculty meeting it has been decided that the teachers taking the GATE Class should also conduct the test so that regular assessment can be done. An official order is being issued to submit the assessment along with the remuneration bill.

A template has been developed by SPIU for lab audit, which will be circulated to NIT Patna after completing all the formalities lab wise.

Lab procurement is going on, though it seems difficult to complete the procurement by March 2019.

A notice regarding soft skill training for first year students through BSDM has already notified

AICTE norms are being followed and the process has started for deficiency compliance

Hon'ble Chairman has already visited the institute on 09.03.19. Minutes of meeting is attached.

Submitted for information, discussion and approval.

**Resolution:** -*The matter was discussed and it was suggested that concerned department should be authorized to call the experts for Lab audit from NIT Patna and if required from other institutions also and the honorarium, TA/DA may be paid accordingly. Other observations were noted and action taken approved.*

## **09/06 Audit Report and its Observation**

### **Following audit has been conducted**

- a) Performance Audit- 21<sup>st</sup> to 24<sup>th</sup> July, 2018 by Dr. Yogesh Velanker  
Report is attached and the overall grade awarded was 2.39. Many of the observations already complied and rest is under progress. It is expected that during the next performance audit, overall grade shall improve.
- b) Based on the performance audit report, Mentor of the institute Prof. P. D. Porey visited the institute from 13<sup>th</sup> to 15<sup>th</sup> September, 2018 and suggested many short term and long term measures to improve the performance. All suggestions are being followed. Report of the mentor is attached for the perusal of the members.
- c) 1<sup>st</sup> Internal (Financial) audit was conducted by TODY TULSYAN & Co. for the Period - 01.10.17- 31.03.18 and report submitted on 17.12.18. Report is attached and no serious observation has been made.  
2<sup>nd</sup> internal audit was conducted by TODY TULSYAN & Co. for the Period -01.04.18- 30.09.18 and report submitted and all minor observations have been complied.
- d) Statutory audit was conducted by R.N. SINHA & Co. on 10<sup>th</sup> September, 2018 for the Period upto 31.03.18. Report is attached. No serious observation has been made.

Submitted for discussion and approval.

**Resolution:** - *BOG suggested that department wise committee should be formed for Asset verification. The matter was discussed and approved.*

## **10/06 Financial Statement Head wise**

### **Financial Statement head-wise is as under:**

Submitted for discussion and approval.

**Resolution:** - *BOG suggested that academic activities should be enhanced to the expenditure in this head. The matter was discussed and approved.*

**11/06            Activities undertaken/participated or proposed by faculties and students during  
Jan-March, 2019**

Activities undertaken/participated by the faculty/student is as under  
Submitted for information

***Resolution: - BOG noted the academic activities. The matter was discussed and approved.***

**12/06   Any other item**

**Representation by the faculty members regarding part time Ph. D. reimbursement.**

As per the discussion of 4<sup>th</sup> BoG meeting, date of reimbursement of Ph. D. fee's effective from 29.09.2018. Faculty member have given representation requesting to reconsider the effective Date from 29.09.2018 to June-2018, NPIU has also issued a letter regarding the sponsorship of part time Ph. D. enrolment programme (No.NPIU/TEQIP-III/Acad./442 Dated 5<sup>th</sup> June 2018).

Submitted for discussion and necessary direction.

***Resolution: - The matter was discussed and the Ph.D.fees reimbursement was approved from Jun 2018.***

Meeting ended with vote of thanks to the chair.



Principal cum Member Secretary  
MIT, Muzaffarpur