



School of Engineering & Technology
BABA GHULAM SHAH BADSHAH UNIVERSITY
RAJOURI (J&K)

Minutes
of
7th Meeting of Board of Governors

held on
September 28, 2019 at 11:30 AM
at
BGSBU, Rajouri (J&K)

Minutes

of

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The 7th meeting of the Board of Governors (BoG) of the School of Engineering & Technology was held on September 28, 2019 at 11.30 a.m. in the Committee Room at V.C.'s Secretariat at Baba Ghulam Shah Badshah University, Rajouri (J&K).

The following were present:

1. **Prof. Javed Musarrat**, Vice Chancellor, BGSBU – **In the Chair**
2. **Prof. Ashok Aima**, Vice Chancellor, Central University, Jammu
3. **Prof. Mehraj-ud-Din Mir**, Vice chancellor, Central University, Kashmir
4. **Prof. Naseem Ahmed**, Dean, School of Management Studies, BGSBU, Rajouri
5. **Prof. Mohammed Asger**, Dean, School of Engineering & Technology, BGSBU, Rajouri
6. **Mr. Vishal Puri**, HoD, Electronics & Communication Engineering, BGSBU, Rajouri
7. **Mr. Ahmed Riyaz**, (Special Invitee), Nodal Officer (Academics), Asstt. Professor, BGSBU, Rajouri
8. **Mr. Suneet Gupta** (Special Invitee), Joint Registrar, BGSBU, Rajouri
9. **Prof. Iqbal Parwez**, Dean Academic Affairs and Coordinator, TEQIP-III BGSBU, Rajouri, **Convener**

Prof. Sufyan Beg, Prof. I. M. Mishra, Prof. Hamid Ali & Dr. Shakeel Raina could not attend the meeting due to their prior commitment and **Prof. Abdul Khaliq**, being abroad, also could not make it.

The meeting formally commenced with recitation of verses from holy Quran.

At the outset, the Vice Chancellor welcomed all the members of BoG and thanked them profusely for sparing their valuable time. He expressed his gratitude particularly to Prof. Ashok Aima, Vice Chancellor, Central University, Jammu and Prof. Mehraj-ud-din Mir, Vice Chancellor, Central University, Kashmir who travelled long distances to attend this meeting despite their very busy schedule. He observed that even though the items in the

agenda appear to be few but all appeared important for meaningful deliberation and tangible outcome. The Vice Chancellor informed the members that TEQIP-III at BGSBU has been running exceedingly well which is evident by the fact that BGSBU has been recognized as 'High Performing Institution'. As an incentive, BGSBU has been provided with one crore rupees additional grant since it fulfilled at least a minimum of five out of total seven DLIs which was the prerequisite to qualify for additional sanction of funds. All the members unanimously resolved to put it on record on behalf of the entire BoG the great sense of appreciation to the Coordinator and his entire dedicated team for the commendable efforts to bring laurels to the institution. The Coordinator thanked the members for their words of appreciation, encouragement & patronage.

The Vice Chancellor, then, asked the Coordinator to take up the items of agenda.

The Coordinator reiterated the welcome note and expressed his gratitude to all members whose deliberations have always been academically very rewarding. He informed the members that the meeting was initially planned during mid August, 2019 but due to sudden change in the situation, the circumstances were not conducive for holding the BoG meeting during August and hence it got postponed inordinately. However, it is extremely gratifying that it has been possible to hold this meeting within this quarter where at least one meeting in each quarter is a mandatory requirement to accomplish the targeted DLI. He thanked all the members for their support & cooperation.

Item No.1: Confirmation of the minutes of 6th meeting of Board of Governors held on June 15, 2019

The minutes of the last meeting held on June 15, 2019 were emailed to all the members with the request to offer their comments, if any, on the veracity of the recorded minutes within three-days. Since no comments / observations were received, hence the minutes were confirmed and uploaded on the website of the University as per NPIU guidelines.

The members unanimously confirmed the minutes of the last meeting of BoG held on June 15, 2019

Item No.2: Action Taken Report on the suggestions / directives given in the 6th meeting of the Board of Governors held on June 15, 2019

The members were informed that the Dean, School of Engineering & Technology was required to submit comprehensive follow-up documents in the light of the discussion held during the last meeting held on June 15, 2019 on the issues, namely (i) measures to improve Spoken English capabilities of B.Tech students, (ii) On-line Feedback proforma of students and (iii) an elaborate 'Strategic Plan' for SoET. No documentary follow-up on the above issue was received from the Dean, School of Engineering & Technology.

The Dean, SoET informed the members that the above documents are ready and Strategic Plan got delayed because he had sent the same to the Mentor Institution for vetting. Regarding the online feedback forms of the students, the Dean, SoET informed the Vice Chancellor that the said online feedback proforma for students has already been prepared. The hon'ble Vice Chancellor sought to know if this 'On-Line feedback form' is based on 'Google Form'?. Prof. Aima inquired how the Feedback response will be evaluated and what follow-up action will be taken thereafter. He further sought to know how the objectivity and anonymity of the respondents will be ensured. Prof. Mehraj-ud-din Mir suggested that as a matter of accepted practice those who are being evaluated should not be the part of evaluation process. In response to above queries, the Dean, SoET mentioned that the student feedback proforma is not based on 'Google Form' and respective Heads of the Department will have access to summary of the evaluated report which will be done by a 'College Committee'.

The members advised that the on-line Feedback proforma should be based on the suggestions given by the members so that it remains a logical and objective exercise which should conform to the design and pattern in vogue in other reputed institutions. Prof. Aima emphasized that Strategic Plan is a very crucial document which should be based on 3-5 years time-line dependent exhaustive plan of action. This document should clearly outline the milestones to be achieved showing incremental value addition and, more importantly, a well-defined roadmap should also be the inclusive part of the document to achieve the proposed targets.

Prof. Aima graciously offered his help and assistance to Dean, SoET in the preparation of such documents. The Coordinator informed the Dean, SoET that he may send all the pending documents including measures to be adopted with regard to enhancing 'Spoken English' capabilities amongst SoET students, as pointed out in the AMCAT Report submitted by Aspiring Mind Agency which may be put up for deliberation by BoG members.

It was resolved that the Dean, SoET will expeditiously provide the aforesaid documents to Coordinator, TEQIP for further deliberations and approval by BoG.

Item No.3: Approval of the 'Action Plan' for the Quarter, October - December, 2019

The Coordinator, TEQIP informed the house that as per NPIU guidelines, a quarterly Action Plan needs to be proposed and approved by NPIU. This Action Plan is based on the proposed expenditure under three major heads i.e. Procurement, Academic Processes and Incremental Operating Cost in a ratio of 60%, 30% and 10% respectively. The members were apprised about the Action Plan for the quarter October - December 2019 with the total outlay of 1.56 crore out of which approximately 42 lacs is the TEQIP appointed faculty, hence leaving a balance of 1.14 Crores for utilization. The unutilized amount does not lapse but it needs to be proposed in the next quarter and a similar approval is sought. However, it is desirable that maximum expenditure must be incurred which is considered as an important DLI for Performance evaluation.

Prof. Aima suggested that in the sub head 1.1.2.11 'Industry Institute Interaction' under the overall head 'Academic Processes' we must invite captains of Industries and also the eminent persons particularly from our vicinity such as Directors, IIT & IIM, Jammu for interaction with our students and faculties and to seek their help and guidance to prioritize our goals to improve our visibility and placement. The hon'ble Vice Chancellor endorsed the suggestion of Prof. Aima and thanked him for offering his help to execute this plan.

The members unanimously ratified the Action Plan for the Quarter pertaining to October - December, 2019.

Item No.4: To apprise the status of Performance Audit for 2018-19

The BoG was apprised that Performance Audit of TEQIP-III programme of each TEQIP funded institution is one of the most stringent exercise carried out by very senior and eminent academician who is very intimately associated with the TEQIP programme and its underlying guidelines.

The members were informed that Performance Audit is carried out in a scale of 1-3 in a reverse rating where 1 is considered to be the highest and 3 as the lowest and the institution rating improves as the score gets closer to 1. As per the guidelines, the same person continues as Performance Auditor of an Institution to ensure the relative assessment of the same Institution by him. The Performance Audit for the year 2019 was carried out by Prof. Ravi Kumar, Head, Department of Mechanical Engineering, BMS Engineering College, Bangalore on September 18-20, 2019.

The members were informed that as compared to our performance audit score of 1.8 achieved last year (2018), the BGSBU recorded a substantial improvement in the performance audit this year and obtained the score of 1.48 which has been achieved only by few institutions. The members were further apprised that even based on the last year score of 1.8, BGSBU TEQIP team was awarded a "Certificate of Appreciation" by Prof. P. M. Khodke, Central Project Advisor for successfully implementing the TEQIP programme. The certificate was awarded only to 'top twenty TEQIP funded institutions'. Our performance audit score in 2019 has tremendously improved particularly the score on the twining activity (1.2) clearly indicating that both the institutions are coordinating well fulfilling all responsibilities as mentee and mentor institutions.

The BoG expressed its great degree of appreciation to the TEQIP III team for having put in an excellent performance in successfully implementing the TEQIP programme. The mentor institution was also complemented for extending all round support to BGSBU. It was hoped that this success spree will continue in future as well.

Item No.5: To report the conduct of Induction Programme for B.Tech 1st Year Students

The members were informed that there is a 3 – week mandatory 'Induction Programme' to newly admitted 1st year B.Tech. Engineering students prior to the beginning of the regular classes. This programme is aimed at acquainting first year students with their new surroundings, making them aware of the various avenues and facilities which are at their disposal which they are expected to utilize optimally. They are given a 21-days elaborate activity schedule comprising lectures by eminent persons on basics, morality, communication skill, personality development, career guidance coupled with field visits, interactive sessions and group discussions.

BGSBU has been seriously undertaking this programme and last year a complete 21-days Induction Programme was organized for the newly admitted 1st year students. This year also, a similar exercise was to be undertaken commencing from July 29 to August 28, 2019. The programme started well and ran successfully up to August 4, 2019 and thereafter it has to be prematurely terminated due to sudden turn of events and NPIU was informed accordingly. The said programme could not be restarted since it almost got merged into the schedule of regular classes which needed to be completed on time.

Prof. Aima appreciated the efforts undertaken by TEQIP team to organize such as informative and 'feel at home' programme. He further suggested, that it should be more focused on career-counselling so that the B.Tech. students, right at the inception stage have a comprehensive idea about the various career options which are available to them and may not wander as a 'rudderless ship' after the completion of their B.Tech. programme. The members strongly endorsed the suggestion of Prof. Aima and TEQIP Coordinator promised to incorporate this element in the next 'Induction Programme'.

The activities undertaken in the Induction Programme were noted and appreciated by the members of BoG.

Item No.6: To apprise the status of 'GATE Coaching' for the year 2018-19 & 2019-20

The members were briefed about the overall objectives of the GATE Coaching which is one of the DLIs and this coaching is conducted for final year B.Tech. students. Since last year final outcome of GATE Examination result were not very successful, a meeting was convened of all HoDs and GATE Coordinator and the Dean, SoET so as to optimize the outcome of this programme. Since Employability Skill Training and GATE Coaching is simultaneously conducted, the options were sought and a total of 185 students have registered for GATE Coaching for the year 2019-20 as against 231 students last year.

It was also informed that the institutions are restricted to invite tenders only out of the four approved vendors by NPIU and, therefore, M/s Engineers Academy, Jaipur, who quoted the lowest bid i.e. Rs. 41,300/- (including GST) per student for 300 hrs. coaching for 185 students was approved for the above GATE coaching. This bid was substantially higher as quoted by the same vendor last year which was at the rate of Rs. 29,500/- + 18% GST for 200 HRS coaching of 231 students. The coaching is scheduled to commence w.e.f. October 1, 2019 and shall continue until January 31, 2019.

Prof. Aima suggested that we may also explore the possibility of tying up with IIT, Jammu faculty to give exposure to our students.

The members noted the details of the GATE Coaching and suggested that, given the limited number of vendors and large number of TEQIP funded institution, we may evolve a more comprehensive policy in consultation with NPIU to make this programme more effective and result oriented.

Item No. 7: To apprise the selection of BGSBU as High Performing Institute of TEQIP-III for additional allocation of grant

The Coordinator informed the member, with great satisfaction, that based on very stringent criteria of assessment of Performance, the BGSBU TEQIP programme has been sanctioned an additional one crore of grant making our overall Project Linked Allocation (PLA) to Rs. 11 crore. This additional grant will be utilized in already approved ratio of 60%, 30% & 10% under Procurement, Academics and

IOC for which the proposal has already been sent. The members were further informed that there is likelihood of getting additional one crore provided the institution meets 5 out of 7 laid down criteria where BGSBU has already successfully qualified in the overall Performance Audit score (1.5 or less, our score being 1.4) and twining activity (1.5 or less, our score being 1.2). The Coordinator, TEQIP informed that BGSBU stands a very good chance of qualifying for yet another additional grant of Rs. One crore. The Coordinator hoped that such additional funding will help us to give boost to our existing infrastructural facilities so as to take our Engineering College to new level of academic excellence.

All the members expressed their great appreciation for the commendable efforts made by the TEQIP Team under the able leadership of the visionary Vice Chancellor. The members hoped that with such rapid pace of success, the School of Engineering & Technology, BGSBU shall soon be rated as one amongst Country's top technical institutions.

Item No. 8: To apprise the sanction of 'Collaborative Research Scheme' to TEQIP faculty

The BoG members were informed that NPIU, in order to encourage the culture of research and innovation, introduced a 'Collaborative Research Scheme' for TEQIP faculty with the condition that each TEQIP PI must have a minimum of one Co-PI from amongst the permanent faculties of TEQIP funded institution. The funds thus allocated will be over and above the existing PLA sanctioned to TEQIP programme and these projects will have to be completed by September 2020, the proposed date of termination of TEQIP Phase III scheme.

Based on the above six TEQIP faculties of BGSBU were sanctioned CRS amounting to a total of Rs. 42,57,000/- under the heads of equipment, domestic travel, consumables, contingencies & miscellaneous. These CRS programmes will go a long way to foster the culture of research, followed by publication, patents and consultancy. The members expressed their happiness and conveyed their appreciation to those who succeeded to get CRS. The members also hoped

that the other faculties will also make the concerned efforts to get the research projects sanctioned from various R&D agencies to enhance the academic excellence of the institution.

The members noted with great satisfaction the achievement of the TEQIP faculties to get six Collaborative Research Schemes sanctioned with a total cost of Rs. 42,57,000/- as an additional funding to the TEQIP programme of BGSBU. The members strongly urged the other faculty particularly permanent faculty to make concerted efforts in this direction.

Any other item

Prof. Mehraj-ud-din Mir, Vice Chancellor, University of Kashmir (CUK) made a plea to the Vice Chancellor BGSBU and Vice Chancellor, Central University, Jammu to allow 30 – 40 students of Central University of Kashmir to attend classes in the area of Management and B.Tech. Engineering in their respective institutions. It would help to make up the study hour loss of these students due to unfavourable conditions prevailing in the valley. He also sought help for their lodging, boarding for the duration of their stay spanning over a month or so. He further mentioned that he can also depute his own faculty to supplement the existing faculty of BGSBU and Central University of Jammu.

The Vice Chancellor of BGSBU & CUJ committed to extend any help that may be required by the Vice Chancellor, Central University, Kashmir to safeguard the careers of his students. Both the Vice Chancellors assured that it is their moral duty and academic obligation towards their sister university to extend this help. Prof. Mehraj-ud-din Mir, Vice Chancellor, Central University, Kashmir thanked both the Vice Chancellors for their generous commitment and informed that he will write an official letter to both the Vice Chancellors in this regard.

Concluding Remarks

At the end, the Coordinator TEQIP expressed his deep sense of gratitude to all the members for their unstinted support in the smooth running of TEQIP programme and the success achieved so far. He candidly admitted that no such success would have been possible had it not been due to their rich academic discussion and sagacious counseling. He fervently hoped that he will continue

getting the same zealous support and patronage in the days ahead. He sincerely apologized for often giving them a very short notice and despite that the members still responded to his call in full measure. He thanked the members for being benevolent and kind.

Prof. Iqbal Parwez
Coordinator TEQIP, BGSBU, Rajouri (J&K)