



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

# **Minutes**

*of the*

**4<sup>th</sup> Meeting of Board of Governors**  
**January 19, 2019 at 3:30 PM**

*held at*

**Committee Room, V.C.'s Secretariat**

**Baba Ghulam Shah Badshah University, Rajouri (J&K)**

# Minutes

of

## 4<sup>th</sup> Meeting of Board of Governors

The fourth meeting of the Board of Governors (BoG) of the School of Engineering & Technology was held on January 19, 2019 at 3:30 pm 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. Hamid Ali**, Chairman, Department of Petroleum Sciences, AMU & Ex-Dean, Z.H. College of Engineering & Technology, AMU, Aligarh
4. **Prof. Mohammed Asger**, Dean, School of Engineering & Technology, BGSBU, Rajouri
5. **Mr. Vishal Puri**, HoD, Electronics & Communication Engineering, BGSBU, Rajouri
6. **Dr. Ashfaq Ahmed Zarri** (Special Invitee), Registrar, BGSBU, Rajouri
7. **Prof. Iqbal Parwez**, Dean Academic Affairs and Coordinator, TEQIP-III BGSBU, Rajouri, **Convener**

**Prof. Mehrajuddin Mir, Prof. I. M. Mishra, Prof. M.M. Sufyan Beg, Prof. Naseem Ahmed, Prof. Abdul Khaliq and Dr. Shakeel Ahmed Raina** conveyed their inability to attend the BoG meeting.

The meeting commenced with the recitation of verses from holy Quran. Thereafter, the Vice Chancellor extended a warm welcome to all the BoG members and expressed his gratitude to them to attend the meeting in such a quick succession. He was particularly grateful to outstation members, Prof. Ashok Aima & Prof. Hamid Ali who, despite heavy engagements and inclement weather, managed to spare time to attend the meeting. He was appreciative of all the members who contributed enormously with their valuable inputs in order to enhance the academic standards of School of Engineering & Technology of BGSBU. He, then, asked the Coordinator TEQIP to take up the items of agenda of the meeting.

In his introductory remarks, the Coordinator TEQIP informed the members that out of the total backlog of three BoG meetings which are required to be held by February 10, 2019, the current meeting is the second one which leaves the backlog of only one which is proposed to be held in the early part of February, 2019 subject to availability of the majority of the members. After the proposed meeting is held, the BGSBU will complete its all the backlog quota of BoG meetings thus saving itself from any fund reduction due to non-fulfillment of DLI#3.

Thereafter, the agenda items were taken up for consideration.

**Item No.1: Confirmation of the minutes of 3<sup>rd</sup> meeting of Board of Governors held on December 31, 2018**

The members were informed that the minutes of the last meeting held on December 31, 2018 at BGSBU were e-mailed to all the members on January 13, 2019 with the request that the observations/ comments, if any, on the recording of the minutes may be communicated by January 17, 2019 for modification of the minutes, if required. Since no observations were received, it was proposed that the aforesaid minutes be confirmed.

***The minutes of the last meeting of BoG held on December 31, 2018  
were unanimously confirmed.***

**Item No.2: Action Taken Report on the basis of follow-up suggestions/directives given in the 3<sup>rd</sup> meeting of the BoG held on December 31, 2018**

The following actions based on the directions/ suggestions given in the last meeting held on December 31, 2018 were discussed:

- Members were informed that necessary instructions have been issued to Coordinator, GATE Coaching to prepare the success matrix as proposed by Prof. Aima following the declaration of GATE examination result.
- The suggestion given by Dr. Ashfaq Ahmed Zarri to highlight the facilities being extended to B.Tech. students in the Admission Prospectus of BGSBU has been incorporated in the Admission Prospectus – 2019.



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BGSB University Rajouri (J&K)

- Regarding Employability Skill Training as suggested by members, efforts are underway to devise in-house Action Plan before the commencement of this training by Professional Agency.
- An elaborate proforma based on performance indicators is being devised to determine the entitlement under the two categories of PhD fee reimbursement for faculty members.
- As approved in previous meeting of BoG for extension of workshop block to house UTM, the preliminary steps of inviting tenders have been initiated.

***The members noted and approved the above actions under Action Taken Report. Prof. Ashok Aima appreciated the actions taken in such a short duration.***

**Item No.3: To approve the feedback report of Employability Skill Test.**

The members were informed that the university has conducted Employability Skill Test of all B.Tech. students totaling 931 nos. to assess their Employability Skills so that proper follow-up measures may be taken. The NPIU/MHRD has empaneled M/s Aspiring Minds Assessment Pvt. Ltd., Gurgaon, Haryana for conducting the test which was held at BGSBU from 10<sup>th</sup> to 16<sup>th</sup> Oct.'18. The complete feedback report as supplied by M/s Aspiring Minds Assessment Pvt. Ltd. was placed before the members for consideration and approval.

The Coordinator TEQIP explained that the agency has done a very exhaustive exercise to assess the students of various batches starting from 2019 batch which will be the earliest to pass out this year, followed by the successive batches which will pass out in 2020, 2021 and 2022, respectively.

Each student has been subjected to AMCAT test which is currently the most acceptable testing system in-vogue for evaluating the employability skill of the students and approximately 30,000 students/year are evaluated based on AMCAT Test. The performance of each student is judged on the basis of their skills in English Comprehension, Quantitative Ability, Logical Ability, Computer



Programming, Electronics and Semiconductor Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, Computer Science and Telecommunication Engineering. Campus Average scored (percentiles) and the standard deviation is compared with average national norms with 90% confidence limit. If the confidence level is less than 90%, the difference between campus average and national average is not considered to be significant. If the difference is positive, on an average, the campus students are considered to be performing better than the national average.

The Coordinator informed that the students of all the four batches performed poorly in English Comprehension, Quantitative Ability and Logical Ability which is evident from the fact that their average score is much lower than national average. Secondly, most students were good in their specialized field but their average performance was still lower than the national average performance which is a matter of great concern. The Coordinator read out the relevant portion of the report before the BoG members.

**The Vice Chancellor** expressed his concern over the poor performance of the students in English comprehension and directed the Dean, SoET to take immediate remedial measures such as to organize extra classes to improve the overall competence in English language. He wondered why the students are poor in their core subjects. He urged the Dean, SoET to devise an action plan to have more interactive classes, strengthen the language lab to utilize it optimally and implement all actions in a time-bound manner. **Prof. Mohammad Asger** informed that the students are required to give one seminar per semester. However, **Prof. Aima** remarked that it may not be adequate measure to hone the English speaking skill of the students.

**Prof. Ashok Aima** suggested that each student should be made to undertake an exercise in English speaking on a roaster basis for at least 15 minute each to develop proficiency in English language which will also instill confidence amongst them and create positive environment. He also advised to contact English and Foreign Languages University (EFLU) Hyderabad, Telangana to explore possibilities of some suitable packages or modules which may help students to

*improve their English speaking and writing faculties to overcome the deficiencies which have been highlighted in the survey report by Aspiring Minds.*

***Prof. Hamid Ali** was of the view that the medium of instruction and even social interaction in the class rooms and elsewhere should be in English language which will be a great advantage to the students to develop fluency in English language.*

***Prof. Aima** proposed that each class representative should be called and this report must be shared with them and appropriate corrective measures should be chalked out involving such students. **Hon'ble Vice Chancellor** asked the Dean, SoET to implement this plan.*

***The members approved the Employability Skill Report and directed to take the follow-up measures***

**Item No.4: To report and approve the feedback recommended by NPIU for TEQIP faculty**

The members were informed that NPIU has currently deputed 21 contractual Assistant Professors to SoET to augment its teaching and research programmes. However, the NPIU has closely monitored the performance of each TEQIP faculty by two independent ways.

1. By 'Student Feedback Programme' attached on P-29 of the Agenda documents as Faculty Appraisal. This Performance Appraisal carries a total score of 50 marks which consists of (i) Academic Performance (30 marks), (ii) Academic Administrative Performance (30 marks) and (iii) Personal Achievements (10 marks). Each of these sections has various performance indicators which will be evaluated by a Committee consisting of Principal / Director / Dean (Academics), Dean (Industry), Dean (Students) and HoD based on power-point presentation. The faculty is expected to score a minimum 30 marks in order to get its term of appointment extended (Page 30 of Agenda).

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The Coordinator informed that, based on the limited available data, the performance of the TEQIP faculty at BGSSBU has been quite satisfactory.

2. Second step of assessment is based on the feedback of student through Google Form consisting of five assessment indicators each carrying 10 marks. The students have given this on-line feedback and the results of the same have been sent to Coordinator as well as teacher concerned for appropriate corrective measures in deficient areas.

However, no comprehensive conclusion can be drawn because the feedback, as on now, is limited in number and more feedback from large segment of students is required which is yet to be received by NPIU.

Further, based on inter-state TEQIP faculty performance, Bihar and Uttar Pradesh TEQIP faculties have scored 8 and 7.6 points respectively. Ironically, J&K state TEQIP faculty performance is only 6.7 which is the least of all the states and much below the national average of 7.4. Another interesting assessment data is inter - university TEQIP faculty performance between BGSSBU and IUST where BGSSBU has, in almost indicator parameters, scored higher than IUST but unfortunately much below the national average value as depicted on P/34 of agenda papers. The members felt that such a data has given us a chance to do introspection and much-needed course correction.

***The Vice Chancellor** asked the Dean, SoET whether this kind of Feedback System can also be implemented for the faculty on university rolls. The Dean promptly agreed for the same. The Vice Chancellor asked the Dean, SoET to evolve the Feedback proforma and an objective mechanism whereby the realistic Feedback for each faculty can be obtained.*

***The BoG members unanimously approved the steps taken by NIPU Performance Appraisal Scheme of TEQIP faculty and strongly urged that the similar exercise may be carried out for BGSSBU faculty.***

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**Item No.5: To consider the appointment of new Nodal & Co-Nodal Officers (Procurement) consequent upon the resignation of Mr. Manmeet Singh, Nodal Officer (Procurement).**

The Coordinator TEQIP informed the house that in view of the resignation of Mr. Manmeet Singh, Nodal Officer (Procurement), a new Nodal Officer has to be appointed in his place. The house authorized the Vice Chancellor to appoint Nodal and Co-Nodal Officer in place of the vacancies thus created.

*The Vice Chancellor, on behalf of entire BoG, put on record the valuable services rendered by Mr. Manmeet Singh to carry out his duties on TEQIP Nodal Officer (Procurement) diligently.*

***The members authorized the Vice Chancellor to appoint Nodal & Co-Nodal Officers (Procurement)***

**Any Other Item:**

The Coordinator invited the members to discuss any other issue, with the permission of the Chair, which has not been covered under the aforesaid items of agenda but is relevant and urgent with regard to TEQIP programme.

**Prof. Ashok Aima** suggested that BGSBU should invite eminent experts from Confederation of Indian Industry (CII) which is a non-government, not-for-profit, industry-led and industry managed organization to the BGSBU to seek their guidance to establish industry-academia interface. This is much-needed for the wholesome development of any Engineering College of repute. Prof. Aima volunteered to extend his services to build up such linkages to facilitate BGSBU in this venture. The Vice Chancellor greatly appreciated the idea for establishing such linkages and thanked Prof. Aima for extending all help and support in this regard.

**Coordinator TEQIP** informed the house that despite a long wait since September 2018, no grant from the NIPU has been released so far which is creating lot of problems to meet essential expenditure and clear the overdue

payments which are piling-up. He requested the Hon'ble Vice Chancellor to grant a refundable loan to clear the essential bills. The NPIU has also suggested to seek temporary loan from parent institute to tide over the present crisis.

The Vice Chancellor graciously agreed to sanction refundable loan from University funds and asked the Coordinator to work out the quantum of amount which is required. The Coordinator thanked the Vice Chancellor for this timely help.

### Concluding Remarks

At the end, the Vice Chancellor expressed his heart-felt gratitude to all the BoG members for accepting his invitation to attend the meeting at such a short notice. He expressed his special thanks to out-station members, particularly Prof. Ashok Aima and Prof. Hamid Ali for extending their long-arching patronage and extremely valuable suggestions which has always enriched the deliberations with innovative ideas for betterment of SoET.

With this, the meeting came to an end.

*Minutes Confirmed*  
*[Signature]*  
09/02/19

Vice Chancellor & Chairman, Board of Governors

(Prof. Iqbal Parwez)  
Coordinator, TEQIP III Programme  
Baba Ghulam Shah Badshah University, Rajouri

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