



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

Minutes
of
6th Meeting of Board of Governors

held on
June 15, 2019 at 11:00 AM
at
Jammu

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of
6th Meeting of Board of Governors**

The 6th meeting of Board of Governors (BoG) of the School of Engineering & Technology was held on June 15, 2019 at 11:00 a.m. at Jammu

The following were present:

1. **Prof. Javed Musarrat**, Vice Chancellor, BGSBU – In the Chair
2. **Prof. Ashok Aima**, Vice chancellor, Cental University, Jammu
3. **Prof. Mehraj-ud-Din Mir**, Vice Chancellor, Central University, Kashmir
4. **Prof. Hamid Ali**, Ex-Dean, ZHCET, A.M.U., Aligarh
5. **Prof. Abdul Khaliq**, Delhi Technical University, Delhi
6. **Dr. Ashfaq Ahmed Zarri**, Registrar, BGSBU (Special Invitee)
7. **Prof. Mohammed Asger**, Dean, School of Engineering & Technology, BGSBU
8. **Prof. Naseem Ahmad**, Dean, Management Studies, BSSBU, Rajouri
9. **Mr. Vishal Puri**, HoD, Electronics & Communication Engineering, BGSBU
10. **Prof. Iqbal Parwez**, Dean (Academic Affairs) and Coordinator, TEQIP-III, Convener

Prof. M. Sufyan Beg, Prof. I.M. Mishra and Dr. Shakeel A. Raina could not attend the meeting due to their prior engagements.

The meeting commenced with the recitation of verses of holy Quran.

At the beginning, the Chairman, BoG extended a very warm welcome to all the members of BoG who could make it possible to attend the meeting despite a very short notice, specifically those from outstation particularly, Prof. Mehraj-ud-Din Mir and Prof. Hamid Ali and Prof. Abdul Khaliq who undertook an arduous journey in such inclement weather. In his introductory remarks, the Vice Chancellor informed the members that this is the mandatory meeting which is required to be conducted by the end of June, 2019. However, NPIU desired that it should be held preferably by June 15, 2019 as per the directives of the MHRD. The Vice Chancellor expressed his satisfaction that BGSBU, after the conclusion of this meeting, would successfully achieve the DLI (# 3) which is important to qualify to receive the PLA connected with this Performance Bench Mark. He appreciated the cooperation of all the member to make it possible to achieve this target.



He, then, asked the Coordinator, TEQIP to take up the items of the agenda.

The Coordinator once again extended the welcome to all the members to this 6th BoG meeting. He expressed his happiness that Prof. Ashok Aima and Prof. Hamid Ali who could not attend the last BoG meeting are present today and he thanked them for their regular participation and rich input.

Item No.1: Confirmation of the minutes of 5th meeting of Board of Governors held on February 9, 2019

The Coordinator informed the members that the minutes of 5th meeting of Board of Governors were emailed to all members with the request to send their comments / observation(s), if any, within three-days of the receipt of the minutes. No observations /comments were received except a suggestion from Prof. Sufyan Beg that the minutes of BoG meeting should be sent within a fortnight following the conclusion of the meeting for implementation of the action(s). It was proposed that the aforesaid minutes be confirmed.

The members unanimously confirmed the minutes of the last meeting of BoG held on February 09, 2019

Item No.2: Action Taken Report on the suggestions/directives given in the 4th and 5th meeting of the Board of Governors held on January 19, 2019 and February 09, 2019, respectively

The members were informed that as a follow-up measure, the concerned officials were informed about the proposed actions which were required to be taken by them in the light of the direction of the BoG. Prof. Hamid Ali observed that the most of the actions such as comprehensive plan for organizing classes to strengthen spoken English, students Feed back of the BGSBU SoET faculty, vetting of strategic Plan for SOET which were all entrusted to Dean, SoET have not been done despite a long time gap. He expressed his displeasure at such tardy progress and urged the Dean to expedite all such pending tasks within a fortnight. The other members also endorsed the suggestion of Prof. Hamid Ali. The Coordinator was requested to monitor the progress of this work and report the same in the next meeting of BoG.



It was suggested by Prof. Abdul Khaliq that there should be a provision of direct online feed back response of the students about each faculty to ensure secrecy, transparency and objectivity which must be carefully analysed and the Vice Chancellor must be apprised about it so that appropriate measures can be taken. The members appreciated the initiative taken by the Mentor institution to cover 10% of the syllabi in selected courses by their expert faculty, extending help in setting up experiments in Environmental Engineering Laboratory and helping the BGSBU to organize international conference and developing collaborative research projects.

It was resolved that the Dean, SoET will expedite all the pending actions such as comprehensive plan for organizing classes to strengthen spoken English, students Feed back of the BGSBU SoET faculty, online feed back system for students and vetting of Strategic Plan for SoET within a fortnight and the Coordinator will monitor the progress of this work and report the same in the next meeting of BoG. The members recorded their appreciation of the initiatives proposed by the Mentor institution to facilitate BGSBU in various academic activities and suggested that it should be expedited in a time-bound manner.

Item No.3: Approval of the Action Plan for the Quarters, April – June, 2019 and July – September, 2019

It was elaborated to the members of BoG that all TEQIP funded institutions are required to give a quarterly Action Plan of the proposed expenditure under various heads of accounts earmarked by NPIU and the grant is accordingly sanctioned. However, there is no actual release of grant into institution account but only the sanctioned amount is reflected on the PFMS. The institutions are required to book the approved expenditure and the money is directly transferred into beneficiary / vendor account through the Direct Benefit Transfer (DBT) mode to ensure efficiency and transparency.

The procurement of the various items as well as different academic activities under TEQIP-III project was proposed for quarters (April – June, 2019 and July –



September, 2019). The members perused the details of the Action Plan for the two aforesaid quarters and accorded their approval of the same.

The members unanimously ratified the Action Plan for the Quarter pertaining to April – June, 2019 and approved the Action Plan for the next quarter i.e. July – September, 2019.

Item No.4: Financial Audit Reports for the Financial Year 2018-19:

(a) Internal Audit Report

(b) Statutory Audit Report

The house was apprised that there is a close monitoring system of the utilization of the allocated funds as per the laid down guidelines by World Bank and MHRD. To achieve this, it regularly conducts, at every six month, an internal Audit by a team of Chartered Accountants appointed by them which followed by another elaborate audit by Statutory Auditors.

The Internal Audit of TEQIP –III, BGSBU for the period of April 1 – September 30, 2018 and again for the entire Financial Year April 1, 2018 – March 31, 2019 was conducted by the internal auditor, M/s Tasky Associates, Bhopal (M.P.) on 18-02-2019 and 09-05-2019, respectively. Similarly, the Statutory Audit was conducted by M/S Mahesh Solanki & Co. (Chartered Accountants), Indore (M.P.) on 17-05-2019. The internal as well as Statutory Audit Reports for the aforesaid duration were perused by the members who were extremely happy and satisfied to see the summary opinion of the auditors about the financial management, procedural accuracy and systematic book keeping of financial records. The summary opinion of the auditors is reproduced below:

“We have audited the accompanying Financial Statements of Technical Education Quality Improvement Programme Phase-III Baba Ghulam Shah Badshah University, Rajouri (J&K), which comprise the Balance Sheet as at 31st March 2019, Income and Expenditure Account and Receipts and Payments Accounts for the year ended, and other explanatory information.

In our opinion and to the best of our information and according to the explanation given to us, the financial statements of Baba Ghulam hah Badshah University, Rajouri (J&K) for the year ended 31st March 2019 are prepared, in all material respects, in accordance with Financial Management Manual issued by the Government of India, Department of Higher Education (Ministry of Human



Resource Development). The Financial Statements give a true and fair view in conformity with the accounting principles generally accepted in India”.

The members accorded their approval to the Internal as well as Statutory Audit Reports for the Financial Year April 1, 2019 – March 31, 2019 and complimented the TEQIP team for meticulous record keeping. It further directed the TEQIP Nodal Officer (Finance) to adhere to the suggestions given by the auditors.

Item No.5: Request to NPIU for release of the remaining Rs. 5 Crore grant as per entitlement of Autonomous Institutions

The members were informed that Baba Ghulam Shah Badshah University, Rajouri (J & K) is an autonomous Institution and the School of Engineering and Technology located within its campus is governed by its own Board of Governors. As per the TEQIP-III guidelines, autonomous institutions are entitled to a grant of Rs. 15 crore under TEQIP Phase III. So far, Institution has received the grant to the tune of Rs. 10 crore. The NPIU was, therefore, requested that the remaining grant of Rs. 05 crore may kindly be released.

It was also brought to the knowledge of the members that BGSSBU has been performing consistently well as is evident from the score achieved in the performance audit (1.8) for the successful implementation of TEQIP Project III. This fact was also acknowledged by a letter of appreciation by Prof. (Dr.) P.M. Khodke, Central Project Advisor, NPIU, New Delhi. The BGSSBU has been fulfilling most of the DLIs which qualifies to get full quantum of PLA. Also, the institution has already utilized about 90% of our allocated budget under Procurement head and there are still lots of Equipment and softwares which are needed to be procured. It was, therefore, requested that the remaining balance of Rs. 05 crore may be released so that some of the deficient laboratories may also be supported with essential equipments and softwares. The members suggested that a resolution based on the unanimous decision of the BoG be sent to NPIU urging it to expeditiously release the remaining Rs 05 crore to help the BGSSBU to further strengthen its Engineering and Technology infrastructure.

The BoG unanimously and emphatically urged the NPIU to expeditiously release the remaining Rs 5 crore to help the BGSSBU to further strengthen its Engineering and Technology infrastructure.



Item No.6: Approval for minor civil work pertaining to repair of flooring in Laboratories, Classrooms and adjoining areas in the Department of Electrical Engineering

The Coordinator, TEQIP III informed the members that a letter no. BGSBU/SOET/EE/19/161 dated 20.03.2019 was received from the Head, Department of Electrical Engineering requesting therein for the repair and refurbishing of the damaged flooring of the classrooms, laboratories and the other adjoining areas in his Department which is causing lot of inconvenience to the students. He also mentioned that it is also an impediment on way of getting these classrooms converted into smart classrooms. Under the provisions of TEQIP-III, minor civil work in terms of renovation of laboratories, class rooms, seminar library and extension of laboratories etc is permissible to refurbish and improve the existing infrastructure of the Engineering College. A small percentage of total grant i.e., 5% is allocated for this purpose.

It is pertinent to mention that in SOET, the similar nature of work has been carried out to renovate the flooring of the classroom complex under the aforesaid 'Minor Civil Work' of the TEQIP programme so as to equip them with ICT facilities to develop them into "SMART CLASS ROOMS". It has been done after following due procedure to choose the contractor based on L1 bidding to undertake this work and to sign the Agreement and issue Work Order in favour of lowest bidder. The work is monitored for its quality and pace by a team of experts from the Civil Engineering Department.

The aforesaid request was placed for the consideration of the BoG. The members accepted the request of the HoD, Electrical Engineering and directed the Coordinator to get this work expedited after following the codal formalities as per NPIU norms.

The members accepted the request of the Head, Department of Electrical Engineering for the repair and renovation of the damaged flooring of the Department under Minor Civil Work and directed the Coordinator to get this work expedited after following the codal formalities as per NPIU norms.



Item No.7: Employability Skill Training and GATE coaching to Final Year students

The NPIU guidelines communicated vide circular No: NPIU/TEQIP-III/Acad./GATE-EST/2019 dated: 10th April, 2019 issued by CPA, NPIU were discussed. As per these guidelines either GATE training OR Employability Skill training need to be given based on the interest of the students. As two options are available with the students, institutions were advised to respect choice of the students for ensuring their attendance in the training program. Training is required to be given to both final and pre-final year students but only fourth year students shall be counted for DLI.

The members were informed that even though the DLI can be claimed for minimum training of 100 h, institutes are advised to extend it to full 200 and 300 h for employability and GATE training, respectively, as per the choice of students and without compromising any module or unit from the curriculum. The same should be finalized before inviting the offers from service providers. Institutes are also expected to ensure timely completion of training (by mid-November) so as to provide time to students for preparation of GATE / placements.

The house was informed that based on the above guidelines, the choice of the students for either the GATE or Employability Skill Training has been sought. The procedure to finalize the vendor for the above training/coaching is already under way.

The BoG accorded the approval of the Proposed training for Employability Skill and GATE coaching to the current batch of Final year students and appreciated the efforts being made by the University to enhance the Employability potential of the students through NPIU initiatives

Item No.8: Status of the NBA Accreditation

The Coordinator informed the members, BoG that the School of Engineering and Technology BGSB University Rajouri has following four eligible programmes for the NBA accreditation:

1. B. Tech Civil Engineering (CE)
2. B. Tech Electrical Engineering (EE)
3. B. Tech Electronics and Communication Engineering (ECE)
4. B. Tech Computer Science and Engineering (CSE)



Since BGSBU is an autonomous institution, it falls in Tier-I category, where it is required to submit pre- visit qualifier (PQ) and upon its acceptance, the Self-Assessment Report (SAR) is submitted. However, the University started the preparation of both PQ and SAR in parallel in all the four eligible programmes and a substantial portion of the SAR is ready as of now.

The initial phase of registration to file PQ was done on August 7, 2018 with submission of Institute registration fee of one lac + 18% GST. The PQ was submitted for above mentioned programmes on March 25, 2019 along with the 10% fee + 18% GST. The office of the NBA informed us on March 26, 2019 that the PQ submitted by BGSBU has not been accepted due to the following common deficiencies in all the four programmes:

1. *Not fulfilling the student-faculty ratio (SFR).*
2. *Not having at least two Professors or one Professor and one Associate Professor available in the respective Department for the previous two years (including Current Academic Year).*
3. *Not having the number of available Ph.Ds in the Department greater than or equal to 20% of the required number of faculty for previous two academic years (including Current Academic Year).*
4. *HoDs not possessing Ph.D. degrees for the programs under consideration*

All the above-mentioned deficiencies are related to the senior faculty positions and keeping in view these shortcomings, the University has advertised the posts for Professors and Associate Professors in these programmes. Initially the applications received were less in number and the last date was further extended. The University is now planning to conduct selection committee shortly for recruitment of senior faculty for the advertised positions. It is pertinent to mention that fulfillment of above conditions including the recruitment of the faculty and the relaxation of the condition of minimum two semesters of stay, then only BGSBU stands a chance of being NBA accredited.

The members appreciated the efforts being made by the university for NBA Accreditation of the B.Tech. Programme at School of Engineering & Technology, BGSBU. It reiterated that NPIU/MHRD must be approached to provide relaxation in the underlying condition to have a minimum of two semesters stay of the faculty for being counted as the eligible faculty for NBA accreditation keeping in view the locational and other disadvantages in the State of J&K.



Item No.9: To report the appointment of GDH as approved by the Chairman, BoG

The BoG members were informed that currently, the TEQIP III Cell has one female GDH appointed @ Rs. 5,000/- per month. Over a period of time, it has been felt that it is becoming very difficult to manage with only one GDH since in the event of her being on leave, the office work is seriously hampered. Hence, it is being increasingly realized that the TEQIP III Cell requires an additional GDH, be appointed to ensure the smooth functioning of the office. The matter was brought to the knowledge of the Chairman BoG, the Vice Chancellor BGSBU, who considered the matter and has approved the appointment of Mr. Pawan Kumar as GDH, for an initial period of six months which is likely to be extended further at the fixed emolument of Rs. 5,000/- per month. The appointment order for the said incumbent has been issued vide Office memo No. BGSBU/Cell/TEQIP-III/19/146 Dated: 15.05.2019.

The BoG ratified the appointment of Mr. Pawan Kumar, GDH as notified vide Office memo No. BGSBU/Cell/TEQIP-III/19/146 Dated: 15.05.2019. The members also authorized the Vice Chancellor to strengthen the TEQIP Cell by providing additional need-based man power for smooth functioning of the TEQIP Cell.

Item No.10: To consider the request of Mr. M. Basit Magrey for an enhancement of his emoluments

The letter no. TEQIP-III Cell/19/0010A, dated: 14.01.2019 submitted by Mr. M. Basit Magrey, Assistant (Admin), TEQIP-III Cell addressed to the Coordinator, TEQIP-III requesting therein for an increase in his emolument at par with the staff in the TEQIP Cell at IUST, Awantipora (J & K) was placed for the consideration of the BoG. Of late, Mr. M. Basit Magrey is also shouldering more responsibility due to vacant position of Head Assistant in the TEQIP Cell. The members were informed that Mr. Basit is currently being paid the fixed stipend of Rs. 20,000/ per month whereas his counterparts, not exactly comparable in terms of designation, are being paid in a range of 25,000 – 40,000/per month. The members agreed in principle to the above request of Mr. M. Basit Magrey and authorized the Vice



chancellor to decide a reasonable quantum of increase in the emoluments being paid to him.

The members agreed in principle to the above request of Mr. M. Basit Magrey and authorized the Vice chancellor to decide a reasonable quantum of increase in the emoluments being paid to him.

ANY OTHER ITEM

The following issues were discussed under this item with the permission of the Chairman, BoG.

1. Nomenclature Anomaly of 2012 batch students in the B.Tech. stream of Information Technology & Telecommunication Engineering at BGSBU.

The Vice Chancellor informed the house that, of late, he has received representations from the aforesaid batch of students that their application for the job in IUST has not been considered because the above nomenclature does not match with any of the nomenclatures given at the AICTE website. A communication from the UGC states that under such situation either the employer or the parent institution can issue an Equivalence Certificate after considering the contents of the syllabi. It was finally decided that the University will issue an Equivalence Certificate that the course contents of Information Technology Engineering are essentially the same as in those in Information Technology and Telecommunication Engineering and have the matter be resolved by approaching the Department of Higher Education, J&K, as has been done in the case of equivalence of nomenclature of Electrical and Renewable Energy stream with that of Electrical Engineering at BGSBU.

2. Taxi charges being paid to Prof. M. Asger, Dean, SoET

Prof. M. Asger, Dean, SoET raised the issue that he has been paid taxi charges @Rs 8/km whereas he has claimed the same @ Rs. 24/km. The Coordinator informed the house that as per the decision /rule, the TEQIP rate will be applicable if there are no state transport rates which certainly do not provide for the rate as claimed by the member. In any case, neither any car even of the highest make nor any travel agency would ever charge the




astronomical rates of Rs. 24/km as has been claimed by the member. It may not be a desirable practice to claim more than what has been actually spent. The Vice chancellor was authorized to decide about the marginal increase, if any.


CONCLUDING REMARKS:

At the end of the meeting, the Coordinator expressed his heart-felt gratitude to all the members for coming all the way and giving their valuable input in the meeting. He expressed his satisfaction that the deliberations were extremely fruitful and it would go a long way to infuse the much needed academic excellence in SoET, BGSBU. The Coordinator also put on record the unstinted support received from NPIU and JKSPIU from Prof. P.M. Khodke, CPA and Mrs. Nirmal Sharma, the SPA, respectively.

The meeting finally ended with a vote of thanks to the Chair.



(Prof. Iqbal Parwez)
Dean, Academic Affairs and Coordinator, TEQIP III
BGSB University, Rajouri (J&K)



Vice Chancellor
Baba Ghulam Shah Badshah University
Rajouri-J&K-185234