

**GOVERNMENT COLLEGE OF ENGINEERING,
JALGAON**

(An Autonomous Institute of Maharashtra Government)

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Minutes of 19th BoG Meeting held on 05/10/2019

The 19th meeting of all the members of Board of Governors of Government College of Engineering, Jalgaon was held on Saturday, October 5; 2019 at 10.00 am in the meeting hall of the college. The following members were present for the meeting.

1. Shri A. B. Jain	Chairman
2. Prof Dr. B. L. Chaudhari	Member
3. Prof Dr. M. J. Sable	Member
4. Prof Dr. S. P. Pusadkar	Member
5. Prof Dr. R. P. Borkar	Invitee Member
6. Shri S. O. Dahad	Invitee Member
7. Prof Dr. R. D. Kokate	Member Secretary

At the start of the meeting, Principal Dr. R. D. Kokate welcomed Honorable Chairman, all members of Board of Governors and special invitee member Prof. Dr. R. P. Borkar. Member Secretary of BoG informed to all the members that Hon. Prof. Dr. R. P. Borkar has been relieved from this institute on 29. 07. 2019 after office hours as per his transfer order issued by State Government to resume his duties at Government College of Engineering, Amravati and additional charge of Principal is handed over to him as per office order of the Director, Technical Education, M. S., Mumbai. In addition; he also informed that Prof Dr. M. J. Sable is nominated by him as BoG member on the vacant position of senior faculty member and requested BoG to allow him to attend the 19th BoG meeting which was unanimously approved. He also informed that Hon. Shri B. P. Patil, Hon. Shri S. C. Birla, Hon. Shri Saurabh Vijay, Hon. Dr. Omprakash G. Kakade, and Hon. Dr. Abhay Wagh, had expressed their inability to attend the meeting due to some unavoidable circumstances, and therefore leave of absence was granted to them.

With the permission of chairman the proceeding of BoG started.

Item No.1

To read and confirm the minutes of 18th meeting of BoG held on Sunday, June 6; 2019.

1.1 The 18th meeting of BoG was held on Sunday, June 6, 2019 at 10.00 am. The minutes of the meeting were circulated among all honourable members on 21.06.2019 vide letter No GCoEJ/BoG/2019/1787 with request to give suggestion/modification (if any) and for confirmation.

1.2 The same were read and confirmed.

Item No 2

To note and approve the action taken by institute on the agenda points discussed and resolved in the 18th and earlier meetings of BoG..

2.1 Principal Dr. R. D. Kokate briefed about the action taken by institute on the agenda points discussed and resolved in the 18th and earlier meetings of BoG. The same were discussed in depth.

2.2 On various points of action taken by institute, the BoG had given resolution as follows.

18th BoG Action Taken Report

Sr No	Item No	Item in brief	Proceeding and expected action	Action Taken	BoG Resolution
Item no: 02 Action taken on 15th and earlier BoG meeting (Serial number 2 to3)					
1	2.3	To note, discuss and approve the minutes of third meeting of finance committee of this institute held on December 7, 2017.	Directed to complete training within two weeks.	Training over.	Noted
2	2.7	To note, discuss and approve the proposal of constructing /fabricating shed for canteen on BOT basis or otherwise.	To take follow up and obtain technical sanction before next BoG meeting	Follow up continues.	Directed to comply before next BoG meeting.
Action to be taken on the Proceeding of 16th Meeting of BoG (Serial number 4 and onwards)					
3	04	To discuss and take decision on extension /termination of contracts made with various service providers appointed to provide class IV (Mali, Sweeper and Hamal etc.	Approved and directed to complete the process at the earliest.	Process completed and PO issued.	Noted and approved.
4	5	To note, discuss and approve the various institutional policies for students, staff and faculty members. BoG Chairman asked Prof. B. L. Chaudhari to look into Ph. D. rules and give the comment on the rules. BoG authorized Principal to approve rules.	Directed to complete the process before next BoG	In process	Last chance is given to comply and submit report before November 30; 2019
Action to be taken on the Proceeding of 17th Meeting of BoG (Serial number 7 and onwards)					
5	5	To discuss and approve the budget of the institute for	Directed to complete before July 10; 2019	In process	Last chance is given to

		financial year 2019-2020. Mr. A. B. Jain, Chairman asked to submit the details of amount received by the institute for last three years under various heads from students including the pending fees to be received from government from various scholarships year wise.	and submit to chairman.		comply and report shall be submitted before November 30; 2019
Action to be taken on the Proceeding of 18th Meeting of BoG					
6	5	To discuss and take decision on Annual Technical Support (ATS) contract of Management Information System (MWAS) for the period July 2019 to June 2020.	To make ATS with supplier at the rate of Rs 10.0 lacs + taxes per year for supplier's cloud base server	Complied	Noted
7	6	To discuss and take decision on application received from Shri L. B. Chaudhari for the post of 'Professor Emeritus' at this institute.	To appoint Shri. L. B. Chaudhari as 'Adjunct Faculty' in the institute for three months in each semester of the academic year 2019 - 20.	Complied	Noted
8	7	To discuss and approve the Ph. D. fees of this institute for the academic year 2019-20.	To charge the same fee Rs 42,334 fees per student for Ph. D. program during the academic year 2019 - 20 To write a letter to Government/DTE not to increase the B.Tech. admission fee this year by 10%.	Complied	Charge Rs 42000 per year as fees and Rs 1000 as CMD Noted and expressed satisfaction as fees not increased this year
9	12a	To discuss and approve the report submitted by Prof. M. J. Sable committee regarding unspent / unaccounted bills of previous financial years.	• To write a letter and seek approval from DTE, MS, Mumbai / State Government for appropriate accounting of unspent/unaccounted bills of previous	In progress	Directed to take fast follow up.

			<p>financial years</p> <ul style="list-style-type: none"> • To complete the process of appointing the auditor as per norms and procedure to complete the accounting and audit of institute from financial year 2014 – 15 till date from the registered accounting / audit firm after completing the ledger, books of accounts, etc 	In progress	Directed to comply before next BoG meeting.
10	12j	To frame and approve the Intellectual Property Right (IPR) policy for institute.	Prof. B. L. Chaudhari suggested to frame and approve the all inclusive Intellectual Property Right (IPR) policy for institute	In process	Last chance is given to comply and submit report before November 30; 2019
11	12k	Effective utilisation of funds.	To seek the permission of DTE, MS, Mumbai to use the funds available in treasury PLA for installation of solar system in institute and construction of additional building.	In process	Head Electrical / Head Civil to prepare proposal and cost of project then Office will send requisition to DTE and submit compliance report in next BoG meeting.

Item No.3

To discuss and approve pending financial matter.

3.1 In the eighteenth meeting of BoG, it was resolved vide item number 12a that “BoG principally granted post facto approval for appropriate accounting of unspent/unaccounted bills of previous financial years and asked to write a letter and seek approval from DTE, MS, Mumbai/State Government.” Accordingly institute had written a letter to DTE, MS, Mumbai on 27.06.2019. The answer of referred letter is awaited but the amount of Rs 24,16,679/- is already debited in the account.

- 3.2 This point was discussed in depth and Dr. R. P. Borkar opined that it takes time for approval from DTE, MS, Mumbai/State Government and needs consistent follow up. This accounting of unspent/unaccounted bills of previous financial years was principally approved subject to final approval from DTE, MS, Mumbai/State Government. BoG directed to registrar and principal to take necessary follow up of DTE, MS, Mumbai/State Government in this regard.
- 3.3 Principal Dr. R. D. Kokate briefed to BoG that the regular principal of the institute Prof. Dr. R. P. Borkar was transferred to Government College of Engineering, Amravati and hence he was relieved on July 29; 2019 and additional charge of principal was given to him. At the time of relieving Prof. Dr. R. P. Borkar, the Non- Government cashbook was incomplete. It was mentioned in charge handover letter.
- 3.4 This point was discussed in depth and Dr. R. P. Borkar suggested to call former cashier Shri Manish Jadhao and get the work completed. BoG directed to registrar and principal to take necessary follow up and get the Non- Government cashbook completed on or before October 30; 2019.

Item No.4

To discuss and approve a proposal for various service contracts viz. sweeper, campus cleaning, Photocopy centre, Finance etc.

- 4.1 Principal Dr. R. D. Kokate briefed to BoG that the institute had signed MoU with Vijay Zerox for running photocopy centre in the campus. BoG enquired about its services, rates, and students' satisfaction etc. Dr. S. S. Pusadkar informed that everything is satisfactory and MoU is signed by completing the Government procedure. BoG approved the same.
- 4.2 Principal Dr. R. D. Kokate briefed to BoG that in the 15th meeting of BoG vide item number 4, it was resolved that "No extension shall be given to any agency/service provider and a fresh procedure should be followed to appoint new agency/agencies to provide class IV." Accordingly the concerned committee had completed procedure and PO (contract) is issued to Savitrimai Sushikshit Berojgar Sanstha Dhule for all class IV except sweepers and other 5 posts for different services. BoG noted and approved the same.
- 4.3 Principal Dr. R. D. Kokate briefed to BoG about problems faced by institute for issuing PO for sweeper even though procedure is over. The matter was discussed in depth and it was unanimously resolved to call the tender for housekeeping of the various buildings of the institute.
- 4.4 Technical registrar Dr. S. S. Pusadkar briefed to BoG about problems faced by institute for accounting and auditing of the autonomous institute from the financial year 2014 – 15. After detailed discussion, it was unanimously resolved to call the two separate tenders for the accounting and auditing of the institute.

Item No.5

To discuss and approve the guidelines for undertaking to be sought from students whose scholarship is not approved / partly approved while issuing Transfer Certificates (TC).

- 5.1 Principal Dr. R. D. Kokate briefed to BoG that most of the students of this institute avail any of the fees concession/free ship/scholarship/financial assistance policy of State Government. But it takes lot of time to receive the referred amount from concerned State Government agency or some time the full amount is not granted by concerned State

Government agency. The referred amount is not received by the institute even though the student has completed his/her education and demands for Transfer Certificates (TC) or other relevant documents. For this the institute had prepared the various formats of undertaking which should be sought from reserved category students before issuing TC or other relevant documents. In addition, Dr. S. S. Pusadkar informed to BoG that the similar problem exists with EBC/STC/PTC students also.

- 5.2 BoG discussed this point in depth and principally approved the various formats of undertaking to be obtained from students. It is also principally approved to issue the provisional degree certificate and TC to students against such undertaking; but final degree should not be issued. Prof. Dr. M. J. Sable suggested to inform the same to DTE, MS, Mumbai.

Item No 6

To discuss and recommend the construction of academic building for Civil, Computer and Electrical Engineering departments.

- 6.1 Dr. S. S. Pusadkar briefed to BoG, the existing academic buildings were designed in the year 2001 – 02 for only three UG programs (180 intake). But at present institute runs six UG (360 intake), three PG (54 intake) and five Ph. D. programs. Therefore; existing buildings are not sufficient for various academic activities. Accordingly the request letter is submitted to PWD to prepare the plan and estimate of the building admeasuring 9048 sq m.
- 6.2 BoG discussed this point in depth and approved the construction of additional academic building. BoG authorised principal for necessary communication with various authorities. In addition; Chairman Shri A. B. Jain directed principal to take appointment of concerned authorities of Mantralaya and schedule the meeting with some of BoG members. BoG also principally to make the financial provision from development fund of the institute with the permission of DTE, MS, Mumbai if the funds are not made available by State Government.
- 6.3 BoG directed to building and works committee to pay urgent fees to PWD for measurement of land in front of main academic and administrative building of the institute.

Item No 7

To discuss and approve the proposed changes in procurement plan under TEQIP-III grants and approve the various completed, ongoing and proposed TEQIP-III activities including the proposed expenditure under TEQIP-III for the quarter October - December 2019.

- 7.1 TEQIP – III coordinator Dr. M. J. Sable briefed BoG about TEQIP – III activities and expenditure. BoG discussed in depth and approved the total expenditure of Rs 422.94174 lacs incurred till date including the expenditure of Rs 128.00052 lacs made during the last quarter. (July - September 2019)
- 7.2 BoG discussed in depth and approved the proposed expenditure of amount Rs 155 lacs under TEQIP – III for the next quarter of October - December 2019.
- 7.3 BoG noted and discussed in depth the changes in procurement plan of TEQIP-III and approved the same.

Item No 8**To discuss and approve a proposal for starting a canteen in hostel premises.**

- 8.1 Principal Dr. R. D. Kokate briefed to BoG that at present, institute canteen (food preparation) is situated in the area of car parking and seating arrangement is made in open space available near car parking which is not suitable. Therefore; a committee was appointed under the chairmanship of Dr. G. M. Malwatkar to verify the feasibility of shifting canteen in the boys' hostel.
- 8.2 The committee chairman, Dr. M. G. Malwatkar briefed to BoG that the proposal is feasible and informed about expected terms and conditions to run the canteen in the boys' hostel.
- 8.3 BoG is discussed and approved the same. BoG authorised principal to complete the procedure and sign MoU with service provider following the State Government norms.

Item No 9**To discuss and approve a proposal of running mess in boys and girls hostel on contract.**

- 9.1 Hostel rector briefed to BoG that at present the mess in girls' hostel is being run on cooperative basis but the hostel warden had shown inability to continue the existing practise in future i.e. 1st January 2020 onwards due to overload upon she and there is no mess in boys' hostel. Therefore, he suggested to run mess in boys and girls hostel on contract basis.
- 9.2 BoG discussed the issue and during discussion Prof. Dr. R. P. Borkar suggested to find out feasibility of running the mess on contract basis by the cooperative society of students. He also suggested to seek information in this matter from other Government Engineering Colleges.
- 9.3 BoG approved the proposal of running mess in boys and girls hostel on contract preferably contract by the cooperative society of students. BoG authorised principal to make MoU with service provider following the State Government norms.

Item No.10**To discuss and approve the proposal of printing I-Card from outside.**

- 10.1 Shri S. O. Dahad briefed to BoG that the institute had purchased the Identity (I) card printing machine in the academic year 2015 – 16 and from that year all I cards of students were printed in the institute. But institute faced many problems in I-card printing like non availability of the raw material and manpower for maintenance of machine. In addition, I-card printing was costing around Rs 45-50 per I-card. In view of this, institute decided to outsource the I-card printing from current academic year 2019 – 20 onwards. Accordingly the process was completed following State Government norms and work order is issued to Sulekhan Jalgaon at the rate of Rs 35/- per I card printing with material.
- 10.2 BoG approved the same.

Item No.11**To discuss and approve the proposal of installing solar panel on the roof of institute buildings through MEDA.**

- 11.1 Dr. A. R. Phadake briefed to BoG that Maharashtra Energy Development Agency (MEDA) had issued a letter to all Government organisations to install solar panels on roof of Government buildings and avail the facility of getting electrical power at the subsidised rate

of around Rs 2.74 per unit. The total project cost will be borne by MEDA the institute should permit to use the roof of their buildings. At present the institute needs to pay electricity charges at around Rs 7.50 or more per unit, so institute may save around Rs 75000 – Rs 80000 per month.

- 11.2 BoG discussed the issue and principally approved it. To prepare detailed project report cum implementation plan; a committee of three members under the chairmanship of Dr. A. R. Phadake including Shri. V. T. Patil and Dr. G. V. Lakhekar is appointed. Prof. Dr. R. P. Borkar suggested to seek the permission from DTE, MS, Mumbai and PWD.

Item No.12

To discuss and approve the internship policy for students (within and out of state).

12.1 The Dean (I I I) Dr. M. G. Malwatkar briefed the BoG about the policy proposed by I I I cell for industrial internship/training to improve the I I I activities and provide industrial exposure to students.

12.2 BoG discussed and approved the same.

Item No.13

To discuss and approve the remuneration to HoD / Deans / Technical Registrar /Rector / Warden / Library in charge etc.

13.1 This point is differed and will be discussed in next meeting. BoG directed the committee to submit its report to principal by 30.11.2019.

Item No.14

To note the status of admission in the year 2019-20.

14.1 Reporting coordinator Shri S. O. Dahad briefed to BoG about the admission status of first year UG/PG and direct second year UG admissions.

14.2 BoG discussed the issue and during discussion Shri S. O. Dahad informed to BoG that some of the students were allotted the seat in this institute but could not take admission due to huge fees compared with non-autonomous Government engineering colleges.

14.3 Prof. Dr. B. L. Chaudhri opined to inform the fact to State Government.

14.4 BoG has shown its concern for consistently reducing admissions in UG and PG for last 2 – 3 years and directed institute to take necessary actions to improve the admissions from next academic year.

Item No.15

To note and approve the initialization of starting a new course recommended by AICTE in cutting age courses.

15.1 Shri S. O. Dahad briefed to BoG that in view of less admission in non computer UG programs run by institute; the institute may propose to AICTE to start the new UG programs suggested by NASCAM.

15.2 BoG discussed the issue and suggested to submit the proposal through academic council.

Item No.16

To note faculty position and status of NBA of the institute courses.

16.1 The NBA coordinator Dr. M. K. Sonpimpale briefed to BoG that only 47 faculty positions

are filled against sanctioned 99 positions and there is a pressure from NPIU/ SPFU/State Government for NBA accreditation of all eligible UG and PG programs. Principal Dr. R. D. Kokate informed BoG about the follow up taken by institute to fill up the sanctioned position. He also briefed about the proceedings of the meeting convened at DTE, MS, Mumbai to take the review of sanctioned posts.

16.2 BoG noted the same and the BoG Chairman Shri A. B. Jain directed principal to club all such issues and schedule the visit of some of the BoG members to *Mantralaya*, Mumbai.

Item No.17

To note and approve the panel of invitee members for BoG meetings.

17.1 Principal Dr. R. D. Kokate briefed BoG that Hon Dr. R. P. Borkar has been transferred to Amravati. Considering his contribution in the development of this autonomous institute, it is proposed to include his name in the panel of invitee members of BoG.

17.2 BoG approved the same. BoG also approved the name of Prof. Dr. M. J. Sable Professor, Mechanical and TEQIP-III coordinator as the member of BoG till next order or two years whichever is earlier.

Item No.18

To note approve the policy for AMC of RO plant, website of the institute, computers, printer and photocopy machines.

18.1 Principal Dr. R. D. Kokate briefed BoG about MoU signed by institute for AMC of RO plant and photocopiers. He also briefed about the policy prepared by institute for maintenance of computers and printers. BoG discussed and approved the same.

18.2 It is essential to update the institute's website regularly. Therefore, BoG approved the policy of signing AMC with external agency. Principal is authorised to sign AMC with external agency for maintenance of the institute's website following the State Government procedure and norms.

Item No.19

To note contractual services order for MESCO Guard, MIS etc.

19.1 Institute had issued PO to MESCO and Master Solutions, Nagpur to provide security guards and annual technical support for MIS for the current year.

19.2 BoG discussed and approved the same.

Item No.20

To give post-facto approval to urgent expenditure for electrical underground cabling work.

20.1 Dr. A. R. Phadake briefed to BoG that in the last week of August, 2019; suddenly the electric supply to girls' hostel and staff quarters was interrupted. On inspection; it was observed that the fault was with supply cable and it was mandatory to change the supply cable to restore the electric supply. Hence, the required repairing work was completed on priority basis by PWD (Electrical) at the cost of Rs 2,98,893/-.

20.2 BoG approved the same and granted the permission to pay the referred amount to PWD (Electrical).

Item No.21

To note the electrical work approved by DTE

- 21.1 Dr. A. R. Phadake informed to BoG about the approval accorded by DTE, MS, Mumbai for minor works of various electrical works like providing and repairing street lights at main road to staff quarter roads, boys hostel and girls hostel premises and repairing of 200 KVA transformer substation of Rs. 5,94,457/- only..
- 21.2 BoG noted and approved the same.

Item No.22

To note and approve the institute portfolio distribution and formation of various committees.

- 22.1 BoG noted and approved portfolio distribution and formation of various committees for the smooth conduct of various activities of the institute.

Item No.23

To note status of various court cases.

- 23.1 BoG noted all 19 court cases (5 by former contractual faculty members, 2 by regular faculty member, 1 by former librarian, 1 by office superintendent, 4 by students and 6 by former daily wages employee) against this institute.
- 23.2 BoG directed to take necessary care to avoid further court cases.

Item No.24

To note, discuss and approve the report of various committees/cells.

- 24.1 BoG noted, discussed and approved the various reports since March 2019 viz. by Dean (Academics) about academics and examinations related activities; by Dean (R & D) about the research and development related activities; by Dean (III) about the placement and training related activities of students; by Dean (Student welfare) about various activities of students; by hostel rector about various activities of hostel. BoG approved the proposed change in hostel fees.
- 24.2 BoG directed to enhance the R & D and placement activities. BoG also directed to take necessary steps required for extension of approval of autonomous status.

Item No.25

To note the present status of SC/ST & minority hostels and discuss the admission policy of minority hostel

- 25.1 Dr. S. S. Pusadkar informed BoG that the tendering and construction work of AICTE SC/ST girls' hostel is not started by PWD as the administrative approval for it from State Government is awaited. Principal Dr. R. D. Kokate briefed about the follow up and initiative taken by institute for seeking the administrative approval of AICTE SC/ST girls' hostel.
- 25.2 BoG noted the same and the BoG Chairman Shri A. B. Jain directed to discuss this issue with authorities during *Mantralaya* visit of BoG members.
- 25.3 BoG noted the status of minority hostel and appointment of the contractual manpower required to run the hostel and the procedure to pay the salary to this contractual staff after receiving the grants from State Government. The admission process will be started after the appointment of contractual staff required to run the hostel

25.4 BoG directed to take necessary follow up and seek the grants required to pay the contractual staff to be appointed for the minority hostel.

Item No.26

To note the IRG earned by institute till date and approve the policy of remuneration distribution to office staff.

26.1 BoG noted IRG generated by this institute and appreciated the civil engineering department for its major contribution in IRG. BoG expects better IRG from other departments.

26.2 BoG approved distribution chart among the office staff of 3% of total amount to be paid to office staff. BoG also approved to pay 3% of total amount to laboratory assistants who are actively involved in IRG work instead of paying (2% + 1% = 3%) to laboratory assistants and class IV as shown in the distribution chart.

Item No.27 Any other point by the permission of chair.

27a To convert a cycle stand near hostel number 2 into a closed area using tin sheets to use it for the storage of scrap material.

27a.1 BoG discussed and approved the proposal that unused cycle stand between boy's hostel and workshop to be converted in to a closed area using tin sheets and use it for the storage of scrap material.

27a.2 BoG authorised principal to complete the work as per State Government procedure and norms.

27b To sign MoU with foreign universities for professional internship, research activities, etc.

27b.1 BoG discussed the possibility of signing MoU with foreign universities for professional internship, research activities and trainings. BoG is in favour of signing such MoU with foreign universities

27b.2 To frame the policy and terms and conditions for MoU, a committee is constituted under the chairmanship of Dean (Academics) Dr. S. P. Mohani and other members are Dr. B. M. Dawari and Mr. S. G. Adam. The committee should submit the report before next meeting.

27c To approve Amendment in general guidelines for expenses to be incurred for TEQIP-III activities.

27c.1 BoG approved the amendment in general guidelines for expenses to be incurred for TEQIP-III activities as "Principal is empowered to approve genuine expenditure incurred with consent of HoD/Dean/Nodal Officer and book the expenditure."

27d To reconsider the proposal of PG dissertation and seminar remuneration.

27d.1 BoG reconsidered the remuneration for M. Tech seminar and dissertation and approved the remuneration rate as Rs 1500/- and Rs 7000/- per student for PG seminar and dissertation respectively if and only if the workload of the referred courses is over and above the regular teaching load.

27d.2 BoG also approved to pay the remuneration from academic year 2018-19.

27e. To discuss and approve the TEQIP – III policy for financial assistance to faculty members who are pursuing full time Ph. D. during the service.

27e.1 BoG approved to provide financial assistance to faculty members who are pursuing full time Ph. D. during the service same as the financial assistance approved and provided to faculty members who are pursuing part time Ph. D. during the service. It is applicable from the current academic year 2019 - 20.

The meeting concluded with vote of thanks by Member secretary Prof. Dr. R. D. Kokate

Date 31 10.2019


(Prof. Dr. R. D. Kokate)

Principal and Member Secretary of BoG



(Shri A.B. Jain)
Chairman, BoG

Copy for information and necessary action:

1. Chairman and all members of BoG, Government College of Engineering, Jalgaon.
2. Director, Directorate of Technical Education, M. S. Mumbai.
3. Institute's website.