



सत्यमेव जयते

Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon ■ कवयित्री बहिणाबाई चौधरी उत्तर महाराष्ट्र विद्यापीठ, जळगांवशी संलग्न



Government College of Engineering, Jalgaon

शासकीय अभियांत्रिकी महाविद्यालय, जळगांव

An Autonomous Institute of Government of Maharashtra ■ महाराष्ट्र सरकारची स्वायत्त संस्था
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Vision: Globally Accepted Engineers with Human Skills ■ Quality Policy: Offering value based technical education of best possible standards

No. GCoEJ/BoG-Meeting/2023-24/

Minutes of 21st BoG Meeting held on 13/01/2024

The 21st meeting of all the members of Board of Governors of Government College of Engineering, Jalgaon was held on **Saturday, 13 January 2024 at 11.00 AM** in the meeting hall of the college. The following members were present for the meeting.

1	Shri. Ashok Jain	Chairman
2	Shri. Manoj Patil	Member
3	Shri. Sanjay Birla	Member
4	Dr. Jitendra Naik	Member
5	Dr. Vinod Mohitkar (Online Mode)	Member
6	Dr. Shashikant Vagge	Member
7	Dr. Shripad Mohani	Member
8	Dr. Suhas Gajre	Member Secretary

At the start of the meeting, Principal and Member Secretary, Dr. Suhas Gajre welcomed Honorable Chairman, and all members of Board of Governors. Member Secretary informed to all the members that he has joined as Principal with effect from 09/11/2023, as per office order no. GCoEJ/BoG/2023/30, dated 02/11/2023. He thanked earlier in-charge Principal Dr. G.M. Malwatkar for his contribution.

He also informed that Hon. Shri Bhalchandra Patil, had expressed his inability to attend the meeting due to some unavoidable circumstances, and therefore leave of absence was granted to him by Hon. Chairman, BoG.

With the permission of the Chairman the proceeding of BoG meeting were started.

1. To read and confirm the Minutes of Meeting (MoM) of 20th meeting of BoG held on 6th May, 2023

1.1 The 20th meeting of BoG was held on Saturday, May 6, 2023 at 4.00 PM. The minutes of the meeting were circulated among all honourable members on 20.05.2023 vide letter No



GCoEJ/BoG-Meeting/2023 with request to give suggestion/modification (if any) and for confirmation.

1.2 The same were read and confirmed.

2. To note and approve the Action Taken Report (ATR) of 20th meeting of BoG

2.1 Principal (Member Secretary) Dr. Suhas Gajre briefed about the action taken by institute on the agenda points discussed and resolved in the 20th and earlier meetings of BoG. The same were discussed in depth.

2.2 As per minutes of the 20th meeting of BoG, various financial proposals were initially put before the Finance committee in its 6th meeting. BoG noted and discussed minutes of the 6th meeting of the Finance committee.

2.3 On various points of action taken by the institute and minutes of the 6th meeting of the Finance committee, the BoG had given resolution as follows.

Action Taken Report (for 18th and earlier meetings of BoG)

Sr. No.	Item No	Item in brief	Proceeding and expected action	Earlier Action Taken	BoG Resolution
5	5	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	Directed to take follow up and pursue matters through DTE on priority. If required, bring the issue to the notice of Hon. Minister and Hon. Secretary of concerned departments of scholarship.	Correspondence is done. Follow-up is being taken. Issue is pending with scholarship authorities.	Noted. This point is discussed in line with ATR item No. 5 of 19 th BoG meeting.



6	5	Annual Technical Support of MIS	After getting approval of finance committee, issue shall be brought to BoG for approval in next meeting of BoG	Finance committee resolution page. Page 4 of 11 Page No. 23; Book of Enclosures (BoE) of 21st meeting of BoG	<ul style="list-style-type: none"> • Possibility should be explored for getting support from other MIS providers. Smooth data transfer and data integration from old MIS to new MIS should be ensured. • Transparent process should be followed while employing new MIS. • Technical Committee is to be formed for this process.
10	12j	IPR policy of the Institute	IPR policy of the Institute is under preparation. It will be presented in the next BOG meeting.	Instead of only IPR policy, a comprehensive innovation and start-up policy in line with NISP-2019 guidelines is being prepared and it will be presented in the next BoG meeting.	Noted and allowed to present the policy in the next BoG Meeting.

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Action Taken Report - as per MoM of 19th Meeting of BoG

Item No	Item in brief	Proceeding/BoG resolution and expected action	Earlier Action Taken	BoG Resolution
4	To discuss and approve a proposal for various service contracts viz. sweeper, campus cleaning, Finance, Photocopy center etc.	<p>Procure housekeeping services through GeM or Expression of Interest (EoI).</p> <p>Directed to float new tender with transparent procedure for allotment of photocopying center inside institute premises. Current service-providers can also participate in the new tender process.</p>	<p>Proposal for service contract is prepared and it will be discussed in today's agenda point no. 7</p> <p>New tender was floated for a photocopying center in the campus and the process is completed.</p> <p>Page no. 40; BoE of 21st meeting of BoG</p>	<p>Discussed in Agenda Point no. 7 regarding housekeeping services.</p> <p>Noted the status of completed process of tender of photocopying center.</p>
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).	Directed to take follow up. Necessary help from DTE shall be taken to comply with priority.	Correspondence is being done with the scholarship authorities.	Noted. BoG directed to take follow-up with authorities on a regular basis.






6	To discuss and recommend the construction of academic buildings for Civil, Computer and Electrical Engineering departments.	Directed to prepare new proposal for new academic building Civil, Computer and Electrical Engineering departments considering deficiency of classes/laboratories as per AICTE norms. Check whether funds available with the institute can be used for construction of new academic buildings.	The work is in progress.	Noted. BoG directed to take follow-up with authorities on a regular basis.
10	To discuss and approve the proposal of printing I-Card from outside	Directed to obtain approval of the Finance committee before the next BoG meeting and propose the matter in next BoG meeting.	Approved by Finance Committee Sr. No. 10 Page 4 of 11 Page No. 23; BoE of 21st meeting of BoG	Noted and approved.
11	To discuss and approve the proposal of installing solar panel on the roof of institute buildings through MEDA	Directed to take follow up for approval and efforts to get funds from MEDA shall also be worked out.	150 KW Solar installation work is in progress	Discussed and approved.



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13	To discuss and approve the remuneration to HoD / Deans / Technical Registrar /Rector / Warden / Library in charge etc.	Directed to obtain approval of the Finance committee before the next BoG meeting and propose the matter in the next BoG meeting.	Finance committee approved remuneration to rector and warden Sr. No. 13 Page 4 of 11 Page No. 23; BoE of 21st meeting of BoG	Discussed and approved as per recommendation of Finance committee with effect from 01/01/2024.
18	To note approve the policy for AMC of RO plant, website of the institute, computers, printer and photocopy machines	Directed to obtain approval of the Finance committee before the next BoG meeting and propose the matter in next BoG meeting.	Approved by Finance Committee Sr. No. 18 Page 5 of 11 Page No. 24; BoE of 21st meeting of BoG	<ul style="list-style-type: none"> • Approved AMC of RO plant, computers, printers and photocopy machines. • For AMC of website, competition for website development shall be arranged and winning students should be given AMC to develop / maintain website of the institute, if feasible.



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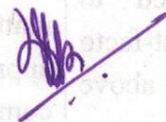
20	To give post-facto approval to urgent expenditure for electrical underground cabling work	Directed to obtain approval of the Finance committee before the next BoG meeting and put matter in the next BoG meeting.	Approved by Finance Committee Sr. No. 20 Page 5 of 11 Page No. 24; BoE of 21st meeting of BoG	Approved.
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Action Taken Report - as per MoM of 20th Meeting of BoG

Item No	Item in brief	Proceeding/BoG resolution and expected action	Earlier Action Taken	BoG Resolution
3	To note and provide post-facto approval for the expenditure incurred by the institute for F.Y. 2019-20, 2020-21 and 2021-22 and also for the expenditures on repairs, maintenance and other issues in boys and girls hostel for previous years. BoG is requested to provide post-facto approval for the above expenditures.	Hon. Director, DTE, Dr. Vinod Mohitkar stated that, as per government resolutions, all financial matters shall be first approved by the finance committee and then it should be presented to BoG for approval. BoG directed to follow all the norms for approval of financial matters and directed to get approval of the finance committee before proposing to BoG for approval.	Approved by Finance Committee Item. No. 3 Page 5 of 11 Page No. 24; BoE of 21st meeting of BoG	<ul style="list-style-type: none"> • Approved • Balance sheet of the institute should be prepared and kept before BoG in the next meeting.



4	To discuss and seek approval for the purchase of Laptops, Desktop Computers, and Printers for academic and research purposes	BoG directed to follow all norms for approval of financial matters and directed to get approval of the finance committee before proposing to BoG for approval.	Approved by Finance Committee with suggestions. It will be discussed in detail in today's agenda point 3.	Discussed in detail in agenda point No. 3 of 21 st (current) BoG Meeting.
5	To discuss and sanction the grants for: a. Purchase of new equipment b. Maintenance of existing equipment and computers c. Consumables d. Books and journals	BoG directed to follow all norms for approval of financial matters and directed to get approval of the finance committee before proposing to BoG for approval. Also all financial matters and processes followed shall be as per norm and transparent.		
6	To seek approval for the purchase of printed stationery for various examinations of the institute	BoG directed to follow all norms for approval of financial matters and directed to get approval of the finance committee before proposing to BoG for approval.	Approved by Finance Committee with suggestions Item. No. 6 Page 6 of 11 Page No. 25; BoE of 21st meeting of BoG	Approved.



7	<p>To seek approval for the sanction of grants for various activities of Faculty Development namely:</p> <p>a. For attending the conferences with paper presentations (conference registration fees, travel expenses and stay/ lodging boarding expenses.)</p> <p>b. Reimbursement of expenditures for attending FDPs, STTPs, Training Programs, NPTEL MOOCs, cost incurred for research paper publication</p> <p>c. Ph. D. (Higher Education) fees etc for faculty members of this Institute.</p>	<p>Dr. Malwatkar informed the BoG that the faculty development schemes encourage and promote Research culture. In view of this, the above policy is suggested for reimbursement for various academic and research activities. The proposed faculty development schemes were approved by BoG. Also it was proposed to take a review of policy after one year.</p> <p>The proposal of relaxation / exemption in Ph. D. (Higher Education) fees etc for faculty members of this Institute is deferred to the next BoG meeting.</p>	<p>Finance committee discussed and conveyed that earlier during TEQIP period, such fees were refunded through TEQIP funds.</p> <p>TEQIP four funds are available at Institute-</p> <ol style="list-style-type: none"> 1. Equipment maintenance fund 2. Equipment replacement fund 3. Faculty development fund 4. Corpus fund <p>Internal Institute level committee is appointed.</p> <p>Item No: 10.1</p> <p>Page 10 of 11</p> <p>Page No. 29; BoE of 21st meeting of BoG</p>	<p>Noted that the Internal Institute level committee is appointed. The decision of the committee should be brought before BoG after getting approval from the Finance Committee.</p>
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9	To provide approval for: i) Fixed Deposit of 50% of development fund (approximately 50% of 16.61 Crores). ii) Fixed Deposit of 75% of Testing and Consultancy amount (approximately 75% of 2.71 Crores)	Dr. Malwatkar briefed about the status of different funds available with the institute. BoG directed to follow all norms/ GR's and take approval of finance committee before putting it to BoG for approval	Approved by Finance Committee Item. No. 9 Page 7 of 11 Page No. 26; BoE of 21st meeting of BoG	<ul style="list-style-type: none"> Approved to invest up to 90% amount in fixed deposit depending upon the cash/credit requirements. Suggested to take steps to get exemption from tax on FD interest being a Govt. Institute Proposal for revival of the frozen PLA account of the institute should be sent to Govt. of Maharashtra through DTE as early as possible.
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10	To provide approval for the expenditure on the refurbishment of the washrooms in the institute	Dr. Malwatkar briefed BoG about problems in some of the washrooms in the institute. These washrooms require urgent repairs. BoG directed to take necessary follow up to PWD for urgent repairs of washrooms	Efforts are being made to get this work done by PWD through District Planning Committee (DPC) grants.	Expenditure required for urgent minor refurbishment of washrooms was approved from the institute funds. Follow-up with the PWD should be initiated for major refurbishments.
12	To seek approval for the additional expenditure on installation of Rooftop Solar Electricity System	Installation of rooftop installation is in progress. There is an urgent need of approx. Rs. 4.5 Lakhs for connection between solar panels to main powerline and vice-a-versa to enable grid connection	Approved by Finance Committee Item. No. 12 Page 7 of 11 Page No. 26; BoE of 21st meeting of BoG	Approved.
13	To seek approval for the expenditure on the Annual Magazine of the institute	BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval	Approved by Finance Committee Item. No. 13 Page 7 of 11 Page No. 26; BoE of 21st meeting of BoG	Approved.



14	<p>To seek approval for the proposed expenditure for AY 2023-24 of Training and Placement (T&P) section</p> <p>i) For conducting various courses like Soft Skills, Aptitude, Reasoning, Technical and other skill-based training</p> <p>ii) For facility expansion to strengthen T&P activities</p>	<p>Dr. Malwatkar briefed BoG about the need for conducting various courses like Soft Skills, Aptitude, Reasoning, Technical and other skill-based training. BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval</p>	<p>Approved by Finance Committee with suggestions Item. No. 14 Page 8 of 11 Page No. 27; BoE of 21st meeting of BoG</p> <p>It will be discussed in detail in this meeting agenda point 3.</p>	<p>Discussed in detail in agenda point No. 3 of the 21st (current) BoG meeting.</p>
15	<p>To discuss and decide about the proposal for remuneration for hostel rectors and Wardens</p>	<p>BoG directed to follow all norms for approval of financial matters and directed to get approval of finance committee before proposing to BoG for approval</p>	<p>Finance committee approved remuneration to rector and warden Sr. No. 13 Page 4 of 11 Page No. 23; BoE of 21st meeting of BoG</p>	<p>Discussed and approved as per recommendation of Finance committee with effect from 01/01/2024.</p>
16a	<p>To seek approval for code of conduct for students of the Institute.</p>	<p>BoG directed to get approval of Academic council and then propose to BoG for approval</p>	<p>In progress.</p>	<p>Noted. The resolution of the Academic Council should be brought before the BoG in the next BoG meeting.</p>



16b	To seek approval for construction of water tank and maintenance of existing water tanks for campus	BoG directed to follow all norms for approval of financial matters and directed to get approval of the finance committee before proposing to BoG for approval. Also directed to take follow up with PWD	AMC approved by Finance committee Page No. 27; BoE of 21st meeting of BoG Regarding construction, follow-up with PWD is in process	Approved. Noted and directed to take follow-up with authorities.
16c	To seek approval for construction of internal roads	BoG directed to follow all norms for approval of financial matters and directed to get approval of the finance committee before proposing to BoG for approval. BoG further directed to take follow up with PWD	Revised letter submitted to PWD	Noted and directed to take follow-up with authorities.
16d	To seek approval for constitution of finance committee of the institute as per norms of State Government and nominate one member on finance committee by BoG	BoG noted and approved the constitution of the finance committee of the institute as per norms of State Government. In order to nominate one member on the finance committee by BoG, Hon. BoG Chairman Shri Ashok Jain was authorized to nominate one member on finance committee	Finance committee constituted as per norms. Document enclosed on Page no. 150; BoE of 21st meeting of BoG	Noted.



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3. To note and approve the proposed expenditure for procurement of lab equipment, desktop computers, laptops and printers for all the departments and sections of the institute for strengthening the UG and Research laboratories as well as office, library and T & P sections of the institute (approved by the Finance Committee of the institute)

Principal (Member Secretary) briefed BoG about the rationalized and compiled requirement of equipment and other items which was approved by the Finance Committee in its 6th meeting. BoG noted, discussed and approved this requirement of equipment and funds for all the departments and sections of the institute. BoG suggested executing the procurement process in a phased manner. The purchases should be carried out as per the norms.

4. To discuss and decide about sanctioning the 1:15 faculty-students ratio as per AICTE norms for the autonomous institute (instead of 1:20 as done in the review of the teaching posts by Govt. of Maharashtra)

Principal (Member Secretary) informed BoG that this agenda point is withdrawn in view of the AICTE approval process handbook for the year 2024-25.

5. To grant the permission for appointment of temporary faculty (teaching staff) on contract basis for 11 months.

Principal (Member Secretary) briefed BoG about the current strength of regular faculty members in the institute and the necessity of experienced regular teachers to strengthen the academic process. Dr. Vinod Mohitkar, Hon. BoG Member and Director of Technical Education, Maharashtra State informed BoG about the ongoing process of recruitment of assistant professors and associate professors by Maharashtra Public Service Commission. After due considerations, BoG approved to continue appointing visiting faculty members as per Maharashtra Govt. resolutions from time to time, as a stop-gap arrangement.

6. To grant the permission for appointment of technical and non-technical support staff (non-teaching staff) on contract basis (through manpower supply agency) for 11 months

Principal (Member Secretary) briefed BoG about the necessity of technical and non-technical support staff for smooth conduct of practical sessions, and for various functionalities in view of autonomy of the institute such as academic and examination cell, training and placement office etc. BoG noted the existing strength of technical and non-technical support staff in the institute, and also took note of the shortfall. BoG approved appointment of technical and non-technical support staff (non-teaching staff) on contract basis through a manpower supply agency as per standard norms. The selection of the agency should be done according to the prevalent guidelines for such procedure.



7. To grant the permission to hire contractual services for cleaning in view of maintaining the cleanliness in the institute campus

Principal (Member Secretary) briefed BoG about the necessity of hiring contractual services to maintain cleanliness in the institute through a manpower supply agency. He also informed BoG about such practices followed in other Govt. and Govt. aided institutes in Maharashtra. BoG approved to hire contractual manpower services for cleaning on contract basis through a manpower supply agency as per standard norms. The selection of the agency should be done according to the prevalent guidelines for such procedure.

8. To grant the permission for the implementation and remuneration of 'Earn and Learn' scheme, as per the rules formulated by the KBC North Maharashtra University for this scheme

BoG approved the implementation of 'Earn and Learn' scheme for the economically weaker students, as per norms of KBC North Maharashtra University Jalgaon.

9. To grant the sanction for payment of TA-DA to students appearing for final round of campus interviews and also for students participating in competitions / activities related to research / innovation

BoG approved the proposal to pay TA-DA to students appearing for the final round of campus interviews and also for students participating in competitions / activities related to research / innovation, as submitted by the Training and Placement officer in line with such practices already followed by students going for sports competitions. Principal is authorized to take appropriate decision in case of relevant other activities after recommendation of T&P Officer.

10. To note and provide post-facto approval to the appointment of Dr. Suhas Sudhakarrao Gajre on the post of 'Principal, Govt. College of Engineering, Jalgaon' and also for his pay-fixation as per the norms.

As per the directives of Higher and Technical education Department, Govt. of Maharashtra and Directorate of Technical Education (DTE), Maharashtra State, the process for selection of 'Principal' of this institute was executed by Board of Governors (BoG) of this institute as per the prescribed norms. Subsequently, Dr. Suhas S. Gajre, has joined as Principal with effect from 09/11/2023, as per office order No. GCoEJ/BoG/2023/30, dated 02/11/2023.

BoG noted and provided post-facto approval to the appointment of Dr. Suhas Sudhakarrao Gajre on the post of 'Principal, Govt. College of Engineering, Jalgaon' and also for his pay-fixation as per the norms.

BoG further approved to forward the proposal of pay-fixation of Dr. Suhas Gajre to Govt. of Maharashtra through Directorate of Technical Education.



11. Any other business, with permission of the Chair

i. To discuss and approve proposal for rent of seminar hall of the institute

BoG noted, discussed and approved the proposal for rent of the seminar hall of the institute and approved the following rates:

- Government Organization : Nil
- Entity under Government of Maharashtra: Rs. 5000/- per day
- Private Organization: Rs. 10000/- per day

The decision to finalize the rent according to the above rates for any particular application will be taken by the Principal.

ii. To discuss and approve proposal for industry-alumni meet

BoG noted, discussed and approved the proposal for industry-alumni meet to be held at Pune with estimated expenditure of Rs. 2,55,000/-.

iii. To note that a fund of Rs. 1,20,00,000/- is received from AICTE for construction of SC/ST Girls' Hostel. Also, as per the request of Executive Engineer, PWD, Jalgaon, this fund is transferred to PWD. Till date, a total fund of Rs. 2,70,00,000/- has been received from AICTE out of total sanction of Rs. 3,00,00,000/- sanctioned for this purpose. (For information to BoG)

BoG noted the status of funds received from AICTE for construction of SC/ST Girls' Hostel and present status of the construction work.

iv. To note that a fund of Rs. 17,30,000/- is received from the minority department for various expenditures related to minority girls' hostel. (For information to BoG)

BoG noted the status of funds received from the minority department for various expenditures related to minority girls' hostel.

v. Appointment of Professor of Practice in each department

Principal (Member Secretary) informed BoG about more than 50% shortfall of regular faculty positions and limitations of visiting faculty members like less experience, their availability for a limited time period, etc. He also emphasized the need for full time experienced faculty members to enhance the overall teaching-learning environment of the institute.

Dr. Vinod Mohitkar, Hon. BoG Member and Director of Technical Education, Maharashtra State, suggested appointing Professor of Practice/Emeritus Professor in each department. He emphasized that this will also enhance industry-institute



relations, and also employability of the students. After due deliberations, BoG approved the appointments of Professor of Practice/Emeritus Professor in each department as per best practices of renowned engineering colleges/institutes/universities, in line with resolution of Govt. of Maharashtra vide no. संकीर्ण/2022/प्र. क्र. (10/22)/तांशि-1, dated 29/12/2022.

BoG further resolved to constitute a committee to frame rules and regulations in line with resolution of Govt. of Maharashtra to appoint such Professors of Practice/Emeritus Professor as per need of each department.

vi. **Granting relief in examination fee to the students in 39 revenue circles of Parbhani district due to drought like situation**

Principal (Member Secretary) informed BoG about the resolution of Government of Maharashtra vide No. महाराष्ट्र शासन महसूल व वनविभाग शासन निर्णय क्रमांक: एससीवाय - 2023/प्र.क्र. 37/म-7, दि. 10 नोव्हेंबर, 2023 and the order of Collector Office Parbhani vide no. जाक्र. 2023/महसूल/वसुली/सां/सीआर , दि. 21/11/2023.

BoG resolved to grant relief in examination fees to the students in 39 revenue circles of Parbhani district, as per the above-mentioned order of Collector Office Parbhani.

With permission of the Chair, the meeting concluded with a vote of thanks by the Principal (Member Secretary).



Dr. Suhas Gajre
Principal and Member Secretary-BoG,
Govt. College of Engineering, Jalgaon

Principal
Govt. College of Engineering
Jalgaon



Shri. Ashok Jain
Chairman, BoG

अशोक जैन
अध्यक्ष, नियामक मंडळ
शासकीय अभियांत्रिकी महाविद्यालय,
जळगाव

