



GOVT. COLLEGE OF ENGINEERING, AMRAVATI
(An Autonomous Institute of Govt. of Maharashtra)

Minutes of meeting of Board of Management held on 18/9/2010 at
11.00 a.m. in Meeting Hall

First meeting of Board of Management (BoM) was held on 18/9/2010 at 11.00 a.m. in Meeting Hall and following members were present.

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| 1. Dr. S. K. Mahajan, Director of Tech. Education. | - Chairman |
| 2. Dr. Abhay Wagh, Dy. Secretary, M.S., Mumbai | - Member |
| 3. Mr. Randhirsingh D. Patil | - Member |
| 4. Dr. S. R. Chandak, | - Member |
| 5. Dr. S. S. Gokhale | - Member |
| 6. Mr. Sanjay Jadhao | - Member |
| 7. Dr. G. N. Vankhede | - Member |
| 8. Dr. M. S. Randive | - Member |
| 9. Dr. R. P. Borkar | - Member |
| 10. Dr. P. M. Khodke, Principal | - Member Secretary |

At the outset, the Principal welcomed Hon'ble Chairman and Members of BoM. Being a first meeting, members were also offered floral welcome. Due to unavoidable circumstances Dr. Vijay Bhatkar and Dr. P. K. Sahoo, Hon'ble Members, conveyed their inability to attend the meeting and requested to grant leave, accordingly they were granted leave. However, Dr. Vijay Bhatkar was available through teleconferencing in the meeting. Dr. Abhay Wagh, Hon'ble Member was felicitated at the hands of Dr. S. K. Mahajan, Chairman, Board of Management for his new assignment as Dy. Secretary, Technical Education, Mantralaya, Mumbai. The Board of Management expressed its gratitude towards State Govt., U.G.C. and Sant Gadge Baba Amravati University, Amravati for granting autonomous status to the institute.

Dr. P. M. Khodke, Member Secretary requested BoM to permit him to give short presentation on the status of the institute. The presentation consisted of different programs offered, curriculum, examination, results, placement, faculty position, infrastructure etc. The contents were noted by the members.

Dr. S. S. Gokhale enquired about duration of Summer Term. On noting that Summer Term is of one month duration (very short) it was suggested to increase the duration, if schedule permits. BoM also discussed placement of the students and expressed its satisfaction. It was suggested to present percentage placed with respect to the no. of eligible students. Dr. S. R. Chandak enquired about the participation of students in placement activities. Principal informed about the student coordination committee of final and third year students who are responsible for logistics required for conducting interviews. The methodology was well appreciated. Mr. R. D. Patil

suggested involvement of private consultants / services for improvement in placement which was later on found not suitable, being well performing Govt. Institute. Hon'ble Chairman requested BoM members from industry to extend support in this endeavor.

Hon'ble Members later, opined on the different issues like Examination, Class Tests, External Examiners, Number of paper sets etc. and were satisfied with the relevant responses. Mr. Sanjay Jadhav pointed out a huge shortfall in faculty. Chairman, BoM informed that the process of appointment of faculty through M.P.S.C., is in progress and shortly, the faculty position shall improve. Members then requested Hon'ble Chairman and Dr. Abhay Wagh to nominate maximum M.P.S.C. selected faculty to the institute.

After presentation, Member Secretary requested the Hon'ble Chairman to initiate the business of the meeting. Before commencement of meeting Budget Manual 2010-11 (containing 123 pages), Agenda Notes for Supplementary Items (Item No. 23 to 34), TEQIP-II proposal and Book No. 2 of Enclosures were also tabled before the Members.

Dr. S. R. Chandak has appreciated the efforts taken by the institute in preparing Agenda, Agenda Notes and Book of Enclosures. He commented that the agenda notes are so concise, self explanatory and meticulously prepared that no member could have face difficulties in understanding the item and in tracing out the details. Other members have also unanimously supported the comment.

Item No.1

To note G.R. dated July 6, 2010 for constitution of BoM

Noted the G.R. No.2009/(160/09)TE-2, dated July 6, 2010.

Item No.2

To nominate a distinguished alumnous as a member on BoM

After long discussion BoM unanimously nominated Shri Sanjay Choudhary, G.M., L & T Infotech, Mumbai (Alumnous of 1972 Electrical batch) on Board of Management. It was instructed to contact and convey him about his nomination.

Item No.3

To note the final constitution of BoM

Noted final constitution of BoM, with relevant additions (shown in bold), as follows:

S. No.	Name	Affiliation	Position
1	Dr. S. K. Mahajan	Director of Technical Education, M.S., Mumbai.	Chairman
2	Dr. Vijay Bhatkar (Government nominee)	Chairman, ETH Research Lab Dishnet, DSL, Pune.	Member

3	Mr. Randhirsingh D. Patil (Government nominee)	Chairman, Paradise Polymers Ltd., Jalgaon.	Member
4	Dr. S. R. Chandak (Government nominee)	Ex-Advisor (H.R.), Bharat Forge Ltd., Pune	Member
5	Dr. S. S. Gokhale (Government nominee)	Director, VNIT, Nagpur	Member
6	Mr. Sanjay Jadhao (Government nominee)	Managing Director, Jadhao Gears Pvt. Ltd., Amravati.	Member
7	Dr. Abhay Wagh (Nominee of Secretary, H. & T. Education, M.S. Mumbai)	Dy. Secretary, Higher & Technical Education Department, Maharashtra Government, Mantralaya, Mumbai.	Member
8	Vacant (Nominee of Secretary, Finance Department, M.S., Mumbai.		Member
9	Dr. G. N. Vankhede (Nominee of SGB University, Amravati)	Professor, Deptt. of Zoology, Sant Gadge Baba Amravati University, Amravati.	Member
10	Dr. M. S. Randive (UGC nominee)	Dept. of Civil Engineering, College of Engineering, Pune.	Member
11	Dr. P. K. Sahoo (AICTE nominee)	Regional Officer, Western Regional Office, AICTE, Mumbai.	Member
12	Dr. P. R. Borkar (Senate nominee)	Professor & Head, Dept. of Civil Engineering, Govt. College of Engineering, Amravati.	Member
13	Mr. Sanjay Chaudhary (Illustrious aluminous, BoM nominee)	General Manager, L & T Power, Mumbai.	Member
14	Dr. P. M. Khodke	Principal, Govt. College of Engineering, Amravati.	Member Secretary.

Item No.4

To nominate representatives of BoM on Finance Committee and Building & Works Committee and approve the constitutions

The Board of Management nominated following members to the Finance Committee and Building & Works Committee.

Name of the committee:- Finance Committee

Sr. No.	Name	Affiliation	Position
01	Mr. V. S. Jadhao	Chartered Accountant, Amravati (Renowned Chartered Accountant)	Member
02	Dr. S. R. Chandak	Ex-Advisor (H.R.), Bharat Forge Ltd., Pune. (BoM nominee)	Member

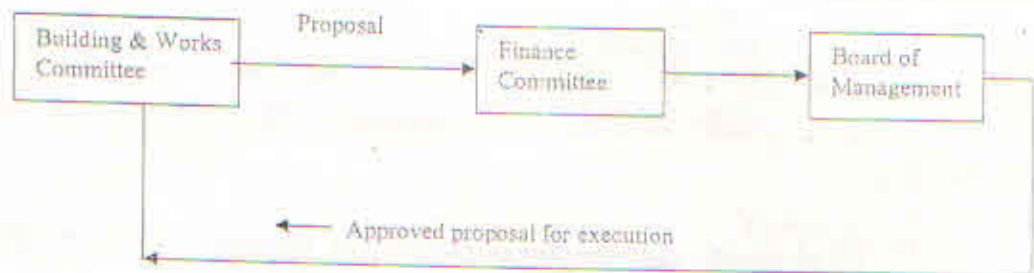
Name of committee:- Building & Works Committee

Sr.No.	Name	Affiliation	Position
01	Arch. Suresh Junghare	Architect, Nagpur, (Renowned Architect)	Member
02	Arch. Satish Wagh	Architect, Amravati, (Renowned Architect)	Member
03	Dr. M.S.Randive	Deptt. of Civil Engg., C.O.E. Pune. (BoM nominee)	Member

Final constitutions of these committees are given in Appendix- A.

BoM opined that the institute should have other statutory committees such as Stores & Purchase Committee, Sexual Harassment Committee, Students Grievance Committee and also those approved by Hon'ble Court, Central Govt., State Govt., University etc. from time to time to facilitate smooth administration of the institute. BoM authorized Principal, Govt. College of Engineering, Amravati to form such committees. It was also suggested that the post of Dean (Planning, Development & Resource Mobilization) should be established. Dr. S. S. Gokhale has emphasized strengthening of faculty position, while doing so.

Dr. S. S. Gokhale has also suggested the mechanisms for routing any proposal related to Building Works and Procurement of Equipments. The proposed mechanism for activities related to Building & Works Committee is given below followed by mechanism for procurement of equipments. Proposal shall be initiated by either B.W.C. or S.P.C. and routed by after approval. In case of any revision, the same procedure needs to be followed.



BoM approved the above mechanisms.

Item No.5

To approve recommendations of Academic Board (Senate) regarding curriculum, rules, and regulations

The BoM approved recommendations of Academic Board (Senate) and latest "U.G./P.G, Ordinances, Rules, and Regulations" and also "Examination Rules for B.Tech. and M.Tech. Programs".

The members opined that latest Rules and Regulations should be made available on website. Principal informed that they are available on website along with the results and website is updated very frequently.

Dr. S. S. Gokhale has advised that Academic Board (Senate) be considered as apex body for all academic matters. Therefore, the decisions taken by academic board, related to academics, may only be noted in BoM. Other members have also supported the concept.

Item No.6

To approve recommendations of Academic Board (Senate) regarding fees to be charged to students for various purposes

The Board of Management approved recommendations of Academic Board (Senate), Hon'ble Chairman, BoM instructed to get concerned accounts audited by Chartered Accountant.

Item No.7

To approve recommendations of Academic Board (Senate) regarding Remuneration / honorarium to faculty / staff

The BoM approved recommendations of Academic Board (Senate) regarding remuneration / honorarium to faculty / staff.

The BoM suggested collecting the data of various institutes where autonomy is in existence. BoM appointed two members committee consisting of Dr. R. P. Borkar and Dr. M. S. Randive to decide the rates and procedure of remuneration / honorarium. The receipt and expenditure on such activities, for last three years, may also be taken into consideration. The committee's recommendations should be tabled in next meeting. However, present procedure / rates shall continue until further instructions.

Item No.8

To approve recommendations of Academic Board (Senate) regarding Medals /awards /scholarships

BoM unanimously agreed to give medals/awards to toppers, BoM, however, has revised the proposed cost of medal to Rs. 5000/- each (instead of Rs. 2000/-) and

accordingly fixed deposit amount of Rs.3,00,000/- been increased to Rs. 6,00,000/-. The institute is instructed to act accordingly.

It was decided that the felicitation program of 2009-10 toppers for U.G. (by awarding Gold medals) may be arranged preferably in the month of December and medals be given at the hands of Chairman, BoM, with an invitation to all Hon'ble members.

BoM also accepted the concept of graduation ceremony and instructed to submit the proposal, along with the details, in next meeting.

Item No.9

To discuss and approve annual academics report for the year 2009-10

BoM discussed and approved annual academics report of the institute for the year 2009-10 and expressed satisfaction over the marks scored by various departments.

Dr. S. S. Gokhale, during the discussion enquired about performance index of the institute through the mechanism of academic audit during TEQIP-I. On noting that index rose from 6.5 to 9.2, Dr. S. S. Gokhale remarked that the performance of the institute is excellent.

Item No.10

To discuss and approve the procedure and panel of experts of academic audit as well as self evaluation of department/institution

BoM discussed the item exhaustively and offered different comments/suggestions, which are enlisted as follows:

- a) Evaluation should be carried out by external experts / private organization.
- b) The format should be at par with the standard procedure for I.S.O. certification.
- c) The audit may be carried out for each program by at least two experts.
- d) It was also opined that instead of devising new format, existing formats in TEQIP/ N.B.A. may be referred.
- e) The process should also be able to identify lacunas in assessment/evaluation of students.

BoM nominated three members committee comprising of Mr. R. D. Patil, Dr. S. R. Chandak and Dr. R. P. Borkar to review the format for academic audit and for suggesting panel of experts. The committee is requested to submit its report well before the next meeting so as include it in agenda.

Item No.11

To note AICTE approval for two new M.Tech. programs and grant permission to offer admission from academic session 2010-11

The BoM noted A.I.C.T.E. approval for two new M.Tech. programs namely Computer Science & Engineering and Geotechnical Engineering and also granted post-facto permission to admissions.

Item No.12

To approve the proposal for retention of Tuition Fee with the institute

The BoM approved the proposal and instructed to submit recommendations of BoM for retention of Tuition Fee and I.R.G. to Govt. of Maharashtra. It was further advised to keep fees and I.R.G. retained for 2010-11 till the institute receives response from State Govt.

Item No.13

To grant permission to apply for TEQIP phase II under sub component 1.2

The BoM granted post-facto permission to apply for TEQIP phase II under sub-component 1.2 and noted the contents of proposal.

Item No.14

To discuss annual report on Accounts for the year 2009-10

The annual report on Accounts for the year 2009-10 was discussed and accepted. Since the word "Budget" is used for futuristic provision, the words "and Budget" were withdrawn from the title of the Item No.14.

Dr. Abhay Wagh pointed out that I.R.G. for the year 2009-10 is less than that of 2008-09. He also advised to communicate the concern of BoM and instruct Heads of departments to exert more for generation of revenue. Dr. S. S. Gokhale has informed the standard workload distribution of the faculty as follows:

Sr. No.	Component of work load	Principal	Professor	Asstt. Professor	Lecturer (Asstt. Professor)
1	Teaching	4	12	14	16
2	R & D	8	8	6	4
3	Professional services (Consultancy, Testing, C.E.P. etc.)	8	6	6	4
4	Guidance consoling preparation & assessment	6	8	8	12
5	Administration	14	8	6	4

He advised that the faculty should spend its time in all the activities accordingly. Mr. Sanjay Jadhao, however, suggested strengthening faculty position before expecting output.

Item No.15

To approve budget for 2010-11

The BoM approved the budget for 2010-11. BoM instructed to present the budget for 2010-11 in BoM meeting to be held during Feb-March 2011.

Dr. Vijay Bhatkar, Hon'ble member has also participated through teleconferencing while the item was under discussion. He expressed concern over the disparity between amounts budgeted and amount received under plan and non-plan scheme of State Govt. of Maharashtra. For example budgets for equipment and Building are Rs.160 lacs and Rs. 662.41 lacs while institute received only Rs. 4.5 lacs and Rs. 65 lacs respectively. Similarly budgets for Electricity & Telephone, Contractual service OE, PPSS and M&S are Rs. 70 lacs, Rs. 40 lacs, Rs. 45 lacs, Rs. 30 lacs, Rs.13 lacs respectively while institute received only Rs. 4 lacs, Rs. 3.53 lacs, Rs. 9 lacs, Rs. 2.3 lacs & Rs. 0.15 lacs. Hon'ble member asked as to how this wide gap shall be met out. Similar query was also raised by Dr. S. R. Chandak as to why only Rs. 70.6 lacs has been received as against budgeted amount of Rs. 662.41 lacs under plan scheme of Govt. of Maharashtra. Principal informed that the Govt. of Maharashtra is following the system of BDS and the amount is released to institute's account through e-transaction on monthly basis due to which amount received so far appears to be less. The members, however, have requested Hon'ble Chairman and Dr. Abhya Wagh to ensure that remaining amount is released to the institution.

The members have also expressed concern over the shortfall in Building area (Shortfall of total 12983 Sq.m. and 1678 Sq.m. in academic area) of the institute. This shortfall is also responsible for not getting additional intake approved by A.I.C.T.E. Therefore, BoM members requested Hon'ble Chairman and Dr. Abhay Wagh to look favorably into this matter and provide remaining budgeted amount of Rs. 497.41 lacs for Building in the remaining period of financial year 2010-11. The discussion ended with the assurance from Hon'ble Chairman as well as Dr. Abhay Wagh.

Item No.16

To grant approval to write off proposals for Library books and Equipments

The BoM approved write off proposals for Library books and Equipments.

Item No.17

To approve the proposal for grant / extension of financial powers to BoM, Principal and Head of the department

Due to shortage of time, the item was deferred and shall be taken up in next BoM meeting.

Item No.18

To approve the proposal for appointment of faculty on contract basis at Institute level

Mr. R. D. Patil raised a strong concern over the vacancies in faculty position and strongly recommended to use authority and powers of BoM for appointment of faculty. If it is not possible to appoint faculty on regular basis, at least the institute should be authorized to appoint them on contract basis. It was informed by Hon'ble Chairman that the Directorate has already submitted a proposal to Government for appointment of faculty on contract basis. The permission is expected at any time from now (within 10 days) and shall be communicated to institute immediately. Dr. S. R. Chandak suggested that the format of advertisement, panel of experts etc. be kept ready and the process be initiated at institute level immediately after Directorate receives permission from Government. In view of the precedence of carrying out such exercise at institute level, BoM empowered the institute to appoint faculty on contract basis by following guidelines & procedures, on receiving permission.

Item No. 19

To grant permission to a proposal for increase in honorarium to faculty appointed on contract basis

Board of Management granted permission to submit the proposal in this respect to Govt. of Maharashtra for approval.

Item No.20

To grant approval to the appointment of supporting staff in Academic section on daily wages / contract basis

BoM has given post facto approval for the action taken by the institute.

However, BoM has advised to discontinue the practice of appointing supporting staff on daily wages (as it requires maintaining P.F. account & other facilities). BoM instructed to outsource services by appointing a contractor with standard conditions and come with revised proposal as a separate item in next meeting.

Item No.21

To approve the proposal for Ph.D. under autonomy and approve Ordinance, Rules and Regulations

Due to shortage of time, the item was deferred and shall be taken up in next BoM meeting.

Item No. 22

To approve constitution of different statutory bodies

The constitution of different statutory bodies was approved.

Item No.23

To discuss status of infrastructure (Building and Equipment) available with the Institution

The BoM noted status of infrastructure. It also expressed concerned over shortage of built up area. It further instructed the institute to pursue with Govt. for release of grants.

Item No. 24

To approve recommendations of twelfth Academic Board (Senate)

The recommendations of 12th Academic Board (Senate) meeting were approved.

Item No. 25

To approve rules regarding preservation and destroy of records of the institute.

The BoM approved the rules regarding preservation and destroy of records of the institute.

Item No.26

To approve the procedure of utilization of funds in PLA generated Through Collection of students fees

Due to shortage of time, the item was deferred and shall be taken up in next BoM meeting

Item No.27

To approve fee structure for Ph.D. students.

Hon'ble Chairman informed that the efforts are being taken to bring uniformity in the fee structure of M. Tech / Ph D in Govt. / Aided Engineering College in the State. The proposal is submitted to Govt. and hence item is deferred till decision of State Govt.

Item No.28

To approve the proposal for appointment of faculty at institute level.

Item withdrawn and shall be placed later.

Item No.29

To request Government of Maharashtra regarding transfer of faculty to and from the institute.

Noted the proposal and instructed to submit the same to Govt. of Maharashtra for approval.

Item No.30

To note and approve change in designation of Principal as Director

Noted and approved to send the proposal to Govt. of Maharashtra for consideration and approval for change in the designation of Principal.

Item No.31

To establish Faculty Positions of Registrar, Deans and Controller of Examination in the institute

Due to shortage of time, the item was deferred and shall be taken up in next BoM meeting

Item No.32

To approve establishment of Four Funds (Corpus, Staff Development, Depreciation and Maintenance)

Due to shortage of time, the item was deferred and shall be taken up in next BoM meeting.

Item No.33

To approve maintenance of separate account for examination fees collected from the students.

Approved the proposal for maintenance of separate account for examination fees collected from the students.

Item No.34

To accord permission for Fixed deposit (F D)

Due to shortage of time, the item was deferred and shall be taken up in next BoM meeting

All the members of BoM agreed to discuss deferred and additional (if any) items in next meeting to be scheduled in December 2010 (preferably during Winter session of State Assembly).

The meeting ended with vote of thanks delivered by the Principal to Hon'ble Chairman and all the Hon'ble members who were present for the meeting.

Encl: Appendix A.

Sd/-
(Dr. P.M.Khodke)
Member Secretary,
Board of Management.

Sd/-
(Dr.S.K.Mahajan)
Chairman,
Board of Management.

Copy to all Honorable Members of Board of Management for information and confirmation.

Appendix - A

Final constitution of Finance Committee

S. No.	Name	Affiliation	Position
1	Dr. P. M. Khodke	Principal, Govt. College of Engineering, Amravati.	Chairman
2	Dr. Abhay Wagh	Dy. Secretary, Higher & Technical Education Department, M.S. Mantralaya, Mumbai.	Member
3	Mr. Y. S. Jadhao	Chartered Accountant, Amravati (Renowned Chartered Accountant)	Member
4	Dr. S. R. Chandak	Ex-Advisor (H. R.), Bharat Forge Ltd., Pune.	Member
5	Mrs. N. S. Ramteke	Registrar, Govt. College of Engineering, Amravati.	Member Secretary

Final constitution of Building & Works Committee

S. No.	Name	Affiliation	Position
1	Dr. P. M. Khodke	Principal, Govt. College of Engineering, Amravati.	Chairman
2	Mr. S. B. Mane	Superintendent Engineer, P.W.D., Amravati.	Member
3	Mr. D. P. Meshram	Executive Engineer, Amravati Municipal Corporation, Amravati	Member
4	Arch. Suresh Junghare	Architect, Nagpur. (Renowned Architect)	Member
5	Arch. Satish Wagh	Architect, Amravati (Renowned Architect)	Member
6	Dr. M. S. Randive	Deptt. of Civil Engg., C.O.E, Pune. (BoM nominee)	Member
7	Dr. R. P. Borkar	Prof. & Head of Civil Engineering Department, Govt. College of Engineering, Amravati.	Member Secretary