



TEQIP-III

Dibrugarh University Institute of Engineering and Technology

MINUTES OF THE 3rd BoG MEETING

The 3rd BoG meeting for TEQIP-III was held on 28th of December 2018 at 10.30 am in the conference hall of the Director's office at DUIET to discuss the items stated in the agenda related to TEQIP-III and the approval of the same by the BoG.

AGENDA

Item. 1	Approval of the minutes of the 2 nd BoG meeting under TEQIP-III, DUIET held on 4 th October 2018.
Item. 2	Presentation on the progress report of Quarter 3 of the TEQIP-III Project, DUIET.
Item. 3	To approve the Action Plan for the Period with effect from 01.01.2019 to 31.03.2019.
Item. 4	To approve the 18 months procurement plan with effect from 01.04.2019 to 30.09.2020.
Item. 5	To approve the Equity Action Plan with effect from 01.01.2019.
Item. 6	Any other matters.

Members Present in the Meeting

1. Prof. Khanindra Pathak, Chairman
2. Prof. R. N. S. Yadav, University Nominee
3. Mr. Reep Hazarika, Chief General Manager, BCPL
4. Prof. P. Bhattacharyya, Member Secretary
5. Mr. Bhaskarjyoti Saikia, Member
6. Dr.(Mrs.) Gitalee Sharma, Nodal officer Academic (Member), TEQIP-III
7. Mr. Kaushik Das, Coordinator, TEQIP-III (Special Invitee)
8. Mr. H.P. Mondal, Nodal Officer(Procurement), TEQIP-III (Special Invitee)



MINUTES OF THE MEETING

Item No 1: The member secretary placed the Minutes of the 2nd meeting of the BOG under TEQIP-III, DUIET held on 04.10.2018 before the Board for its approval. All the members present accepted the minutes with a few modifications as suggested by the chairman.

For the rest of the agenda items it was decided that the matters will be discussed but minutes will be decided through circular resolutions as most of the members were not present in the meeting

Item No 2: Various academic activities held under TEQIP-III from October-December 2018 were:

Event/ Activity	Date (s) of the event
1. Gate Coaching for 4 th Year Students by The GATE COACH AUO KRUTTIKA AGEN P LTD, NEW DELHI.	1 st October to 31 st December, 2018.
2. Soft Skill Training for 3 rd Year Students by the Universal Education, Bangalore.	3 rd to 11 th October, 2018.
3. Industry Academia Conclave by the Department of Petroleum Engineering, DUIET.	24 th to 25 th September, 2018.
4. Two Weeks FDP on "Research Methodology in Technical Education and Documentation Using LaTeX" by NITTTR hosted by DUIET.	25 th September to 6 th October, 2018.
5. One Week workshop on "Pedagogy to Andragogy" by DUIET in association with the Mentor institute Dr. SSBUI CET, Panjab University.	17 th to 21 st December, 2018



The progress report of Quarter 3 of the TEQIP-III Project, DUIET was presented by the Nodal Officer (Academic) before the Board. The members thoroughly scrutinized and discussed the presentation. In this regard the following suggestions were given for consideration.

Suggestion (i): Regarding the Gate coaching, the feedback of the students should be taken periodically and changes in vendor should be made if not beneficial to students. The vendors should be intimated and ask to provide the list of trainers with their academic details before the start of the course for the BoG to scrutinize about the quality of the trainers. The timing of the coaching fails to provide enough period for post coaching preparation of the students, the vendors' service will be considered as partially rendered.

Suggestion (ii): Regarding Softskill training HR personals from Industry should be invited to provide insights to the training by taking the overall feedback of the training from the students.

Suggestion (iii): Regarding the Industry Academia Conclave, the coordinator should submit the outcome of the conclave in terms of report. The benefits incurred from the conclave should be stated and future prospects for the same.

Resolution 2.1: "Resolved that the suggestions (i), (ii) & (iii) for the agenda item No.2 be strictly followed"

Item No 3: The Academic Action Plan for Quarter 4 (January to March 2019) of the TEQIP-III Project, DUIET was placed by the Nodal Officer (Academic) before the Board. The members thoroughly scrutinized and discussed the Action Plan and the following suggestions were given.

Suggestion (i): The students are to be encouraged to undertake their winter trainings in industries rather than in IIT's/ academic institutions so as to get the industrial exposure which might be beneficial in their placement. Prof. In Charge Training and Placement should make necessary correspondence with industries to assist the students.

Suggestion (ii): For the STTP/ Workshop/ Conclave organized by the Departments of DUIET, outcome oriented schedule should be prepared. The learning outcome

of the programs should be defined and the progress of the outcome be scrutinized by competent authority for the effective completion of the programme.

Suggestion (iii): For MOODLE, the estimated cost be increased to Rs. 1, 00,000 which include the remuneration of the MOODLE Implementer for about 3 months and the TA/DA for 7 days.

Resolution 3.1: “Resolved that the suggestions (i), (ii) & (iii) mentioned above be followed for the agenda item No.3 (Academic Action Plan)”

Item No 4: The Nodal Officer (Procurement) placed the 18 months’ procurement plan with effect from 01.04.2019 to 30.09.2020 before the Board. The members discussed and scrutinized the matter and the following suggestions were stated.

Suggestion (i): In the item 1 of the procurement plan server should be included along with the desktop.

Suggestion (ii): For Item 4. Acoustic analysis of the room be provided by Dr. Purabi Gogoi for ratifying the procurement plan.

Suggestion (iii): For item 16 the number of multimeters’ be reduced to 10 nos.

Suggestion (iv): No office furniture be provided under item 22.

Suggestion (v): Power back up for smart classrooms be provided.

Suggestion (vi): For the equipment’s of the Mechanical Engineering Department the objective of the experiment and the experimental setup be justified precisely by the concerned faculty member.

Resolution 4.1: “Resolved that the Procurement Plan as presented be accepted excluding the items mentioned in Sl. No. 4 & Sl. No 22. Also resolved that the objective of the experiments and experimental set up for Mechanical Engineering Department be properly justified”

Item No 5: The Coordinator, TEQIP-III placed the 18 months Equity Action plan with effect from 01.01.2019 before the Board. The members present discussed and scrutinized the matter and the following suggestions were stated.

Suggestion (i): Regarding Bridging course evening classes should be taken by 2-3 experts in the subject along with the course teacher for the weaker students under EAP.

Suggestion (ii): Prof. Manash Kumar Mandal, Department of Humanities, IIT Kharagpur, former Director Defence Institute of Psychological Research, Delhi, India be contacted for suggestions regarding the psychometric test and the betterment of the ST/SC students.

Resolution 5.1: "Resolved that the Equity Action Plan as proposed be modified by incorporating the suggestions (i) & (ii) mentioned above for approval"

Item No 6: The Nodal Officer (Academic) placed before the Board another crucial issue related to students. The members thoroughly scrutinized and discussed the issue and the following suggestion was stated.

Suggestion (i): Regarding the remuneration of the four students, who appeared and passed the Cisco Certified Networking Associate (CCNA) Examination Conducted in Bangalore in 2018, their registration fee and examination fee be incurred by TEQIP-III. This will turn out to encourage to other students to qualify such examination in future.

Finally, it was resolved that the matters discussed will be circulated to all the members as draft for circular resolution and will be adopted based on discussion and consents over mails. The meeting was ended with a vote of thanks by the Coordinator, TEQIP-III, D.U.I.E.T

W. P. Singh
29/3/19

S. K. Singh
29/3/2019

P. K. Singh
29/03/19

P. K. Singh
29.03.19

S. K. Singh
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P. K. Singh
29/03/2019

P. K. Singh
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