

MOTIHARI COLLEGE OF ENGINEERING, MOTIHARI

Under Department of Science & Technology

Govt. of Bihar



Minutes of the V BOG Meeting held on 07/01/2019

MOTIHARI COLLEGE OF ENGINEERING, MOTIHARI

Under Department of Science & Technology

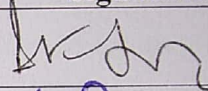
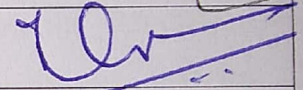
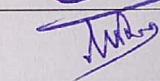
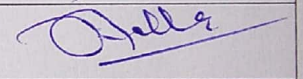
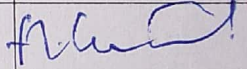
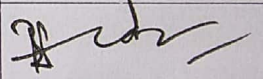
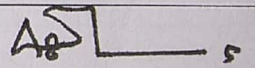
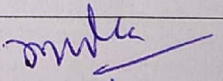
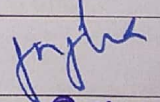
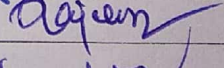
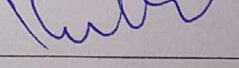
Govt. of Bihar

Minutes of the V BoG meeting held on 07/01/2019, 01:00 P.M at Hotel Patliputra Ashok, Patna

Preliminaries: The members of the Board assembled in the Conference Hall of Hotel Patliputra Ashok, Patna.

Due to absence of Principal, **Prof.(Dr.) R. K. Singh** nominated as a Officiating Principal.

The following members of the BoG attended the meeting.

S.N	Name	Designation	Signature
1.	Prof. (Dr.) S K Sinha	Chairman	
2.	Prof. (Dr.) N.C. Shivaprakash	BOG Chairman of Mentor College JNTUHCEH-Hyderabad	
2.	Prof. U. N. Roy	Member	
3.	Dr. Ashok Kumar Akella	Member	
4.	Sh. Atul Sinha	Member	
5.	Prof.(Dr.) Ramchandra Prasad	Member Ex-Officio	
6.	Prof. Sudheer Prem Kumar	Special invitee (JNTU)	
7.	Prof. Akhileshwar Kumar Mishra	Member	
8.	Prof. Dr. Manoj Kumar,	Member	
9.	Prof.(Dr.) Jagada NandJha	Member	
10.	Er. Rajeev Ranjan	Member	
11.	Mr. Keshav Kumar	Member Special Invitee	
12.	Dr. Bushra Zaman	Member Special Invitee	

The meeting started with the opening remarks by the officiating Principal Prof. (Dr.) Rajendra Kumar Singh MCE-Motihari.

1. Prof. (Dr.) Rajendra Kumar Singh, Officiating Principal briefed the meeting about the recent activities and performance of the institution under TEQIP III.
2. Prof. Chandra Shekhar Singh, TEQIP-III Coordinator, MCE, Motihari, Presented a Power point presentation on completed activities during Q3(Oct-Dec) 2018, Problem faced during Q3, Action Plan for Q4(Jan-March, 2019), Status of NBA Accreditation, GATE Training & Employability Skill Training, with assistance of Mr. Sonal Kumar, Program manager, TEQIP III.

BoG discussed the draft agenda, with assistance of program manager and approved agenda wise discussion by the BoG are as follows.

Agenda 1.1 Welcome address by the Officiating Principal.

The Officiating Principal introduced and welcomed the Chairman and members of the board including Special invitee from Mentor College JNTUH-Hyderabad. He presented a detailed report on the status of the college. The Chairman of the board thanked the Officiating Principal for familiarizing BOG members regarding functioning of the institution and for presenting the status report.

Agenda 1.2 Approval of action taken report of 4th BOG Meeting held on 24th of Nov 2018.

- Status of Procurement in last Quarter is given below.

S. No.	Equipments	Department	Status
1	40 Desktop Computers	Mechanical Engineering	Delivered by 10 th Jan 2019.
2	4 Multifunction Machine	At institute Level	Delivered by 10 th Jan 2019.
3	Electrical machine Lab	Electrical & Electronics Engineering	PO to be sent
4	Power System Protection Lab	Electrical & Electronics Engineering	PO to be sent
5	Analog Electronics Lab	Electrical & Electronics Engineering	PO to be sent
6	Control System Lab	Electrical & Electronics Engineering	PO to be sent
7	Measurement Lab	Electrical & Electronics Engineering	PO to be sent
8	Refrigeration and Air Conditioning Lab	Mechanical Engineering	PO to be sent
9	Steam Power System Lab	Mechanical Engineering	PO to be sent
10	Dynamics of Machine Lab	Mechanical Engineering	PO to be sent
11	Strength of Materials Lab	Mechanical Engineering	PO to be sent
12	Workshop	Mechanical Engineering	PO to be sent

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Twining activities with Mentor College JNTU Hyderabad.

- College sent 8 final Year Students to attend one day workshop on "Developing the right attitude and career building" at JNTU Hyderabad on **29/12/2018**.
- MCE Nominated **Mr. Chandra Shekhar Singh & Md. Tabrez** as a coordinator for two different workshops on "SAR Filling & NBA" on 17-18 December 2018 and Contemporary Research & IPR on 10-14 December, 2018 but **both are reschedule due to Assembly Elections in Telangana**.

Academic activities in MCE-Motihari

- Employability & GATE training classes started from 04/09/2018 and continued till date.
- Mr. P N Jumle Mentor of MCE Motihari nominated by NPIU visited our institute from 21st - 23rd Dec 2018.

Agenda 1.3 Permission for revision of existing procurement plan

- Items to be procured in Q4 2018-19.

S. No.	Equipments	Department
1	4 Online UPS	Institute Level
2	20 Split Air Conditioner	Institute Level
3	6 Television	Institute Level
4	Laptop	TEQIP Office
5	Power Electronics Lab	Electrical & Electronics Engineering
6	100 Desktop Computers	Institute Level
7	Engineering Hydrology Lab	Civil Engineering
8	Environmental Lab	Civil Engineering
9	Concrete Lab	Civil Engineering
10	Furniture for Lab	Institute Level
11	Furniture for Faculty	Institute Level
12	Books for Library	Institute Level

- Procurement team wants to delete some packages from PMSS due to unavailability and other issues. The list of required item are given below

S. No.	Package Name	Estimated Cost
1	MOOCs and Digital Learning	120,000.00
2	Consumables	174,500.00

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3	Office expences	59,995.00
4	Mac Computer, Laptop, Printer & TV	3,040,000.00
5	Projector with Audio System	550,000.00
6	White Board	20,000.00
7	Graduates employability	150,000.00
8	Graduates employability	300,000.00
9	NPIU GATE Training	2,400,000.00

BOG given permission of revision of existing procurement plan and also suggested to delete package which are wrongly entered.

Agenda 1.4 Status of NBA Accreditation

- Department of Electrical & Electronics Engineering have successfully filed Self Assessment Report (SAR) on e-NBA portal.
- The NBA team visit tentative date for EEE will be finalized soon.
- NBA team Visit for Department of Mechanical Engineering is scheduled in **Feb-March, 2019**. Exact date will be communicated soon by NBA.

Agenda 1.5 Approval of Vision and Mission of Department of Electrical and Electronics Engineering.

- As previous departmental Vision and mission was not mapped with each other, it was further revised and after some modifications, BOG Members approved it.

Agenda 1.6 Issues Regarding Procurement of Lab Equipments

- BOG directed to purchase lab equipments and release payments after installation.

Agenda 1.7 GATE & Employability Skill Training:

- GATE Training is going on for Final Year Students. Interested 3rd year students also attending GATE Training.
- Employability Skill Training for Pre-Final Year Students at college Campus by Vendors referred by NPIU.

Agenda 1.8 Seeking permission for limitation of bill without GST as for some items GST bill is not available.

- BOG suggested that a Bill of upto **Rs. 5,000/-** should be cleared without GST bill.

Agenda 1.9 Any other matter with the permission of Chair:

The BoG discussed and Suggested the following:

- Guidelines for Conducting **external academic audit** which will include evaluation of Mid semester Test, Answer sheets, course files, Students attendance records etc., and Honorarium of academic auditor is approved by BOG.
- TEQIP-III Fund Spending on faculty training in summer quarter should be more as faculties have less/No load.
- SPIU ^{requested} is directed to provide guidelines for Leave of TEQIP-III Quality teachers and Supporting staff.
- Procurement of software should be started well in advance.
- CSE/Civil Department should start practicing OBE along with Department of EEE and Mechanical.
- BOG instructed to delete some packages on PMSS portal.
- Pool Campus Drive should be organized preferably at Patna along with other TEQIP-III colleges of Bihar.
- BOG directed to maintain Mentoring Score between **1-1.5**.
- All faculty must be sent to **Mentor College JNTU-Hyderabad** under twinning activities in the present & ensuing quarter.
- BOG directed to encourage students for participating in national/international level workshops/Conferences/ Paper Publications also directed to give some incentives.
- All faculty members of College must register themselves in Various MOOC's Courses like SWAYAM, Coursera, NPTEL etc positively in this quarter (Jan-March, 2019)
- Faculty must take free courses on MOOC's like disaster management/ Urban planning etc.
- MATLAB, CATIA-V5, ORACLE and other softwares must be procured at the earliest.
- MIS data must be updated in this quarter (Jan-March, 2019).
- BOG directed to present all HOD's in next BOG Meetings alongwith their 15 minute departmental presentations.(PPT must include Vision/Mision, Departmental Agenda, Future plan. Workshop/conference planned, Lab planned to be developed)
- Implement Mentor-Mentee Scheme of students as directed by DST-GOB.
- Sign interdepartmental MOU with JNTU-Hyderabad

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Prof. S K Sinha

Prof.(Dr.) A. K. Akella

Prof.(Dr.) Rajendra Kumar Singh

Prof. (Dr.) N.C. Shivaprakash

Prof. Sudheer Prem Kumar

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Dr. U.N. Roy
