

Ramgarh Engineering College

(Estd. By Govt. of Jharkhand & Run by Techno India under PPP mode)

Ramgarh – 825101; Ranchi; Jharkhand; India

MINUTES OF THE MEETING OF BOARD OF GOVERNORS (BoG) of Ramgarh Engineering College

Meeting No.	REC/BOG/28122020
Date & Venue	28 th Dec 2020 through Video Conferencing and offline mode
Start Time	10.00 AM
End Time	1:00PM
Discussion reference	As per Notice

MEMBERS / PARTICIPANTS

S.No.	Participants	Role
1.	Prof. Mohit Chatterjee	Chairperson Governing Body
2.	ABSENT	GOJ Nominee in Governing Body
3.	ABSENT	VBU Nominee in Governing Body
4.	Dr. Sudipta Chakraborty	Member Governing Body
5.	Dr.Nazmul Islam	Member Governing Body
6.	Dr Aditya Kumar Singh	Member Governing Body
7.	Dr Bishnu Brata Chattopadhyay	Member Governing Body
8.	Mr. Anit Adhikari	Member
9.	Mr. Kunal Gangulli	Member
10.	ABSENT	BVBCET (Mentor institute) Nominee in Governing Body
10.	Dr. Sharbani Roy	Member Secretary

Absent Governing Body Members:

1. VBU Representative
2. Representative from BVB Hubli
3. AICTE Representative

AGENDA:

Sl.No.	Topic	Status
1.	Admission Situation	Discussed
2.	Affiliation with University and University related matter	Discussed
3.	Compliance with Govt. of Jharkhand agreement and related matter.	Discussed
4.	Financial status and way of increasing revenue and cost restructuring.	Discussed
5.	Academic activities and quality of teaching	Discussed
6.	Effect on college due to Covid-19.	Discussed
7.	TEQIP related matter.	Discussed
8.	Miscellaneous Points	Discussed

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MINUTES OF MEETING

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0	Dr. Sharbani Roy (Member Secretary) briefed the committee about the meeting and delivered a 30 minute Power-Point Presentation about Ramgarh Engineering College, highlighting its inception, vision, infrastructure, facilities, placement status, challenges, future plans, achievements and shared the AICTE approval to the members of the BoG.																											
00	<p>Review of Previous BOG meeting:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ref Points of last BOG</th> <th style="text-align: center;">Current Status</th> <th style="text-align: center;">Explanation (if required)</th> </tr> </thead> <tbody> <tr> <td>Presentation of the College</td> <td style="text-align: center;">N/A</td> <td></td> </tr> <tr> <td>Review of Previous Meeting</td> <td style="text-align: center;">N/A</td> <td></td> </tr> <tr> <td>Review of the completion of procurement under TEQIP fund</td> <td style="text-align: center;">Working as per the approval of BOG</td> <td></td> </tr> <tr> <td>Approval of Expenditure in Academic activities (Webinars) and IOC</td> <td style="text-align: center;">Working as per the approval of BOG</td> <td></td> </tr> <tr> <td>Academics in view of COVID 19 outbreak</td> <td style="text-align: center;">Working as per the approval of BOG</td> <td></td> </tr> <tr> <td>Review of NBA preparedness and planning for the NBA expert visit</td> <td style="text-align: center;">Working as per the approval of BOG</td> <td></td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Ref Points of last BOG</th> <th style="text-align: center;">Current Status</th> <th style="text-align: center;">Explanati on (if required)</th> </tr> </thead> <tbody> <tr> <td>Admission 2020 and planning to improve the admission of the college</td> <td style="text-align: center;">Regular admission through counselling is over and open counselling is awaited. 1st counselling for lateral entry is completed, 2nd counselling will be started from 04.01.2020.</td> <td></td> </tr> </tbody> </table>	Ref Points of last BOG	Current Status	Explanation (if required)	Presentation of the College	N/A		Review of Previous Meeting	N/A		Review of the completion of procurement under TEQIP fund	Working as per the approval of BOG		Approval of Expenditure in Academic activities (Webinars) and IOC	Working as per the approval of BOG		Academics in view of COVID 19 outbreak	Working as per the approval of BOG		Review of NBA preparedness and planning for the NBA expert visit	Working as per the approval of BOG		Ref Points of last BOG	Current Status	Explanati on (if required)	Admission 2020 and planning to improve the admission of the college	Regular admission through counselling is over and open counselling is awaited. 1 st counselling for lateral entry is completed, 2 nd counselling will be started from 04.01.2020.	
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Pending fees collection during COVID-19	Working as per the approval of BOG	
Budget and Audit Report	Audit is not completed	
Administrative approval during lockdown period.	Working as per the approval of BOG	
Final year examination and measurement of social distancing in hostel	University and Govt Guideline have been followed.	
Safety and security during COVID-19	Working as per the guideline of state Govt.	

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Does any encumbrance created on Property (institute)	No	
Any Material breach of event	No	

The board appreciated timely activities with GoJ regarding agreement issues.

4	<p>Financial status and way of increasing revenue and cost restructuring. The Audit report of FY 2019-20 has been complete and presented for Approval. The synopsis of Audit Report Income & Expenditure is as follows :</p>	<p style="text-align: center;">Statement of Income & Expenditure Account for the year ended 31st March 2020</p> <p style="text-align: right;">In ₹ (Rupees)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Particulars</th> <th style="text-align: center;">Note No.</th> <th style="text-align: right;">1-Apr-2019 to 31-Mar-2020</th> <th style="text-align: right;">1-Apr-2018 to 31-Mar-2019</th> </tr> </thead> <tbody> <tr> <td>I Collection from Students</td> <td style="text-align: center;">16</td> <td style="text-align: right;">3,72,53,462.00</td> <td style="text-align: right;">4,98,87,181.50</td> </tr> <tr> <td>II Other Income</td> <td style="text-align: center;">17</td> <td style="text-align: right;">8,54,689.00</td> <td style="text-align: right;">14,84,856.00</td> </tr> <tr> <td>III TOTAL REVENUE (I + II)</td> <td></td> <td style="text-align: right;">3,81,08,151.00</td> <td style="text-align: right;">5,13,72,037.50</td> </tr> <tr> <td>IV EXPENSES</td> <td></td> <td></td> <td></td> </tr> <tr> <td>AICTE Approval Fees & Others</td> <td></td> <td style="text-align: right;">9,04,500.00</td> <td style="text-align: right;">6,12,500.00</td> </tr> <tr> <td>Bank Charges</td> <td></td> <td style="text-align: right;">10,30,198.21</td> <td style="text-align: right;">45,950.03</td> </tr> <tr> <td>Examination Expenses</td> <td></td> <td style="text-align: right;">13,77,020.00</td> <td style="text-align: right;">23,57,588.00</td> </tr> <tr> <td>Fuel Expenses</td> <td></td> <td style="text-align: right;">4,25,943.00</td> <td style="text-align: right;">10,33,769.00</td> </tr> <tr> <td>Internet Expenses</td> <td></td> <td style="text-align: right;">2,00,600.00</td> <td style="text-align: right;">4,01,200.00</td> </tr> <tr> <td>Power & Electricity Expenses</td> <td></td> <td style="text-align: right;">28,37,947.00</td> <td style="text-align: right;">26,61,661.00</td> </tr> <tr> <td>Professional Charges</td> <td></td> <td style="text-align: right;">9,63,504.00</td> <td style="text-align: right;">10,96,005.00</td> </tr> <tr> <td>Repairs & Maintenance</td> <td></td> <td style="text-align: right;">16,72,285.00</td> <td style="text-align: right;">38,96,254.00</td> </tr> <tr> <td>Statutory Audit Fees</td> <td></td> <td style="text-align: right;">76,700.00</td> <td style="text-align: right;">70,800.00</td> </tr> <tr> <td>Student Welfare Expenses</td> <td></td> <td style="text-align: right;">3,53,129.00</td> <td style="text-align: right;">6,18,154.00</td> </tr> <tr> <td>Travelling & Conveyance</td> <td></td> <td style="text-align: right;">4,53,823.00</td> <td style="text-align: right;">8,04,479.00</td> </tr> <tr> <td>Employee Benefit Expenses</td> <td style="text-align: center;">18</td> <td style="text-align: right;">2,09,09,884.00</td> <td style="text-align: right;">1,82,86,951.00</td> </tr> <tr> <td>Depreciation and Amortization Expenses</td> <td style="text-align: center;">19</td> <td style="text-align: right;">49,15,630.00</td> <td style="text-align: right;">74,70,240.00</td> </tr> <tr> <td>Other Expenses</td> <td style="text-align: center;">20</td> <td style="text-align: right;">61,10,742.00</td> <td style="text-align: right;">84,32,240.00</td> </tr> <tr> <td>TOTAL EXPENSES</td> <td></td> <td style="text-align: right;">4,22,31,905.21</td> <td style="text-align: right;">4,77,87,791.03</td> </tr> <tr> <td>V Profit before Exceptional and Extraordinary Items and Tax (III-IV)</td> <td></td> <td style="text-align: right;">(41,23,754.21)</td> <td style="text-align: right;">35,84,246.47</td> </tr> <tr> <td>VI Exceptional Items</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Audit report of FY 2019-20 has been approved by BOG.</p> <p>Way of increasing revenue</p> <table border="1" style="width: 100%; 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Professional Charges		9,63,504.00	10,96,005.00																																																																																																
Repairs & Maintenance		16,72,285.00	38,96,254.00																																																																																																
Statutory Audit Fees		76,700.00	70,800.00																																																																																																
Student Welfare Expenses		3,53,129.00	6,18,154.00																																																																																																
Travelling & Conveyance		4,53,823.00	8,04,479.00																																																																																																
Employee Benefit Expenses	18	2,09,09,884.00	1,82,86,951.00																																																																																																
Depreciation and Amortization Expenses	19	49,15,630.00	74,70,240.00																																																																																																
Other Expenses	20	61,10,742.00	84,32,240.00																																																																																																
TOTAL EXPENSES		4,22,31,905.21	4,77,87,791.03																																																																																																
V Profit before Exceptional and Extraordinary Items and Tax (III-IV)		(41,23,754.21)	35,84,246.47																																																																																																
VI Exceptional Items																																																																																																			
Proposed Plan	When it will be implemented ?	Support Needed from BOG /Govt / Univ																																																																																																	
By introducing BCA, BBA and vocational courses	It may be started from April 2021	Approval needed from University																																																																																																	
Promoting Consultancy works	It may be started from March 2021	Approval and Initial financial support needed from BOG																																																																																																	

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S.No.	Minutes			
4	Budget for next 3 months			
	INCOME	JAN	FEB	MAR
	Student Fee – New Admission	Admission is going on for the session 20-21		
	Total Outstanding :			
	Outgoing Batch			
	4 th Year			
	3 rd Year			
	2 nd Year	n/a		
	1 st Year (Existing Student)	n/a		
	Outstanding Collection	on process		
	Total Collection			
	EXPENSES	JAN	FEB	MAR
	Advertisement & Publicity Expenses			
	Books & Journal			
	Car Hire Charges			
	Casual Labour			
	Elctericity Charges			
	Concession Fees			
	Examination Expenses			
	Fuel Expenses			
	Freight			
	Hire Charges			
	Hostel Expenses			
	Internet Expenses			
	Inspection Charges			
	Lab Consumables			
	Local Contactor Payment			
	Office Expenses			

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5	Academic activities and quality of teaching																																								
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 45%;">Academic Activity</th> <th style="width: 15%;">16th Sep-15th Oct</th> <th style="width: 15%;">16th Oct to 15th Nov</th> <th style="width: 25%;">16th Nov to 15th Dec</th> </tr> </thead> <tbody> <tr> <td>Number of On Line Classes conducted</td> <td style="text-align: center;">808</td> <td style="text-align: center;">554</td> <td style="text-align: center;">643</td> </tr> <tr> <td>No of faculty involved</td> <td style="text-align: center;">45</td> <td style="text-align: center;">45</td> <td style="text-align: center;">47</td> </tr> <tr> <td>No of Workshop Conducted</td> <td style="text-align: center;">NIL</td> <td style="text-align: center;">NIL</td> <td style="text-align: center;">NIL</td> </tr> <tr> <td>No of Seminar Conducted</td> <td style="text-align: center;">NIL</td> <td style="text-align: center;">NIL</td> <td style="text-align: center;">NIL</td> </tr> <tr> <td>No of FDP Conducted</td> <td style="text-align: center;">NIL</td> <td style="text-align: center;">NIL</td> <td style="text-align: center;">NIL</td> </tr> <tr> <td>No of Research Paper Initiated</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> </tr> <tr> <td>No of Faculty are involved in paper</td> <td style="text-align: center;">9</td> <td style="text-align: center;">10</td> <td style="text-align: center;">11</td> </tr> <tr> <td>No of Publication from college</td> <td></td> <td style="text-align: center;">01</td> <td></td> </tr> <tr> <td>NBA Readiness Maintained (Yes/No)</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">Yes</td> <td style="text-align: center;">Yes</td> </tr> </tbody> </table>	Academic Activity	16 th Sep-15 th Oct	16 th Oct to 15 th Nov	16 th Nov to 15 th Dec	Number of On Line Classes conducted	808	554	643	No of faculty involved	45	45	47	No of Workshop Conducted	NIL	NIL	NIL	No of Seminar Conducted	NIL	NIL	NIL	No of FDP Conducted	NIL	NIL	NIL	No of Research Paper Initiated	3	4	5	No of Faculty are involved in paper	9	10	11	No of Publication from college		01		NBA Readiness Maintained (Yes/No)	Yes	Yes	Yes
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6	<p>Effect on college due to Covid-19.</p> <ol style="list-style-type: none"> 1. Problem in outstanding collection due to non availability of students in campus and also due to their delayed examination. 2. Decrease in hostel revenue as hostel fee cannot be collected. 3. 1st Year Admission is lesser than expected. 4. Scope of additional revenue generation is delayed. 5. Faculty Recruitment for the vacant positions created for the resignation of faculties are being impacted. Faculties are managed to take On Line Classes at present as there are no other role of the faculties. <p style="margin-left: 20px;">It was decided by BOG that In view of probable starting of physical classes, the recruitment of all vacant position of the faculties will be filled up on priority basis. It was again reemphasised by BOG that we must have all the faculties as per AICTE norm.</p>																																								
7	<p>TEQIP related matter.</p> <p>The member secretary that the procurement has been completed as per the NPIU allocation of funds.</p> <p style="margin-left: 20px;">Total expenditure of TEQIP fund till date Rs. ██████████</p> <p style="margin-left: 20px;">Expenditure on Procurements Rs. ██████████</p> <p style="margin-left: 20px;">Expenditure on Academic Activities Rs ██████████</p> <p style="margin-left: 20px;">Expenditure on IOC Rs. ██████████</p> <div style="border: 1px solid black; height: 200px; width: 100%; margin-top: 20px;"></div>																																								

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	<p>The following academic activities were organized.</p> <ol style="list-style-type: none">I. Gate Classes for 2018-19; 2019-20II. Employability Skill Classes for 2016-20 and 2017-21III. All faculty members got opportunity to attend FDP/PDT at IIT/IIMIV. Tour and Training of students:- CEMS (Centre of Excellence in Maritime and Ship Building Vizag), DVC Taliya, CCL Barkakana, BSNL RanchiV. Nodal centre of Virtual Lab for IIT MumbaiVI. 174 students registered for IIT Bombay X lakshya CourseVII. Branch wise Workshop/Seminar/Webinar (63)VIII. Mechanical Engineering:- 13IX. Electrical Engineering:- 11X. Civil Engineering:- 07XI. ECE:- 12XII. CSE:- 11XIII. BSH:- 09 <p>Plan:- Development of Digital Learning System, Seminar Hall, Procurement of Books and eBooks, Organise webinars/workshops and AMC for the TEQIP procured items etc. Action plan for the upcoming quarter is present in the meeting and approved. If anything is required for covid-19 then it can be procured under TEQIP-III and the authority is given to the Principal.</p> <p>It was informed to the board that all important and planned sections have already been covered following all statutory norms and guidelines. The board appreciated the statistics presented.</p>
8	<p style="text-align: center;">Miscellaneous Points</p> <ol style="list-style-type: none">1.Backup power in library.2.Completion of colour in Academic building.3.Cleaning of septic tanks(Urgent).4. Maintenance pipe lines(Urgent). <p>The College will complete all the activities by next one month by 31st January before starting the on line classes</p>

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ADJOURNMENT: The meeting concluded at 1:00 PM with thanks to the Chairperson.

Minutes Prepared By: Dr. Nazmul Islam Date: 30/12/20

Minutes Verified By: Dr. S. Roy (Member Secretary) Date: 30/12/20

MINUTES APPROVED BY: Prof. Mohit Chatterjee (CHAIRPERSON) Date: 30/12/2020