

**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**

|                      |   |
|----------------------|---|
| Meeting No.          | REC/BOG/180118  |
| Date & Venue         | 2 <sup>nd</sup> May 2019 at Techno India, Sector V, Salt lake, West Bengal, India |
| Start Time           | 11.30   |
| End Time             | 01:00   |
| Discussion reference | As per Notice   |

**MEMBERS / PARTICIPANTS**

| S.No. | Participants               | Role                          |
|-------|----------------------------|-------------------------------|
| 1.    | Prof. Mohit Chatterjee     | Chairperson Governing Body    |
| 2.    | Dr. Gopal Pathak (VC, JUT) | JUT Nominee in Governing Body |
| 3.    | ABSENT                     | GOJ Nominee in Governing Body |
| 4.    | ABSENT                     | VBU Nominee in Governing Body |
| 5.    | Dr. M.K. Samanta           | Member Governing Body         |
| 6.    | Dr. Sudipta Chakraborty    | Member Governing Body         |
| 7.    | Dr. Nazmul Islam           | Member Governing Body         |
| 8.    | Dr. Aditya Kumar Singh     | Member Governing Body         |
| 9.    | Mr. Biswajit Dutta         | Special Invitee               |
| 10.   | Dr. Sharbani Roy           | Member Secretary              |

**Absent Governing Body Members:**

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

**AGENDA:**

| S.No. | Topic   | Status    |
|-------|---|-----------|
| 1.    | Presentation of college   | Discussed |
| 2.    | Review of Previous Meeting  | Discussed |
| 3.    | Status of TEQIP Phase III   | Discussed |
| 4.    | Review activity of OCT-NOV-DEC 2018, and JAN-FEB-MAR 2019 under TEQIP Project | Discussed |
| 5.    | NBA Preparedness and Status of SAR  | Discussed |
| 6.    | Admission issue of vacant seats   | Discussed |
| 7.    | Status of Affiliation from VBU  | Discussed |
| 8.    | Miscellaneous Points  | Discussed |

MINUTES OF MEETING

  
 P. S. Rairappa  
 Ramgarh Engineering College  
 Vill. Murubaha, P. S. Rairappa  
 Dist. Ramgarh (Jharkhand) 825101

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| S.No. | Minutes  |  |
|-------|--|--|
| 1     | 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 and achievements. |  |
| 2     | <b>Review of Previous BOG meeting:</b>   |  |
|       | Sl.No.   | Minutes  |
|       | 1  | Status of TEQIP Phase III:   |
|       |  | ATR  |
|       |  | Working as per previous BOG  |
|       | 2  | Action Plan for April-May-June 2019:   |
|       |  | Working as per previous BOG  |
|       | 3  | The chairman instructed the college authority that<br>All departments should follow a common stock register.<br>Principal needs to see the check list of each procurement and should sign after verifying the checklist.<br>If the technical person is not present in quotation evaluation, no order will be given to any vendor.<br>At least 3 months prior to the commencement of new semester, HoDs should place the requisition to Teqip team. |
|       |  | Communicated to all departments  |
|       | 4  | The chairman instructed the college that they should invite the mentor and complete the external audit for all five departments within 15 days.  |
|       |  | External audit conducted   |
|       | 5  | Wi-Fi  |
|       |  | Still pending  |
|       | 6  | Operating Software issue:  |
|       |  | complied   |
|       | 7  | MatLab software issue:   |
|       |  | complied   |
|       | 8  | Emergency cash:  |
|       |  | Not received   |
|       | 9  | Seminar Hall:  |
|       |  | Not initiated  |
|       | 10   | CCTV:  |
|       |  | Still pending  |
|       | 11   | Maintenance issue:   |
|       |  | Work is going on in hostel   |

  
**Principal**  
 Ramgarh Engineering College  
 Vill. Murumhara, P.S. Rarappa  
 Ramgarh (Jharkhand) - 825101


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| S.No. | Minute   |  |
|-------|--|--|
|       | 12   | Playground facility<br>One badminton court |
| 3     | <b>Status of TEQIP Phase III:</b><br>Dr. Sharbani Roy (Member Secretary) informed the committee that the several procurements have been made to set up new laboratories and upgrade existing Laboratories in several departments. Till date expenses are being made under the Institute Operational Cost, Procurement of Goods /Equipment and Academic Development.  |  |
| 4     | <b>Review activity of OCT-NOV-DEC 2018, and JAN-FEB-MAR 2019 under TEQIP Project:</b> Dr. Sharbani Roy (Member Secretary) reviewed the teqip activities for OCT-NOV-DEC 2018, and JAN-FEB-MAR 2019.<br><br>The chairman instructed the college authority that<br>1. All departments should follow a common stock register.<br>2. Principal needs to see the check list of each procurement and should sign after verifying the checklist.<br>3. If the technical person is not present in quotation evaluation, no order will be given to any vendor.<br>At least 3 months prior to the commencement of new semester, HoDs should place the requisition to Teqip team. |  |
| 5     | <b>NBA Preparedness and Status of SAR:</b> Dr. Sharbani Roy (Member Secretary) informed the BOG members that the NBA core team have made several internal audits for the five departments and she is recommending three departments – ECE, ME and CE to apply for NBA in June 19.<br>The college informed the chair that the college invited the mentor and completed the external audit for all five departments.   |  |
| 6     | <b>Admission issue of vacant seats:</b>  |  |
| 8     | <b>Status of Affiliation from VBU:</b> Member Secretary informed the BOG members that have received provisional affiliation from JUT for the academic Year 2018-19 and applied for the academic year 2019-2020.<br>However, affiliations for the academic years 2016-17 and 2017-18 are still pending from VBU.  |  |

  
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| S.No. | Minutes  |
|-------|--|
| 9     | <p><b>Miscellaneous Points</b></p> <p>A. Wi-Fi: Dr. Sharbani Roy (Member Secretary) informed the committee that the replacements of damaged/ missing Wi-Fi are not installed till now. Hostel students are repeatedly asking to install Wi-Fi in the hostel and also in the campus.</p> <p>The Chairman instructed the principal to take the assurance from the students that they will not damage the Wi-Fi system and after that he instructed Dr. Sudipta Chakraborty, Dy. Director to complete the installation of Wi-Fi in the campus.</p> <p>B. Set up of Gymnasium: We got the proposal of a multi gym for installing gym in our hostel common room at free of cost. The college needs not to pay anything to the Gym vendor. They charged directly to the student and students are also agreed to pay the gym charge which will be decided mutually by vendor and students and it should be less than market rate. College is requesting the BOG for approval. The chair approved the proposal.</p> <p>C. Emergency cash: Dr. Sharbani Roy (Member Secretary) informed the committee that the College does not have any emergency cash and facing lots of problem regarding emergency procurements.</p> <p>The Chairman assured the college authority that he will look after the matter.</p> <p>D. Problem to conduct seminar workshop etc:</p> <p>College is facing problems to conduct the seminars workshop etc due to proper instructions what is allowed and not allowed expenditure? Also some advance fund is required to conduct such activities.</p> <p>The Chairman assured the college authority that he will look after the matter.</p> <p>E. Seminar Hall: Dr. Sharbani Roy (Member Secretary) informed the committee that the College has no seminar hall. We are facing lots of problem to conduct the seminars, workshop and placement. The chairman approved the procurement of the seminar hall in next quarter.</p> <p>F. CCTV: Dr. Sharbani Roy (Member Secretary) informed the committee that the CCTV surveillance room and the replacement of damaged/ missing CCTV Camera is still pending. During any incident of theft and/or student agitation the police officers are asking us to show the video footage. Due to non-availability of CCTV surveillance room and sufficient camera we cannot show them the proof.</p> <p>The Charman instructed the Principal to submit an undertaking that the college authority should take- care the CCTV Cameras and other necessary equipment.</p> <p>The Chairman instructed Dr. Sudipta Chakraborty to look after the matter.</p> <p>G. Maintenance issue: Dr. Sharbani Roy (Member Secretary) informed the committee that</p> |

  
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| S.No. | Minutes  |
|-------|--|
|       | <p>the college is thankful to Techno India management for proving necessary support /action taken to maintain the infrastructural facilities of the college. However, the vendors are not getting payments in regular basis/ as indicated in their Work order.</p> <p>The Chairman assured the college authority that he will look after the matter.</p> <p>H. Playground facility: The College is thankful to Techno India management for proving necessary support /action taken to provide two playgrounds (1 football ground and one kabaddi ground) and one court for basketball. We are requesting to provide some fund (Rs. 30000/-) for up gradation purpose.</p> <p>The Chairman approved the fund and instructed Dr.M.K.Samanta, OSD to look after the matter.</p> |

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

Minutes Prepared By: Dr. Sharbany Roy  Date: 06/08/2019

Principal

MINUTES APPROVED BY:

  
(Prof. Mohit Chatterjee)

Ramgarh Engineering College  
P.O.-Barkipona, Dist.-Ranchi  
Jharkhand-825101

(CHAIRPERSON)

  
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