

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/29052020
Date & Venue	29 th May 2020 through Video Conferencing
Start Time	10.00 AM
End Time	12 Noon
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.	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 the College	Discussed
2.	Review of Previous Meeting	Discussed
3.	Status of the TEQIP Phase III	Discussed
4.	Review activity of April-May-June 2020 under TEQIP Project:	Discussed
5.	Academics in view of COVID-19 outbreak:	Discussed
6.	Various Webinar approval and other:	Discussed
7.	Review of preparation for the NBA visit	Discussed
8.	Admission related matter	Discussed
9.	Safety and security during COVID-19:	Discussed
10.	Approval of the Service Rule	Discussed
11.	Planning of Academic activities during the Lockdown	Discussed
12.	Academics in view of COVID-19 outbreak and lockdown	Discussed

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13. Miscellaneous Points	Discussed
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MINUTES OF MEETING

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, achievements and shared the AICTE approval to the members of the BoG.																														
2	Review of Previous BOG meeting: <table border="1"><thead><tr><th>Sl .No.</th><th>Minutes</th><th>ATR</th></tr></thead><tbody><tr><td>1</td><td>Status of TEQIP Phase III:</td><td>Working as per previous BOG</td></tr><tr><td>2</td><td>Action Plan for April-May-June- 2020:</td><td>Working as per previous BOG</td></tr><tr><td>3</td><td>Procurement of TEQIP fund has been completed, As per the instruction of Chairman, Principal needs to see the working condition of all lab items procured through the TEQIP fund and if some items required AMC after completing the warrantee, it may be initiated .</td><td>Communicated to all departments</td></tr><tr><td>4</td><td>The chairman instructed the college that mentor should be invited for the preparation of NBA documents for the remaining two departments so as to college will initiate to upload the SAR of the remaining two departments</td><td>External audit about to conduct</td></tr><tr><td>5</td><td>NBA preparedness</td><td>reviewed</td></tr><tr><td>6</td><td>Operating Software issue:</td><td>Complied</td></tr><tr><td>7</td><td>Gate classes</td><td>Completed</td></tr><tr><td>8</td><td>Employability Skill Classes</td><td>Under process</td></tr><tr><td>9</td><td>Maintenance issue: Principal requested</td><td>Work is going on in academic building</td></tr></tbody></table>	Sl .No.	Minutes	ATR	1	Status of TEQIP Phase III:	Working as per previous BOG	2	Action Plan for April-May-June- 2020:	Working as per previous BOG	3	Procurement of TEQIP fund has been completed, As per the instruction of Chairman, Principal needs to see the working condition of all lab items procured through the TEQIP fund and if some items required AMC after completing the warrantee, it may be initiated .	Communicated to all departments	4	The chairman instructed the college that mentor should be invited for the preparation of NBA documents for the remaining two departments so as to college will initiate to upload the SAR of the remaining two departments	External audit about to conduct	5	NBA preparedness	reviewed	6	Operating Software issue:	Complied	7	Gate classes	Completed	8	Employability Skill Classes	Under process	9	Maintenance issue: Principal requested	Work is going on in academic building
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	for the coloring of remaining part of the academic building
3	<p>Status of TEQIP Phase III:</p> <p>Dr. Sharbani Roy (Member Secretary) informed the committee that the procurement has been completed as per the NPIU allocation for the procurement and some academic activities such as workshop, Conferences were organized.</p>
4	<p>Review activity of April-May-June 2020 under TEQIP Project: Dr. Sharbani Roy (Member Secretary) presented the progress of the TEQIP activities for April -May-June 2020.</p> <p>Board was informed that the total allocation to Ramgarh Engineering College in TEQIP Project is Rs. Ten Crores and total expenditure till May 2020 is Rs. 7,81,70,978. Component wise has been shown below expenditure</p> <p>Expenditure in procurement:- Rs.6,00,00,000/-</p> <p>Expenditure in academics:- Rs. 1,60,60,605/-</p> <p>Expenditure in IOC:- Rs. 21,10,373/-</p> <p>Action plan of TEQIP for the second quarter 2020 (July to September 2020) was placed for the approval before the BoG members and it has been approved by the committee.</p> <p>The chairman appreciated the three webinars were organised by the Ramgarh Engineering College but the chair also instructed accelerate the webinar for the other departments who have not organised so far.</p>
5	<p>Academics in view of COVID-19 outbreak:</p> <p>Physical academic activities have been stopped due to nationwide lockdown amid COVID-19 outbreak. Though it is instructed to continue academic activities online, it is getting disrupted in some cases due to limited internet facilities. However, we are conducting the same via online. It was also emphasized to conduct laboratory classes by online mode.</p> <p>The board appreciated the initiative.</p>
6	<p>NBA Preparedness and Status of SAR: Dr. Sharbani Roy (Member Secretary) informed the BOG members that the NBA core team had made several internal audits for the five departments and she also informed the committee members that the final visit of NBA team would have been conducted during 7th March 2020 to 9th March 2020 but the aforesaid program was postponed owing to the outset of COVID 19. College is also initiating to upload the SAR for the remaining two departments by 30th October 2020.</p>



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7	Admission related matter: For the admission of the college, different committees have been formed they are making a call to the students and parents for the counselling purpose. The committee members are also striving to take the assistance of consultants for the admission.
8	Safety and security during COVID-19: Member Secretary presented that in order to maintain the safety in the campus, sanitization in campus and social distancing and other necessary steps have been taken. Board members appreciated the initiative.
9	Approval of the Service Rule: Modified service rule was presented before the committee members and it has been approved.
10	Various Webinar approval and other: It is not possible to organize seminar, workshop at the college campus physically by maintaining social distancing due to corona virus pandemic. Hence, several webinars have been conducted. In future we are planning to conduct several such webinars. Board members unanimously approved the initiative.
11	Academic in view of the COVID 19 outbreak: Dr. Sharbani Roy (Member Secretary) made acquainted all the committee members that all the faculty members are taking their classes on Zoom, Microsoft, Teams etc. and they are also providing the lecture notes on google classroom. Almost 80% of syllabi were covered in all subjects.
12	Pending fee collection during COVID 19: As per the Chairman, students fee is an important part of the organisation, it must be collected to run the college smoothly. So, for the collection of the fee, parents must be informed to deposit the fee.
13	Miscellaneous Points A. Wi-Fi: Dr. Sharbani Roy (Member Secretary) informed the committee that the installation of Jio Wi-F in whole college is about to complete but LAN connection is still pending owing to problems created by nearby villagers and as per the inform of Authority of Jio company, it will be completed by July 2 nd week 2019. B. Gate Classes: Dr. Sharbani Roy (Member Secretary) informed the committee that the TEQIP Cell initiated for the GATE Classes of 2017-21 batch students. All the departments have submitted the students list of their department who are eager to be registered. NPIU impaneled Gate Coaching have submitted their quotations but due to the outbreak of COVID 19 it has been postponed. C. Maintenance issue: Dr. Sharbani Roy (Member Secretary) informed the committee that the honorarium should be provided to the internal external faculty members for their remedial classes of the students in accordance with the guidelines of NPIU. The Chairman assured the college authority that he will look after the matter and but at




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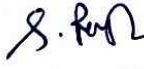
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	the cost of honorarium of remedial classes regular class should not be damaged/ hampered.

ADJOURNMENT: The meeting concluded at 12:00 noon with thanks to the Chairperson.

Minutes Prepared By:  30/05/20 Date: 30/05/2020
(Dr. Nazmul Islam)

Minutes Verified By:  30/05/2020 Date: 30/05/2020
(Dr. Sharbani Roy)

MINUTES APPROVED BY:   Date: 30/05/20
(CHAIRPERSON)
(Prof. Mohit Chatterjee)