



# Dumka Engineering College

(Estd. by Govt. of Jharkhand & run by Techno India under PPP)  
(Approved by AICTE, New Delhi & affiliated to Sidhu Kanhu Murmu University, Dumka)

Corporate Office : EM 4/1, Sector - V, Salt Lake, Kolkata - 700 091  
Phone : (91) 33-2357-6163/64/2658/1094, Fax : (91) 33-2357-2450

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**MINUTES OF THE MEETING OF BOARD OF GOVERNORS (BoG) OF  
DUMKA ENGINEERING COLLEGE**

<b>Meeting No.</b>	<b>DEC/BOG/27052020</b>
<b>Date &amp; Venue</b>	27th May 2020; By online video conferencing
<b>Start Time</b>	15:30
<b>End Time</b>	16:45
<b>Discussion reference</b>	As per Notice

## MEMBERS / PARTICIPANTS

S.No.	Participants	Role
1.	Mr. Kunal Ganguly	Chairperson Governing Body
2.	Dr. Sudipta Chakraborty	Member Governing Body
3.	Dr. Bishnu Brata Chattopadhyay	Member Governing Body
4.	Mr. Anit Adhikari	Member Governing Body
5.	Mrs. Moumita Chakraborty	Member Governing Body
6.	Prof. Sujit Khamaru	Member Governing Body
7.	Dr. Subhendu Mondal	Member Governing Body
8.	Dr. Palash Pal	Member Secretary

## Absent Governing Body Members:

1. Nominee of AICTE, Member
2. Nominee of SKM University, Member
3. Nominee of JUT, Member
4. Nominee of Govt. of Jharkhand Representative



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## AGENDA:

Sl. No.	Topic	Status
1	Review of previous BOG Meeting	Discussed
2	Review of the completion of procurement under TEQIP fund	Discussed
3	Approval of Action Plan for the quarter July to September 2020	Discussed
4	NBA preparedness	Discussed
5	Academics in view of COVID-19 outbreak	Discussed
6	Various Webinar approval and other	Discussed
7	Admission 2020	Discussed
8	Pending fees collection during COVID-19	Discussed
9	Administrative approval during lockdown period	Discussed
10	Planning to improve the admission of the college	Discussed
11	Safety and security during COVID-19	Discussed
12	Miscellaneous Points	

## CONFIRMATION/APPROVAL:

The minutes of meeting of previous Board of Governors was approved/confirmed by the board.

## MINUTES OF MEETING

Agenda Point	Minutes
Sl.No.	
0.	<p>Dr. Palash Pal (Member Secretary) welcomed Mr. Kunal Ganguly (Chairperson, Governing Body), along with all members of the governing body. Member Secretary briefed about the meeting and delivered Power-Point Presentation about Dumka Engineering College.</p> <p>At the beginning the board reviewed and approved the minutes of the previous meeting.</p>



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Agenda Point Sl.No.	Minutes
1.	<p><b>Review of previous BOG Meeting:</b></p> <p>The board members have reviewed the report of the action taken of the previous BOG meeting and approved the minutes of the same.</p>
2.	<p><b>Review of the completion of procurement under TEQIP fund:</b></p> <p>Member Secretary presented the report of the completion of procurement under TEQIP fund. The board has approved the procurement plan under TEQIP fund.</p>
3.	<p><b>Approval of Action Plan for the quarter July to September 2020:</b></p> <p>Member Secretary presented the action plan for financial Quarter (July-Aug-Sept 2020). The board members have approved the action plan under TEQIP-III project for the same.</p>
4.	<p><b>NBA preparedness:</b></p> <p>Dr. Palash pal (Member Secretary) informed to the BOG members that Self Assessment Report (SAR) will be uploaded for three departments (ME/CE/EE) within 30<sup>th</sup> June 2020 positively. Several internal audits already conducted by external experts for the five departments in last three months and he also informed to the committee members that the final visit of NBA SAR uploading delayed due to owing to the outset of COVID 19.</p> <p>Board members unanimously approved the initiative.</p>
5.	<p><b>Academics in view of COVID-19 outbreak:</b></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 approved the initiative.</p>



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Agenda Point Sl.No.	Minutes
6.	<p><b>Various Webinar approval and other:</b></p> <p>It is not possible to organize seminar, workshop at the college campus physically by maintaining social distancing due to coronavirus pandemic. Hence, several webinars have been conducted. In future we are planning to conduct several such webinars.</p> <p>Board members unanimously approved the initiative.</p>
7.	<p><b>Admission 2020:</b></p> <p>In order to sustain the college, it is required to be financially stable. The board has emphasized to go for better student admission in the year 2020. In this regard, therefore, the board has suggested for digital marketing.</p> <p>The board approved the initiative.</p>
8.	<p><b>Pending fees collection during COVID-19:</b></p> <p>Due to lockdown condition pending fees collection is restricted, however, it is notified to submit pending fees online in order to operate the financial expenses. DST, Jharkhand has mentioned that there is no restriction in college fees collection.</p> <p>Board members unanimously approved the initiative.</p>
9.	<p><b>Administrative approval during lockdown period:</b></p> <p>It is required to maintain social distancing in the classroom, laboratories and hostels for students. It may be difficult to maintain in some cases, though we will follow the rule.</p> <p>The board approved the initiative.</p>
10.	<p><b>Planning to improve the admission of the college:</b></p> <p>Member Secretary presented the in order to improve admission an Admission cell has been formed and the cell is working efficiently. In addition, the board members suggested to go for digital marketing. For example, update the all college academic activities in the electronic medium.</p>
11.	<p><b>Safety and security during COVID-19:</b></p> <p>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.</p> <p>Board members unanimously approved the initiative.</p>
12.	<p><b>Miscellaneous Points:</b></p> <p>It was also discussed whether it is possible to conduct online examinations. Board suggested that it will be materialized following the implementation at the Techno India University.</p> <p>Sanction post for faculty recruitment drive for Professor and Associate Professor are presented.</p>



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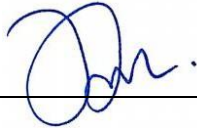
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The meeting is ended with a vote of thanks to the chair.

## ADJOURNMENT:

The meeting concluded at 16:45 PM with thanks to the Chairperson.

Prepared By:  Date: 29<sup>th</sup> May 2020  
(DR. PALASH PAL)

MINUTES APPROVED BY:   
(DR. PALASH PAL, MEMBER SECRETARY)

MINUTES APPROVED BY:   
(MR. KUNAL GANGULY, CHAIRPERSON)