



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

MINUTES OF THE MEETING OF BOARD OF GOVERNORS (BoG) OF

DUMKA ENGINEERING COLLEGE

Meeting No.	DEC/BOG/30122020
Date & Venue	30 th December 2020 at Dumka Engineering College (Estd. by Govt. of Jharkhand & Run by Techno India Under PPP), Near Govt. Polytechnic College, Dumka, Jharkhand-814101
Start Time	11:00
End Time	12:45
Discussion reference	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.	Dr. Subhendu Mondal	Member Governing Body
7.	Prof. Sujit Khamaru	Member Governing Body
8.	Dr. Palash Pal	Member Secretary

Meeting was conducted in Physical & on-line Video Conferencing Mode

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	Presentation of the College	Discussed
2	Review of Previous Meeting	Discussed
3	Admission situation	Discussed
4	Affiliation with University and University related matter	Discussed
5	Compliance with Govt. of Jharkhand agreement and related way out	Discussed
6	Financial status and way of increasing revenue and cost restructuring	Discussed
7	Fees outstanding collection since last budget and target for next three months expenses	Discussed
8	Budget for next 3 months	Discussed
9	Academic activities and quality of teaching	Discussed
10	Effect on college due to COVID - 19	Discussed
11	TEQIP related matter	Discussed
12	Miscellaneous (any issue which may be raised with the with the consent of the chair)	Discussed

CONFIRMATION/APPROVAL:

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

Member secretary also presented the action plan for financial quarter (January-February-March 2021). Board members unanimously approved the action plan for financial quarter (January-February-March 2021) and suggested to strengthen the academic activities during the quarter.



MINUTES OF MEETING:

Agenda Point Sl.No.	Minutes
1.	<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>
2.	<p>Review of Previous Meeting:</p> <ol style="list-style-type: none">1. Action take was reported against the agenda Item No. 22. Action taken reported against the agenda Item No. 33. Action taken was reported regarding the NBA preparedness against the agenda Item No. 44. Approval obtained against the agenda item no. 55. Action taken concerning agenda item no. 66. Action taken was reported against the item no. 77. Actions have been taken against the suggestion made in previous BOG meeting concerning agenda Item No. 88. Some specific measures were taken against the agenda item no. 99. Action taken was reported against the item no. 12 <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>



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3.	<p>Admission situation:</p> <p>Details regarding the number of seats filled up for first year and lateral student admission was presented by Member Secretary. Also, presented that to enhance the number of student admission, it is required to introduce State Entrance Examination and need wide publication of PPP mode college etc.</p> <p>Board appreciated the admission data presented and agree the steps to increase the number of student admission.</p>
4	<p>Affiliation with University and University related matter:</p> <p>Board was informed that up to year 2019-20 affiliations were obtained from SKM University. Affiliation was obtained for year 2018-19 from JUT. Provisional affiliations were obtained from JUT for year 2019-20 and year 2020-21.</p> <p>Member Secretary presented that application submitted on 11.02.2020 and affiliation fee was submitted on 18.02.2020 to obtain affiliation for the year 2020-21 from SKM University.</p> <p>Board appreciated the initiative.</p>
5.	<p>Compliance with Govt of Jharkhand agreement and related way out:</p> <p>Dr. Palash pal (Member Secretary) informed to the BOG members that Self-Assessment Reports (SAR) for three departments ME, CE and EE have been submitted in the month of July 2020 for the accreditation. However, due to COVID-19 the pandemic situation, we are unable to finalize the date for NBA visit.</p> <p>Board members unanimously approved the initiative. The Board has instructed to make SAR for other departments as well</p>
6.	<p>Financial status and way of increasing revenue and cost restructuring:</p> <p>Dr. Palash pal (Member Secretary) presented details of statement of income & expenditure for year ending 31st March 2020. In order to increase revenue, Member Secretary presented that we can introduce new courses like BCA, BBA and various certification course as well as continue consultancy services.</p> <p>The board approved the initiative.</p>



7.	<p>Fees outstanding collection since last budget and target for next three months expenses:</p> <p>A brief report was placed before all board members regarding fee collection during October-December 2020 quarter. The total collected amount is Rs. [REDACTED].</p> <p>Due to the College lockdown condition, earlier the pending fees collection was restricted. However, by issuing notice, fees from the most of the students are collected via online. For collection of remaining fees, reminder messages are being sent to the concerned students.</p> <p>Member Secretary also presented the approximate amount to be collected in the January-March 2020 quarter.</p> <p>Board took a note of the details & instructed principal to every possible action to recover the pending fee.</p>
8.	<p>Budget for next 3 months:</p> <p>Member Secretary presented the details of college budget for the January – March 2021 quarter.</p> <p>The board approved the budget.</p>
9.	<p>Academic activities and quality of teaching:</p> <p>Physical academic activities have been stopped due to pandemic situation amid COVID-19 outbreak. However, as per AICTE guideline, academic activities are continuing in the college via online mode for the existing and newly admitted students. As emphasized, we are also conducting laboratory classes via virtual mode.</p> <p>Member Secretary presented the total number of online classes, Seminars, Workshops, FDPs conducted in October – December 2020 quarter.</p> <p>Board went through all the details & found that every webinar conducted had a definite purpose & appropriate expert were invited.</p>
10.	<p>Effect on college due to COVID - 19:</p> <p>Member Secretary presented that due to COVID-19 pandemic situation, the new student admission affected to a lower number than that expected, delayed the pending student fees collection and could not generate a considerable amount of revenue from hostel fees.</p>



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	<p>Board took a note of the details & instructed principal to every possible action to recover the pending fee.</p>
11.	<p>TEQIP related matter:</p> <p>Out of total Sanctioned Fund, which is Rs. 10 corers, following percentages expenses were booked under different allowed sections</p> <ol style="list-style-type: none">1. In procurement Segment 96% of allotted fund was spent2. In Academic Section 64% of allotted fund was spent3. In IOC 18% was spent <p>It was informed to all board members that expenditures have been made in Academic and IOC head have been made following all statutory norms & guidelines. However, no procurement activity has been made due to non-availability of GeM ID.</p> <p>Board appreciated the statistics presented.</p> <p>Member secretary also presented the action plan for financial quarter (January-February-March 2021).</p> <p>The board approved the action plan for the above-mentioned period.</p>
12.	<p>Miscellaneous (any issue which may be raised with the with the consent of the chair): Approval of the Faculty Development Program for faculty and staff development program.</p> <p>The Principal had informed all members that there is a request from faculty and staff members to undergone faculty and staff development program through offline mode. The members had noted the point.</p> <p>the Board had directed the Principal that he is authorized to send faculty and staff members to attend faculty/staff development program by maintaining the COVID Protocol.</p>

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



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ADJOURNMENT:

The meeting concluded at 12:45 PM with thanks to the Chairperson.

Prepared By: _____ Date: 30th December 2020

(DR. SUBHENDU MONDAL)

MINUTES APPROVED BY: _____

(DR. PALASH PAL, MEMBER SECRETARY)

MINUTES APPROVED BY: _____

(MR. KUNAL GANGULY, CHAIRPERSON)