



**Tripura Institute of Technology**  
**P.O. : Agartala Aerodrome, Narsingarh, Tripura(W), Pin: 799009**

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**MINUTES OF THE 15<sup>th</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 9<sup>th</sup> June, 2020 AT TRIPURA INSTITUTE OF TECHNOLOGY**

The 15<sup>th</sup> meeting of the Board of Governors of the Institute was held on June 09, 2020 at 11.00 A.M. in online mode using Google Meet platform.

Smt. Saumya Gupta, IAS, Chairperson of the Board of Governors (BOG), TIT, Agartala, and Secretary of Higher Education, Government of Tripura presided over the meeting in online mode. The following members of the BOG were present in the meeting:

1. Prof. Dipak Ranjan Poddar, Former HOD & Emeritus Professor, ETCE Department, Jadavpur University, Kolkata.
2. Mr. Saju Vaheed A, IAS, Director of Higher Education Deptt., Govt. of Tripura.
3. Prof. Sudip Talukdar, Professor, Department of Civil Engineering, IIT Guwahati.
4. Prof. Vijay S. Moholkar, Professor of Chemical Engineering, IIT Guwahati
5. Prof. Ardhendu Saha, Professor in Electrical Engineering, NIT Agartala.
6. Dr. Bijoy Kr. Upadhyaya, Associate Professor, TIT, Narsingarh
7. Sri Jhonson Debbarma, Assistant Professor, TIT, Narsingarh.
8. Prof. Sekhar Datta, Principal, TIT, Narsingarh.

Prof. H. K. Sharma, Co-Chairperson of the Board of Governors (BOG), TIT and Director, NIT Agartala, Prof. Sukanta Banik, Dean, Faculty of Science & Director, IQAC, Tripura University, Suryamaninagar-799022 and Sri Tarun Malik, Executive Director & Asset Manager, ONGC Ltd., Tripura Asset, Agartala could not attend the meeting due to unavoidable reasons.

The Chairperson of BOG (Secretary, Education (Higher) Department) welcomed the members especially Prof. Dipak Ranjan Poddar, Prof. Sudip Talukdar, Prof. Vijay S. Moholkar and Prof. Ardhendu Saha.

After detailed discussions, following decisions are taken by the BOG which are mentioned item wise.

**Item No.15.1 Confirmation of the minutes of 14<sup>th</sup> BOG meeting.**

The minutes of the 14<sup>th</sup> BOG meeting as circulated to all concerned were placed for confirmation and accepted by the Board.

**Item No.15.2 Ratification of some decisions approved by the Chairperson for implementation of TEQIP-III Project as per delegation of power.**

The House has ratified the approval accorded by the Chairperson for re-engagement of 03(three) support staff namely 01(one) Manager (IS), 01(one) Accountant and 01(one) Office Assistant engaged under TEQIP-III Project (TIT) for a period of 06(six) months from 22-01-2020 to 21-07-2020 on contract basis.

**Item No.15.3 Ratification of some decisions, approval and sanction of funds by the Principal for implementation of TEQIP-III Project as per delegation of power.**

The Institute Authority has confirmed that all the expenditure and activities are made as per the prevailing norms of World Bank Project, TEQIP-III. Hence, 09 (Nine) items of procurement of equipments amounting total Rs.93,67,127.00.; academic activities under 09(Nine) heads amounting total Rs.32,88,713.00 and expenditure from IOC head under 05(five) nos. of sub-components amounting total Rs.20,71,883.00 and 01(one) no. PO issued through Non-PMSS from IOC head amounting Rs.7,12,347.00 for implementation of TEQIP-III Project as per delegation of power conferred in 9<sup>th</sup> BOG meeting have been ratified by the House in view of compliance of TEQIP rules.

**Item No.15.4 Present status of ongoing TEQIP-III Project as on 31-03-2020.**

The House has noted about the present status of TEQIP-III.

**Item No.15.5 Fee Structure of M. Tech. Programs.**

The Fee structure as proposed is recommended by the House for normal category of students. The proposed fees are to be retained in the institute which will meet up the recurring expenditure of the M. Tech programs under consideration. The proposal was –

Sl. No.	Particulars	Frequency	Amount (Rs.)
01	Tuition Fee	Per semester	25,000.00
02	Caution money (Refundable)	One time	2,000.00
03	Session Charge	Per semester	3,000.00
04	Internal Examination fee	Per semester	1,000.00
05	Student Activity Fee	Once in Year	100.00
06	Games & Sports Fee	Once in Year	100.00
07	TIT Alumni Registration Fee (during 4 <sup>th</sup> Semester)	One time	200.00
08	Student Insurance Fee	Once in Year	400.00

After a thorough discussion the House advised to work out a separate fee structure with higher rates with inclusion of some development fee for sponsored category students which will be further helpful to meet the running cost of M. Tech. Programs.

The Institute has to work out the same and send to the Government for approval.

**Item No.15.6 Admission in M. Tech. Programs.**

The House suggested inviting applications from intending candidates through advertisement and conduct counseling after short listing and select candidates as per requirement. The Institute may find out a suitable procedure following the basic norms & regulations and forward it to the Department of Higher Education, Govt. of Tripura for formal approval.

**Item No.15.7 Re-engagement of 03(three) nos. of staff under TEQIP-III.**

House approved for re-engagement of the following 03(three) nos. of staff under TEQIP-III Project after expiry of the present engagement on 22nd July, 2020 for another 06(six) months or till the end of Project whichever is earlier at the existing monthly salary:

Sl. No.	Name	Designation	Existing monthly salary (Consolidated)
1.	Sri Binayak Banik	Manager(IS)	Rs.32,000/-
2.	Sri MithuSaha	Accountant	Rs.32,000/-
3.	Sri Bappaditya Ghosh	Office Assistant	Rs.25,000/-

**Item No.15.8 Adoption of Annual Accounts of TEQIP-III Project for the financial year 2017-18 and 2018-19.**

The House has adopted the annual accounts of TEQIP-III Project for the financial year 2017-18 and 2018-19 and accepted the statutory audit reports prepared by M/S Niranjan & Narayan, Chartered Accountants, 507, 5<sup>th</sup> floor, Narbada Building, Chatribari Road, Guwahati-781001, Assam. The House has also advised the Institute authority to comply with the audit observations.

**Item No.15.9 Continuation for outsourcing of Sweeping & Cleaning and Watch & Ward Staff.**

The House has agreed to permit the Institute to continue the outsourcing of sweeping & cleaning and watch & ward of staff as per present rate and number of staff for a period of maximum 3 (three) months by utilizing Institutional fund as per requirement.




**Item No.15.10 Any other issues which may come up at the time of discussion on permission of The Chairperson.**

The House also decided the following point under Extra Agenda-

**Filling up of vacant posts :**


After thorough discussion the House suggested to initiate a process for filling up of the vacant posts of faculty members i.e. Professors and Associate Professors which is absolutely necessary for starting New M. Tech. Programs.

Meeting ended with vote of thanks to all.

  
(Smt. Saumya Gupta)  
Secretary, Higher Education Dept.  
&  
Chairperson, BOG, TIT

**Copy forwarded to:**

1. Prof. H. K. Sharma.
2. Prof. Dipak Ranjan Poddar.
3. Mr. Saju Vaheed A.
4. Prof. Sudip Talukdar.
5. Prof. Vijay S. Moholkar.
6. Prof. Sukanta Banik.
7. Prof. Ardhendu Saha.
8. Sri Tarun Malik.
9. Dr. Bijoy Kr. Upadhyaya.
10. Sri Jhonson Debbarma.

  
(Prof. Sekhar Datta)  
Principal  
Tripura Institute of Technology