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

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MINUTES OF THE 17th MEETING OF THE BOARD OF GOVERNORS OF TRIPURA INSTITUTE OF TECHNOLOGY CONDUCTED THROUGH CIRCULATION AND COMPLETED ON 6th November, 2020.

The 17th meeting of the Board of Governors of the Institute was held on November 6, 2020 at 2.00 P.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. Prof. H. K. Sharma, Co-Chairperson of the Board of Governors (BOG), TIT and Director, NIT Agartala has also graced the meeting. The following members of the BOG have attended in the meeting:

1. Prof. Dipak Ranjan Poddar, Former HOD & Emeritus Professor, ETCE Department, Jadavpur University, Kolkata.
2. Prof. Sudip Talukdar, Professor, Department of Civil Engineering, IIT Guwahati.
3. Prof. Vijay S. Moholkar, Professor of Chemical Engineering, IIT Guwahati.
4. Prof. Sukanta Banik, Dean, Faculty of Science & Director, IQAC, Tripura University.
5. Sri Tarun Malik, Executive Director & Asset Manager, ONGC Ltd., Tripura Asset, Agartala.
6. Prof. Ardhendu Saha, Professor in Electrical Engineering, NIT Agartala.
7. Dr. Bijoy Kr. Upadhyaya, Associate Professor, TIT, Narsingarh
8. Sri Jhonson Debbarma, Assistant Professor, TIT, Narsingarh.
9. Prof. Sekhar Datta, Principal, TIT, Narsingarh.

Mr. Saju Vaheed A, IAS, Director of Higher Education Deptt., Govt. of Tripura, could not take part in meeting due to unavoidable reasons.

The following decisions are taken by the BOG Members as mentioned below item wise.

Item No.17.1   Confirmation of the minutes of 16th BOG meeting.

The minutes of the 16th BOG meeting as circulated to all concerned were placed for confirmation and accepted by the Board.

Item No.17.2   Present status of ongoing TEQIP-III Project as on 30-09-2020.

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

Signature of Chairperson

Item No.17.3 Revision in percentage allocation for procurement out of Project Life Allocation (PLA) of TIT.

National Project Implementation Unit (NPIU) has increased the allocation for procurement from 60% (existing) to 70% (revised) without changing the total Project Life Allocation (PLA) of TIT and directed to incur the fund within December'2020 to enhance the infrastructures for online teaching related activities. NPIU has also directed in its recent notification to follow either GeM or NIC e-procurement portal (like State Govt. e-procurement portal under NIC) for procuring the items under TEQIP-III Project.

In this context, the House has agreed to the proposal to allocate maximum Rs.70 lacs from Academic-Head to Procurement-Head to enhance infrastructures for online teaching-learning activities.

Item No.17.4 Proposal for new packages under revised percentage allocation in procurement-head.

The House has agreed to the revised percentage allocation in Procurement-head to strengthen digital learning processes as proposed. The following packages are considered for procurement using enhanced allotment for procurement under TEQIP-III fund with few directions:

SN	Package Name	Estimated package Cost (Rs)	Purpose of the Package	Procurement method
01	Procurement of Office 365 Licenses	5,00,000.00	for conducting online classes	GeM
02	Setting up of Virtual Classrooms	40,00,000.00	for conducting online classes using virtual classroom tools at Institute premises	E-Tendering
03	Setting up of Lecture Recording studio	10,00,000.00	for Recording lectures of faculties in a professional manner for developing Moocs/online courses.	E-Tendering
04	Enhancement of TIT MIS software	5,00,000.00	for Smooth functioning of academic and other activities through MIS (developed by SRIT, Bangalore during TEQIP-II)	Direct contract with SRIT, Bangalore

  i. Care to be taken for proper utilization of lecture recording studio.
 ii. Direct contract norms of TEQIP-III Project to be followed for "Enhancement of TIT MIS Software" package.
iii. Setting up of Record Studio may be re-examined by TIT. Thus, not agreed at this stage.

Item No.17.5 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 January, 2021 till the revised project completion period of TEQIP-III Project i.e. 31st March, 2021 at the existing monthly salary and same terms and conditions:

Signature of Chairperson

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.17.6 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, the expenditure made for implementation of TEQIP-III Project w.e.f. 1st April, 2020 to 30th September, 2020, for items under 07(seven) nos. of heads of academic activities with expenditure amounting to Rs.19,24,511.00 and items under 05(five) nos. of heads of IOC activities with expenditure amounting to Rs.15,37,428.00 have been ratified by the House in view of compliance of TEQIP rules.

Item No.17.7 Hiring of MIS Executive on Contract basis.

The House has agreed to the proposal of hiring one dedicated MIS Executive on contract basis for a tenure of six months to complete various data entry related work and maintain liaison with the vendor in solving various implementation issues as and when required and to make the system fully operational utilizing institutional fund accumulated from Tuition fees. The House has advised to take up this issue further with the Department of Higher Education, Govt. of Tripura for administrative approval and upper limit of salary.

Item No.17.8 Maintenance of existing garden in the new Degree campus of Tripura Institute of Technology.

The House has agreed to the proposal of regular maintenance of existing garden in the new Degree campus of Tripura Institute of Technology by utilizing institutional fund accumulated from Tuition fee through the 'Department of Horticulture and Soil Conservation', Govt. of Tripura.

Item No.17.9 Major maintenance work of the new Degree campus of Tripura Institute of Technology.

The House has agreed to the proposal of need based estate related major maintenance work, like Civil works, Electrical works, IRP works, Water supply related works, Sewage works (STP) etc. in the new Degree campus of Tripura Institute of Technology to carry out through suitable Government Organizations/Departments, like PWD/RD/Tripura Housing Board, TSECL, DWS, Agartala Municipal Corporation etc. These maintenance works would be carried out as per the Government rates as fixed up by the concerned departments and the expenditure for these said works may be met up from the institutional fund accumulated from Tuition fee.

Signature of Chairperson

Item No.17.10   Maintenance of building, classrooms and cleaning of entire Old Campus of TIT.

In order to ensure academic activities related to Diploma Engineering Program of Tripura Institute of Technology, the House has agreed to allow bare minimum maintenance and cleaning of the old campus for the time being just to continue classes by utilizing institutional fund received from tuition fees.

Item No.17.11   Development of Research Laboratory for New M.Tech. Programs.

The House has agreed to the proposal to set up Research Laboratories in the respective departments for the 03(three) upcoming M.Tech. Programs i.e. Data Science, VLSI & Embedded Systems and Thermal Engineering for providing research facility. Accordingly, following fund allocation as proposed in the 1st phase to facilitate the same, utilizing fund accumulated from Degree tuition fees is permitted.

Name of the Department	Name of the Program	Allocation of Fund
Computer Science Engineering	M.Tech. in Data Science	Rs.20,00,000/-
Electronics & Communication Engineering	M.Tech. in VLSI & Embedded Systems	Rs.20,00,000/-
Mechanical Engineering	M.Tech. in Thermal Engineering	Rs.20,00,000/-

Item No.17.12   Faculty recruited under TEQIP-III Project.

The House has agreed upon the necessity of retention of the contractual faculty members, recruited under TEQIP-III Project, after the closure of the Project i.e. on 31st March, 2021 to maintain the smooth Teaching-Learning Process and also to maintain student faculty ratio as per AICTE & NBA requirements. As the institutional fund is not sufficient to meet up the expenditure related to retention of such faculty, the House recommends it to be taken up by the Department of Higher Education, Govt. of Tripura for consideration.

Item No.17.13   Any other issues which may come up at the time of discussion on permission of The Chairperson.

No such agenda were discussed.

Meeting ended with vote of thanks to all.

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

Signature of Chairperson

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. Mr. Tarun Malik.
9. Dr. Bijoy Kr. Upadhyaya.
10. Mr. Jhonson Debbarma.

29/12/2020

(Prof. Sekhar Datta)
Principal
Tripura Institute of Technology

Signature of Chairperson