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

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MINUTES OF THE 5th MEETING OF THE BOARD OF GOVERNORS HELD ON 25th April, 2015 AT TRIPURA INSTITUTE OF TECHNOLOGY

The 5th meeting of the Board of Governors of the Institute was held on April 25, 2015 at 3.00 P.M. in Tripura Institute of Technology.

Sri Santanu Das, IAS, Chairperson of the Board of Governors (BOG), TIT, Agartala, and Secretary of Higher Education, Government of Tripura presided over the meeting. The following members of the BOG were present in the meeting:

1. Prof. Dipak Ranjan Poddar, Emeritus Professor & Former HOD, ETCE Department, Jadavpur University, Kolkata.
2. Prof. Asis Mazumdar, Dean FIS, Professor & Director of SWRE, Jadavpur University, Kolkata.
3. Prof. S. C. Saha, Professor, NIT Agartala.
4. Prof. Kalyan Kumar Bhar, Dean R&D, Professor of Civil Engg. Department and Head of Computer Centre, Indian Institute of Engineering Science & Technology, Shibpur, Howrah.
5. Dr. B. Palit, Director, Education (Higher) Department, Government of Tripura.
6. Sri A. K. Chaudhury, Head, VLFM Programme, IIM Calcutta.
7. Smt. Sangita Das Biswas, Assistant Professor, Electrical Engineering Department, Tripura University.
8. Sri D. D. Purkayastha, Associate Professor, TIT, Narsingarh.
9. Sri A. K. Das Chaudhuri, Associate Professor, TIT, Narsingarh.
10. Prof. Sekhar Datta, Principal, TIT, Narsingarh.

The Chairperson of BOG (Secretary, Education (Higher) Department) welcomed Prof. Dipak Ranjan Poddar, Prof. Asis Mazumdar, Prof. S. C. Saha, Prof. Kalyan Kumar Bhar, Sri A. K. Chaudhury, Smt. Sangita Das Biswas and the other members of BOG. The Chairperson then invited the Principal (Ex-officio Member, BOG, TIT) to initiate discussion on agenda items.

Before initiating discussion the members present in the House gracefully recalled the services & cooperation extended by our former Chairperson of BOG, Sri Ashutosh Jindal who chaired the last BOG meeting and Sri Samarjit Bhowmik our outgoing Chairperson of BOG, towards the development of this Institute during their tenure in the chair and at the same time welcome the new Chairperson, Sri Santanu Das.

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

Signature of Chairperson

Agenda Item No.5.1   Confirmation of the minutes of 4th BOG meeting.

The minutes of the 4th BOG meeting as circulated to all concerned are placed for confirmation and accepted by the Board.

Agenda ItemNo.5.2   Action taken on the decisions (minutes) of 4th BOG meeting.

Action taken on the decisions of the 4th BOG meeting has been reviewed and the following observations are made.

1. Regarding New Website development it is advised to take every effort to complete the work preferably by 31-05-2015. The website of Tripura Institute of Technology may be designed with particular web desk for the Chairperson BOG and Principal TIT.

2. It is suggested to invite experts to help & train the Departments regarding application for NBA as early as possible.

Agenda Item No.5.3   Shortage of Faculty Members, Laboratories and Workshop Staff.

It is advised to take initiatives for filling up the vacant posts as early as possible. Side by side, the process of creation of further posts as required are to be taken care of by the authority.

Agenda Item No.5.4   Construction of College Canteen.

The House agreed to the proposal for construction of an alternative arrangement in the existing premise immediately and requested the Department of Higher Education for allocation of necessary fund.

Agenda Item No.5.5   Shortage of Space for Utilization of New Equipments.

The Chairperson stressed upon the early completion of Phase-II construction which will solve the problem of space shortage to some extent. The Director of Higher Education informed the House that the construction of Computer Sc. & Engg. building will be completed very soon. At the same time it is also advised to take necessary steps for optimum utilization of the existing space available.

Agenda Item No.5.6   Acute shortage of Ministerial Staff and Office Space.

It is advised to take initiatives for filling up the created but vacant posts as early as possible and to create/redeploy further staff as per requirement considering the volume of works.

Agenda Item No.5.7   Students Demands for urgent solution of Infrastructural Deficiencies.

To meet the infrastructural deficiencies some interim measures have been suggested by the house such as empowering the HOD of each academic department to monitor strictly the

Page 2 of 4

Signature of Chairperson

academic disciplines of their respective departments. HODs are also empowered to make an impress expenditure of worth rupees ten thousands per semester from IRG (Degree tuition fee) to meet up immediate academic requirements. The House also requested the Department of Higher Education once again to go for immediate completion of Phase-II construction and recruitment of faculty & staff.

Agenda Item No.5.8   Ratification of some decisions, approval and sanction of funds by the Principal as per delegation of power in 2nd BOG meeting under Agenda Item No. 2.6 for TEQIP-II Project.

Six items namely Re-structuring of I-I-I and NBA committees, In-house Seminars (4 Nos.), Sanction of research project to faculty member (1 no.), Approval for registration fee of NBA application, In-house training program (2 nos.) and Procurement of Laboratory Equipments (4 Packages) have been placed in the House and the decisions have been ratified accordingly.

Agenda Item No.5.9   Ratification of some decisions approved by the Chairperson of BOG on urgent issues regarding implementation of TEQIP-II Project.

Approvals contains 7(seven) items namely re-engagement of Manager of TEQIP Unit, engagement of Accountant of TEQIP Unit, Hiring of Vehicle for TEQIP –II Project, incentive to faculty for organizing in-house programs, procurement of laboratory equipments (7 packages), loan of Rs. one crore from IRG (tuition fees from degree students) to TEQIP and approval for training of faculty members (13 Nos.) have been placed and ratified by the House.

The House also appreciated the Department & Chairperson for extending a loan for an amount of Rs.1.00 crore towards TEQIP-II project for procurement.

Agenda Item No.5.10   Institutional & Departmental Vision and Mission.

The House approved the drafts Vision & Mission documents as submitted for the Institute & Academic Departments (excepting Electrical Engg. branch).

Agenda Item No.5.11   Present status of ongoing TEQIP-II Project as on 17-04-2015.

The House has been informed of the present status of TEQIP-II in terms of expenditure incurred up to 17-04-2015.

Agenda Item No.5.12   Approval for participation in a Symposium under TEQIP-II Project which is already attended by a faculty member.

The House accorded the post dated approval for participation in a Symposium under TEQIP-II Project which is already attended by Dr. Arjun Kumar Dey, Assistant Professor (Chemistry).

Signature of Chairperson

Agenda Item No.5.13   Any other issues which may come up at the time of discussion on permission of The Chairperson.

The House also decided the following points-

1. Regarding Training & Placement Cell, The House suggested to put one faculty member exclusively for functioning as the TPO (Training & Placement Officer) until a regular TPO is recruited.

2. Revised Institutional Development Plan for 2016 (IDP) as proposed in extra items is approved by the Board.

3. Time frame as proposed for Institutional Governance Development Plan is approved by the Board.

4. Regarding Paper presentation in National/International Conference by Students within the country (outside state of Tripura), following financial support is extended under TEQIP-II project.

    i) Agartala to Kolkata and return journey ---- by Economy class Air Journey

    ii) Rest of India journey ---- by Railway (2nd Class sleeper)

    iii) Local travel --- Shared auto or bus.

    iv) DA --- Rs. 150/- per day.

    v) Accommodation --- Rs. 500/- per day if hostel/guest house accommodation not available. In case of hostel/guest house as per actual subject to maximum Rs.500/-per day.

    vi) Registration fee --- as per actual.

5. As TIT, Narsingarh not yet started the PG programs, the entire allotment of Rs. 1.0 Crore (10%) may not be used during the project period. Hence the initial allotment of Rs. 50 Lakh against Head No. 2 is re-appropriated to Head No. 1 and 8. For Procurement under head No. 1 Rs. 30Lakhs is given on loan basis until the next installment received. But in no case the total procurement would cross the approved limit. Under Head No. 8 for Student Support Rs. 20Lakh) has been provided. Both the above is done on receiving approval from Chairperson, BOG. The matter is ratified by the Board.
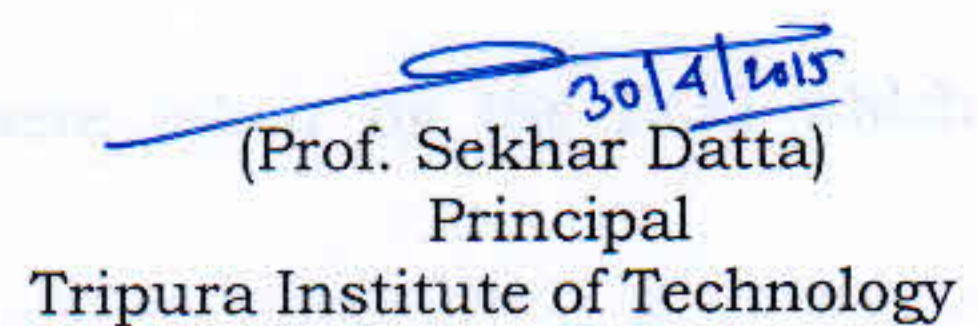
Meeting ended with vote of thanks to all.

(Santanu Das)
Secretary, Higher Education Dept.
&
Chairperson, BOG, TIT

Copy forwarded to:

1. Prof. Dipak Ranjan Poddar
2. Prof. Asis Mazumdar
3. Prof. S. C. Saha
4. Prof. Kalyan Kumar Bhar
5. Dr. B. Palit
6. Sri A. K. Chaudhury
7. Smt. Sangita Das Biswas
8. Sri D. D. Purkayastha
9. Sri A. K. Das Chaudhuri

(Prof. Sekhar Datta)
Principal
Tripura Institute of Technology

Signature of Chairperson