

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

MINUTES OF THE 14th MEETING OF THE BOARD OF GOVERNORS HELD ON 18th December, 2019 AT TRIPURA INSTITUTE OF TECHNOLOGY

The 14th meeting of the Board of Governors of the Institute was held on December 18, 2019 at 4.00 P.M. in Tripura Institute of Technology.

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 were present in the meeting:

1. Mr. Saju Vaheed A, IAS, Director of Higher Education Deptt., Govt. of Tripura.
2. Prof. Sukanta Banik, Dean, Faculty of Science & Director, IQAC, Tripura University, Suryamaninagar-799022.
3. Dr. Ardhendu Saha, Associate Professor, NIT Agartala.
4. Dr. Bijoy Kr. Upadhyaya, Associate Professor, TIT, Narsingarh
5. Sri Jhonson Debbarma, Assistant Professor, TIT, Narsingarh.
6. Prof. Sekhar Datta, Principal, TIT, Narsingarh.

Prof. Dipak Ranjan Poddar, Emeritus Professor, Former HOD of ETCE, Jadavpur University & Member of BOG, Prof. Sudip Talukdar, Professor, Department of Civil Engineering, IIT Guwahati & Member of BOG, Prof. Vijay S. Moholkar, Professor of Chemical Engineering, IIT Guwahati & Member of BOG and Mr. Om Prakash Singh, Executive Director-Asset Manager, (Ex-officio) ONGC Ltd., Tripura Asset, Agartala & Member of the BOG could not attend the meeting due to unavoidable reasons.

The Chairperson of BOG (Secretary, Education (Higher) Department) welcomed the members especially Prof. H. K. Sharma, Prof. Sukanta Banik and Dr. Ardhendu Saha.

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

Item No.14.1 Confirmation of the minutes of 13th BOG meeting.

The minutes of the 13th BOG meeting as circulated to all concerned were placed for confirmation and accepted by the Board.

Item No.14.2 Action taken on the decisions of 13th BOG meeting.

Action taken on the decisions of the 13th BOG meeting has been reviewed and found satisfactory. The House suggested and considered the following-

1. The House has agreed the proposal of depositing some amount of Institutional fund in Nationalized Bank offering higher rate of interest. The saving account can also be made in flexi deposit mode.
2. The House requested the representative of Tripura University for early issuance of 'No-Objection Certificate' so that the Institute can apply to AICTE on time to start PG Programs.
3. The House has suggested exploring for possibility of outsourcing of residential facility for students as per requirement.
4. In regards to Academic Autonomy of TIT, this institute will initiate the process so that a request letter can be sent to Tripura University from Directorate of Higher Education.

Item No.14.3 Ratification of some decisions, approval and sanction of funds by the Principal for implementation of TEQIP-III Project as per delegation of power.

- a. 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, 14 (Fourteen) items of procurement of equipments amounting total Rs.2,86,60,107.00.; academic activities under 09(Nine) heads amounting total Rs.49,82,398.00 and expenditure from IOC head under 04(four) nos. of sub-components amounting total Rs.17,44,804.00; 04(four) nos. packages through PMSS utilizing residual fund available under Procurement head amounting total Rs. 14,03,635.60 and 13(Thirteen) nos. PO issued through PMSS from Procurement head; 21(Twenty-one) nos. PO issued through Non-PMSS from Academic & IOC head for implementation of TEQIP-III Project as per delegation of power conferred in 9th BOG meeting have been ratified by the House in view of compliance of TEQIP rules.
- b. Following new Packages as proposed by the Institution in anticipation of some extra fund which may be sanctioned by NPIU at the last moment has been approved by the House as per TEQIP rules with minor modification as mentioned below:
 - i. Labview Software in Sl.No.-1 should be procured with Hardware.
 - ii. While procuring item in Sl.No.-8 longer possible validity period.
 - iii. High end Workstation in Sl.No.-9 may be procured in place of High end PC.

SN	Name of packages	Estimated Package cost (Rs.)	Department
1	Labview Software for EE department	8,00,000.00	EE
2	TRANSPORTATION ENGG. LAB and TRAFFIC ENGG. LAB	13,00,000.00	CE
3	Basic Workshop-2	20,00,000.00	Institute
4	Machine shop-2	15,00,000.00	Institute
5	Software for DBMS Lab	10,00,000.00	CSE
6	Setup of Digital Forensic lab and Cyber Security Lab	25,00,000.00	CSE
7	Supply and Installation of Grammarly Software	1,45,000.00	CSE
8	Turnitin Feedback Studio	3,25,000.00	CSE
9	High end PC for Image processing lab	1,70,000.00	CSE
10	Desktop PC for different department	50,00,000.00	Institute
11	Equipments and devices for IOT lab	8,50,000.00	CSE
TOTAL (Rs)		1,55,90,000.00	

The Institute has to ensure five days workshop at the National level for each software procured under TEQIP.

- c. Economy class Air Fare as approved by Principal, TIT on special ground for participation in NORTH-EAST Hackathon, 2019 by the two groups of students (total 6 nos.) of the Institute has been ratified by the House.

Item No.14.4 Present status of ongoing TEQIP-III Project as on 10-12-2019.

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

Item No.14.5 Renewal of contract for maintenance & upgradation of MIS System.

The House has agreed to the proposal of maintenance and upgradation of Institutional Management Information System (MIS) Software by adopting the TEQIP/Government norms.

Item No.14.6 Visit of Experts with their Research Scholars.

During in-house workshop and hands on training session under TEQIP-III project norms & guideline of TEQIP-III Project to be adhered to. However, local hospitality (i.e. food, lodging and local conveyance etc.) may only be extended to the research scholars accompanied with expert faculty.

Item No.14.7 Hosting charges in Government Server under IT Department.

The fees amounting to Rs. 12,96,348/- (Rupees Twelve Lakh Ninety Six Thousand Three Hundred Forty Eight only) for hosting MIS System of the Institute for 03(three) financial

years i.e. 2017-18, 2018-19, 2019-20 in Tripura State Data Centre under IT Department of Govt. of Tripura may be paid from Institutional fund if not, waived off by the IT Department.

Item No.14.8 Tendering 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 upto 31st March, 2020 by utilizing Institutional fund as per requirement. By this time institute is to complete the new tendering process as per the direction of the Department of Higher Education, Govt. of Tripura.

Item No.14.9 Setting up of digital library and procurement of e-books and e-journals.

The House has agreed to the proposal of setting up of digital library for this institute with facility of e-books, and other relevant materials which may be procured from single source also as proposed. In case of subscription of e-journals, the Institute Authority/the Directorate of Higher Education may approach e-soudh sindhu and inflibnet extended to different Institutions/Universities for cost effective solution. The expenditure to be incurred may be borne from the institutional fund accumulated through degree tuition fee.

Item No.14.10 Present Status of Institutional Fund accumulated through Degree Tuition Fee.

The House has noted about the present status of Institutional Fund.

Item No.14.11 Annual Maintenance Contract (AMC) of Lifts installed in the common places of New Campus of the Institute.

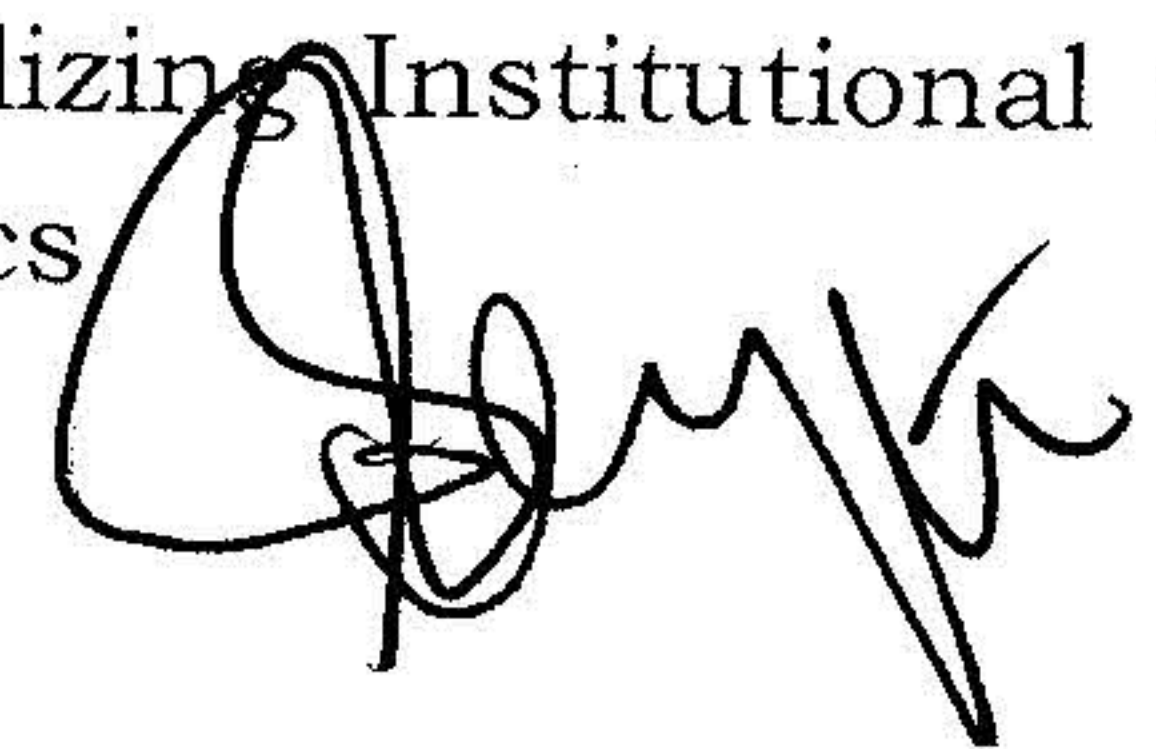
The House has agreed to the proposal of Annual Maintenance Contact (AMC) of 05 Nos. of OTIS Lifts installed in Institute utilizing Degree Tuition Fee Fund.

Item No.14.12 Maintenance of Iron Removal Plant (IRP) installed in the New Campus of the Institute.

The House has agreed to the proposal of maintenance of iron removal plant of the Institute utilizing Degree Tuition Fee Fund engaging DWS (Drinking Water & Sanitation) Department, Govt. of Tripura by following Government norms.

Item No.14.13 Procurement of furniture for classroom and seminar room.

The House has agreed to the proposal for procurement of furniture for classroom and seminar rooms of Computer Science & Engineering Department utilizing Institutional fund received from Degree Tuition Fee with estimated expenditure Rs.4.2 lacs



Item No.14.14 Any other issues which may come up at the time of discussion on permission of The Chairperson.

The House also decided the following points under Extra Agenda-

1. **Extension of contact period executed for hiring vehicles:**

The House has agreed to the proposal for extension of contact period for hiring of vehicles under TEQIP-III Project w.e.f. 15.12.2019 for one more year or till the end of the project whichever is earlier from the existing vendor, keeping all terms and conditions and rates unchanged.

2. **Student Placement support:**

The House has recommended to consider the proposal received from the Directorate of Higher Education, Govt. of Tripura to engage Whooping Crane Ventures Private Limited, Mumbai for Training & Placement support of TIT students. The Institute may engage the firm through a suitable MOU for this purpose without any financial liability on the part of TIT.

Meeting ended with vote of thanks to all.



(Smt. Saunhya 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.
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9. Dr. Bijoy Kr. Upadhyaya.
10. Sri Jhonson Debbarma.



(Prof. Sekhar Datta)
Principal
Tripura Institute of Technology

