



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

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**MINUTES OF THE 11<sup>th</sup> MEETING OF THE BOARD OF GOVERNORS HELD ON 18<sup>th</sup> June, 2019 AT TRIPURA INSTITUTE OF TECHNOLOGY**

The 11<sup>th</sup> meeting of the Board of Governors of the Institute was held on June 18, 2019 at 3.00 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. The following members of the BOG were present in the meeting:

1. Prof. Dipak Ranjan Poddar, Emeritus Professor, Former HOD of ETCE, Jadavpur University.
2. Mr. Saju Vaheed A, IAS, Director of Higher Education Dept., Govt. of Tripura.
3. Prof. Sudip Talukdar, Professor, Department of Civil Engineering, IIT Guwahati.
4. Prof. Vijay S. Moholkar, Professor of Chemical Engineering, Indian Institute of Technology, Guwahati, Guwahati-781039.
5. Prof. Sukanta Banik, Dean, Faculty of Science & Director, IQAC, Tripura University, Suryamaninagar-799022.
6. Dr. Ardhendu Saha, Associate Professor, Electrical Engineering Department, 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.

Prof. H. K. Sharma, Director, NIT Agartala, Jirania & Co-Chairperson 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 Prof. Dipak Ranjan Poddar, Prof. Sudip Talukdar, Prof. Vijay S. Moholkar, Prof. Sukanta Banik, Dr. Ardhendu Saha. The Chairperson then invited the Principal 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 Sushil Kumar, IAS, outgoing members Prof. Kalayan Kumar Bhar, IESTS and nominee of AICTE, Prof. R. K. Nath, nominee of Tripura University, Mr. Amit Sukla, IFS, Director of Higher Education, Sri Gautam Kumar Singha Roy, Executive Director- Asset Manager, ONGC Ltd. Tripura Asset and Sri Arup Kr. Das Chaudhuri, Principal of TIT towards the development of this Institute during

  
Signature of Chairperson

their tenure and at the same time welcomed the new Chairperson, Smt. Saumya Gupta, IAS and Mr. Saju Vaheed A, IAS, Director of Higher Education Dept., Govt. of Tripura.

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

**Item No.11.1 Confirmation of the minutes of 10<sup>th</sup> BOG meeting.**

The House examined the minutes of the 10<sup>th</sup> BOG meeting and confirmed the same except one point which was discussed and recommended under extra Agenda No.10.15 of 10<sup>th</sup> BOG meeting, but mistakenly not recorded in the minutes. Hence, it is decided to include this point in the minutes of the 10<sup>th</sup> BOG meeting under Agenda No. 10.15 in Sl. No. 3 as follows:

Agenda Item No.10.15

3. *After thorough discussion the House decided to extent financial support utilizing TEQIP-III fund to the students and faculty members in terms of actual travelling cost, procurement of consumable items and contingency for performing experimental works for research activities in other institutes/organizations, if such facility is not available at Tripura Institute of Technology.*

**Item No.11.2 Action taken on the decisions of 10<sup>th</sup> BOG meeting.**

Action taken on the decisions of the 10<sup>th</sup> BOG meeting has been reviewed and found satisfactory.

**Item No.11.3 Ratification of some decisions approved by the Chairperson for implementation of TEQIP-III Project as per delegation of power.**

Two nos. of packages amounting total Rs.1,95,20,327.00 (Rs.36,54,897.00 + Rs.1,58,65,430.00) for procurement under TEQIP-III Project as approved by the Chairperson as per delegation of power conferred in 9<sup>th</sup> BOG meeting have been ratified by the House.

**Item No.11.4 Ratification of some decisions, approval and sanction of funds by the Principal for implementation of TEQIP-III Project as per delegation of power.**

09 (nine) nos. packages of procurement amounting total Rs.1,06,67,042.00; academic activities under 06(six) heads amounting total Rs.36,81,803.00 and expenditure from IOC head under 04(four) nos. of sub-components amounting total Rs.16,86,419.00 as approved by the Principal, TIT 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.

**Item No.11.5 Present status of ongoing TEQIP-III Project as on 31-05-2019.**

The House has been informed of the present status of TEQIP-II in terms of expenditure incurred as on 31-05-2019 as summarized below:

1. Total fund Approved : Rs.10 crores

2. Expenditure on Academic Component (Out of Rs.3 Crores)	:	Rs.79,51,723
3. Expenditure on Internal Operating Cost (Out of Rs 1 Crore)	:	Rs. 31,92,054
4. Procurement (Out of Rs.6 Crores)		
i. Procurement completed	:	Rs.1,62,09,939
ii. P.O. already issued	:	Rs.2,07,47,778
Total Expenditure made including committed:		<b>Rs.4,81,01,494</b>

**Item No.11.6 Re-allocation of Procurement Fund under TEQIP-III.**

Re-allocation of Procurement fund under TEQIP-III Project as proposed is approved by BOG as mentioned below:

Name of Department	Fund allocated in 9 <sup>th</sup> BOG Meeting (Rs.)	Reallocated in 11 <sup>th</sup> BOG Meeting (Rs.)
Computer Science and Engineering Department	70 Lacs	55 Lacs
Electronics and Communication Engineering Department	50 Lacs	35 Lacs
Electrical Engineering Department	85 Lacs	70 Lacs
Civil Engineering Department	85 Lacs	70 Lacs
Mechanical Engineering Department	85 Lacs	70 Lacs
Equipments for Workshop and additional workshops common to all departments	40 Lacs	40 Lacs
Laboratories of Science and Humanities Department	40 Lacs	20 Lacs
Networking for whole campus along with the Wi- Fi facilities with a Central Computer Server	70 Lacs	160 Lacs
Procurement of Computers and Printers for the Institute required for Library reading room, office purposes, Central Computer Centre, Video Conference Set, MOOCs and SWAYAMPURABHA etc.	75 Lacs	80 Lacs
Total (Rs)	<b>600 Lacs</b>	<b>600 Lacs</b>

**Item No.11.7 New Packages for Procurement under TEQIP-III.**

The new packages as proposed are approved by the House as detailed below:

SN	Name of packages	Package No	Procurement Method	Estimated Package cost (Rs.)	Dept
Department: <b>Civil Engineering.</b>					
1	S.M.LAB-2 (3rd Attempt)	TEQIP/III/TR/tita/71	Shopping	20,00,000.00	CE
2	Geotechnical Engg lab and Engineering Surveying Lab	TEQIP-III/TR/tita/1	Shopping	4,42,863.00	CE
3	Hydraulic Lab and Water Resource Engg Lab	TEQIP-III/TR/tita/2	Shopping	8,50,000.00	CE

SN	Name of packages	Package No	Procurement Method	Estimated Package cost (Rs.)	Dept
4	TRANSPORTATION ENGG. LAB and TRAFFIC ENGG. LAB	TEQIP-III/TR/tita/64	Shopping	3,73,817.00	CE
5	Software for Civil Engg Lab-1	TEQIP-III/TR/tita/65	DC	3,00,000.00	CE
6	Software for Civil Engg Lab-2	TEQIP-III/TR/tita/66	DC	3,00,000.00	CE
7	Software for Civil Engg Lab-3	TEQIP-III/TR/tita/67	DC	1,20,000.00	CE
8	GIS software (IGIS)	<b>New Package (not uploaded)</b>	DC	6,00,000.00	CE
<b>Department: Computer Science and Engineering.</b>					
1	Equipments for Image Processing lab	TEQIP-III/TR/tita/18	Shopping	4,10,000.00	CSE
2	MATLAB for CSE	TEQIP-III/TR/tita/33	Shopping	6,00,000.00	CSE
<b>Department: Electrical Engineering.</b>					
1	MATLAB for EE	TEQIP-III/TR/tita/33	DC	13,00,000.00	EE
2	Labview Software for EE department	TEQIP-III/TR/tita/68	DC	6,30,000.00	EE
3	CASPOC Software	TEQIP-III/TR/tita/69	DC	6,00,000 (10 users)	EE
<b>Department: Mechanical Engineering.</b>					
1	Mechanical Measurement Lab	TEQIP-III/TR/tita/20	Shopping	14,10,000.00	ME
2	Advanced Thermodynamics Lab	TEQIP-III/TR/tita/62	Shopping	14,50,000.00	ME
3	Solid Mechanics Laboratory	TEQIP-III/TR/tita/63	Shopping	22,00,000.00	ME
<b>Department: Electronics and Communication Engineering.</b>					
1	Equipments for e-yantra lab	TEQIP-III/TR/tita/60	Shopping	3,04,295.00	ECE
2	MATLAB for ECE	TEQIP-III/TR/tita/33	DC	5,20,000.00	EE
3	HFSS Software for antenna design	TEQIP-III/TR/tita/77	DC	11,00,000.00	ECE
4	Tanner software for IC design	TEQIP-III/TR/tita/78	DC	13,00,000.00	ECE
5	Analog Electronics Lab 2 <sup>nd</sup> attempt	TEQIP-III/TR/tita/82	Shopping	4,20,000.00	ECE
<b>Department: Institutional Workshop.</b>					
1	Basic Workshop- I	TEQIP-III/TR/tita/75	Shopping	19,50,000.00	Insti tute
2	Machine Shop-Part-I	TEQIP-III/TR/tita/76	Shopping	19,50,000.00	
<b>Department: Institutional Computers, Xerox Machine.</b>					
1	Desktop Computers for CC lab and Library	TEQIP-III/TR/tita/80	Shopping	16,00,000.00	Insti tute
2	Multi Document Scanner for different departments	TEQIP-III/TR/tita/81	Shopping	5,95,000.00	
<b>Total estimated funds of Proposed packages</b>				<b>2,33,64,295.00</b>	

**Item No.11.8 Re-engagement of 03(three) nos. of staff under TEQIP-III and revision of their remuneration.**

House approved for re-engagement of 03(three) nos. of staff under TEQIP-III Project for another 06(six) months with revised remuneration as mentioned below:

Sl. No.	Name	Designation	Present monthly salary (Consolidated)	Revised monthly salary in 11 <sup>th</sup> BOG Meeting (Consolidated)
1.	Sri Binayak Banik	Manager(IS)	Rs.25,000/-	Rs.32,000/-
2.	Sri Mithu Saha	Accountant	Rs.25,000/-	Rs.32,000/-
3.	Sri Bappaditya Ghosh	Office Assistant	Rs.20,000/-	Rs.25,000/-

**Item No.11.9 Some other issues related to TEQIP-III.**

1. The House approved for all category of staff having grade pay less than Rs.5,400/- in 'Economy Class Air Journey' up to the nearest Regional Centres i.e. Kolkata or Guwahati for attending training, workshop or other official duties under TEQIP-III Project considering the remote location of Tripura.
2. Cancellation charges of air tickets for unavoidable situations are considered by the House and empowered the project head to book such expenditures from the appropriate head of TEQIP-III Project considering the merit of the situation.
3. The House approved to allow students, the registration charges for paper presentation and technical events etc. and examination fees for MOOCS/SWAYAM/NPTEL courses by re-imburement from appropriate TEQIP-III heads. The students who have already applied for such financial supports by re-imburement are also considered for the same. The students are further allowed for re-imburement of 2<sup>nd</sup> class/sleeper class non-AC train fair or bus fair for attending programs outside the State.

**Item No.11.10 Present Status of Institutional Fund accumulated through Degree Tuition Fee.**

The House has been informed of the present status of Institutional Fund accumulated through Degree Tuition Fee and suggested to explore the possibility of more revenue generation in terms of interest by depositing some amount in fixed/term deposit mode instead of keeping such amount in Savings Bank A/C. Quotations may also be invited from different Banks for getting highest interest rate along with more flexible conditions of deposit.

**Item No.11.11 Raising demand of Institutional Fund.**

Considering the increasing demand of Institutional Fund, the House agreed to recommend for increase of tuition fee of UG Program from Rs.5,250/- to Rs.20,000/- per semester and tuition fee of diploma program from Rs.3,000/- to 10,000/- per semester, except BPL category of students and for retention of the diploma tuition fees in the Institute and spent under the disposal of Principal like degree tuition fees.

The House also requested the Department of Higher Education, Govt. of Tripura to look into the matter for promoting the Institute to financially self sufficient. A comprehensive proposal would be submitted in this regard to DHE detailing out all existing recurring and maintenance costs as well as funds required to make the institution more academically vibrant.

**Item No.11.12 Hiring of Vehicles.**

The House has approved to hire the following two vehicles as proposed utilizing institutional fund generated by degree tuition fees as per the rates approved according to the rules of DFPRT, 2011 of Finance Department, Govt. of Tripura.

1. One Car - Maruti Swift Dzire (Petrol) or equivalent. - For Principal.
2. One Office Vehicle - Tata Sumo Gold or equivalent. - For different Office work, University work etc.

**Item No.11.13 Starting of P.G. Program in TIT.**

The matter is thoroughly discussed on every aspect to start the new P.G. Programs and stressed to explore possibilities to make these P.G. Programs financially self sufficient. At the same time, the House also expressed the requirement of P.G. Programs which can increase the research activities for discharging quality education. Hence, the following three P.G. Programs as proposed may be placed before this house and to the Government with a financial feasibility report.

1. M.Tech. in Computer Science & Engg. Specialization- **Advance Computing**
2. M.Tech. in Mechanical Engg. Specialization- **Thermal Engineering**
3. M.Tech. in Electronics & Communication Engg. Specialization- **VLSI and Embedded System**

**Item No.11.14 Enhancement of Other Fees under Non-Government fund besides Tuition fees, Admission Fee, University Fees etc. paid by the students of Degree & Diploma Engineering.**

Considering the increasing expenditure in the field of Games & sports, Industrial tours, inviting visiting teachers, providing training to students, placement activities, participation to different competitions, Cultural programs, Science fair, arrangement of urgent sweeping and cleaning, urgent maintenance, procurement of consumable items for laboratories and examination section etc., the House approved the enhancement of the rates of other fees of Non-Government Fund and fix as proposed by the Institute from academic session 2019-20 as mentioned below:

**Degree (Proposed)**

**Diploma (Proposed)**

Sl. No.	Particulars	Amount (Rs.)
01	Caution money (Refundable)	<b>1000.00</b>
02	Internal Exam.fee (per semester) <b>New</b>	<b>100.00</b>
03	Session Charge (Once in Year)	<b>1000.00</b>
04	Student Union (Once in Year)	<b>100.00</b>
05	Games & Sports (Once in Year)	<b>100.00</b>
06	TIT Alumni Registration Fee(during 8 <sup>th</sup> Semester) <b>New</b>	<b>200.00</b>
07	Student Insurance Fee (Once in a year)- <b>New</b>	<b>400.00</b>

Sl. No.	Particulars	Amount (Rs.)
01	Caution money (Refundable)	<b>500.00</b>
02	Internal Exam.fee (per semester)	<b>100.00</b>
03	Session Charge (Once in Year)	<b>500.00</b>
04	Student Union (Once in Year)	<b>100.00</b>
05	Games & Sports (Once in Year)	<b>100.00</b>
06	TIT Alumni Registration Fee(during 6 <sup>th</sup> Semester) <b>New</b>	<b>200.00</b>
07	Student Insurance Fee (Once in a year) - <b>New</b>	<b>400.00</b>

**Item No.11.15 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) Mandatory participation in SWAYAM/NPTEL courses by Students and Faculty Members

The House suggested as below-

- i. It shall be made mandatory for every student of UG Program to clear at least one SWAYAM/NPTEL course during the program.
- ii. It shall be made mandatory for every faculty member to clear at least one SWAYAM/NPTEL course in every academic year.
- iii. Initiatives are to be taken to allow students the freedom of taking equivalent SWAYAM courses instead of professional/open electives mentioned in University Curriculum with required credit transferred.

2) Mandatory participation in GATE Coaching/Employability Skill Development courses by Students

The House suggested as below-

- i. It shall be made mandatory to every final year UG students for participation in minimum 80% classes in either of the two programs or both.
- ii. Faculty Co-ordinator has to submit daily attendance report to the authority.

3) Admission to UG Program in TIT

The House approved the proposal to allow the Institute for inviting application from the candidates who have cleared JEE Main-2019 and willing to take admission to TIT to fill the vacant seats if left over.

The House also agreed with the proposal to allow 10% to 20% seats open for all India basis admission through JEE Main-2020 (conducted by NTA) and filled by Central Seat Allocation Board (CSAB) to enhance the quality of intake and at the same time to fill the vacancies, which accrue every year, leading to a wastage of capacities.

4) Residential Facility for Students and Employees

The House considered the importance of residential facility within the campus or in the vicinity and suggested to explore suitable land/space for such construction, in conjunction with TUDA, on a build, operate, transfer model. Principal, TIT to explore the possibility and put up a clear report to the BoG, including a revenue department verified map of the proposed land.

5) Maintenance of Old Diploma Campus

The House agreed with the proposal of maintenance of Buildings of Old Diploma Campus of TIT including internal roads and suggested to forward the matter to the Department of Higher Education, Govt. of Tripura along with the estimation made by the PWD for maintenance.


6) NIRF Ranking

The House decided that the institution must aim to register for NIRF ranking.

7) Installation of Solar Power Plant


The House suggested exploring installation of Solar Power Plant in the campus of Tripura Institute of Technology.

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. Dr. Ardhendu Saha.
8. Mr. Om Prakash Singh.
9. Dr. Bijoy Kr. Upadhyaya.
10. Sri Jhonson Debbarma.

  
(Prof. Sekhar Datta)  
Principal  
Tripura Institute of Technology