

INSTITUTE OF ENGINEERING & TECHNOLOGY

M.I.A., Alwar (Rajasthan) – 301030

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IET/2014-15/

25th July 2014

MINUTES OF THE MEETING

Minutes of Meeting of the “Board of Governors” (BOG) of TEQIP-II of Institute of Engineering & Technology, M.I.A., Alwar- 301030 (Rajasthan) was held on 24th July 2014 at 11:00 AM at IET, Alwar campus to review, monitor progress, consider proposal for approval for the smooth execution of the project. BOG also provided guidance for improving the performance of the institute. The following matters were discussed and passed unanimously.

Members Present (scanned copy of attendance sheet duly signed, attached)

1. Dr. Anil Gupta- Nominee- State Govt. (Rajasthan)
2. Prof. (Dr.) R. K. Agarwal- Coordinator & Member
3. Prof. (Dr.) A. K. Srivastava- Nodal Officer & Member
4. Prof. (Dr.) P. K. Dwivedi- Nodal Officer
5. Mr. Vijay Singh- Nodal Officer – Finance
6. Prof. (Dr.) Anil Sharma- Principal & Member Secretary

- (1) At the outset project coordinator Prof. (Dr.) R. K. Agarwal welcomed all BOG members especially thanks to Dr. Anil Gupta, Govt. Nominee who has come all the way from Jodhpur to attend BOG in Alwar.
- (2) Various points of last BOG dated 19th Feb 2014 were reviewed and actions taken were presented in front of all members.
- (3) The status of TEQIP- II project, as on date, with special emphasis on financial aspects of the project were discussed in detail. The copy of FMR of June 2014 was given to all members as per which Rs. 147.3 Lakhs expenditure has been incurred till 30th June 2014 out of Rs. 200 Lakhs of project fund allocation, so far. The major balance expenditure lined up is for Procurement of Softwares and QEEE items for the project through PMSS and Accreditation fees to NBA for 4 number of B.Tech. programs.
- (4) As per indications from NPIU, it is likely that TEQIP Project may be extended up to December 2016. Accordingly, copy of Action Plan from July 2014 to December 2016 was submitted to SPFU/ NPIU, against their urgent requirements. The same was reviewed by Board Members and it was decided that Budget for next 6 months will be put up in the next meeting of BOG for approval, subsequent to the receipt of confirmation, in this regard.
- (5) Board members noted that there is definite improvement in the transition rate. The B.Tech. batch 2014 clear pass out are 50.42% as against 45.58% of batch 2013. Likewise First Semester clear pass out are 50.5% against 40% of last year.



The Placement rate has also improved say for 2013-14, it has improved to 51% against 47% of previous year batch.

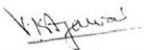
- (6) In view of key performance parameters of the project, various programs of faculty and staff development, Industry-Institute-Interaction and for academically weak students were conducted as per the given list. Expenditures against these activities of around Rs. 9.65 Lakhs were approved.

Board approved expenses incurred towards travel, seminar/ workshop, salary of staff working on project work including training and teaching assistantship etc.

- (7) Dr. Anil Gupta suggested that details of number of Diagnostic Tests, classes conducted and number of students attended these programs, should also be submitted to Board Members for their appraisal and approval. All members agreed to this suggestion.
- (8) It was informed to all that we are following Disclosure management frame work (DMF) guidelines of the project as per section-11 of PIP in respect of Procurement, Financial Management Reports, Minutes of Meeting of BOG are being displayed on IET website. Environment Management Framework (EMF) guidelines are also followed to ensure efficient use of energy sources, protection of environment and green house effect. Equity Action Plan is being followed to provide equal opportunity to avail project benefits to all students and faculty to improve performance.
- (9) It was informed that MIS is being updated for the session 2013-14 covering students transition, training and other comments of NPIU.
- (10) As regards, technology based learning for implementation of QEEE program, vendor and items specifications details have now been obtained from IIT Chennai and procurement action will soon be completed through PMSS.
- (11) Suggestions were sought from all board members to implement good governance practices. We have to submit self governance review report to NPIU/ SPFU by the end of September 2014.
- (12) The Training Need Analysis (TNA) for next 6 months was submitted to Board members. This covers faculty development plans, Seminars/ Workshops, Expert lectures etc. to be arranged for implementation. Training of Finance Officials was planned in March 2014 by NPIU, but postponed. New dates will be given shortly and actions would be taken by IET to draw full benefit.
- (13) Board members were informed that "Pre-employment Skill Assessment" program was conducted by renowned company "Aspiring Mind" and findings of specific weakness of students and actions required to overcome them have been worked out. Customized training of students will soon begin for which expenses shall be covered in the project.
- (14) The summary of tour report to UTP Malaysia in March 2014 is attached herewith for the information and suggestions of members.



- (15) It was informed that students visit to Industry/ Exposure to Industry and expenditure thereof has been approved by the SPFU, in principle. Board opined that from next academic session visit/ activity should be planned for students, for better exposure to best Industrial Practices.
- (16) Board desired that measures should be taken to enhance Internal Revenue Generation (IRG). The simulation equipment in Electrical department may be used for Electricity boards. Testing facility may be generated.
- (17) Board members were apprised of the publication in Journals. It has to be further improved and faculty to be motivated. The lecture on (IPR) Patent Filling will also be arranged.
- (18) IET has been included in the North Zone Quality Circle mentored by IIT- Delhi. They are ready to provide us pedagogy training and help in faculty development programs. Likewise IIM- Udaipur is arranging programs for management capacity enhancement. Board desired that we should take full benefit of the expertise/ teaching skills from the renowned Institutions.
- (19) Dr. Anil Gupta desired that once again a reminder may be sent to VC, RTU, Kota to nominate their representative in the Board of IET, Alwar for TEQIP execution facilitation. It was agreed. He also suggested that media publicity should be done for all important events. Our proposal for Autonomy has not been forwarded by RTU, Kota to UGC. Dr. Anil Gupta was requested to assist in this matter using his good offices. Further, the curriculum modification work with respect to Industry Orientation can be taken up after that.
- (20) Board desired that some deterrent should be there by way of affidavit etc. so that M.Tech. students, around 20 nos, getting Teaching Assistantship @ Rs. 8000 /- are motivated to complete their M.Tech., in continuation.
- (21) NBA Accreditation of remaining B.Tech. 4 branches to be expedited to submit SAR by Sept./ Oct. 2014.
- (22) Meeting ended with vote of thanks to all Govt. officials/ agencies stakeholders for their support. It was decided that next meeting will be held in Nov./ Dec. 2014.



(Dr. V.K. Agarwal)



(Dr. Manju Agarwal)



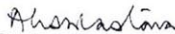
(Dr. Anil Gupta)



(Dr. Anil Kumar Sharma)



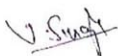
(Dr. R. K. Agarwal)



(Dr. A. K. Srivastava)



(Dr. P. K. Dwivedi)



(Mr. Vijay Singh)