

Government of West Bengal
OFFICE OF THE PRINCIPAL
JALPAIGURI GOVERNMENT ENGINEERING COLLEGE
JALPAIGURI 735102, WEST BENGAL

Minutes of the 29th meeting of the Board of Governors (Governing Body) of the Jalpaiguri Government Engineering College (JGEC) held on 24th November, 2022 starting at 12.00 noon in the Collegiate Conference Room within the Jalpaiguri Government Engineering College (JGEC) Campus under the Chairmanship of Prof. Om Prakash Mishra, Honourable Vice Chancellor of NBU in respect of the notice No.403(1)-P/2022 Dated: 17.11.2022

Members present in the meeting:

Name, Address & Contact Number	Status in BOG
Dr. Om Prakash Mishra, Hon'ble Vice Chancellor, University of North Bengal, Raja Rammohanpur, Dist. Darjeeling, Siliguri 734013, West Bengal, India, Mob. No. 9434715401	Chairperson
Mr. Amitava Sengupta Retd. Chief Engineer (PWD Electrical) B. 24/13 East Kolkata Township Project Phase-IV, 'ABHYUDOY' Housing, Kolkata - 700107, Mob. No. 9674377582	Nominated Member
Dr. Goutam Bairagi Professor & Head, Civil Engineering Department, JGEC, 9832374797	Member Nominated by the Principal
Dr. Pradip Kumar Saha Professor, Electrical Engineering Department, JGEC, 9832443022	Member Nominated by the Principal
Dr. Indrajit Ray, Professor, Econometrics, Department of Commerce University of North Bengal, Raja Rammohanpur, Dist. Darjeeling, Siliguri 734013, West Bengal, India, Mob. No. 9832454993	Member Nominated by the Principal
Dr. Ramesh Kumar Garg, Professor, Dept. of Mechanical Engineering, Deenabandhu Chotu Ram University of Science & Technology	UGC, India Nominated Member. Joined through Google meet: meet.google.com/gev-ndxb-uhj
Dr. Amitava Ray Principal, Jalpaiguri Govt. Engineering College Jalpaiguri - 735102, West Bengal, Mob. No. 9434500332	Ex-Officio Member Secretary
Mrs. Sukla Sheet, Registrar, Jalpaiguri Govt. Engineering College Jalpaiguri - 735102, West Bengal, Mob. No. 7501816604	Invitee Member
Mrs. Elora Rakshit, Accounts Officer Jalpaiguri Govt. Engineering College Jalpaiguri - 735102, West Bengal, Mob. No. 8900461119	Invitee Member
Dr. Goutam Kumar Panda Professor, Electrical Engineering Department, JGEC, Jalpaiguri - 735102, West Bengal, Mob. No. 8944850143	Invitee Member
Dr. Sudip Mukherjee, COE and Professor, Mechanical Engineering Department, JGEC, Jalpaiguri - 735102, West Bengal, Mob. no. 9474019924.	Invitee Member
Prof. Subrata Bhattacharya, Associate Professor & Mechanical Engineering Department, JGEC, Jalpaiguri - 735102, West Bengal, Mob. no: 9475201120.	Invitee Member

The following members were absent in the meeting :

1. Director of Technical Education, Nominated member of Education Department by the Government
2. Registrar, MAKAUT, Nominated member by MAKAUT (WBUT)
3. Mr. Subhendu Nandi, Nominated member from Industry by the Government

Agenda:

1. To read and confirm the minutes of the 28th meeting of the BOG of this College held on 9th September, 2019 at 12.00 noon.
2. To consider the action taken report (A.T.R.) in terms of the decisions made in the 28th BOG meeting of this College held on 9th September, 2019 at 12.00 noon..
3. To consider the report of 1st Meeting of "Finance Committee" (F.C.) held on 22.06.2021 at 7.00 p.m. through Google meet. (Google link: meet.google.com/bwu-shyj-gva) vide Memo no. 733-P/2021 Date: 18.06.2021

4. To consider the reports of Academic Council held after 9th September, 2019 till now.
5. To report regarding the submission of AQAR to NAAC portal.
6. To report different activities performed by the college.
7. To place, discuss the various issues and to take actions.
8. Any other miscellaneous issues as may be permitted by the Chair.

Minutes of meeting:

Dr. Om Prakash Mishra, Honorable Vice Chancellor, North Bengal University welcomed the members present in the meeting and requested the Principal to start discussion as per Agenda and also requested the college to arrange BOG meeting on regular basis.

Dr. Amitava Ray, Principal, Jalpaiguri Govt. Engineering College introduced the members present in the meeting.

29.1: To read and confirm the minutes of the 28th meeting of the BOG of this College held on 9th September, 2019 at 12.00 noon in the VC's Meeting Room within the North Bengal University (NBU) Campus under the Chairmanship of Dr. Subires Bhattacharya, Honorable Vice Chancellor of NBU.

Proceedings: With the permission of the Chair, the minutes of the 28th meeting of the BOG of this College held on 9th September, 2019 at 12.00 noon read out fully by the Principal. Dr. Om Prakash Mishra, Chairman of BOG, JGEC & VC (NBU), invited annotations or suggestions from the members present.

Resolution: Minutes of the 28th meeting of the BOG of this College held on 9th September, 2019 at 12.00 noon in the VC's Meeting Room within the North Bengal University (NBU) Campus under the Chairmanship of Dr. Subires Bhattacharya, Honorable Vice Chancellor of NBU, has been read and confirmed unanimously.

29.2: To consider and discuss the Action Taken Report (A.T.R.) in terms of the decisions made in the 28th BOG meeting of this College held on 9th September, 2019 at 12.00 noon.

Proceedings: Prof. Amitava Ray, Principal of JGEC, apprised the members in details about the Action Taken Report (ATR) in respect of the Minutes of the 28th meeting of the BOG of this College held on 9th September, 2019 at 12.00 noon as follows:

- (i) Interest of Corpus Fund and the Examination Fund are being used for maintaining the Academic & development of the college. It is also used for (a) Induction Program for 1st year B.Tech students, (b) Additional Mandatory Requirements to earn a B.Tech. degree (c) Research Activities (d) any emergency requirements (e) Remuneration of Controller of Examination section
- (ii) Autonomy Extension: UGC team visited the college and Autonomy is extended.
- (iii) NAAC: NAAC peer team visited the college and awarded NAAC with CGPA 2.13 on four point basis till February, 2026
- (iv) Special drives were taken for different important post like Registrar, PA to Principal, Care Taker, Professor (T & P), faculty in the Department of , Humanities, IT, ECE etc. to maintain regular academic activities. ; Registrar joined and response awaited for others.
- (v) The Institute Disciplinary Committee, Departmental Committee, BOS, BOE are operating as per rule.
- (vi) Amendment works on "The Rules and Regulations relating to Academic activities of Jalpaiguri Govt. Engg. College" is completed and in operation from the new entry session 2021-22.
- (vii) The outside members attending the meeting of Academic Council / Board of Studies / Governing body are being paid Rs. 2000.00 (Consolidated) as honorium from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines.
- (viii) The Special Lectures are being arranged by the experienced persons for the benefit of the students with an amount of Rs. 3000/- per lecture (for maximum 2 days at a stretch and for maximum 3 times in a semester) are being executed from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines.
- (ix) Students are encouraged for undertaking field projects / internships.
- (x) Feedback Systems from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents: Initiated
- (xi) Initiations are being taken for (a) more coverage of teaching using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources (b) more capability enhancement program & development schemes (c) for projects and research activities (d) Enhancement of the activities like Guidance for competitive

examinations , Career Counseling, Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga and Meditation, Personal Counseling (e) Assessing the learning levels of the students, after admission and organizes special programs for advanced learners and slow learners (f) cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics.

- (xii) The college introduced mentorship program. First year student submits the affidavit to the college. According to the UGC/AICTE guidelines, anti-ragging committee, anti-ragging squads and vigilance committee are formed and activated.
- (xiii) Security & Sweeping Personnel: Actions are in process as per resolutions. 20 Nos. of Security guards & 10 Nos. of ex-servicemen are engaged at present. Since Govt is yet to provide fund in the 78 Head as on date, in exigency of the situation and for the safety of the students payment is made from the interest of the corpus fund. The payment will continue until fund is received timely and no stakeholders are suffered because of non availability of the fund.
- (xiv) Induction program : Induction program for the first year students are being executed each year. Arranged special lectures in Yoga, Social Activist, Alumnus interaction, Red cross Society activities Industrial visit, Student related extracurricular activities have been arranged to satisfy the Mandatory Additional Requirements. In addition to the last year's program the college put stress on (a) Geography, Culture ,heritage of Jalpaiguri (b) Communities in Jalpaiguri (c) Students' expectation (d) Home feeling in the college through incoming activities. To comply AICTE requirements of induction program, it is reported that atleast Rs.6 Lakhs is required to organize the induction program.
- (xv) AICTE indicated some deficiencies in the yearly approval process, which are taken up for mitigation.
- (xvi) Agreement with industries / other institute: Initiation is taken, some MOU is executed and some are in process. The MoU signed with the following Institution and organizations for the benefits of the students and colleges:
a) NIT Manipur b) University of North Bengal c) SAIL-BSPL d) Intershala e) Cyber Security Centre of Excellence, Govt. of West Bengal f) Coca-Cola g) M/s Edureka learning Centre
- (xvii) The following subjects are included in M.Tech. syllabus: Business Analytics, Industrial Safety, Operations Research, Cost Management of Engineering Projects, Composite Materials, Waste to Energy, English for Research Paper Writing, Disaster Management, Sanskrit for Technical Knowledge, Value Education, Constitution of India, Pedagogy Studies, Stress Management by Yoga, Personality Development through Life Enlightenment Skills.
- (xviii) Fire certificate : PWD / Fire department is requested to arrange for fire certificate.
- (xix) Insurance for the students : The required amount will be collected from the students as Insurance charge for the students to comply deficiency.
- (xx) E-journals & e-books: Letter is written to the Higher Authority regarding the fund for e-journals & e-books to maintain the affiliation of AICTE.
- (xxi) 3rd award Ceremony: Due to non completion of degree certificate the College could not organize Award ceremony on 24th December, 2019 for 2019 pass out batches.
- (xxvii) The International Conference on Frontiers in Computing and Systems (COMSYS-2020) held from January 13-15, 2020. It was organized by the Department of Computer Science & Engineering and the Department of Electronics and Communication Engineering.
- (xxviii) International Conference on Thermal Engineering and Management Advances(ICTEMA-2020) held on 27th & 28th June, 2020. It was organized by Mechanical Engineering Department, Jalpaiguri Government Engineering College.
- (xxix) Dedicated Mobiles are given to the principal and Accounts officer.

Resolution: Members unanimously appreciated the drive action taken by the college on the minutes of the 28th meeting of the BOG of this College held on 9th September, 2019 and requested to the authority to step forward further to glorify the image of the college in a commendable state. ATR has been confirmed unanimously as is being presented. It is also resolved that a special drive should be taken maintain regular academic activities. *In respect of above 29.2.(i) members resolved that Interest of Corpus Fund, interest of Caution money and the Examination Fund are permitted to use for maintaining the Academic & developmental work of the college in lack / absence of Government allotment.*

29.3: To consider and discuss the report of 1st Meeting of "Finance Committee" (F.C.) held on 22.06.2021

Proceedings: The Principal placed the report of 1st Meeting of "Finance Committee" (F.C.) held on 22.06.2021 and discussion held in details on the following issues:

- ❖ Expenditure details
- ❖ Remunerations of Controller of Examination, Deputy Controller of Examination and Assistant Controller of Examination, Remuneration of 14 Nos. Part time Group-D staffs,
- ❖ Different payments
- ❖ NAAC Fees with GST
- ❖ Need based procurement of office stationery
- ❖ Financial Report of Jalpaiguri Govt. Engineering College consisting Receipts & Payments statement(from 2017-18 to 2020-2021), Income & Expenditure Statement(from 2017-18 to 2020-2021) , Balance sheet(from 2017-18 to 2020-2021), Financial year wise expenditure under different head of Account from Block Grant Fund (from 2017-18 to 2018-2019) and Treasury Fund (from 2018-2019 to 2020-2021)
- ❖ Financial reports with Bank balance of four funds, Fund position and Bank reconciliation statements as on 31.03.2018, 31.03.2019, 31.03.2020 and 31.03.2021
- ❖ Retrospective approval of distribution of Internally Generated Revenue (IRG) as per G.O. NO.783-Edn(T) Dt: 20/12/2017 and order No. 259-Edn.(T)/4C-16/2013 Dated: 20/05/2013
- ❖ Retrospective approval of all the expenditure made against Corpus Fund of JGEC and Examination Fund of JGEC are considered.
- ❖ Approval for newly formed Central Purchase Committee (as mentioned below) after modifying the existing one is considered.
 - The principal: Chairman
 - One Faculty or Staff: Nodal Officer-Procurement
 - One Faculty or Staff: Coordinator
 - One Faculty or Staff: Convener-cum-Document Control
 - Accounts Officer: Member
 - Store Keeper: Member
 - One Faculty or Staff: Nodal Officer-GEM/E-Tender
- ❖ Budget for 2021-22
- ❖ Payment of security and sweeping personnel
- ❖ Software for examination and result processing in COE section
- ❖ New website development & maintenance for the institution
- ❖ Learning Management software for on line classes, Camera set up for online classes and Video Conferencing Facility
- ❖ CCTV camera for campus surveillance
- ❖ Award Ceremony and Diamond jubilee celebration
- ❖ NBA accreditation fees
- ❖ Periodic sanitization and Periodic jungle cutting of the campus and payments towards the services
- ❖ Instead of single accounting head consultancy & testing, two separate accounting heads are to be maintained for the requirement of NAAC and NBA ,
- ❖ Considering State Government Order, UGC instruction, AICTE instruction , MAKAUT instructions the Electricity & Hostel seat rent charges and Examination fees for the Students for two semester (odd & even)during the lock down period is considered with 50% of the examination fees for even semester(2020-21) and seat rent & Hostel electricity may be waived off for the academic year starting from July to June, 2021.
- ❖ Disbursement of pending IRG bills regarding P.M.G.S.Y
- ❖ Budget proposal for the Autonomy Grant,2021-2022 as per UGC format

Resolutions: Minutes of the 1st Meeting of "Finance Committee" (F.C.) held on 22.06.2021 is accepted unanimously and requested the college to act accordingly.

29.4 To consider and discuss the reports of Academic Council held after 9th September, 2019 till date and the BOE meeting held on 16.09.2022 :

Proceedings: The Principal presented the following minutes Academic Council held after 9th September, 2019 till date (12th to 18th meeting) and the BOE meeting held on 16.09.2022. members exchanged their views with the following points:

- (i) In terms of 12th Academic Council Meeting held on 03.07.2020 :
In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line)for even semesters 2019-20 were proposed by the Academic Council to adopt for Theoretical subjects, Laboratory subjects, Sessional subjects, Viva-voce.

- (ii) In terms of 13th Academic Council Meeting held on 21.07.2020 :
In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line) for even semesters 2019-20 which were proposed in the 12th Academic Council Meeting held on 03.07.2020 were reviewed and proposed a modified method by the Academic Council unanimously to adopt for Theoretical subjects, Laboratory subjects, Sessional subjects, Viva-voce.
- (iii) In terms of 14th Academic Council Meeting held on 12.09.2020 :
In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line) for final / terminal semesters 2019-20 were proposed by the Academic Council unanimously to adopt for Theoretical subjects with the guidelines of paper setting both for regular and back log papers in the earlier semesters of the final / terminal semesters students.
- (iv) In terms of 15th Academic Council Meeting held on 10.10.2020 :
In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line) for other even semesters except final / terminal semesters 2019-20 were proposed by the Academic Council unanimously to adopt for Theoretical subjects with the guidelines of paper setting for regular.
- (v) In terms of 16th Academic Council Meeting held on 14.08.2021 :
Special Supplementary examinations for 7th Semester, 2019 and even semester, 2020 were conducted. In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line) for odd semesters 2020-21 were proposed by the Academic Council unanimously to adopt for Theoretical subjects, Laboratory subjects, Sessional subjects with the guidelines of paper setting for regular. Placement status were reported. FDP program for NBA awareness by NITTR, Kolkata were held. Different Academic development/FDP/STTP/R&D activities were reported. Academic Calendar for 2021-22 was placed and accepted. Redefined Mission and Vision of Electrical department was placed and accepted. Resolutions were taken for new syllabus to be implemented for the students admitted from the 2021-22. Resolutions also were taken for amendment of Academic Statue. In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line) for even semesters 2020-21 were proposed by the Academic Council unanimously to adopt for Theoretical subjects, Laboratory subjects, Sessional subjects with the guidelines of paper setting for regular.
- (vi) In terms of 17th Academic Council Meeting held on 10.10.2021 :
New 1st year (1st and 2nd semester) common B.Tech. syllabus for the students admitted from the 2021-22 were placed and accepted for implementation from the session 2021-22. New M.Tech. syllabus (Electrical Engineering) for the students admitted from the 2021-22 were placed and accepted for implementation from the session 2021-22. Amended Academic Statue were placed and accepted for implementation from the session 2021-22. Medals and certificates for position holders of the pass out students of 2019 will be given in the next award ceremony. Cyber Security – Centre of Excellence is established in JGEC.
- (vii) In terms of 18th Academic Council Meeting held on 08.02.2022 :
In the Covid-19 situation with consideration of different advisories (UGC & AICTE) and orders from MAKAUT & Government alternative evaluation methods (on line) for odd semesters 2021-22 were proposed by the Academic Council unanimously to adopt for Theoretical subjects, Laboratory subjects, Sessional subjects with the guidelines of paper setting for regular and backlog papers.
New 1st year (1st and 2nd semester) common B.Tech. syllabus for the students admitted from the 2021-22 were placed and accepted for implementation from the session 2021-22. The experts engaged / invited for special lecture will be honored with memento, certificate etc. ICTEMA was organized by ME department in January, 2022. Workshop on LATEX for Technical writing was organized in January, 2022. Webinar on Data Science was organized in January, 2022. Webinar on Cyber Crime Prevention organized in December, 2021.
- (viii) In terms of BOE meeting held on 16.09.2022 : The followings are resolved in the meeting:
- Assessment of Performance on Laboratory subjects, Sessional subjects and theoretical subjects,
 - Induction Program
 - Mandatory additional requirements (MAR) to earn B.Tech. degree
 - Internship / Summer Training
 - MOOCs for extra credits to pass with Honors
 - Supplementary Examination
 - Year Lag.
 - Academic Calendar of UG and PG Courses for the 2022 – 2023 session minutes

Resolutions: Minutes of the Academic Council held after 9th September, 2019 till date (12th to 18th meeting) and BOE meeting held on 16.09.2022 are accepted unanimously and requested the college to act accordingly.

29.5 To consider and discuss the report of IQAC meeting and AQAR for 2020-21 and 2021-22:

Proceedings:

(a) The principal placed the report of 10th IQAC Meeting held on 05.04.2021 and informed that as per requirements AQAR was prepared and submitted for 2020-2021. The report is accepted by NAAC with the following observations:

Following points / suggestions may be considered by the HEI's for improvement:

- Few more Certificate/ Diploma Courses maybe introduced during the next academic year.
 - Institution may make efforts for adding value-added courses imparting transferable and life skills in the forthcoming years
 - Field Projects / Internships be enhanced during the year
 - Efforts be made for updating the Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution
 - Efforts be made to have research funds sanctioned and received from various agencies, industry and other organizations.
 - Workshops/Seminars may be conducted on Intellectual Property Rights (IPR).
 - Faculty may be encouraged to publish papers in good Scopus, Indian Citation Index journals or UGC recognized Journals
 - Workshops/Seminars be Conducted on Industry-Academia Innovative practices during the year.
 - Institution may make efforts for creation of incubation centre, startups incubated on campus during next few years.
 - Number of Collaborative activities for research, faculty exchange, student exchange be enhanced
 - Efforts may be made by the faculty to design e-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc.
 - Efforts may be made by the HEIs for Implementation of e-governance in its areas of operations
- Considering the above points / suggestions the College would like to prepare the perspective plan to accommodate those.

b) AQAR report for the session 2021-2022 are in the process and it will be uploaded soon.

Resolutions: Minutes of the 10th IQAC Meeting held on 05.04.2021 and AQAR for 2020-21 are accepted and permitted the college to upload the AQAR is for 2021-22

29.6. :To report different activities performed by the college :

Proceedings: The Principal informed the following activities of the college:

29.6.01: To report regarding the program " Vigyan Sarvatre Pujate" held in February, 2022.

To celebrate the 75th Year of Indian Independence all over the country, the Office of the PSA and Ministry of Culture, GoI in association with Vigyan Prasar, organized February 22-28, 2022 as the glorious week called Vigyan Sarvatra Pujate. The festival was conducted at 75 locations through which a total of 75 Expositions, 75 Lectures, 75 Films, 75 Radio Talks, 75 Science Literary activities, 75 books, 75 Posters, 75 Awards through hybrid mode would be made possible. Among the 75 locations JGEC was selected as one location and it was completed successfully

29.6.02: To report the Diamond Jubilee Celebration of the College.

Diamond jubilee celebration of the college was done with the following activities:

- ❖ Procession with Achievements of JGEC
- ❖ Foundation day celebration
- ❖ Technical exhibition
- ❖ Academic linkages with industry & Institute
- ❖ Distinguished lecture series & workshops/seminar/symposium/conference
- ❖ Workshop on cyber security for the students/faculty/teachers
- ❖ Workshop on Industry Institute interaction
- ❖ Departmental reunion for the benefits of student, faculty members etc in regard to Academic-Industry collaboration, internship and placement opportunities etc.
- ❖ NSS Program like blood donation, clean campus drive, Tree plantation etc
- ❖ Student completion on art, culture, drama science & technology
- ❖ Publications of Newsletter, Journals, souvenir, Memoirs
- ❖ Diamond Jubilee logo, postal stamp, Mementos, registration kit to Retired employee of JGEC, Alumnus, staff etc
- ❖ An open competition among JGEC students and alumni to design the diamond jubilee logo.

Expenses disbursed from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] /from the Examination Fund as per UGC Guidelines.

29.6.03: Office Assistant and Group D in COE section:

As per UGC autonomy guidelines, the controller section should have Two (02) full time Office Assistant and one (01) full time Group-D. those manpower are absent at present, which have to be filled up at the earliest.

29.6.04: To report on Award Ceremony (Previous title was "convocation") held on 07.09.2022.

The Award Ceremony for the students of 2019 pass out were held on 07.09.2022. The position holders of 2019, 2020, 2021 pass out batches were awarded the medals. Like the previous ceremony i.e 1st Convocation held in 2017 a budget of Rs. 12.70 lakhs may be permitted (vide order no.401-Edn(T)/2P-21/2017 dated 29.06.2017) and the amount disbursed from the interest of the corpus fund [vide G.O. No. 649-Edn(t) /Interest of the caution money/ Examination Fund as per UGC Guidelines.

29.6.05: As MAKAUT has asked for the details of the marks in its new format from 2012 onwards which requires sufficient expert manpower and it is time consuming job. Since COE section is running with the faculty members with additional charges and the huge volume of data entry, checking etc requires additional manpower. In exigency of the situation, two staffs (above the level of Group D) may be deployed immediately for three months to tackle the current situation with consolidated remuneration of Rs.3000/- per month for three months per semester.

29.6.06: To discuss on NBA accreditation.

JGEC is Autonomous college and NAAC accredited. As per AICTE, NBA accreditation is compulsory by 2023 and the college want to proceed for that.

29.6.07: Ramp/Rail to be provided for the physically challenged students.

29.6.08: JGEC received Zee excellence award for academic excellence in 2022.

29.6.09: JGEC received the extension of approval from AICTE & MAKAUT for the year 2022-2023.

29.6.10: Since Dr.Arghadip Biswas resigned from CIVIL Engg Dept., DST-WB project could not be completed and the remaining unspent balance returned to the DST-WB and submitted a request letter to close the project.

29.6.11: Dr.Santanu Das, Professor, Dept. of EE completed MODROB project in 2021.

29.6.12: Dr.Swalpa Kumar Roy, Assistant Professor, Dept. of CSE received SERB Fund, The project cost: Rs. 18.00 Lakhs

29.6.13: Dept. of Mechanical Engineering organized International Conference, ICTEMA in 2022.

29.6.14: Dept. of Mechanical Engineering launched Journal of Mechanical Engineering; Prakash.

29.6.15: In exigency of the situation and as per court order five nos. workshop instructors arrear salary for one year i.e starting from Sept,2021 to August,2022 paid from the Interest of the corpus fund. Again, Principal's salary was stopped as per court verdict until the engagement of five nos. of workshop instructor and arrear salary is paid and compliance in this regard is done in the High court.

29.6.16: Cyber security cell is formed at JGEC on 07.08.2022 under the aegis cyber security centre of excellence, Govt. of West-Bengal.

29.6.17: Dr. Soupayan Mitra, Professor & Head, Mechanical Engineering Department received a project on "Inventorization of plastic product Manufacturer, Recycler, Users and Collectors in all Districts of North Bengal" with Rs. 13,99,000/- from State Urban Development Agency, West Bengal.

29.6.18: CAS of the faculty: As the office of DTE asked to submit the applications for CAS, so action has been initiated to fulfill the requirement.

Resolutions: All the members applauded and congratulated the college . The member requested the college to continue these activities and carry out more fruitful activities for the benefit of the students, college. All the members requested the college to upload all the reports, videos, photos related to the any activities of the college in the college website.

29.7: To place, discuss the various issues and to take actions:

Proceedings: The Principal explained the current situation of the academic activities of the college. It is stated that though college is receiving fund in the various head of accounts to run the academic and administrative activities, but the fund is not sufficient to maintain the available facilities/resources of the college. Students are suffering because of no availability of minimum lab setup, books, journals, internet facilities, sports equipment's, maintenance of computers & supporting accessories, software etc and above all security of the students and Govt properties. To maintain the operational activities & academic development as per AICTE/NAAC/NBA requirements, college has to utilize the available fund i.e interest of the corpus fund as per the priority. No activities should be stopped in absence of Govt allotment or delayed allotment received in the head of accounts.

29.7.01: To discuss on PMGSY remuneration / honorarium distribution.

As per the resolutions of BOG regarding the disbursement of pending IRG bills of P.M.G.S.Y works , a letter seeking clarification regarding distribution of IRG earned from P.M.G.S.Y Project as per G.O.No. 783-Edn(T) Dt: 20/12/2017 sent to Department of Higher Education , Govt. of West Bengal through proper channel. In response to above, DTE advised the college to take the decision in BOG meeting.

A draft proposal is placed by the college regarding the distribution of PMGSY remuneration / honorarium:

Resolutions: After a long discussion the members approved the placed proposal as stated below and asked to follow the same for the pending bills as well as for the future bills.

(a) Distribution of Net IRG as follows:

Share of the Institute : 30% of Net IRG

Share of the Faculty & Staff : 70% of Net IRG in which the distribution pattern will be as per GO No.783 Edn(T) dated 20.12.2007 i.e 5% (Principal, HOD, Staff-including caretaker), 50% (faculty) & 15% (concerned Technical staff) or 65% (faculty if no involvement of technical staff)

29.7.02: Institutional membership of CSI will be taken. An amount of Rs. 33,000/- (approx.) is required for that which may be disbursed from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] /interest of the caution money/ Examination Fund as per UGC Guidelines.

Resolutions: The members approved the placed proposal.

29.7.03: Faculty will be assisted to get Professional membership, to organize important seminar, conference, workshop by providing financial assistance which disbursed from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] /interest of the caution money/ Examination Fund as per UGC Guidelines.

Resolutions: The members approved the placed proposal.

29.7.04: Maintenance of CWN may be done on urgent cases. The expenses may be meet up from the interest of the Corpus fund [vide G.O. No. 649-Edn(t)] / Examination Fund as per UGC Guidelines subjected to the approval of competent authority. The cost of AMC is 46 Lakhs (Approx)

Resolutions: The members approved the placed proposal.

29.7.05: Vide G.O. no. 649-Edn(T) of West Bengal Government the college is permitted to use the interest of "Corpus Fund" maintaining the guidelines as mentioned there and also WBFR. A major part of the funds are lying in Union Bank as fixed deposit and interest earned from it is reinvested. It is proposed that the Capital part will be reinvested after the completion of the term and the interest part will be deposited in saving bank account so that the Institute can utilize the interest of the corpus fund for the various academic, research and developmental activities of the Institute in the interest of the students.

Resolutions: The members approved the proposal as placed asked the college to execute at the earliest.

29.7.06: To comply the AICTE audit requirements, maintenance of CCC lab are done on urgent basis for NTA examinations. The expenses was met up from the interest of the Corpus fund [vide G.O. No. 649-Edn(t)] / Examination Fund as per UGC Guidelines.

Resolutions: The members approved the proposal as placed.

29.7.07:

The Special Lectures are being arranged by the experienced persons for the benefit of the students with an amount of Rs. 3000/- per lecture. It is also decided that a particular persons may allowed for maximum 2 days at a stretch and for maximum 3 times in a semester in a particular department. The expenses may be executed from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] /interest of the caution money/ Examination Fund as per UGC Guidelines.

Resolutions: The members approved the proposal as placed.

29.7.08:A verification cell will be constituted for student verification asked by different company / organization to streamline the process of verification. An amount of Rs. 500/- will be charged (approved by BOG in earlier meeting) from verification agencies. It can be treated as IRG and distribution will be made as per GO regarding IRG

Resolutions: The members approved the proposal as placed

29.7.09: Hostel utensils:

Hostel utensils are not procured for a long time, so action have to be taken immediately. The estimated expenditure is Rs.5lakhs and it may be disbursed from the interest of the mess caution money/ Interest of the corpus fund etc.

Resolutions: The members approved the proposal as placed.

29.7.10: Laboratory maintenance / AMC proposal :

The following proposals with cost estimation were submitted to the appropriate authority to execute the academic program:

- I. Repair & maintenance of purchased computers: Rs.5 Lakhs
- II. Sports equipment's : Rs.5 Lakhs
- III. Repair& maintenance of equipment's submitted by Dept.of EE: Rs.7 Lakhs
- IV. AMC of CWN:Rs.46.66 Lakhs for three years

[Since the AMC is stopped from 01.04.2022 because of non availability of Govt. allotment, it is requested to the industry to provide maintenance support for four months until the Govt allotment is received. If the allotment is not received college will pay the cost of system engineer from the interest of the corpus fund]

- V. Repair & maintenance of computers, ups submitted by Dept.of CSE; Rs.10.19 Lakhs
- VI. Moulded arm chairs: Rs.3.26 Lakhs
- VII. Desktop (120 Nos.)-Rs.58 Lakhs
- VIII. Purchase of equipment's, computer& ACs submitted by Dept. of CE: Rs.29.45 Lakhs
- IX. Repair & purchase of electronics parts submitted by Dept. of ECE:21.9 Lakhs
- X. Purchase of laboratory equipment's submitted by Dept. of Chemistry: Rs.8.23 Lakhs
- XI. Repair & Maintenance of equipment's etc by Dept. of ME: Rs.10.5 Lakhs
- XII. Upgradation of library & software etc:Rs.8 Lakhs

Resolutions: The members approved the proposal as placed

29.7.11: Museum development as per requirements of NAAC and NBA:

Museum is developed as per requirements and guide line of NAAC and NBA and they are in operation.Thecost of the project is Rs.6.58 lakhs .Further development is required .Proposal have to be prepared and sent to the higher authority for further processing.

Resolutions: The member approved the proposal as placed

29.7.12: Second Ladies hostel is required and More boys hostels are required:

On basis of demand of the students of this college Second Ladies hostel and More boys hostels are required. Proposal have to be prepared and sent to the higher authority for further processing

Resolutions: The members approved the proposal as placed.

29.7.13: Green Auditing, Solar energy plant , Rain water harvesting, Solid waste management system etc.

To combat the world Green Auditing through agency, Solar energy plant, Water harvesting , Solid waste management system etc. have to be developed. Those are required by AICTE / UGC/ MAKAUT etc. Proposal have to be prepared and sent to the higher authority for further processing

Resolutions: The members approved the proposal as placed.

29.7.14: New courses / diploma courses on cyber security, Data science etc.

For diversification some new certificate courses / diploma courses have to be started . Proposal with DPR have to be prepared and sent to the higher authority for further processing.

Resolutions: The member approved the proposal as placed

29.7.15. Insurance of the students:

Following the guidelines of AICTE /UGC/MAKAUT insurance of the students is compulsory. So the charges for insurance have to be collected from the students and have to executed. The cost of premium is Rs.125 (Approx) per year for Rs.1 Lakhs. The total cost of premium for four years Rs.500/-

Resolutions: The member approved the proposal as placed

29.7.16: Server for library, Software for library, Digital library, Plagiarism software:

Server for library, Software for library, Digital library, Plagiarism software are required urgently. Proposal have to be prepared and sent to the higher authority for further processing.

Resolutions: The members approved the proposal as placed

29.7.17: Admission prospectus:

Since the e-prospectus is introduced fees collected from the students are not required and this amount may be distributed to the different clubs of the Institute.

Resolutions: The members approved the proposal as placed.

29.7.18:Student activity centres:

There is no student activity center. A proposal is to be prepared for the student activity center.

Resolutions: The members approved the proposal as placed

29.7.19: Presently CWN is not working due to damage of router (Cisco make) due to which there is no internet in the campus. All academic activities, IFMS, HRMS, teaching learning system has been collapsed because of accidental damage of the router. In exigency of the situation and to bring the CWN in working conditions the router has to be procured on urgent basis with a cost of Rs.7.5 Lakhs. It can be procured as per WBFR and it may be disbursed from the interest of the corpus fund/examination fund. Institute must buy and maintain the internet connectivity in the COE sections and others until the internet system is restored in the campus.

Resolutions: The member approved the proposal as placed

29.7.20: A proposal of new academic council is placed for approval. Draft proposal is placed to reconstruct the Academic Council to be implemented from 01.12.2022.

Resolutions: The members approved the proposal as placed.

29.7.21 The Holiday list-2023

The proposed list of holidays for the year 2023 is placed for approval:

Resolutions: The members approved the proposal as placed.

29.7.22: Annual financial reports for the session 2021-2022:

The Annual financial reports for the session 2021-2022 are placed.

Resolutions: The member approved the proposal as placed.

29.8: Any other miscellaneous issues as may be permitted by the Chair:

Dr. Om Prakash Mishra requested the college to make short term and long term perspective plan of the college and to execute the same.



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