

MINUTES OF THE 37th MEETING OF THE GOVERNING BODY OF THE COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT HELD ON SATURDAY, THE 23rd May, 2015 AT 2:30 P.M. AT IA - 209, SECTOR-III, SALT LAKE CITY, (NEAR TANK NO.13), KOLKATA 700 097.

Members present:

- | | | |
|-----------------------------|---|------------------------------|
| 1. Prof. Sujay Basu | - | Absent |
| 2. Mr. P K Chakraborty | - | Secretary, VSIL & Member |
| 3. Mr. B K Paul | - | Member |
| 4. Mr. S. Mahapatra | - | Member |
| 5. Dr.(Mrs) Sweta Thakur | - | Nominee- GoWB. |
| 6. Prof. Saibal Kr. Pradhan | - | Member (CEMK Representative) |
| 7. Prof. Tapas Kr. Maity | - | Member (CEMK Representative) |
| 8. Prof. N N Jana | - | Director & Member Secretary |

At the outset Dr. (Mrs). Sweta Thakur was introduced and welcomed by the Director to the members present in the Meeting.

Secretary VSIL, proposed the name of Mr. Paul to chair the meeting in absence of Prof. Sujay Basu. Mr. Paul welcomed Mrs. Thakur as member of the Governing body of CEMK and briefly described the history of setting up of this institute and about its latest developments.

1) Confirmation of the Minutes of 36th Governing Body meeting held on 2nd December 2014:

- **Resolution:** Minutes were read out and Director apprised the members about the action taken on each resolution. The same was accepted and confirmed by the house.

2) Reporting the status of construction of Extension of Academic Building.

Completion: Around 92%; Date of Completion: 30th June 2015

Target Date as per work order : Feb 2016

- **Resolution:** Director was asked to make Ground Floor (Computer Center) and 1st Floor (Library) operational from the next session i.e July 2015.

3) Reporting Incidence of Ragging, if any:

There was no report of ragging during this even semester till date.

- **Resolution:** Board asked all stakeholders to maintain peace as prevailing now in the campus.

4) Reporting and discussion on the resignation tendered by Mr. Debabrata Dey, as OSD and BoG member of CEMK

Resignation of Sri Debabrata Dey, as member of the BOG dated 13th March, 2015 and as OSD on 23rd April, 2015 received by all hon'ble members of the Governing body. The matter is placed before BOG for discussion and further action.

- **Resolution:** Board resolved that the matter would be discussed with him on his return from outstation.

5) Seeking approval for change of Bank Account operating Modalities of CEMK.

The Finance section is being run without any Accounts Officer from 1st Mar. 2015. Director alone was given authority for operation of all accounts of the institute w.e.f 1st Mar. 2015. The same is being placed for post facto approval of the Board.

- **Resolution:** Board approved the above.

6) Review of TEQIP-II Activity

6.1 NBA Visit Postponement

Because of unrest in the campus the visit of NBA was postponed. NBA asked the institute to deposit Rs. 2, 80, 900/- for rescheduling of the visit of Expert Team. This Amount was deposited from TEQIP-II Account. The post facto approval is being sought from the BoG.

- **Resolution:** Board approved the above.

6.2 Reporting of MOU signed b/w IIT KGP and CEMK in presence of DTE, WB and MIC, Higher Education, GoWB.

Director apprised the members about its objective and asked for its endorsement.

- **Resolution:** Board endorsed the above.

6.3 Reporting of full fund receipt from World Bank.

➤ **Resolution:** Director informed the members about the receipt of full amount i.e. Rs. 10.0 Crore. It was also informed the house that the institute made a proposal for additional amount with a revised IDP.

6.4 Upward Revision of Expenditure Limit for in-house Activity of TEQIP-II.

TEQIP-II Coordinator proposed to have an escalation in the tune of 15-20% for the expenditure limited by a committee one year before.

➤ **Resolution:** BoG approved the escalation of 15% for Hospitality, Decoration & Registration Kits.

7. Finance Department of CEMK

7.1 Recruitment of DR(F&A)

Finance department is being run without any official w.e.f 1st Mar. 2015. Mr. Gopal Adhikary and Mr Siddheswar are helping the Director for Finance jobs. IT/TDS/VAT cases are under process. So immediate action is required to be taken for recruitment.

➤ **Resolution:** The Governing Body resolved to take action for immediate recruitment of the finance officer. Secretary and Director were entrusted to initiate the process. Board also resolved that Mr. Siddheswar Das be given remuneration (of Rs. 3000/- per month) for the job of finance section being discharged w.e.f. 1st March 2015 till he does the function.

7.2 Creation of Post of Account Assistant

In addition to the post of Finance Officer or DR(F&A), one Accounts Assistant is required to run the department smoothly.

➤ **Resolution:** BoG accepted the above proposal in principle; However, no action shall be taken for immediate filling up of the above position.

8) Reporting of Action Plan for Admission for the session 2015-16.

Being

Director informed the house that certain actions are being taken to improve the admission scenario. Special attention would be given to tap the students of outside state of WB.

➤ **Resolution:** BoG approved such action being taken. Any Expenditure incurred on the aforesaid purpose would have prior approval of the BoG.

9) **Approval of Students' Half Free-ship Scholarship**

Sl. No.	Year	AY 2013-14		AY 2014-15	
		No. Of students	Amount (Rs.)	No. Of students	Amount (Rs.)
1.	1 st year	22	8,15,000/-	23	8,63,500/-
2.	2 nd year	05	1,08,000/-	24	9,12,000/-
3.	3 rd year	25	4,92,000/-	12	2,16,000/-
4.	4 th year	20	3,60,000/-	35	5,88,000/-
		Total : 17,74,000/-		Total : 25,79,500/-	

The list of the students is attached as annexure-I

➤ **Resolution:** Board approved the above.

10) **Transfer of Rs. 61,10,000/- to CMMC a/c shown as Sundry creditors on 13-14 B/S.**

Accrued Mess Charge (collected by College but not yet paid to CMMC)
demanded by CMMC need to be transferred from College a/c.

➤ **Resolution:** Board approved the above in principle.

11) **Miscellaneous, if any with permission of Chair.**

11.1 Permission from WBPDCCL for laying of OFC for 150 MBPS lease line
from Tata

➤ **Resolution:** It is being persuaded with WBPDCCL as confirmed by the Secretary,
VSIL.

11.2 Extension of Prof. Bhadra, EE Department and others as listed in
Annexure – II

- **Resolution:** Board resolved that no personnel beyond 75 years old would be permitted to serve the institute. However, as a special case, the tenure of Prof. Bhadra is being extended till 31st Dec. 2015. For others, extension offer would be issued upto 31st Dec. 2015 without any remuneration escalation.

11.3 Reporting of Placement statistics.

Director placed the latest data on Placement of 2015 passout batch as annexure-III.

- **Resolution:** Board appreciated the efforts made so far by the college towards placement. However, it is urged to make further efforts to enhance placement.

11.4 Fees Collection

The fees are being collected quarterly till 30th June 2015. It is being proposed that the same would be collected semester wise from the students taking admission in 2015. This would help to reduce the work load of finance section.

- **Resolution:** Board approve the above.

There being no other points the meeting ended with a vote of thanks to the Chair.



(N N Jana)
Director & Member Secretary



(B K Paul)
Chairman-Acting