

# Agenda

1) Confirmation of the minutes of the 29<sup>th</sup> meeting of the Board of Governors held on 3rd Sept. 2012 and actions taken.

2) To report recommendation of the selection committee for appointment of:

- (i) Associate Prof. (CSE)
- (ii) Associate Prof. (Physics)
- (iii) Assistant Professor in Mathematics
- (iv) Assistant Professor in ME
- (v) Assistant Professor in ECE
- (vi) Jr. Engineer – Electrical Maintenance

3) To Report the progress of TEQIP-II activities:

3.1 To create a position of

- (a) Dean - Academic
- (b) Dean – Research
- (c) Dean – Student Affairs
- (d) Controller of Examinations

In all academic Institutions the post of Dean – Academic, Dean – Research and Dean – Student Affairs are generally selected from the Existing faculty members.

However, the position of Controller of Examinations is to be filled up through open advertisement.

3.2 To consider the proposal for restructuring of the following statutory bodies

- (a) Governing Body
- (b) Academic Council
- (c) Board of Studies
- (d) Finance Committee

Proposed Constitution of the above Bodies

**Governing Body:** In addition to the existing setup of the Governing Body the body needs to be strengthened by inducting at least three members from the academic field.

**Academic Council:**

- (a) All HODs
- (b) Dean-Academic
- (c) Dean-Research
- (d) Min. 4 experts covering, CS/IT, EE, EIE/ECE and ME disciplines from the reputed institution of the state.



Prof. (Dr.) Narendranath Jana  
Director  
College of Engg. & Management  
Kolaghat, West Bengal

COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

Dean – Academic be the Member Secretary of the above body.

**Board of Studies:** This Body will be at the Departmental Level and shall comprise of (1) Respective HOD (2) 3 or 4 senior faculty of the department.

**Finance Committee:**

- 3.3 **To report the recommendation of the selection committee for appointment of Data Entry Operator and Financial Assistant for TEQIP II Project.**

The SPFU – WB representative visited the college recently and strongly recommended to recruit a person to be designated as Data Entry Operator & another Personnel as Financial Assistant on contractual basis for the project duration. Both the Posts have been filled up and placed for approval of BOG.

- 3.4 **To appraise the progress of following activities of TEQIP-II**
- i. Procurement
  - ii. Faculty and Staff Development
  - iii. Remedial Coaching
  - iv. Activities under Industry Institute Interaction Cell(IIC)

- 3.5 **To obtain approval of BOG for 2(f) application to UGC with regard to Autonomy.**

This approval is pre-requisite for obtaining Autonomy. The form 2(f) among other details requires submission of an Indemnity Bond along with the resolution of the Governing Body.

**4) Construction of NGH and Academic Building**

Two member Committee had a meeting with M/s Calcutta Engineers on 18<sup>th</sup> Sep. 2012 and subsequent meeting on 10<sup>th</sup> January wherein the committee decided to cancel both the work orders on M/s Calcutta Engineers and go for fresh tender. Cancellation of work order has already been issued.

Fresh Tender for completing left out work of NGH has already been issued to promising and limited bidders. Once the work on NGH starts, the formalities for the Academic Building will also be taken up.

**5) Construction of New truss type structure on the existing Building.**

In order to overcome the deficiency in the instructional area it is proposed to construct tubular structure, housing various labs other instructional areas over the OLD COLEGE BUILDING and ANNEX BUILDING. Since both the old building as well as annex



COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT

building is of old construction and we do not have consultant's drawing/design it would not be prudent to construct masonry building over the existing one. Tubular MS structure will be relatively simple easy to construct and can be executed in a short span of time.

Thus an area of approximately 1032.12 sq. m. shall be created by constructing the above structure. An estimated of Rs. 80 Lakhs is envisaged. Since the college will be eligible for a grant of Rs. 24 Lakhs out of TEQIP-II Project, the balance amount to be borne from the college fund.

The proposal is being placed before BOG for approval.

**6) To report incidence of Ragging/ Indiscipline during the Period Sept. 2012 to Feb. 2013.**

During the above period one case of Ragging and two incidence of Indiscipline have been dealt by the college. With ref. to ragging, a case has been registered under relevant IPC and is under progress with the Dist. Court of Tamluk. As regards to the other cases of indiscipline, the College authority has suspended altogether six students for a period of 15 days with an intimation to the University.

**7) Any other item with the permission of the Chair.**



-----  
Prof. (Dr.) Narendranath Jana  
Director  
College of Engg. & Management  
Kolaghat, West Bengal

-----XXX-----