

**Minutes of 28<sup>th</sup> Meeting of the Governing Body of College of Engineering and Management, Kolaghat, Dist: Purba Medinipur held in the office of M/s Himachal EMTA power Ltd, 805, Central Plaza , 8<sup>th</sup> Floor, 2/6 Sarat Bose Road Kol-20 on Tuesday, the 3<sup>rd</sup> April 2012 at 4.00 pm**

The following Members were present:

- |                            |   |                  |
|----------------------------|---|------------------|
| 1. Prof S. R. Deb          | - | Chairman         |
| 2. Mr. A. Bhattacharjee    | - | Member           |
| 3. Mr. B. K. Paul          | - | Member           |
| 4. Dr. Timir Baran Samanta | - | Member           |
| 5. Prof. Pallab Mondal     | - | Member           |
| 6. Prof.(Dr.) N. N. Jana   | - | Member Secretary |

- 1) To introduce new Chairman, to the Governing Body.

*At the outset the new Chairman of the Governing Body, Prof. S. R. Deb was introduced to the members of the Governing Body by the member Mr. A. Bhattacharjee. The other members of the Governing Body got themselves introduced to the Chairman.*

*As per AICTE/ TEQIP norms the Chairman Governing Body should be a renowned Educationist/entrepreneur of an Industry, not holding a Government Post. Accordingly Dr Krishna Gupta, IAS – Chairman, WBPDC has tendered his resignation from the Chairmanship of Governing Body of CEMK on 21<sup>st</sup> October, 2011. The Board has accepted his resignation and would like to record his valuable services rendered during his tenure. Subsequently, a Search Committee recommended the name of Prof. S R Deb, former Professor of Jadavpur University in Mechanical/Production Engineering as the new Chairman of the Board of Governors. The Society has accepted unanimously the name of Prof. S R Deb as Chairman of the Governing Body of CEMK on 4<sup>th</sup> January, 2012*

- 2) To introduce the new Director of the Institute.

*Mr. S. R. Das was supposed to join on 20<sup>th</sup> Feb. 2012 as per the offer of Appointment dated 19<sup>th</sup> January 2012. He has accepted the offer and agreed to join on 1<sup>st</sup> March 2012. Subsequently, He asked for an extension upto 2<sup>nd</sup> April 2012. But He didn't join on 2<sup>nd</sup> April 2012. Thereafter, Dr. Das has sought an extension upto 30<sup>th</sup> April'12 vide a mail to the Director dated 31<sup>st</sup> Mar. 2012.*

*The board resolved that Dr. Das be given date of joining on or before 9<sup>th</sup> April '12 failing which his appointment order will be treated as cancelled. The Member Secretary has been authorized to inform Mr. Das accordingly.*

- 3) To confirm the minutes of the Emergency Meeting held on 3<sup>rd</sup> August, 2011.

*The minutes of the emergency meeting were confirmed.*

- 4) To review and take decision on the anomalies in the pay fixation reported by some faculty members.

*The pay of Prof. Sharmishtha Bose to be enhanced by one increment w.e.f. 1.7.2010. so as to bring her pay not less than that of Dr. Paritosh Bhattacharjee on that date.*

- 5) Fixation of Pay Scales of Asst. Professors in the old scale of pay.

*After detailed discussion, the board could not arrive at a consensus with regard to grant of higher Pay band (PB4) with AGP Rs. 9000/- to the faculty members who were given the post of Asstt. Prof. with pre-revised scale of Rs. 12000 - 420 - 18300. However the Board decided to constitute an expert committee comprising of (1) Prof. S. R. Seb , Chairman Governing Body and (2) Dr. Timir Baran Samanta , Member, WBUT Representative who would examine the whole issue and make appropriate recommendation. The Director, CEMK would provide all relevant papers to the expert committee. It was also decided that the above expert committee would submit its report before the next meeting of BOG.*

*However, the Members strongly felt that at any rate the academic standard of the college should not be diluted.*

- 6) Implementation of Career Advancement Scheme for teaching as well as non teaching staff. A draft regarding the implementation of the scheme was enclosed.

*As regard to Prof. Nira Konar, the board resolved that she be granted PB 4 with AGP Rs. 9000/- with retrospective effect i.e notional fixation from 11.09.2007 with monetary benefit from 1.7.2010.*

*In case of others, the board decided that the Director would constitute a selection Panel comprising of Director, HODs, One academic Expert and one Financial Expert. who will examine and recommend candidates eligible for promotion under CAS. . In case of Successful candidates the financial benefit be given retrospectively.*

*The board members resolved that the implementation of CAS be religiously taken up by the college every year during month of June - July.*

7) 7.1 To report recommendations of the selection committee for appointment of :

- a) Assistant Professor in Physics
- b) Jr. Library Assistant
- c) Assistant Professor in Mechanical Engineering
- d) Technical Assistant in Mechanical Engineering
- e) Associate Professor in Mechanical Engineering

*The Board approved above appointments as per recommendation of the Expert Committee.*

7.2 To report the appointment of :

- a) M/s. JM Construction to supervise the civil works.

*The Board approved above appointments.*

- b) Sri Ashok Dua on a consolidated salary of Rs.8000/- for a period of six months up to 31<sup>st</sup> July 2012 as a Security Supervisor.

*The Board approved above appointments.*

8) To consider the creation of post:

- a) A Technical Assistant to look after the load of Internet Control Room and also to look after the Language Laboratory.

*The board approved creation of the above post.*

- b) AR (Administration) to look after all Mess Activities and liaisioning with local civil administration, Vidyasagar Society, AICTE and any other matter which may be assigned to him from time to time.

*The board approved creation of the above post*

9) To re-introduce the institutional Scholarship Scheme to the Students with modification.

*The board approved re-introduction of the Institutional Scholarship Scheme effective from the next academic session 2012-2013 with modification as under:*

*(1) 5% of the students would be offered Rs. 2000/- p.m whose parental income below Rs. 75000/- p.a.*

*(2) 5% of the students would be offered Rs. 1000/- p.m whose parental income between Rs 75000/- and 100000/- p.a.*

*The selection criteria with regard to merit shall be as under:*

*In case of First year students only : HS Marks and JEE Rank*

*In case of others i.e 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> year students : previous year's YGPA  $\geq$ 6.75 and there shall be no backlog.*

*Besides the above academic performance, attendance, regularity/punctuality in the class and any adverse remarks / records during the courses of study shall be taken into account by a committee of teachers while deciding the beneficiaries.*

- 10) To consider request of M/s Calcutta Engineers and Builders Pvt. Ltd. for extension of time by 4 months as well as escalation in tender rates by 4%.

*The board has accepted the extension as requested i.e. the entire job to be completed by March 2013. On completion of the entire job, the price escalation may be considered by the BOG.*

- 11) To consider incentive increment to Ms Debolina Jana following her obtaining M.Tech degree in IT.

*It is to be decided whether the degree in IT is a relevant postgraduate qualification in view of the fact that Ms Jana is a B.Tech in Electronics & Instrumentation Engg. and she teaches Electronics.*

*The Board approved granting incentive increment to Ms. Debolina Jana. However, her PG qualification in IT (as it is not relevant) won't be considered for the promotion as per AICTE guidelines.*

- 12) To consider retrospective payment of DA arrears, Gratuity, Leave Encashment etc. because of DA hike and/or pay fixation as per sixth pay commission to those who left the college.

*Prof. A. K. Chakraborty has resigned on 19.4.2010 and has been released on 14.7.2010. However, the Govt. of West Bengal, Higher Education Dept, Technical Branch has made the notification on 26.7.2010 for implementation of revision of pay scale of Principal, Teachers, and Librarians of the Engineering colleges in West Bengal. More over the college decided on 21<sup>st</sup> August, 2010 to implement the above scheme as per guidelines of AICTE/UGC/West Bengal Govt. As his release date was prior to notification of the Govt., the benefit of enhanced amount on account of revision of pay scale was not granted to Prof. Chakraborty.*

*Prof. P K Dinda has been superannuated on 31<sup>st</sup> July, 2010. As it is a case of superannuation the Board has decided to pay the differential amount on account of increase in pay and allowance because of 6<sup>th</sup> pay revision.*

*For others the arrear due to DA hike to be paid.*

- 13) To consider the request of Prof. Debabrata Mukhopadhyay in granting the benefit of past service as Technical Assistant after being appointed as regular faculty against open interview.

*The board resolved that a memo be served to Prof. Debabrata Mukherjee foregoing his EL & ML accumulated during the period as TA in addition to withholding his annual increment due on 1<sup>st</sup> July 2012 for one year as he obtained full time B. Tech degree without prior permission of the college while he was serving as TA in the institute, which the Governing body considered as gross violation of ethics.*

- 14) To consider the revision of existing TA/DA and other allowance for attending seminar/ paper presentation. Earlier scheme which was in force in 2001 and the Proposed one was enclosed.

*The board approved the revised proposal.*

- 15) To place for considering the Bank Account Operating modalities of CEMK.

*Authorized signatories to operate the Bank Accounts of the College with the following Powers :*

- (i) Director with any one of the following - Unlimited  
(1) Mr. A. Bhattacharjee, Member - Governing Body  
(2) Assistant Registrar ( F&A)
- (ii) In case The Director is not present - upto Rs. 50 Lacs  
(1) Mr. A. Bhattacharjee, Member - Governing Body  
(2) Assistant Registrar ( F&A) - Jointly
- (iii) AR (F&A) - upto Rs. 10,000 only

*Authorized signatories to operate the Bank Account of "TEQIP -II College of Engineering & Management, Kolaghat" with the following Powers :*

- (i) Director with any one of the following - Unlimited  
(1) Mr. A. Bhattacharjee, Member - Governing Body  
(2) Assistant Registrar ( F&A)
- (ii) In case The Director is not present - upto Rs. 50 Lacs  
(1) Mr. A. Bhattacharjee, Member - Governing Body  
(2) Assistant Registrar ( F&A) - Jointly
- (iii) AR (F&A) - upto Rs. 10,000 only

16) To review the existing summer break when the college is kept opened and to take a decision whether the college can be kept closed for that period.

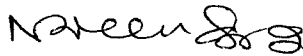
*The board has asked the Director to study the model being followed by HIT, Haldia and other colleges and propose a model acceptable to CEMK to the BOG in the next meeting for consideration.*

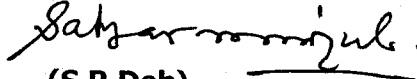
17) Any other item with the permission of the Chair

*At the end of the meeting the Chairman appreciated the manner in which the entire agenda items with justification was presented before the BOG.*

*The Director(officiating) requested the Chairman, Prof S. R. Deb and Dr. Timir Baran Samanta, Member, BOG to pay a visit to the college at their convenience and advise us on various issues.*

The meeting ended with a vote of thanks to the Chair.

  
(N N Jana)  
Member Secretary

  
(S R Deb)  
Chairman