


**Minutes of the 10th meeting of Board of Governors of Lok Nayak Jai Prakash
Institute of Technology, Chapra, Bihar**

The 10th meeting of the Board of Governors of Lok Nayak Jai Prakash Institute of Technology, Chapra was held on 21st March, 2020, through video conference, at LNJPIIT, Chapra. The Meeting convened at 10.30 am.

The following members and special invitees were present:

S.No		Designation	Signature
1.	Dr. Arun V. Bapat Seismologist and Former Head of Earthquake Engg. Research, CWPRS, Pune	Chairman	Through Video Conference 
2.	Dr. D K Singh Director, B I T Sindri	Member	Through Video Conference
3.	Mr. Ravi Sharma GM representative of Locomotive Works Marhora	Member	
4.	Dr. S. N Sharma, Principal, LNJPIIT Chapra	Member	
5.	Mr. Zafar Ayub Ansari, Assistant Professor Dept. of EEE, TEQIP Coordinator, LNJPIIT Chapra	Member	
6.	Dr. Shambhu Shankar Bharti	Invitee member	
7.	Mr. Rishikesh Choudhary	Invitee member	

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8.	Mr. Saurabh Priyadarshi	Invitee member	
9.	Mr. Aditya Raj	Invitee member	
10.	Mr. Kumar Jyotiraditya	Invitee member	
11.	Mr. Sushil Kumar	Invitee member	
12.	Mr. Chandan Kumar	Invitee member	
13.	Mr. Manoj Bhaskar	Invitee member	
14.	Dr. Shyamlal yadav	Invitee member	
15.	Dr. Priyanshu Raj	Invitee member	
16.	Mr. Vishwesh Singh	Invitee member	
17.	Dr. Ghanashyam Prajapati	Invitee member	
18.	Mr. Preetam Amrit	Invitee member	
19.	Mrs. Soma Srivastava		

At the outset, the Principal gave his warm welcome to all BOG members.

Agenda 1: Approval of Action Taken report as per MoM of BOG IX

BOG approved the Action Taken report of the institute, as per MoM of BOG IX.

Agenda 2: Approval of progress of GATE Classes for academic year 2019-2020

1. Board of Governors approved the all activities conducted under the GATE 2019-2020.
2. The chairman suggested the GATE coordinator to request Dr. D.K Singh seeking help for the industrial training for the students.
3. The chairman requested Mr. Sharma, General Manager, Diesel Locomotive Factory, Marhowra, to look into the possibilities of providing training to the students. Mr. Sharma would consult with the HRD to get further information regarding the nature and kind of the requirement of factory for the training of the students and thereafter inform institute accordingly.

Agenda 3: Approval of progress of Employability Classes for academic year 2019-2020

Board of Governors have approved classes held and payment done by institute for Employability classes for academic year 2019-20.

Agenda 4: Status of approval of NBA Accreditation

1. The Board of Governors approved the activities planned for NBA accreditation of EEE department, and suggested to inform BOG Chairman once the date for the NBA visit is confirmed.

Agenda 5: Approval of status of Twinning Activities

1. The Board of Governors suggested the Twinning Coordinator to draft a plan regarding the possibilities of Ph.D program at IIT Patna for interested TEQIP faculty members and hand it over to TEQIP Project Manager with the approval of the principal, LNJPIT. It could be then send to the chairman, BoG.
2. The BOG approved the twinning plan

Agenda 6: Approval of status of Activities held under Research & Development

1. The BOG agreed to postpone the national conference till the medical threat created by Corona virus is over. They also suggested to decide the date for the conference once the situation comes back to normal and communicate the same to the parties involved in the conference.
2. The Board of Governors approved the seed money for selected students by committee of the institute.

3. Board of Governors approved that the Ticket cancellation charge can be reimbursed through TEQIP as tickets of various experts for FDP, Conference, BOG members and faculty members were booked but cancelled due to the effect of COVID 19.

Agenda 7: Approval of EAP 2019-2020

1. The Board of Governors approved the status of the activities conducted under EAP.
2. The chairman suggested the EAP Coordinator to coordinate the physically challenged students of different TEQIP institutions and provide necessary training to them at single venue.

Agenda 8: Approval of EMF 2019-2020

1. The Board of Governors have approved EMF plan 2019-20.

Agenda 9: Approval of Activities held in all Departments

1. Board of Governors have approved all activities held in Department of Mechanical Engg, Civil Engg, Computer Science & Engineering, Electrical & Electronics Engg and Applied science.

Agenda 10: Approval of Academic calendar

Board of Governors approved academic calendar and asked to execute all planned activities for betterment of students and Faculty members.

Agenda 11: Approval of Action plan Q1(April- June), 2020

Board of Governors approved the action plan for quarter Q1(April-June), 2020.

Agenda 12: Approval of expenditure held in Q3(October-December)2019

Board of Governors approved the all expenditure held in Q3(October-December)2019.

Agenda 13: Approval of Completed procurement package

Board of Governors approved the following Completed procurement package.

S.N.	Category	Package Name	Package Code	Proc. Method	Estimated Cost	Actual Cost
1	Civil Works	Bihar/LNJPIT/smart clasess civil work	TEQIP-III/BH/jpit/75	Shopping	2800000	3463993
2	Civil Works	Bihar/LNJPIT/LED SIGNAGE	TEQIP-III/BH/jpit/95	Shopping	160000	152460
3	Civil Works	Bihar/LNJPIT/Iron Board	TEQIP-III/BH/jpit/106	Shopping	45000	42174

4	Civil Works	BIHAR/LNJPIT/CIVIL WORK II	TEQIP-III/2019/BH/jpit/117	Shopping	1300000	1298118
5	Civil Works	Bihar/LNJPIT/Minor Civil work III	TEQIP-III/2019/BH/jpit/145	Shopping	500000	361854
6	Goods	Bihar/LNJPIT/Furnitures	TEQIP-III/BH/jpit/39	Shopping	3540000	2856539
7	Goods	Bihar/LNJPIT/Computers	TEQIP-III/BH/jpit/40	Shopping	4200000	3996660
8	Goods	Bihar/LNJPIT/Softwares & wi-fi	TEQIP-III/BH/jpit/42	Shopping	1927500	1921370.4
9	Goods	Bihar/LNJPIT/EEE/01/Power Electronics	TEQIP-III/BH/jpit/49	Shopping	1578500	1818616
10	Goods	Bihar/LNJPIT/EEE/08/NETWORK THEORY	TEQIP-III/BH/jpit/56	Shopping	120000	149860
11	Goods	Bihar/LNJPIT/CE/04/Environmental engineering Chemicals	TEQIP-III/BH/jpit/65	Shopping	370132.7	360378
12	Goods	Bihar/LNJPIT/CE/05/Field Measurement	TEQIP-III/BH/jpit/66	Shopping	220000	233640
13	Goods	Bihar/LNJPIT/ME/01/Dynamics of Machinery	TEQIP-III/BH/jpit/70	Shopping	181500	268686
14	Goods	Bihar/LNJPIT/Laptops	TEQIP-III/BH/jpit/79	Shopping	2500000	2499830
15	Goods	Bihar/LNJPIT/E-Library/E-Journals	TEQIP-III/BH/jpit/83	Direct Contracting	2010000	1988300
16	Goods	Bihar/LNJPIT/ME/03/WORKSHOP	TEQIP-III/BH/jpit/84	Shopping	1957312	1628140
17	Goods	BIHAR/LNJPIT/SMART BOARD	TEQIP-III/BH/jpit/85	Shopping	2000000	1786815
18	Goods	BIHAR/LNJPIT/INTERACTIVE BOARD	TEQIP-III/BH/jpit/86	Shopping	1000000	890900
19	Goods	Bihar/LNJPIT/MICROSOFT CAMPUS LICENCE	TEQIP-III/BH/jpit/88	Direct Contracting	1110000	1109436

20	Goods	Bihar/LNJPIT/Civil Engg. Labs maintenance	TEQIP-III/BH/jpit/90	Shopping	350000	153396
21	Goods	BIHAR/LNJPIT/Furniture Work	TEQIP-III/BH/jpit/96	Shopping	1300000	1256848
22	Goods	Bihar/LNJPIT/EEE/06/ANA LOG Electronic	TEQIP-III/BH/jpit/97	Shopping	766995	944702
23	Goods	BIHAR/LNJPIT/FURNITURE -II	TEQIP-III/BH/jpit/98	Shopping	350000	277370.8
24	Goods	BIHAR/LNJPIT/WOODEN WORK	TEQIP-III/BH/jpit/99	Shopping	246000	245001
25	Goods	BIHAR/LNJPIT/CHEMISRTY LAB CHEMICAL	TEQIP-III/BH/jpit/100	Shopping	94983	95013
26	Goods	BIHAR/LNJPIT/WORKSHO P-II	TEQIP-III/BH/jpit/102	Shopping	233030	271435
27	Goods	Bihar/LNJPIT/Multifunction Printer	TEQIP-III/BH/jpit/107	Shopping	111000	110448
28	Goods	Bihar/LNJPIT/Electronics Equipment	TEQIP-III/BH/jpit/108	Shopping	190000	185111
29	Goods	BIHAR/Lnpjit/ Software EDWinXP	TEQIP-III/BH/jpit/113	Direct Contracting	1239000	1239000
30	Goods	BIHAR/LNJPIT/ELECTRICAL MACHINE LAB	TEQIP-III/2019/BH/jpit/115	Shopping	503000	496190
31	Goods	BIHAR/LNJPIT/CSE/Oracle Software	TEQIP-III/2019/BH/jpit/116	Direct Contracting	1386500	1386500
32	Goods	BIHAR/LNJPIT/FIREWALL	TEQIP-III/2019/BH/jpit/120	Shopping	1750000	1734600
33	Goods	BIHAR/LNJPIT/MATLAB SOFTWARE	TEQIP-III/2019/BH/jpit/122	Shopping	2000000	1999982
34	Goods	BIHAR/LNJPIT/ONLINE UPS	TEQIP-III/2019/BH/jpit/123	Shopping	1500000	1499874.4
35	Goods	BIHAR/LNJPIT/ADVANCE COMPUTER LAB	TEQIP-III/2019/BH/jpit/125	Shopping	5985000	5984996.6

36	Goods	BIHAR/LNJPIT/AIR CONDITIONING SYSTEM	TEQIP- III/2019/BH/jpit/128	Shopping	740000	730760
37	Goods	BIHAR/LNJPIT/Furniture items	TEQIP- III/2019/BH/jpit/129	Shopping	1299000	1293870
38	Goods	BIHAR/LNJPIT/EEE04/Elec trical Measuring Instrument	TEQIP- III/2019/BH/jpit/131	Shopping	143000	152574
39	Goods	BIHAR/LNJPIT/EEE/Basic Electronics Lab	TEQIP- III/2019/BH/jpit/135	Shopping	712500	766410
40	Goods	BIHAR/LNJPIT/EEE/Micro processor Lab	TEQIP- III/2019/BH/jpit/136	Shopping	355000	360372
41	Goods	Bihar/LNJPIT/EEE/Basic Electrical Engineering Lab	TEQIP- III/2019/BH/jpit/139	Shopping	130450	140184
42	Goods	BIHAR/LNJPIT/MePro Software	TEQIP- III/2019/BH/jpit/158	Direct Contracting	528000	527760.19

Agenda 14: Approval of Procurement package under Progress

Board of Governors approved the following Procurement package under Progress.

S. N.	PackageName	PackageCode	SubCategory	Procurement Method	EstimatedCost
1	Bihar/LNJPIT/ME/05/Refrige ration and Air conditioning	TEQIP- III/BH/jpit/74	Equipme nt	Shopping	788400
2	Bihar/LNJPIT/ME/08/Fluid Machinery	TEQIP- III/BH/jpit/78	Equipme nt	Shopping	1015000
3	BIHAR/LNJPIT/ANSYS Software	TEQIP- III/2019/BH/jpit/ 121	Books & Learning Resource s	Shopping	1650000

4	Bihar/lnjpit/IC Engine	TEQIP-III/2019/BH/jpit/124	Equipment	Shopping	1900000
5	BIHAR/LNJPIT/NetSIM SOFTWARE	TEQIP-III/2019/BH/jpit/143	Books & Learning Resources	Shopping	1800000
6	BIHAR/LNJPIT/STADD.Pro Software	TEQIP-III/2019/BH/jpit/147	Books & Learning Resources	Direct Contracting	1550000
7	Bihar/LNJPIT/.Proteus Software	TEQIP-III/2019/BH/jpit/148	Books & Learning Resources	Direct Contracting	1300000
8	BIHAR/LNJPIT/Transportation Engineering Lab	TEQIP-III/2019/BH/jpit/150	Equipment	Shopping	1314600
9	BIHAR/LNJPIT/Environmental Engg. Lab	TEQIP-III/2019/BH/jpit/152	Equipment	Shopping	255850
10	BIHAR/LNJPIT/SOIL MECHANICS LAB	TEQIP-III/2019/BH/jpit/153	Equipment	Shopping	1424400
11	Bihar/LNJPIT/EEE/Introduction to Communication System	TEQIP-III/2019/BH/jpit/160	Equipment	Shopping	677300
12	Bihar/LNJPIT/CATIA Software	TEQIP-III/2020/BH/jpit/161	Books & Learning Resources	Direct Contracting	1200000
13	Bihar/LNJPIT/EEE/ Linear Control System Lab	TEQIP-III/2020/BH/jpit/162	Equipment	Shopping	716129
14	BIHAR/LNJPIT/Computer Chair	TEQIP-III/2020/BH/jpit/163	Furniture	Shopping	324000
15	BIHAR/LNJPIT/Chemistry lab Equipment	TEQIP-III/2020/BH/jpit/164	Equipment	Shopping	259663

Agenda 15: Approval of procurement related issues

1. The Board of Governors suggested that if the vendor is not able to repair/replace the faulty/unsatisfactory equipment, the institute may hire other agency to repair the same. He also suggested that in such a circumstance the institute have to deduct the amount, charged by other agency for repairing/replacing, from the total amount/part pending amount of supplier.
2. The chairman stated that the BoG would take steps to extend the timeline for procurement for another forty-five days.
3. BoG agreed for the adjusting 90% payment made for two equipments (Exhaust Emission Analyzer and Bond Calorimeter) of IC Engine Lab, in making the payment of satisfactory IC Engine supplied by the M/S Bihar Communication as these two equipments failed in demonstration. The chairman suggested the institute that while calling for the retendering of Exhaust Emission Analyzer and Bond Calorimeter, the institute have to blacklist the M/S Bihar Communication for participating in any bid of the institute.
4. The chairman agreed for extending the tender opening date of LCT and chairs of the Advance computer Lab as in these two bidding, no of bids are not as per the norm.

Agenda 16: Approval of status of training placement Cell

Board of Governors approved the activities held and Training planned for students. BOG member from Locomotive Works Marhowra has given assurance that they will provide date for industrial visit for students.

Agenda 17: Approval of implementation of Student mentorship cell

Board of Governors approved the implementation of Student mentorship cell in institute and suggested faculty members to follow and execute instructions as per guidelines given to implement SMC efficiently.

Agenda 18: Approval of Activities held and planned in Start-up cell

Board of Governors approved the activities held and planned under Start-up cell.

Agenda 19: Approval of status of status of enrolment of faculty and students in SWAYAM courses

1. Board of Governors approved enrollment of faculty members and students on SWAYAM.
2. BOG suggested to ask SPIU regarding registration fee reimbursement for those students who participated in Online SWAYAM examination but could not qualified.
3. BOG suggested to take reference of guideline given by NPIU and World bank for TA/DA of Faculty and students for SWAYAM examination.

Agenda 20: Approval of leave Rule for TEQIP faculty

The BoG approved the following Leave policies of the TEQIP faculty members.

1. **Casual Leave(CL)** : 5 CL will be allowed in a quarter on approval of concerned authorities. Any unavailed CL will be carried to next immediate quarter only.
2. **Compensatory Leave(CCL)**: In case of exigencies of work of institute the TEQIP faculty will have to attend office on weekly off/Holidays also which will be compensated by providing leave of absence to TEQIP faculty subject to the condition that the temporary faculty has rendered his services for minimum six hours on each weekly off/Holidays with approval of Principal of the institute.
3. **Duty Leave(DL)**:
 - a) For PhD registration/Presentation/Exam when concerned candidate produces a letter issued from institute where they are pursuing PhD.
 - b) For research work/Activities related to their PhD, Faculty members may use Vacations/Holidays with prior approval of principal.
 - c) TEQIP Faculty members may attend relevant Conference/Seminar/Workshop/FDP with prior approval of Principal.
4. **On Duty (OD)**: If institute sends any faculty for office work outside the city, such absence will be considered as on duty.

* Any previous accumulated leaves will lapse on renewal of contract i.e. no previous leave will be carried forward.

Agenda 21: Approval of appointment of TEQIP Cell Staff

The Board of governors approved the appointment of Accounts Assistant from the panel and suggested the institute to take an affidavit from them, states that he would not leave the job in less than six months.

Board of Governors suggested that institute may approach Beltron for appointment of Office Assistant in TEQIP Cell.

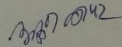
Miscellaneous:**1. Increment of salary of TEQIP faculty members**

BoG approved that 3% annual salary increment of TEQIP faculty members may be given to TEQIP faculty members.

2. Regarding project deadline of TEQIP project

1. Board of Governors suggested the BOG Chairman could write to AICTE and NPIU Chairmen regarding the possibilities of continuing the service of TEQIP faculty members after the deadline of the project.
2. Board of Governors suggested the institute to write to the authorities concerned in DST, Bihar that the exit of the TEQIP faculty members would mean serious implications in the academic activities in the institute.
3. Board of Governors stated that BOG Chairman could write to DST, Bihar seeking to facilitate to weightage marks for the TEQIP faculty members while participating in the recruitment process going to be conducted by DST.
4. Board of Governors suggested to provide them the list of TEQIP faculty members along with details such as their names and designation.

Principal
LNJPIT Chapra


BOG Chairman
LNJPIT, Chapra