

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

The eleventh meeting of the Board of Governors of Lok Nayak Jai Prakash Institute of Technology, Chapra was held on 13.06.2020. the meeting was conducted through Zoom.

**Preliminaries:** BoG Chairman of LNJPIT, Chapra and members of the Board were present in the meeting.

The following members and special invitees were present:

<b>S.No.</b>		<b>Designation</b>
1.	Dr. Arun V. Bapat Seismologist and Former Head of Earthquake Engg. Research, CWPRS, Pune	Chairman, BoG
2	Rajeev Ranjan, AKU, Patna	Member
3	Sri Prakash Srivastava General Manager, Locomotive works marhowra	Member
4	Mr. Manikant Kumar Assistant Prof., MIT Muzaffarpur	Member
4	Dr. S. N. Sharma, Principal, LNJPIT Chapra	Member
5	Mr. Zafar Ayub Ansari, Assistant Professor Dept. of EEE, TEQIP Coordinator, LNJPIT Chapra	Member
6	Dr. Sumanta Gupta, TEQIP Coordinator, IIT Patna	Special Invitee Member
7	Dr. Bushra Zaman, Nodal Officer (Academics) SPIU, Bihar	Special Invitee Member

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

The Action Taken Report (ATR) on decisions of previous BoG meeting was provided by the institute and it was noted.

### **Agenda 1**

Approval of Action Taken report of BoG X held on 21<sup>st</sup> March, 2020

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

### **Agenda 2**

Approval of status of GATE 2020 training & approval of GATE 2021 training

Following Suggestions are made:

- i. The final 10% of the payment to the service provider for the GATE training will be done by the college only after comparing the benchmarking test and the GATE examination results of the students who attended both the examinations. A separate meeting has to be organised to resolve the issue of last 10% pending payment.
- ii. The points 5 and 6 (the payment for the pending amount to the GATE service provider for conducting the classes and the circulation of study materials for 88 students apart from the initially enrolled students) should be put for discussion between the institute and the service provider.
- iii. The faculty members from the institute could provide classes for GATE 2021, rather than inviting an external service provider for the same.
- iv. The faculty members who are engaging with the GATE classes could be provided the honorarium, following the NPIU guidelines for it.
- v. The study materials for the GATE 2021 classes could be purchased following the procedure for purchasing study materials, once the new guidelines for it is released.
- vi. Authorize the principal to take the decision to conduct the GATE 2021 classes for the students.
- vii. Maintain/create subject coordinator for each subject of GATE training. The subject coordinator should make it sure that they conduct tests to assess the progress of the students within the interval of each month, even if the external agency is conducting the training.
- viii. It is also possible to invite experts from outside the institute to conduct GATE classes, on the basis that honorarium is provided.

### **Agenda 3**

Approval of NBA Activities

The BoG approved the NBA activities.

### **Agenda 4**

Approval of Employability Classes for academic year 2020-21

- i. BoG approved to the request to sanction the remaining payment for Employability Skills Training.
- ii. It is suggested that the institute collect a caution deposit from the students who are interested to undergo the Employability Skills Training, 2020-2021. The deposit amount will be returned to the students on the completion of the training.
- iii. Conduct the employability and communication classes to the students from the first year itself. The training could also be conducted in phases, rather than being continuous.
- iv. Could employ experts for employability and communication skills classes on the basis of honorarium.

### **Agenda 5**

Approval of Software training through IIT Kanpur

- i. The BoG approved the training for the students.
- ii. It is suggested that institute course coordinators take the attendance of the students and send the same to DST, Bihar through the academic in-charge.
- iii. The institute should get the inputs regarding the performance of the students in the training from IIT, Kanpur.
- iv. It is suggested to include details of the courses and the number of students opted for each course and the pass rate in each course, so that it will be easier to understand which course needs to be conducted again for the students.
- v. It is suggested that Dr. Sumanta Gupta and Sudhir Pandey establish the criteria based on which students have passed in the training, for the information of the institute.

### **Agenda 6**

Approval of activities planned under Different department and Cell

BoG approved the activities planned by different departments and Cell.

### **Agenda 7**

Approval of issues raised by SPIU

- i. It is suggested that the BoG send a letter of recommendation to DST, Bihar about the retention/absorption of the TEQIP III faculty members,
- ii. The Duty Leave for the faculty members would be granted by principal's discretion based on the necessity of the leave.

## Agenda 8

Approval of E-Honorarium amount

- i. The BoG approved to provide remuneration through e-honorarium to the experts.
- ii. The BoG also approved to follow the honorarium amount as listed in the norms of NPIU, for TEQIP faculty members.

## Agenda 9

Approval of Performance benchmark

The BoG decided to convene a separate meeting of the members to discuss the feasibility of conducting more academic activities to meet the performance benchmark.

## Agenda 10

Approval of Communication English Training conducted for First Year Students

The BoG approved the Communication English Training that was conducted for first year students.

## Agenda 11

Approval of Action Plan Q2(July-September, 2020)

- i. The institute should do at least one virtual lab for each department for the students as it is an important factor to achieve the performance benchmark.

## Agenda 12

Approval of Expenditure Held in

- i) Q4(January-March), 2020

The BoG approved the expenditure held from January to March 2020.

## Agenda 13

Approval of Completed Package

The BoG approved the following completed package.

S.N.	PackageName	PackageCode	SubCategory	ProcurementMethod	Total payment
1	BIHAR/LNJPIIT/ANSYS Software	TEQIP-III/2019/BH/jpit/121	Books & Learning Resources	Shopping	1649640/-
2	Bihar/Injpit/IC Engine	TEQIP-III/2019/BH/jpit/124	Equipment	Shopping	1386500/-

3	BIHAR/LNJPIT/NetSIM SOFTWARE	TEQIP-III/2019/BH/jpit/143	Books & Learning Resources	Shopping	1799500/-
	Bihar/LNJPIT/.Proteus Software	TEQIP-III/2019/BH/jpit/148	Books & Learning Resources	Direct Contracting	1539900/-
4	BIHAR/LNJPIT/STADD.Pro Software	TEQIP-III/2019/BH/jpit/147	Books & Learning Resources	Direct Contracting	1534000/-

#### Agenda 14

Approval of new Package

The BoG approved the procurement of following new packages.

S.N.	Package related to	Estimated amount
1	AC For Advance Computer Lab & R&D LAB	350000
2	Physics Lab	500000
3	Chairs for Advance Computer Lab(100), Faculty Table(25) & Faculty Chair(50)	700000
4	Lab Table, Student Tools, Instrument Rack	400000

#### Agenda 15

Approval for Procurement Under Progress and related issues

- i. The discrepancies in the specification of the machinery are found in Fluid Machinery Lab and RAC Lab. The BoG suggested that the principal of the institute find an amicable solution for the discrepancies found and the matter of pending amount, through discussion with the vendor.
- ii. The BoG suggested to cancel the order for the Introduction to Communication System and re-tender for the same when the new guidelines for procurement is in place.

#### Agenda 16

Approval of hiring of TEQIP Cell staff and Increment in salary of TEQIP Cell staff

- i. It is suggested that the institute adopt procedure for hiring staff for TEQIP cell through advertisement and interview.
- ii. The TEQIP staff will be granted the increment based on the performance assessment. In order to implement the increment, it is suggested to generate recommendation letter regarding the performance of the staff from the TEQIP Coordinator and the principal of the institute.

- iii. The increment will be granted in retrospective date.

**Agenda 17**

Miscellaneous

I. Paternity Leave for TEQIP Faculty Members

It is suggested by the chairman that if the State Govt. of Bihar has the provision of paternity leave for its employees, the same could be applicable for the TEQIP III faculty members of the state. And if there is no such provision under the Bihar govt., then the faculty can not avail the leave.

II. Scarcity of Electricity in the Institute

- i. If the institute needs assistance in the implementation of solar panel in the institute, the institute could request IIT, Patna for their expertise in it.
- ii. It is also suggested that institute may purchase inverter for all departmental, Head office.

*Sukanto*  
*13/6/2020*  
**Dr. S.N Sharma**  
Principal  
LNJPIT, Chapra

*Arjun V. Bapat*  
*26/06/2020*  
**Dr. Arun V. Bapat**  
Chairman  
Board of Governor

