

# GAYA COLLEGE OF ENGINEERING, GAYA



**Minutes of the 13<sup>th</sup> Meeting of the Board of  
Governors on 12<sup>th</sup> December, 2020**

## Minutes of the 13<sup>th</sup> Meeting of the Board of Governors, Gaya College of Engineering, Gaya held at 11:00 A.M. on December 12<sup>th</sup>, 2020.

On 12<sup>th</sup> December 2020, some of the BoG members assembled in the conference room of the Gaya College of Engineering, Gaya at 11:00 am and some other members including the Chairman joined the meeting through online video conferencing. The members interacted informally before the formal meeting of the 13<sup>th</sup> BoG. The following members were present:

S. No.	Name of members
1	Dr. Janak Pandey, Chairman ( Online)
2	Dr. Anil Kumar, Secretary
3	Dr. L. B. Roy, Member (BoG)
4	Dr. M.P. Jakhanwal, Member (BoG) (Online)
5	Prof. G. N. Sharma, Member (BoG)
6	Dr. Ajit Kumar Singh, Member (BoG)
<b>Special Invitee Members</b>	
7	Dr. N.C. Shivaprakash, Mentor of GCE, Gaya (Online)
8	Dr. Bushra Zaman (Nodal Officer, SPIU, Bihar) (Online)
<b>The following faculty members, In-charge of various activities were invited to present the respective agenda matters:</b>	
1	Mr. Ashish Kumar (TEQIP- Coordinator) and Mr. Murli Manohar Vishwakarma (Program Manager, TEQIP-III)
2	Dr. Kashid Vitthalrao (Academic Coordinator)
3	Dr. Shashank Tripathi (Procurement Coordinator)
4	Mr. Mrinal Ranjan (Nodal Officer Finance)
5	Dr. Prashant Singh Chauhan (Administrative In-charge)
6	Mr. Kailash Kumar (HOD, EEE) (Online)
7	Mr. Prabhat Kumar Chandra (HOD, CSE)
8	Dr. Vikram Kumar (HOD CE, T&P Officer and R&D Coordinator)
9	Mr. Rajeev Kumar (GATE, Coordinator)
10	Dr. Santosh Agrawal (Employability Skills Training Coordinator)
11	Mr. Santosh Kumar (NBA Coordinator)



12	Dr. Biplab Goswami (Twinning Coordinator)
13	Mr. Prabhakar Kumar (MOOCs & SWAYAM Coordinator)
14	Dr. Amol Bute (Employability Skills Test Coordinator)
15	Mr. Danvendra Singh (Annual Report Committee Member)
16	Mr. Onkar Singh ( MIS, Officer)
17	Mr. Ashish Ranjan (Controller of Examination)
18	Mr. Md. Saeb Sufyan (EMF Coordinator)
19	Mr. Ritesh Kumar (SPOC, Smart Classes NPIU)
20	Dr. Deepak Kumar Ambast (EAP Coordinator)

The members present in the meeting hall lighted the lamp. The Principal of GCE, Gaya Dr. Anil Kumar welcomed the Chairman and the members of the Board.

As planned by the College, each HOD and the Coordinators of various programs presented progress and activities related to their unit. The Board appreciated the presentations made by the HODs and coordinators and required the followings:

- a) Each HOD and Coordinator will write a brief report of one page.
- b) The Board appreciated improvement in placement records and directed the Training and Placement Officer to organize more campus placement drives for the current final year students.
- c) The Board also noted that GATE result was not satisfactory for the Academic Year 2019-20. The Board Directed the GATE Coordinator to improve the GATE results.

**Note:** Due to internet disruption and other reasons, if some online participating persons were absent for a brief period, the Chairman requested them to communicate their views when they got reconnected.

### Agenda 13.1: Confirmation of the minutes of the 12<sup>th</sup>BoG Meeting held on 19<sup>th</sup> September 2020.

**Note 13.1.1:** The minutes were prepared and signed by the Chairman and Secretary. The minutes were circulated for suggestions and comments of members. Suggested comments have been incorporated. The Board may reconfirm the minutes.



The Board resolved to confirm the minutes of the 12<sup>th</sup> BoG Meeting held on September 19<sup>th</sup>, 2020.

**Agenda 13.2: To report the Action Taken Report (ATR) on decisions taken by the BoG in the 12th meeting held on 19th September 2020.**

**Note 13.2.1:** Action taken report (ATR) has been prepared against each decision for which actions have been taken. Mr. Ashish Kumar, TEQIP-III Coordinator has presented ATR in the meeting.

The Board resolved to approve the action taken report of the 12<sup>th</sup> BoG meeting held on 19.09.2020 and the BoG Committee meeting held on 21.09.2020.

**Agenda 13.3: Status of TEQIP-III project:**

**Note 13.3.1:** A no. of academic activities have been carried out through online mode due to Covid-19 during the Quarter-III (October-December, 2020). A summary of major activities is mentioned below:

**Academic Activities: (Students and Faculty)**

- IIT Kanpur sponsored one-month online training courses have been completed from E&ICT Academy IIT Kanpur in different areas like Primavera, Python, Ansys, Advance Excel, Data Visualisation, Catia, Machine learning, Programming with C and C++, Java, etc. since 12/08/2020. 245 Students attended the training program and the payment of Rs. 612500.00 has been done to E&ICT, IIT Kanpur.
- A Three-days Online workshop on “Outcome Based Education” from 21.09.2020 to 23.09.2020 was organized at GCE, Gaya. 70 faculty members from GCE, Gaya and from other institutes have attended the workshop.
- Five days workshop on “Literature and Engineering” was organized from 29.09.2020 to 03.10.2020 by the Department of Humanities and Applied Sciences. 120 students and all the faculty and staff participated in the workshop.
- One day online webinar on “Efficient Management of On-Line Teaching and Evaluation during the Pandemic: Challenges and Best Practices” by Prof. Janak Pandey (Chairman, BoG), Prof. B.D. Chaudhary (Member, BoG) and Prof. L.B. Roy (Member, BoG) was organized on 04.10.2020.
- The short term workshop on “Vision, Scenario and Future Pathways towards sustainable Development” from 05<sup>th</sup> October to 09<sup>th</sup> October 2020 was organized by the Department of Mechanical Engineering. The 146 students and 77 faculty members of GCE Gaya and outside from the institute have participated in the workshop.
- Five days workshop on Recent Advances in Electrical and Electronics Engineering (RAEEE, 2020) from 12.10.2020 to 16.10.2020 was organized by the Department of



*Electrical and Electronics Engineering for their students and faculty members. 437 students and 70 faculty members attended the workshop.*

- *63 students got placed in different companies from GCE, Gaya in Academic Year 2019-20, and the placement process is ongoing for the remaining students.*
- *Five days Online workshop on “VFX and Film Making (Post Production)” has Organized by GCE Gaya and SPIU Bihar from 02.11.2020 to 06.11.2020. 73 students from the department of CSE participated in the online workshop.*
- *Mr. Surykant Kumar (Asst. Prof. Dept. of Mechanical Engineering) has attended the Professional Development Training organized by IIM, Kozhikode from 23rd-27th November 2020.*
- *Mr. Dhuba Jyoti Kalita (Asst. Prof. Dept. of Computer Science and Engineering) has attended the Professional Development Program organized by IIM, Visakhapatnam from 26th-28th November 2020.*
- *Mr. Onkar Singh (Asst. Prof. Dept. of Computer Science and Engineering) has attended Online Faculty training on “Artificial Intelligence and Machine Learning” organized by IIT, Indore from 20th-27th November 2020.*
- *Mr. Suryakant Kumar (Asst. Prof. Dept. Mechanical Engineering) has attended the online Faculty Training on “3D Printing and Design” organized by IIT, Hyderabad from 28th November to 2nd December 2020.*
- *Mr. Rajeev Kumar (Assistant Prof. of Dept. of Civil Engineering) is deputed to attend the Online Faculty Training on ‘Data Science & Analytics’ by IIT Indore from 07<sup>th</sup>–18<sup>th</sup> December 2020.*
- *Webinar on Career Opportunities in Logistics and Supply Chain Industry was organized on 18.10.2020. Mr. Surjeet Singh Kainth (Deputy General Manager, Times Professional Learning, The Times of India group) delivered the lecture in the webinar.*
- *Induction Program on Professionalism and Opportunities by Prof. (Dr.) N.C. Shivaprakash (Mentor of GCE, Gaya) was organized at GCE, Gaya on 01.12.2020.*
- *The online classes for the students of 2<sup>nd</sup> year onwards are ongoing and so far 1227 videos and 895 notes have been uploaded on the VCS software portal (DST, Bihar online study material repository)*
- *A no. of academic activities were organized in sep 2020. The following are the detailed report:*

<b>S.N.</b>	<b>Name of the Training</b>	<b>Amount</b>	<b>Duration (Hour)</b>	<b>Average Feedback</b>	<b>Average Attendance</b>
01	Practical Electronics and Robotics Circuits design and Simulation with real-time examples and practical (Dept. of EEE)	1088890.00	44	Satisfied	More than 90%

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02	General Practical Electronics, Circuit Design, and Simulation with real-time examples and practicals interdisciplinary program powered by virtual innovation lab (Dept. of EEE)	945890.00	40	Satisfied	More than 90%
03	Beginners Robotics, Circuit Design, and Simulation with Real-Time examples and Practical interdisciplinary Program for Mechanical engineering students (Dept. of ME)	859900.00	40	Satisfied	More than 90%
04	Advanced robotics hardware, design, prototyping, and innovation development with real-time examples and practicals (Dept. of ME)	994900.00	45	Satisfied	More than 90%
05	AI/ML Online Training Program (Dept. of CSE)	1094390.00	40	Satisfied	More than 90%
06	Bigdata Online Training (Dept. of CSE)	989900.00	40	Satisfied	More than 90%
07	Arc GIS Online Training Program (Dept. of CE)	1293370.00	60	Satisfied	More than 90%
	Total	7267240.00			

**Administrative Activities:**

- Online mentoring meeting with the Mentor, Prof. N.C. Shivaprakasha was held on 05.12.2020.
- Subscription of Institutional membership of Institute for Engineering Research and Publication (IFERP) has been initiated and after payment of Rs. 50000.00 (Institutional membership annual fee), GCE Gaya will have 5-lifetime membership, 10 Professional members, and 50 student memberships. **(Annexure-13.03.I, Page no. 59-68)**
- The audit of all the Collaborative Research Scheme (nine CRS Project) from the beginning of the CRS projects (July 2019) to September 2020 has been completed on 19.10.2020. The audit reports have been sent to SPIU and NPIU.

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The Board members appreciated the progress and achievements made by the College during the difficult period of lockdown due to the CORONA virus 2020 pandemic.

**Agenda 13.4: To report about the following payments of procurement, which have been done in Quarter-II (July- September 2019-20).**

**Note 13.4.1:** As per the prior approval of the BoG, the procurement for the below-mentioned items have been completed after receiving the additional 10% allocation of the total PLA.

S.N.	PACKAGE NAME	Amount	Annexure
1.	a. Fixed Chair for Swayam Prabha cum Conference Hall for Academic Purpose of Students (TEQIP-III/2020/BH/gceg/114) b. Reading Table for Institute Library (TEQIP-III/2020/BH/gceg/124) c. Chair for Institute Library (TEQIP-III/2020/BH/gceg/125) d. Chair with arm for Institute Library (TEQIP-III/2020/BH/gceg/126)	47,20,300.00	<b>Annexure-13.04.II (Page No. 69-70)</b>
2.	AC for Swayam Prabha cum Conference Hall for Academic Purpose of Students (TEQIP-III/2020/BH/gceg/108)	4,88,500.00	<b>Annexure-13.04.III (Page No. 71-72)</b>
3.	EVS for Swayam Prabha cum Conference Hall for Academic Purpose of Students (TEQIP-III/2020/BH/gceg/109)	30000.00	<b>Annexure-13.04.IV (Page No. 73 )</b>
4.	Wall Fan for Swayam Prabha cum Conference Hall for Academic Purpose of Students (TEQIP-III/2020/BH/gceg/110)	36500.00	<b>Annexure-13.04.V (Page No. 74)</b>
5.	Smart Podium for Swayam Prabha cum Conference Hall for Academic Purpose of Students (TEQIP-III/2020/BH/gceg/113)	280000.00	<b>Annexure-13.04.VI (Page No. 75 )</b>
6.	Smart Board for Swayam Prabha cum Conference Hall for Academic Purpose of Students (TEQIP-III/2020/BH/gceg/122)	499999.00	<b>Annexure-13.04.VII (Page No. 76-77)</b>

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<b>Total</b>	<b>6055299.00</b>	
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The Board was apprised with the procurement of items and procurement status of GCE, Gaya.

**Agenda 13.05: To seek approval of 'Action Plan' for Academic Expenditure and Incremental Operating Cost for Quarter-IV (Financial Year 2020-21) under the TEQIP-III Project.**

**Note 13.05.1:** *As per guideline received from NPIU, MHRD through an email dated 11.09.2020, the TEQIP-III project is extended up to March 2021 and in this context, the action plan needs to be submitted to NPIU for next quarter-IV (FY:2020-21). After discussion with HODs of all the departments, Coordinators, and the Principal the action plan has been prepared for the upcoming Quarter-IV (January-March, 2021) as follows:*

- i. Academic Activities*
- ii. Incremental Operating Costs.*

**Note:** *GCE, Gaya has achieved the expenditure target set by NPIU/World Bank in September 2020 and is expected to receive an additional 10% allocation (Rs. 1.10 Cr) of total PLA (11.00 Cr). A separate action plan for additional allocation is also enclosed herewith for discussion and approval.*

The Board was apprised with the action plan of academic and IOC activities for Quarter-IV Financial Year 2019-20, and the Board approved the action plan. The Board further resolved that the Committee of the Board will meet to discuss and finalize the action plan for the expected additional allocation of 10% expenditure of total PLA (Project Life Allocation i.e. 11.00 Cr) after allocation of additional fund.

**Agenda13.06: To get approval to organize five days Online workshop on "Computer Science as an Integral Part of Modern Technologies Development" at GCE, Gaya.**

**Note: 13.06.1.** *Department of Computer Science Engineering has planned to organize five days Online workshop on "Computer Science as an Integral Part of Modern Technologies Development" from 15<sup>th</sup> December to 19<sup>th</sup> December 2020 for students, teaching and non-teaching staff. As per the proposal received from the Department of Computer Science Engineering, the total estimated expenditure is approximately Rs. 200000.00 (Rupees Two Lacs only). Approval from the Board is requested.*





The Board resolved to approve the proposal for organizing a five days Online workshop on “Computer Science as an Integral Part of Modern Technologies Development” at GCE, Gaya from December 15<sup>th</sup>-19<sup>th</sup>, 2020.

**Agenda13.07: To discuss and get approval for the seed grant to final year students.**

**Note: 13.07.1.** *Some final year students of Civil Engineering have submitted their proposal for a seed grant of Rs. 10000.00 per project to complete their final year projects. The students require some expenses like travel costs for site visits for real-time data collection etc., during their project work. The Board is requested to discuss the matter of seed grant for students and approve the same from the academic head of the TEQIP-III fund.*

The Board resolved to approve the proposal of the seed grant of Rs. 10000.00 per project to the students of the final year. Further, the HODs are directed to monitor the progress of each student's project and make sure that a comprehensive report of the project should be submitted by the students.

**Agenda13.08: To discuss and get approval for TA/DA/Honorarium for the international faculty members for attending the IDEA-21 Conference as eminent speakers, the IDEA-21 conference is scheduled in the month of February 2021.**

**Note: 13.08.1.** *The IDEA-21 Conference is scheduled in February 2021 at GCE, Gaya. The organizing committee has invited some faculty members as eminent speakers from outside of the country but there is no clear guideline available under TEQIP-III project to provide the TA/DA/Honorarium for the faculty members outside from India. Further, three international speakers have confirmed their presence, and the estimated expenses cost is Rs. 400000.00 including to & fro tickets, visa fee, conversion fee etc. The Board is requested to kindly discuss and finalize the guideline for TA/DA/Honorarium for the faculty members from outside of India as eminent speakers to attend the IDEA-21 Conference.*

The Board was apprised with the matter related to providing the TA/DA/honorarium for the faculty members invited from the other countries. As there is no such guideline available from the NPIU related to international travel for the faculty members who have been invited as speakers outside of the country. The Board discussed the matter in detail and resolved the followings:

- i) A letter should be sent to NPIU for the clarification and consideration of the TA/DA/Honorarium for the speakers outside of the country.
- ii) A committee consisting of Dr. Anil Kumar as chair person and Dr. N.C. Shivaprakash (Mentor, GCE, Gaya), Dr. Bushra Zaman (Nodal Officer Academics, SPIU Bihar) as member was constituted to prepare the proposal to get sponsorship from outside sponsors like AICTE, DST India, etc.



- iii) A hybrid conference (Online/Offline) should be planned for the National and Internal Speakers and participants.
- iv) The Convener of the International Conference has to make sure to follow the COVID-19 norms for the participants who will attend the conference in Physically/Offline mode.

**Agenda 13.9: To seek approval of 'Procurement Plan' under TEQIP-III project.**

**Note:13.9.1** For "Upgrading and Modernization of Labs" of different departments/ engineering streams: Requirements for different labs of the departments/ engineering streams have been reviewed by the Central Purchase committee respective HoDs and the faculty members in view of the equipment being obsolete, faulty, and for the lab advancement. Summary of the lab wise requirements is furnished below

S.N.	Name of the Lab/Equipment	Proposed Amount (In Lacs)
01	Turnitin- Anti Plagiarism software for Institution. {Annex-13.09.XIII } [Page no. 97-101]	550000.00
02	E-Yantra Lab {Annex-13.09.XIV} [Page no.102-112 ]	520000.00
<b>Grand Total</b>		<b>1070000.00</b>

The Board resolved that after receiving the expected additional allocation of 10% expenditure of total PLA (Project Life Allocation i.e. 11.00 Cr), the Committee of the Board will meet to discuss and finalize the proposals for the Procurement of Turnitin- Anti Plagiarism Software for Institution and E-Yantra Lab.

**Agenda 13.10: To seek approval for the hiring of an Office Assistant in TEQIP-III Cell.**

**Note:13.10.1** The post of Office Assistant under TEQIP-III is vacant. For facilitating the implementation of TEQIP Cell activities recruitment of Office Assistant on a contract (temporary) basis is required. Approval from the Board is requested to approve the following qualification guidelines for the appointment of Office Assistant in TEQIP-III cell on a contract (temporary) basis for a period of Project tenure.

<b><u>Engagement of Staff for TEQIP Cell and their Consolidated Pay per month</u></b>			
Name, Post, Qualification, and consolidated fee/pay per month			
S. No.	Post	Qualification	consolidated fee/pay per month.

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1.	<b>Office Assistant</b>  <b>Age Criteria:-</b> should not exceed 50 yrs as on date of Advertisement.	Post Graduate in any discipline from Govt. recognized Institute. Minimum 03 years experience in any govt. organization/PSU/Educational Institute/reputed firm. Knowledge of office procedure. Good knowledge of computer application and secretarial practices. Knowledge of English, Hindi typing. <b>Mode of engagement-</b> On a contractual (temporary) basis for a project period (subject to review of performance on annual basis).	<b>30,000.00</b>
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The Board was apprised with the qualification guidelines for the appointment of Office Assitant in TEQIP-III Cell on a Contract (temporary) basis for the period of Project Tenure. The Board discussed in details and resolved to approve the following:

<b><u>Engagement of Staff for TEQIP Cell and their Consolidated Pay per month</u></b>			
Name, Post, Qualification, and consolidated fee/pay per month			
S. No.	Post	Qualification	consolidated fee/pay per month.
1.	<b>Office Assistant</b>  <b>Age Criteria:-</b> should not exceed 50 yrs as on date of Advertisement.	Graduate in any discipline from Govt. recognized Institute. Minimum 03 years experience in any govt. organization/PSU/Educational Institute/reputed firm. Knowledge of office procedure. Good knowledge of computer application and secretarial practices. Knowledge of English, Hindi typing. <b>Mode of engagement-</b> On a contractual (temporary) basis for a project period (subject to review of performance on annual basis).	<b>30,000.00</b>

**Agenda 13.11: Any other agenda with the permission of the Chair.**

A number of suggestions and comments were made for the improvement of the college and quality technical education imparted by the institution, the following were discussed and recorded by the Board:

- i) The Board was apprised with the status of NBA preparation. The Board resolved that one faculty from each Department should be appointed for the preparation of NBA SAR filing and NBA team visits.
- ii) The Board was apprised that the tenure of the TEQIP-III project is going to end on March 31<sup>st</sup>, 2021. The Board resolved that the salary for the TEQIP-III Cell staff should be reserved for at least next three months, as the TEQIP-III Cell staff needs to stay for audit purposes.



iii) The Board was apprised with the matter regarding the reappropriation of funds from the Academic head to the Procurement head to complete the ongoing procurement of Laptop. The Board resolved to approve that the reappropriation of funds should be done by following the NPIU norms.

iv) The Board was apprised with the lab development at GCE, Gaya under TEQIP-III. The Board appreciated the lab improvement done at GCE, Gaya, and further emphasized that improvement, upkeeping, and up-gradation of the lab should continues. The Board further advised that in case the faculty members of GCE, Gaya need to visit some other institutions then they should visit and get more details for further lab improvements.

v ) The Board was apprised with the matter of annual appraisal of TEQIP-III faculty embers and Staff. The Board resolved that the Principal may constitute a committee and an annual appraisal may be given to the TEQIP-III faculty and Staff members by considering the decision made by the Board in previous BoG meetings.

vi) The Board resolved to hold the next BoG meeting on 06.03.2021 at a suitable place to enable the presence of the State Govt. Officials.

The meeting ended with a vote of thanks to the Chair and the Members by the Secretary of the Board.

(Dr. Anil Kumar, Secretary)  
12<sup>th</sup> December, 2020

(Dr. Janak Pandey, Chairman)  
12<sup>th</sup> December, 2020

