

Minutes of the
Meeting of the Board of Governors held on 27th February, 2017 (Monday)
at Library Conference Hall, CIT Kokrajhar at 2.00 P.M.

Members Present:

1. Dr. Aswini Kumar Baruwa,
Principal, NETES Institute of Technology & Science Mirza
and Chairman of the Board of Governors, CIT, Kokrajhar.
2. Sri Carol Narzary, ACS
Secretary, IBA, BTC
Kokrajhar, Assam-783370.
3. Sri Robinson Muchahary, ACS
Secretary, Dept. of Education, BTC
Kokrajhar, Assam-783370.
4. Prof. Mohan Lal Brahma,
Former Vice-Chancellor of Bodoland University,
H.No.01, Ward No.37, Beltola, Kharghuli,
Guwahati-4, Kamrup, Assam.
5. Prof.. Hardeo Singh Yadav,
Director, NERIST, Nirjuli,
Arunachal Pradesh-39.
6. Prof. Pradeep Gururaj Yammiyavar,
Dept. of Design, IIT Guwahati-39.
7. Prof. Debkumar Chakrabarti
Director, CIT, Kokrajhar,
BTAD, Assam-783370.
8. Mr. Bihung Brahma
Asstt. Professor, Humanities & Social Sciences
CIT, Kokrajhar, BTAD, Assam -783346.

The other Five members i.e. the two representative from the MHRD, one each from Technical Section and Finance Integrated Division, Sri Manish Thakur, IAS, Commissioner and Secretary, Govt. of Assam, Prof. Somanath Maji, Professor, Department of EEE, IIT Guwahati and Dr. Alok Prakash Mittal, Members Secretary, AICTE could not attend the meeting due to their prior engagements is noted. However, Technical Section, IFD section of MHRD and Prof. Somanath Maji had given a written a comments on the agenda items which were taken into consideration during the course of the meeting.

Item No. 13.01: Confirmation of the Minutes of the 12th Meeting of the Board of Governors (BoG) of CIT held on 3rd June, 2016.

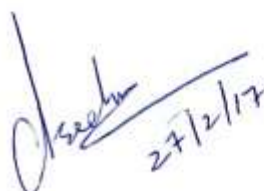
The Minutes of the 12th Meeting of the BoG held on 3rd June, 2016 was circulated amongst the members. The members were requested to place comments if any for consideration. As we have not received any comments, the Board considered the Minutes confirmed.

Resolution: The minutes is confirmed.

Item No. 13.02: Action taken Report (ATR) on the Resolutions of the 12th Meeting of the BoG.

An ATR has been prepared on the Resolutions of the 12th Meeting of the BoG. Members are requested to discuss the ATR and suggested further course of action if any, that may be considered necessary.

Resolution: The ATR was discussed and noted.


27/2/17

Item No.13.03: To consider the Minutes of the 3rd Academic Committee Meeting of CIT held on 22nd February, 2017.

The Minutes of the Academic Committee Meeting held on 22nd February, 2017 was placed before the members for approval/ratification.

Resolution: The Minutes of the 3rd Academic Committee is approved.

Item No.13.04: To consider the Minutes of the 12th Finance Committee held on 27th February, 2017.

The Minutes of the Finance Committee held on 27th February, 2017 was placed for approval /ratification.

Resolution: FC meeting minutes is adopted. However, it is advice that the Institute should take up the matter with the Ministry to release the funds on time so that the desired projects are completed on time.

Item No.13.05: Proposal for granting on Scale for contract faculty.

CIT had already filled up the post for Professor and Associate Professors positions as sanctioned by the MHRD. However, if the departments feel that they require guest/contract faculty for lien vacancies and general vacancies, it is proposed that such faculty may be placed in scale of pay relating to qualification and experience.

Resolution: The members of the Board commented that the remuneration/honorarium of contractual faculty should be in consolidated form.

Item No.13.06: Proposal for adoption of 7th Pay Commission.

The 7th pay commission recommendation by GOI may be adopted and implementation exercise be initiated subject to receipt of order from Ministry of HRD.

Resolution: The matter is subject to Ministry's Notification.

Item No.13.07: Proposal for implementation of complete IT Solution/ERP in CFTIs (SLIET, CIT & GKCIET).

In compliance to the decision taken in the 10th BoG Meeting agenda no. the institute had initiated the process of floating EOI; which was published on 29th June 2016 in National Dailies. In response to it we had received only two participants. As per GFR 2005, the no. of participants should not be less than 3. Hence the committee decided to repeat the exercise. Meantime, a meeting was conducted by Dr. D.K. Paliwal, DEA (T), MHRD, New Delhi on 18/07/2016. In the said meeting time schedule for finalization of RFP was submitted by all the CFTI's. The CFTI's had also nominated members for constituting of Technical Committee and Purchase Committee for the purpose. In compliance to the decision taken in the meeting on 18.07.2016, consent was taken from all the CFTI's and SLIET Longowal was made the Coordinator for floating of EOI with respect to ERP Solutions for all four CFTI's. One or two members would be co-opted if required.

Thereafter, an EOI was published in leading News Paper on 18/10/2016 for implementation of complete IT solutions at CFTIs. As per requirement of EOI technical presentations from bidders was taken on 21st November 2016 in the committee room at SLIET. In the said presentation, only two parties appeared for technical presentation. As per GFR 2005, the number of shortlisted consultant should not be less than three, therefore, the committee recommended for further re-advertisement for preparation of SRS() and ERP software's for the CFTIs.



EOI was again floated in the leading New Paper on 03/12/2016 for appointment of consultant for the preparation of request for proposal (RFP) & software requirement specifications (SRS) .The Technical bids of the following parties were opened as per scheduled:

1. Mr. Amit Kumar, Stratospher IT services Pvt. Ltd., New Delhi.
2. Mr. Hardeep Kaur, Telecommunications Consultants India Ltd., New Delhi.
3. Mr. K. Narayanan IIT Delhi, New Delhi.
4. M/s Capstart Consulting, Mumbai.
5. Mr. A.K.Batta, Mani, Majra, Chandigarh.

The technical bids of the above-mentioned five parties were opened on 20/12/2016. On technical evaluation it was found that only one party i.e. M/s Telecommunications Consultants India Ltd., New Delhi was technically qualified. Again as per GFR 2005 Rule 176 the committee has given justification. However, when the financial bid was open it was noted that the firm had quoted at a very high rate. However, the firm was invited for negotiation. As the firm was not ready to review the rates it was cancelled and fresh rates from the other four parties were invited.

Thereafter, it was found that A.K.Batta, Mani, Majra, Chandigarh had quote the lowest rate of Rs. 6,00,000/- plus other charges based on actual expenditure. It was further intimated by SLIET that work order for Engagement/Appointment of consultant for preparation of RFP & SRS for implementation of complete has been issued to Mr. A.K.Batta, Mani, Majra, Chandigarh on the approval of its BoM.

Now, it is proposed that the members may consider and approve the engagement/appointment of Mr. A.K.Batta, Mani, Majra, Chandigarh as consultant for preparation of RFP & SRS for implementation IT solution for CIT Kokrajhar.

Resolution: The matter is considered by the Board in principle.

Item No.13.08:

Proposal for transfer of vacant position.

- a. At present CIT has no System Administrator in order to manage the networking System. We are badly in need of one post of System Administrator. The said post will be manned by transferring one vacant position of Office Superintendent.
- b. There is one vacant sanctioned post of Pharmacist, however the Institute feels the Pharmacist post is not required right now as we do not have full-fledged health centre. Hence, it is proposed that the said post of pharmacist may be transfer to Jr. Accountant, which is urgently needed to cop up the work of the accounts section. As these positions are made through transfer and within the sanction strength there will be no additional financial implications.

Table showing transfer of position:

Sl. No.	Post	Pay Scale	Sanction ed Post	Post filled up	Proposed creation of post by transfer
1	Office Superintendent	PB2, 9300-34800+GP 4200	5	0	1 post to be transferred for creation of System Administrator position.
2	Pharmacist	PB2, 9300-34800+GP 2800	1	0	To be transferred for creation of Jr. Accountant position.

Ashish
27/12/17

Resolution: BoG has suggested to create a new entity for digitisation at CIT in all respect where appropriate man power has to be created. For the time being a System Administrator may be appointed in lieu of one OS. The matter of Pharmacist post will remain as sanctioned and BoG has advised to fill up the post immediately. Further, BoG has advised to move to MHRD to create another new post of Junior Accountant.

Item No.13.09:

Proposal for constituting CIT Kokrajhar Alumni Society (CITKAA).

The General Secretary, Uttam Chandra Boro Batch 2008-2014 CIT Kokrajhar Alumni Society (CITKAA) has made a representation for implementation of CITK Alumni Society. The Bylaws and the aims and objectives which was placed was appreciated.

Resolution: The Board has appreciated the initiative taken by the students and approved.

Item No.13.10:

Approval of Recruitment of Faculty position against Advertisement No. 14/2016: Dated: 27/06/2016

In compliance to the sanction letter, vide MHRD letter F.No. 24-2/2011-TS.VII, dt. 04.05.2016 the Institute floated an advertisement for filling up the vacant positions of Professor and Associate Professor. The following Professors and Associate Professor were recommended for appointment.

Dept. of Computer Science & Engineering				
1	Dr. Hementa Kumar Kalita (GEN)	Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 10,000/-	New Recruitment
Dept. of Information Technology				
1	Dr. Amitava Nag (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
Dept. of Instrumentation Engineering				
1	Dr. Tapan Kumar Maiti (GEN)	Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 10,000/-	New Recruitment
2	Dr. BiswajitKar (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
Dept. of Civil Engineering				
1	Dr. MonomoyGoswami (GEN)	Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 10,000/-	New Recruitment
2	Dr. BiswarupSaikia (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
Dept. of Food Engineering & Technology				
1	Dr. Avik Mukherjee (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
2	Dr. Subhajit Ray (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
Dept. of Basic Sciences (Mathematics)				
1	Dr. AmbeswarPhukan (OBC)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment

Asaha
27/6/17

Dept. of Basic Sciences (Physics)				
1.	Dr. Sandeep Kr. Srivastava (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
2.	Dr. RajbLochanHota (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
3.	Dr. Bichitra Nanda Parida (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
Dept. of Basic Sciences (Chemistry)				
1.	Dr. PranjalKalita (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
2.	Dr. ArunenduMondal (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment
Waiting list				
1.	Dr. Umasankar Ray (GEN)	Associate Professor	PB4 - Rs. 37,400-67,000/- + AGP:Rs. 9,000/-	New Recruitment

Resolution: Since the selections were made by following proper procedures i.e. scrutinising the applications as per AICTE/UGC norms and subsequently interviewed by selection committees formed as per rules, the BoG ratifies the proposal of appointments for the post of Associate Professors and Professors as above.

Item No.13.11:

Reporting item.

- i. The application for proposal of for opening of Kendriya Vidyalaya in CIT Campus has been submitted the Kendriya VidyalyaSangathan.
- ii. The proposal for Deemed to be University has been submitted to the UGC as well as MHRD.
- iii. The recruitment for the post of some non-teaching staff is under process.
- iv. The term of CMA S.K. Saha, FA, CIT has been extended for another period of 28th April, 2017 to 27th April, 2018.

Resolution: The members commented on the reporting as follows:

- i) A full proposal to be submitted to MHRD for funding for establishment of KV school in CIT Kokrajhar premises under project mode.
- ii) The BoG suggested the Institute administration to expedite with UGC and MHRD regarding deemed to be university status.
- iii) Noted.
- iv) Approved.

Item No.13.12:

As there was no more agenda for discussion the meeting ended with the vote of thanks to the chair.

Chaitali Brahma
27/4/17

(Ms. Chaitali Brahma)
Registrar cum Non-Member Secretary
BoG, CIT Kokrajhar
Email- registrar@cit.ac.in