

**Minutes of
the 23rd Meeting of the Board of Governors (BoG) of
Central Institute of Technology (CIT) Kokrajhar held through circulation**

Due to some unavoidable circumstances the 23rd meeting of the Board of Governors of the institute that was scheduled for the 29th June, 2021 through online mode was converted to a meeting through circulations. Accordingly some urgent agenda items were circulated through email amongst the members of the BoG. Based on the comments received from the members (List attached as **annexure I**), the following items were resolved.

Item No. 23.01: Confirmation of the Minutes of the 22nd Meeting of the Board of Governors (BoG) of CIT Kokrajhar held on 14th October, 2020 through online mode.

The Minutes of the 22nd Meeting of the BoG held on 14th October, 2020 through online mode was circulated amongst the members. The members were requested to place comments if any for consideration. As no comments were received, members were requested to approve the minute.

Resolution: The members approved the minute.

Item No. 23.02: Adoption of Annual Accounts of CIT Kokrajhar for the Financial Year 2020-21.

The Internal Audit and Finalization of Annual Book of Accounts of Central Institute of Technology Kokrajhar for the FY 2020-21 was completed. Hence, the Controller and Audit General (CAG) may be invited to audit the same after getting the accounts approved by the members of the Finance committee and the Board of Governors. A copy of the Annual Accounts was circulated amongst the members of the BoG. Members were requested to approve the same.

Resolution: Annual Books of Accounts for the Financial Year 2020-21 may be considered for approval. The approval of the Joint Secretary (Admn.), D/o HE, MoE is conveyed by email on the agenda items of the 22nd FC and the 23rd BoG meetings of CIT Kokrajhar. The Comments of the Finance division received on the Agenda Items of the said meetings held through circulation are attached as **annexure II**.

Further, clarification on the Agenda 22.02 related for the increase in the expenditure on Repairs and Maintenance from Rs.3.8 Crore to Rs.5.6 Crore is given as follows:

1. Expenditure amounting to Rs. 1.74 Crores in the year 2020-21 under OH-31, was incurred for the reason being the expenditures on Road Repairs, providing security grill in laboratories/class rooms, etc. and these were all one-time Repair/Maintenance works which are not required to be made on regular basis. Since, it was a Covid-19 pandemic situation and no physical classes were being conducted hence, we took the opportunity for these repair works in this lean period which otherwise would have been difficult due to presence of large number of students/staff/faculty. Next year as these expenditures will not be incurred and eventually the expenses related to Repairs & Maintenance will decrease significantly.

2. Expenditure amounting to Rs. 0.24 Crores in the year 2020-21 under OH-31, reason being demand of new desktops/laptops were received from the various departments. However, due to non-availability of funds under OH-35, new purchase could not be made. Hence, the old laptops, desktops and printers etc. were repaired.

3. Contract for AMC for the 4 Nos. of DG sets had been initiated for the first time in the institute from F.Y-2020-21 and some overhauling works were also carried out during the last financial year.

Item No.:23.03: Proposal for Re-Constitution of the Building and Works Committee (BWC).

The term of the members of earlier Building and Works Committee (BWC) were expired on 20th November, 2020. Hence, the re-constitution of the Building and Works Committee (BWC) of the Institute with the following members was proposed:

Chairman	Director	Prof. (Dr.) T.G. Sitharam
Member	Nominee of President of the Society	(Yet to be nominated from BTC)
Member	Nominee of Chairman, Board of Governors	Prof. Sukumar Nandi, CSE, IIT Guwahati
Member	Two Faculty / Engineer-in-charge(s) of Govt. Technical Institutes located in North Eastern Region nominated by the Director	Er. Nirupam Roy, Additional Superintending Engineer, IIT Guwahati
Member		Prof Manas Kamal Bhuyan, EEE, IIT Guwahati (Associate Dean IPM, IIT Guwahati)
Member	One faculty of the Institute, to be appointed by the Director.	Asst Prof. Bihung Brahma, Dean Student Affairs, CIT Kokrajhar
Member	Member representing MoE	Shri Murli M. Singh, Director (Technical)

Members were requested to approve the BWC with the aforesaid members.

Resolution: The members approved the proposal.

Item No. 23.04: Proposal for “eligibility criteria” for participating in the election of faculty representative to the BoG, CIT Kokrajhar.

As per the MoA, one faculty member should be elected as a member to the Board of Governors of the institute to represent the faculty members. The institute proposed the following criteria to be followed for finding out the eligibility of the candidates taking part in the election process.

1. The nominee should be a regular Professor,
2. The nominee should be an Associate professor having completed 5 years of regular services in the institute as on last date of submission of the nominations,
3. The nominee should be an Assistant Professor having completed 10 years of regular services in the institute as on last date of submission of the nominations.

The members were requested to approve the same.

Resolution: The members approved the proposal. However, the members of the BoG representing the MoE mentioned that the said nomination is normally done on the recommendation of the Senate.

Item No. 23.05: Establishing the office of “International and Alumni Affairs” at CIT Kokrajhar

Subsequent to the ‘Deemed to be University’ status granted to CIT Kokrajhar (CITK) and recent circular by UGC (MoE, GoI) vide letter no. D.O.NO.152-08/2020(IC) dt 13.01.2021, it was perceived as need-of-the-hour to establish the office of “International and Alumni Affairs’ at CIT Kokrajhar. The key objective of this office is to expedite intensive academic and research collaboration with foreign institutes; making CIT Kokrajhar a place of international learning, and building a strong alumni association.

Thus, the establishment of the office of “International and Alumni Affairs (IAA)” was proposed by the Director, CIT Kokrajhar. One handbook for the functioning of the IAA had been prepared.

Members were requested to approve the proposal. Also authorize the director to appoint a Dean International and Alumni Affairs at CIT Kokrajhar for 3 years.

Resolution: The members approved the proposal.

Item No. 23.06: Reporting Items:

Following issues are long pending and have been discussed & followed up in the past but still remain unresolved:

1. Handing over of Auditorium after completing civil works by PWD-BTC:

Work order issued by PWD for complete Auditorium Works was on LS basis without any item details and specification except for civil works. Under that work order it was not possible to execute other than civil works justifiably. PWD was informed about the same and they agreed to curtail the work order limiting it to only civil works. NOC was obtained from the contractor and he was asked to finish the civil works so that a fresh tender can be issued for remaining works. However, even after more than 2 years since the mentioned decision, the contractor has not been able to complete the civil works. PWD has been reminded verbally, in writing and through meetings to get the work expedited but still 10% works are remaining. As a result, it is requested to the BTC for their intervention in getting the Auditorium handed over to us so that remaining works can be taken up.

2. Removal of encroachment / eviction of encroachers (approx 25 families) from our new plot to enable boundary wall construction:

Phase -1 of boundary wall construction (Phase-1) was started in Jul-2017 (under PWD) and was stalled in Mar-2018 due to protest by villagers living illegally inside our new plot. Till that time 80% work was already completed. We tried to take up the issue with villagers but they demanded compensation and new land for re-settlement. As these demands were beyond our purview, matter was escalated to the then in power BTC government. Earlier Chief Sh. Hagrama took personal initiative and met with the villagers to understand their demand. Land department was

instructed by the Chief to settle the matter with the villagers and get the physical possession of the new plot asap to CIT Kokrajhar. Site meeting was conducted by the land revenue department and other BTC higher officials with the villagers. Assurance was given to us by the BTC government that new plot will be handed over to us soon. In anticipation of this, tender for remaining work of boundary wall (Phase-2) was awarded in 2020. But till date neither the remaining work of the boundary wall under PWD nor the Phase-2 work under CIT has taken off. Issue of encroachment is still pending. Hence, Director requested the BTC for their intervention in getting the new plot vacated at the earliest so that remaining/new work of boundary wall construction can be taken up.

3. Resolution of 'Right of way' issue to enable completion of 33KV feeder line by APDCL:

Estimate amounting to Rs. 4.69cr for Construction of new 33 KVA dedicated feeder line from Adabari GSS to proposed 33/11 KVA CIT sub-station, Kokrajhar was submitted by APDCL on 11-May-2017. Immediately, BWC meeting was convened on 18-May-2017 and proposal & estimate submitted by APDCL was approved. Entire amount of Rs. 4.69cr was released to APDCL in Jul-2017. However, APDCL took more than an year in floating of tender for the work. Approximately four years have elapsed since the fund release but only 40% work has been completed.

In late 2019, APDCL informed CIT Kokrajhar about "Right of Way" issue in 1.5 km route from Borsingimari to Halowadol Pt-II to Titaguri area. Many meetings have been conducted with villagers in the presence of APDCL but issue remains unresolved. There were "Right of Way" issues at two other locations which were resolved by diverting the route. But at this location diverting of route is also not unfeasible. Work of Pole erection is pending in this stretch of 1.5km but it can no way account for balance 60% work. APDCL must expedite the remaining works where there is no hindrance. Director requested BTC for intervention in getting the issue of "Right of Way" resolved and also for sensitizing APDCL for expediting other unhindered works. A 5-member committee was formed by the Director with Dr. Bihung Brahma, Asst Prof as convenor to interact with the Villagers and APDCL.

Resolution: The members noted the reporting items.



(Ms. Chaitali Brahma)
Registrar cum Non-Member Secretary
BoG, CIT Kokrajhar



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

Deemed to be University, MoE, Govt. of India
Kokrajhar, BTAD, Assam 783370

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List of members of BoG providing comments on the agenda items

SL No.	Name	Designation
1.	Prof. Jitendra Nath Goswami, Former Director, Physical Research Laboratory, Ahmedabad, India.	Chairman
2.	Mr. Madhu Ranjan Kumar Joint Secretary (DL & BP), Dept. of Higher Education, MHRD, Shastri Bhawan, New Delhi-110001.	Member
3.	Smt. Darshana Momaya Dabral (FA) IFD, MHRD, Govt. of India Shastri Bhawan, New Delhi-110001.	Member
4.	Prof. Sukumar Nandi, Dept. of Computer Science & Engineering, IIT Guwahati-781039.	Member
5.	Prof. Upender Pandel, Department of Metallurgical & Material Engineering, Malaviya National Institute of Technology, Jaipur-302017.	Member
6.	Prof. H.S.Yadav, Director, NERIST, Nirjuli, Arunachal Pradesh-39.	Member
7.	Dr. Chandan Mahanta, Professor & HoD, Dept. of Civil Engineering, IIT Guwahati-39	Member
8.	Prof. T. G. Sitharam Director, CIT Kokrajhar, BTAD, Assam-783370	Member