

**Minutes of the 9<sup>th</sup> Meeting of State Steering Committee (SSC), held on 20<sup>th</sup> January, 2014 at 11.30 PM in the Conference Room of the Higher Education Department, 5<sup>th</sup> floor, Bikash Bhaban**

Shri Vivek Kumar, Secretary, Higher Education Deptt., Govt. of West Bengal, and Chairman, State Steering Committee could not attend the meeting due to his preoccupation with other official work. In his absence, as authorized by him, Shri Amit Sanyal, Special Secretary, Higher Education Deptt., presided over the meeting. The Members, as per the list attached, attended the meeting.

Leave of absence was granted to Shri Sailendra Kumar, Dy. Secretary (Management), MHRD, Govt. of India, Deptt. of Higher Education, , Dr. T Kumar, Director, NIT and Vice-Chancellor, WBUT, Members of the State Steering Committee.

With permission from the Chair, Dr. S. Dasgupta, Head-SPFU welcomed the Members on behalf of the State Steering Committee and initiated the discussions agendawise,

**Agenda 1- Confirmation of the proceedings of the 8<sup>th</sup> meeting held on 13<sup>th</sup> August, 2013.**

Minutes of the 8<sup>th</sup> meeting of the State Steering Committee, held on 13<sup>th</sup> August, 2013 were circulated to all members vide SPFU No. SPFU/WB/2013/318(7) dt. 10.10.2013. No feedback was received from any of the Members.

**Resolution :** The minutes of the 8<sup>th</sup> meeting was confirmed.

**Agenda 2 - Action taken report on the major resolutions of the 8<sup>th</sup> State Steering Committee meeting.**

Actions taken by SPFU on the major resolutions of the 8<sup>th</sup> SSC meeting relating to various areas of implementation of Project activities, as attached (at **Annexure-II**), were discussed in detail.

**Resolution :** Members noted the actions taken.

- i) Members requested the SPFU to advise the participating institutes to start pedagogical training programmes for the faculty members in their respective institutes without any further delay.
- ii) Regarding project fund for the institutes, members requested the Head-SPFU to continue with his efforts to pursue NPIU/MHRD, Govt. of India.

**Agenda 3: Reporting of major activities of SPFU since the 8<sup>th</sup> meeting of SSC, held on 13<sup>th</sup> August, 2013.**

Members noted the activities undertaken relating to implementation of the project since the last SSC meeting, held on 13<sup>th</sup> August, 2013, as attached at **Annexure-III**.

**Resolution :** Activities undertaken in connection with implementation of the project were endorsed, including :

- i) Issuing reminders to NPIU from time to time for ensuring early release of Project fund.
- ii) Appointment/replacement of Mentors for the participating institutes.
- iii) Release of 1<sup>st</sup> instalment of project fund for establishment of COE in the three universities participating in the project.
- iv) Extension of the term of contractual appointment of Prof. B K Saha, Project Coordinator & Advisor (Academic) and that of Shri Manotosh Biswas, Advisor (M&E) for a period of one year, w.e.f. 1.1.2014.

**Agenda No.4:Present Status of Implementation of different components of TEQIP-II activities in the State.**

It was reported that as of now, 15 Engineering institutes, including two institutes selected in the 2<sup>nd</sup> cycle, have been participating under TEQIP-II, with the following category-wise break up.

	Govt. funded	Govt. Aided	Private Unaided	Grand total
Sub Comp.1.1	3	5	3	11
Sub Comp.1.2	3	0	1	04
<b>TOTAL</b>	<b>06</b>	<b>05</b>	<b>04</b>	<b>15</b>

Members noted the performance of the participating institutes towards execution of soft component as well as procurement activities, based on the extent of utilization of project fund (Annexure-IVA & B).

It was further noted by the members with concern that a good number of institutes were still lagging in the areas of soft component activities, specially in execution of R & D, Faculty and staff Development programme, academic support to weak students and enhanced interaction with industry. As regards procurement, the institutes registered a consistent progress. But for want of timely release of fund, procurement activities suffered.

**Resolution :** It was resolved that SPFU should monitor the progress of execution of both the soft component as well as procurement activities in the institutes after releasing the project fund, as requisitioned by them and report the status of improvement in the next SSC meeting.

**Agenda No. 5      Reporting on 2<sup>nd</sup> JRM held during the period 2-13 December, 2013.**

Members noted the major recommendations of the 2<sup>nd</sup> JRM held during the period 2-13, December, 2013, as attached at Annexure-IVA

**Resolution:**

- i) Members expressed their concern over the present status of NBA accreditation for the participating institutes, specially the two universities, e.g., FET-JU and UCT-CU.

It was resolved that SPFU should draw the personal attention of the V.Cs of the two universities to take effective steps for meeting the project requirement of NBA accreditation without any further delay.

- ii) As regards meeting 8 Performance Indicators as on 31<sup>st</sup> October, 2013 by the 1<sup>st</sup> cycle institutes, it was resolved that SPFU should issue instructions to the institutes who met only 6 Performance Indicators out of eight to initiate effective steps to improve their status by March, 2014.

**Agenda No. 6                      Fund release and utilization status of TEQIP-II as on 31.12.2013 and action taken to expedite the release of fund.**

Members noted the fund utilization status by the institutes as revealed from the report attached at Annexure-V.

**Resolution :** It was resolved to impress upon the institutes to make all-out efforts to accelerate the pace of implementation of project activities specially the soft component, keeping in view of the project dead line, 31<sup>st</sup> December, 2014.

- i) SPFU was requested to issue instructions to the two 2<sup>nd</sup> cycle institutes asking them to improve their fund utilisation status towards implementation of soft component activities.
- ii) As regards fund utilization status for establishment of the Centres of Excellence, members requested SPFU to monitor the progress more frequently and also write to the concerned VCs asking for their personal intervention.
- iii) Members expressed their grave concern over the delay in releasing of the project fund by MHRD. But they appreciated the efforts of SPFU for regularly pursuing MHRD/NPIU. Secretary, Higher Education Deptt. & Chairman, SSC was requested to use his good office in this regard.

**Agenda No. 7 Misc.**

- i) **Completion of Data entry in MIS from 2010-11 to 2013-14 and Action plan for resolving the issues relating to MIS data entry.**

Members noted the observation of the 2<sup>nd</sup> JRM on completion of MIS data entry for 2010-11 to 2013-2014 and also the suggestions of Head-SPFU for organizing a training workshop for the institutes of West Bengal by M/s. Core Education and Technologies Ltd.

Resolution: Members endorsed the views of SPFU and requested SPFU to finalise the details of training workshop on MIS in consultation with NPIU and the concerned institutes.

- ii) **Appointment/replacement of Mentors/Performance Auditors for Project institutes.**

Members noted the present status of appointment/replacement of Mentors/Auditors for TEQIP-II institutes.

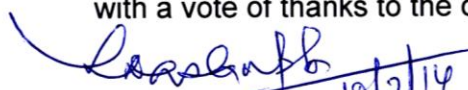
Resolution : it was resolved that SPFU should write to NPIU seeking their confirmation for appointment of Mentors/Performance Auditors for 2<sup>nd</sup> cycle institutes early.

- iii) **Statutory Audit of the Accounts of the participating institutes (13) and that of SPFU-WB, for 2012-13**

**Resolution :**

Members endorsed the action taken by SPFU in sending Audit Report to NPIU for 2012-13 and initiating the process of appointment of Auditor for 2013-14.

As there was no other point to discuss, the meeting ended with a vote of thanks to the chair.

  
Secretary, SSC 10/2/14

  
Chairman