

Minutes of the 7th Meeting of State Steering Committee (SSC), held on 8th April, 2013 at 3 PM in the Conference Room of the Higher Education Department, 5th floor, Bikash Bhaban

Shri Vivek Kumar, Secretary, Higher Education Deptt., Govt. of West Bengal, and Chairman, State Steering Committee was out of station in connection with an urgent office work. In his absence, as authorized by him, Sm. Sudipta Chatterjee, Joint Secretary, presided over the meeting. The Members, as per list attached, attended.

Leave of absence was granted to Shri Sailendra Kumar, Dy. Secretary (Management), MHRD, Deptt. of Higher Education, Govt. of India, Dr. S M Chatterjee, former V.C. B.E College, and Smt. Nita Nandi, Addl. Secretary, Finance Deptt., all Members of State Steering Committee.

Sm. Sudipta Chatterjee, JS(T), welcomed the Members on behalf of the Chairman of the Committee and requested Prof. S Dasgupta, DTE & Convenor of SSC, to initiate discussions, agendawise.

Agenda 1- Confirmation of the proceeding of the 6th meeting held on 18th September, 2012. Minutes of the 6th SSC meeting, held on 18th September, 2012 was circulated to all the Members but no comment was received on any of the items from any of the members.

Resolution : Minutes of the 6th meeting was confirmed.

Agenda 2 - Action taken report on the major resolutions of the 6th Steering Committee meeting.

Agenda 2(2)(ii) Scope of inclusion of GCELT in the 2nd cycle of TEQIP-II.

(6th meeting) It was informed that Head SPFU took up the matter with NPIU and it was clarified that NPIU has finalized selection of new institutes under 2nd cycle of the project and as such there was no further scope left for Govt. College of Engineering and Leather Technology for joining the project in the 2nd cycle.

Resolution : Members noted the action taken.

Agenda 2(3)(i) It was informed that NPIU had circulated Revised Guidelines on international travel under faculty and staff development, empowering SSC to approve proposals submitted by the institutes observing all formalities. The same has also been forwarded to all the participating institutes for their compliance.

Resolution : Members noted the action taken.

Agenda 3 (i) – Release of 1st instalment of fund to JIS college of Engineering.

(6th meeting) It was informed that 1st instalment of the project fund has been released to all the participating institutes under TEQIP-II (1st cycle) including JIS College of Engineering.

Resolution : Members noted the action taken.

Agenda 4. - Acceptance of recommendation of the State Evaluation Committee on the (6th meeting) scrutiny of the IDPs of the two institutes under sub comp. 1.1 of TEQIP-II, 2nd cycle.

It was informed that IDPs of two institutes viz. Govt. College of Engineering & Textile Technology, Berhampore and Murshidabad College of Engineering were sent to NPIU with the recommendation of State Steering Committee.

Resolution : Members noted that both above mentioned institutes have been selected in 2nd cycle of TEQIP-II under sub comp. 1.1.

Agenda 5. Setting up of state level private sector advisory group.

(6th meeting) It was informed that the matter was under process.

Resolution : Members noted the action taken.

Agenda 6(i) – Approval of procurement plan for SPFU and that of the private unaided institutes participating under the project:

It was informed that approval for procurement plan of SPFU has already been obtained and the private unaided institutes participating under TEQIP-II have not been allowed to utilize project fund for procurement activities.

Resolution : Members noted the action taken.

Agenda 6(iv) – Training workshop for Mentors, Performance Auditors and Data Auditors.

(6th meeting) It was informed that SPFU was entrusted with the responsibility of holding workshop for Mentors, Performance Auditors and Data Auditors on behalf of NPIU.

Resolution : Members noted that SPFU organized two workshops, one for Mentors on 17th October, 2012 and the other one for Performance Auditors and Data Auditors on 3rd April, 2013.

Agenda 6(v) – Augmentation of allocation of fund for SPFU.

(6th meeting) It was informed that NPIU has already clarified that fund for SPFUs will be allocated at the rate of Rs. 30 lakh per institute, participating under the project.

Resolution : Members noted the action taken.

Agenda 6(vi) – Seeking exemption from NBA accreditation by Jadavpur University.

(6th meeting) It was informed that NPIU has clarified that NBA accreditation is mandatory even for the Universities accredited by NAAC.

Resolution : Members noted the action taken.

Agenda 6(vii)- Hiring of consultancy services by the participating institutes as per indicative

(6th meeting) Funding.

In connection with improvement of teaching, training and learning facilities in the project institutions (both under sub comp. 1.1 and 1.2), a provision has been made for procurement of goods, works, and services, upto 55%/45% of the institutional project cost.

Out of this 55%/45%, up to 2% of the project fund should be available for hiring of consultancy services, as per the project guidelines. But at the time of approval of the procurement plan of the institutes submitted through PMSS, this 2% consultancy services were withheld by NPIU and PMSS did ^{not} respond to the repeated queries of the project institutes regarding approval of hiring of consultant.

At the request of SPFU, upto 2% of the Project fund has been allowed for consultancy services. Proposal for hiring of consultancy services has to be submitted through PMSS for approval of NPIU.

Resolutuion: Members noted the action taken.

Agenda 3: Reporting of major activities of SPFU since the 6th meeting of SSC held on 18th September, 2012.

Following major activities were undertaken by SPFU after 6th meeting

1. A training Workshop on Mentoring was organized by SPFU on 17th October, 2012.

So far, Mentoring in 12 institutes have been completed and reports submitted. Mentoring in UCT -C.U., the remaining institute, is scheduled to be taken up from 4th April, 2013.

2. Statutory Audit for the Accounts of all participating institutes and SPFU were conducted by the appointed Auditor for 2010-11 and 2011-12. Audit Reports have been received and forwarded to NPIU.

3. NPIU organized a Good Governance workshop in New Delhi during the period 15-18th January, 2013. Prof. B K Saha, Academic Advisor SPFU represented SPFU-West Bengal and attended that meeting.
4. Sanctioned vacant posts of Advisor Finance, Purchase Officer, Lower Division Asstt.-cum-Accountant and PA to the Head SPFU have been filled up as per the approved recruitment Rules and with the approval of the Secretary, Higher Education Deptt. Term of contractual appointment for Advisor (M&E) and Advisor Academic have been extended for a further term of one year upto 31st December, 2013.
5. JIS College of Engineering, a private unaided institute, participating under sub comp. 1.2 of TEQIP-II, has been conferred with Autonomous status under UGC norms.
6. A sum of Rs 1 crore has been released (including central share of Rs. 75 lakh) for JIS College of Engineering as the 1st instalment of Project fund on 22.11.2012 from the budget provision for 2012-13. Rs. 60 lakh has been released for SPFU including Central share as additional fund on 6.2.2013. For the two 2nd cycle selected institutes Rs. 6.12 crore has been released out of the State Budget on 28.2.2013.
7. NPIU vide their No. NSC/MHRD/TEQIP-II/13/5973 dt. 9/11 February, 2013 communicated the Selection of i) Govt. College of Engineering & Textile Technology, Berhampore & ii) Murshidabad College of Engineering & Technology in the 2nd cycle of TEQIP-II and asked for signing MoU and issuing of concerned G.Os. For the two 2nd cycle selected institutes, Rs. 6.12 crore has been released out of the State Budget on 28.2.2013.
8. A revised guideline for Faculty Development Programme, involving international travel, was issued by NPIU where the Steering Committee has been authorized to approve the proposals. Seven number of fresh proposals have been received from BESU (6 no.) and from UCT-U(1 no.). The proposals have been scrutinized by the Advisory Committee and placed in this meeting for final approval.
9. Implementation of TEQIP-II has been stopped at Calcutta Institute of Engineering & Management. As instructed by NPIU, 1st instalment of central share of Rs.1.5 crore together with the interest earned, has been refunded to the Central Govt. Account.

Resolution: Members noted the above mentioned activities of SPFU undertaken since the last SSC meeting and observed:

- a. Good Governance practices of different institutes should be put into the SPFU as well as into the Departmental websites, H.E. Similarly all major activities, together with the expenditure incurred by the institutes should be put into the institutes, SPFU and H.E. Deptt.'s websites.
- b. All assets created with TEQIP fund, should have a definite identification mark and should be labeled appropriately.

Agenda No.4 Report on the 1st Joint Review Mission for overall implementation review of TEQIP-II

It was reported that 1st Joint Review Mission for overall implementation review of TEQIP-II was held during the period 18th February to 1st March, 2013.

In Kolkata, status of implementation of different components of project activities in all the 13 participating institutes of the state were reviewed on 22nd February, 2013. The joint review meeting was arranged in the technology campus of CU at Salt Lake. Principals/Directors/TEQIP coordinators of the participating institutes, DTE and SPFU officials participated. This was followed by visit to BESU and Heritage Institute of Technology campus by the review team members.

Thereafter, a meeting of the Experts and the World Bank representative was organized in New Delhi on 1st March, 2013 to discuss the reports of the 1st JRM Review team where Director, Technical Education and Head SPFU was also asked to remain present and deliberate on the state's issues and status of implementation of the project.

Resolution: Members noted that the performance of the State of West Bengal in different components of the project activities were highly appreciated. Specially in the following areas :

- i) Constitution of an Advisory Committee on Faculty and Staff Development programme;
- ii) Holding a dedicated BOG meeting to sensitize BOG members and Project Management units regarding implementation of TEQIP-II;
- iii) Holding workshop for the institutes' functionaries to prepare them for obtaining autonomous status and to use such Autonomy effectively.
- iv) Organising Mentors workshop.

Agenda No. 5

Initiatives taken by SPFU, West Bengal towards effective implementation of the project

It was reported that SPFU took the following initiatives :

- i) Monthly review meeting with project institutes were being organized regularly. In addition, a team of SPFU officers are visiting the project institutes every month.
- ii) SPFU organized three workshops at the institutes level to guide the concerned functionaries of the TEQIP, participating institutes, including the students to prepare for UGC inspection in connection with conferment of autonomous status and execute the autonomy thereafter in an effective manner.
- iii) To expedite the process of getting clarification from NPIU on different issues, a team of SPFU officers comprising the Procurement Advisor & the A.O. was deputed to NPIU with a list of queries. The deputed SPFU officers discussed the issues with their counter parts at NPIU, across the table and got clarifications for almost all issues raised by the participating institutes.
- iv) SPFU appealed to the Chairman, AICTE vide memo. No. SPFU/WB/2012/279 dt. 12.10.2012 for sanctioning post graduate engineering programmes as proposed by the participating institutes under TEQIP-II on priority basis.
- v) SPFU organized a meeting on 22.3.2013 to review the status of implementation of various recommendations of Mentors by different participating institutes where 1st round of mentoring has been completed.
- vi) Immediately after release of 1st instalment of project fund, participating institutes were issued specific guidelines to undertake different components of project activities as per their respective IDP.
- vii) Private unaided institutes both under sub comp. 1.1 and 1.2 are not permitted to utilize project fund for procurement activities. Principals of such unaided private institutions were provided with guidelines for reallocation of their allotted fund in soft component activities, in a meeting, held on 5-6 November, 2012 at SPFU.

Resolution : Members noted the initiatives taken by SPFU towards effective implementation of the project.

Agenda No. 6

Miscellaneous

- i) **Status of receipt and utilization of project fund for the participating institutes as on 31st March, 2013.**

It was reported that out of the 13, participating institutes, 1st instalment of project fund had been completely exhausted in eight participating institutes. Requisition for 2nd instalment had already been submitted along with utilization certificate. But no fund allotted. Continuous follow

up was being made by SPFU with MHRD and NPIU for early release of fund.

Resolution : Members noted the status of performance of the participating institutes and the utilisation of fund and observed:

i) The institutes should be asked to expedite the project activities and at the same time maintain proper transparency at all levels.

ii) Head SPFU should take up with NPIU/MHRD to ensure early release of fund to the well performing institutes, as per project guidelines.

ii) Status of Procurement activities:

It was reported that participating institutes under TEQIP-II, other than private unaided institutes, have geared up their procurement activities as per the approved procurement plan submitted through PMSS.

Resolution : Member noted the procurement status.

iii) Status of Pedagogical Training :

It was reported that Faculty Development for effective teaching (Pedagogical training) as included in sub comp. 1.3 of the project, could not be started as NPIU could not provide the list of identified training providers. Now the responsibility regarding pedagogical training has been assigned to SPFU.

Resolution : Members noted the status and advised SPFU to expedite selection of training provider and ensure starting of the training during the coming semester break.

iv) Approval of the proposals on Faculty Development involving international travel :

It was reported that total seven proposals, six from BESU and one from UCT, CU have been received by SPFU, as per the revised guidelines on International travel. All these proposals were scrutinized by the Advisory Committee constituted by the SSC. All seven such proposals (BESU-6 no. & UCT-CU-01) (with the recommendation of the Advisory Committee) were placed for approval.

Resolution : Members noted the recommendations of the Advisory Committee on FSD in respect of the above mentioned proposals involving international travel with the following details :

Sl. No.	Institute	Name	Attending International Conference and Presenting Paper / Study & Networking Tour	Remarks
1	Bengal Engg. & Science University	Dr. Sujay Kumar Saha Professor & Head, Mechanical Engg. Department	(i) ASME 2013 Summer Heat Transfer Conference at Minneapolis, Minnesota, USA Duration : 14.07.13-19.07.13 (ii) To deliver lecture at MIT, Cambridge, USA Duration : 22.07.13-	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. 2,24,113 /- Fund to be provided from TEIQP II : Rs. 2,15,983 /-
2	Bengal Engg. & Science University	Dr. Tapash Kumar Roy Asst. Professor (Sr. Grade), Civil Engg. Department	(i) 7 th International Conference on Geo-Technical Engineering at Chicago, USA Duration : 29.04.13-04.05.13 (ii) Purdue University, USA Duration : 06.05.13-	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. 2,04,657 /- Fund to be provided from TEIQP II : Rs. 1,71,657 /-
3	Bengal Engg. & Science University	Dr. Hafizur Rahman Professor, IT Department	(i) IEEE XXXIII International Scientific Conference at Kiev, Ukraine Duration : 16.06.13-20.06.13 <i>19/4</i> (ii) Research Collaboration at Bremen University, Germany <i>21/4-24/4</i>	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. 2,45,997 /- Fund to be provided from TEIQP II : Rs. 2,21,247 /-
4	Bengal Engg. & Science University	Dr. Subrata Chakraborty Professor, Civil Engg. Department.	11th International Conference on Structural Safety and Reliability at Columbia University New York, USA Duration : 16.06.13-	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. 1,99,180
5	Bengal Engg. & Science University	Dr. Gautam Bandyopadhyay Dean(FET) and Professor, Electrical Engg. Department	To study CAVE, a modern Educational Technology at Southern University, Louisiana Duration : 04.06.13-18.06.13	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. Rs. 1,89,552 /- Fund to be provided from TEIQP II : Rs. 1,89,552 /-

Sl. No.	Institute	Name	Attending International Conference and Presenting Paper / Study & Networking Tour	Remarks
6	Bengal Engg. & Science University	Dr. Prabir Kumar Paul Professor & Head, Mining Engg. Department	To study CAVE, a modern Educational Technology Southern University, Louisiana Duration : 04.06.13-18.06.13	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. 1,98,672
7	University College of Technology, Calcutta University	Dr. Amlan Chakraborty A. K. Chowdhury School of Information Technology	Conference CSCS-19 at University of Polytechnica, Bucharest, Romania Duration : 27.05.13-02.06.13	Recommended by VC. Recommended by Advisory Committee for FSD. Placed at State Steering Committee for approval. Total Cost Involved: Rs. 1,40,233

Keeping view of the revised guidelines on international travel under FSD, after a thorough discussion on the merit of each of the individual above mentioned proposals, it was resolved to clear only those proposals which would conform to the stipulations made in the revised guidelines and would also ensure fruitful utilization of the project fund.

Accordingly, it was resolved to accept the recommendation of the Advisory Committee in respect of the proposals at Sl. No. 1, 3, 5, & 7 of the above statement.

The Committee expressed their reservations in respect of the following proposals.

- i) BESU – Dr. Tapas Kumar Roy – Sl. No. 2
- ii) BESU - Dr. Subrata Chakraborty – Sl. No. 4
- iii) BESU - Dr. Prabir Kumar Paul – Sl. No. 6

It was resolved to refer the matter to the Secretary, Higher Education Department & Chairman of the SSC to take further action in the matter. Head SPFU was also advised to ensure that the faculty members traveling abroad should fulfill all terms and conditions as set forth in their

approval letter including their commitments of submission of the reports as per the guidelines, immediately after their return.

As there was no other points to discuss, the meeting ended with exchange of vote of thanks to and from the chair.

