

**Venue: Conference Hall
Dr. Babasaheb Ambedkar Technological University, Lonere**

The 123rd meeting of the Executive Council was held on 16th October, 2015 at 12.00 noon in the Conference Hall of the University.

Following members were present:

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| 1. | Professor W.N. Gade, Vice-Chancellor | Chairman |
| 2. | Professor O. G. Kakde | Member |
| 3. | Professor P.D. Porey | Member |
| 4. | Professor Ashwini Kunte | Member |
| 5. | Dr. S. L. Nalbalwar | Member |
| 6. | Dr. M. A. Dabhade | Member |
| 7. | Prof. V. P. Jawanjil | Member |
| 8. | Prof. Y. N. Patil, I/c Controller of Examinations | Invitee |
| 9. | Dr. V. S. Sathe, I/c Finance Officer, | Invitee |
| 10. | Professor V. G. Sargade | Member, Secretary |

Following members could not attend the meeting and the leave of absence was granted to them:

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| 1. | Mr. R. N. Mohanty | Member |
| 2. | Professor U. N. Gaitonde | Member |
| 3. | Mr. P. A. Naik, Joint Director | Member |

Professor V. G. Sargade requested Hon. Vice-Chancellor to start the meeting. The Vice-Chancellor welcomed all the members of the Executive Council.

Item No. 1: To confirm the minutes of the 122nd meeting of the Executive Council held on 24th July, 2015

The draft minutes of the 122nd meeting of the Executive Council held on 24th July, 2015 were sent to the members of the Executive Council for their comments via e-mail. No comments were received. The minutes were placed for confirmation before the council. The minutes were confirmed.

Item No. 2: Action Taken Report on the minutes of the 122nd meeting of the Executive Council held on 24th July, 2015

Item-wise Action Taken Report on the minutes of the 122nd meeting of the Executive Council held on 24th July, 2015 was tabled before the Executive Council. The Executive Council noted the same with satisfaction.

Item No. 3: BoG approval for various activities under TEQIP - II

Dr. P.K. Brahmkar, TEQIP Coordinator and the Coordinators of various TEQIP Committees gave presentations on current status and future plans of TEQIP activities. The Monthly Financial Report (MFR) for the month of September 2015 is attached as ***Annexure-I***.

Following proposals related to TEQIP were placed for discussion and approval:

- *Formation of Committees for Examining Proposals for International Travel:* As per the latest NPIU guidelines, each proposal for international travel is to be examined first by internal scrutiny committee as well as a screening committee consisting of external experts. The EC members suggested that faculty members from institutes like IITs should be included on the screening committee. Accordingly, the EC members authorized the Vice-Chancellor to nominate suitable persons on these committees.

The EC members also felt that very few faculty members have used the opportunity of presenting their papers in international conferences abroad. It is therefore necessary to take necessary steps for improvement.

- *Proposals for Procurement of Consumables/Minor Equipment:* The TEQIP-II project consists of 9 categories of expenditure. Of late, NPIU has merged 7 of these categories (Sr. No. 2 through Sr. No. 8) together with a combined budgetary allocation of Rs. 5.62 Crores for these 7 categories. At present, the unutilized amount available under these merged categories is Rs. 2.20 Crores and there is no upper limit for expenditure for any of the 7 categories individually.

These 7 categories, particularly the R&D category, is going to involve procurement of consumables and minor equipment. As per the NPIU/SPFU instructions, all the procurement under Sr. No. 1 category is to be done through 'PMSS'. However, as per the guidelines from SPFU, it is not necessary to use PMSS to procure consumables/minor equipment required under categories from Sr. No. 2 through Sr. No. 9. Instead, the institute is supposed to follow its own procurement procedure instead of PMSS in such cases.

In view of the above, the Executive Council granted permission for the usage of institute procedures for such procurement. Further, since there is no upper limit for individual

category as mentioned above, the usage of 'financial approval form' is not relevant and it should therefore be omitted. The rest of the purchase procedure will remain the same.

- *Reimbursement of Fees Paid by Faculty under QIP:* Faculty members pursuing their Ph.D. under the QIP scheme have to pay tuition and other fees in the institutes where they do their Ph.D. Some of the faculty members from the university doing their Ph.D. under QIP in other institutes have applied for reimbursement of such fees through TEQIP-II. Their applications were placed before the EC for discussion and approval.

The matter was discussed. It was pointed out that, in addition to full salary and allowances, the QIP research scholars also get monthly scholarship under QIP. In view of this, it was decided that such faculty members will not be entitled for reimbursement of tuition and other fees from TEQIP.

- *Course Fees for Soft Skill and Other Finishing School Activities for Students:* Last year, the university has started organizing various courses and activities for enhancing employability of students. In addition, GATE coaching with the help of external agencies has also been started. All these activities are being carried out by the Finishing School and I-I-I Committee of TEQIP. At present, 50% of the course fees for such activities is borne by the students, whereas the remaining 50% is borne by the university through TEQIP funds. The EC members discussed the matter. It was pointed out that most of the students taking admission in this university are from economically poor and deprived sections of the society. In view of this, it was decided that no fees will be charged to the students for such activities hereafter and the entire expenses for such activities will be taken from TEQIP. Further, the members suggested that the I-I-I Committee of TEQIP should monitor the outcome of such activities in terms of improvement in placements
- *Assistantships/Fellowships to PG students:* In the recent Ph.D. admissions round, 6 full-time students have taken admission under TEQIP. In addition, 24 non-GATE students from the 2nd year of the 6 ongoing M.Tech. programmes have been selected for assistantship @ Rs. 8000/- per month w.e.f. 1st October, 2015 under TEQIP. The EC approved these assistantships under TEQIP. (**Annexure II**)
- *Workshops on Curriculum Development:* The next cycle of curriculum revision is due. It is necessary to develop outcome based curricula in line with the suggestions of NBA. In view of this, the EC members suggested that guidance of experts from institutes like NITTTR may be sought so as to frame outcome based curricula.
- *Revised Procurement Plan:* The revised procurement plan and administrative approval for recently added packages (**Annexure-III**) was placed for approval.

The EC approved the same.

Item No. 4: To place the minutes of the meeting of the Building and Works Committee and Finance Committee meetings for the necessary approval of the relevant items.

The relevant minutes of the Building and Works Committee (*Annexure IV*) and Finance Committee (*Annexure V*) meetings held on 11.09.2015 and 16.10.2015 respectively were put up for approval of the Executive Council.

The Executive Council approved the same.

Item No. 5: To constitute committee for preparing guidelines regarding Finance and Purchase procedures

It is necessary to prepare the detailed guidelines regarding the Finance and Purchase procedures. The issue was put up for the guidance and permission for constitution of committee for the same.

The Council suggested to follow the standard references for this purpose.

Item No.6: To decide about release of salary based on submission of attendance report

The salary is released based on the attendance report submitted by Heads of Departments and Section Heads. There is also biometric system of attendance in place. However, Head, Mathematics is neither submitting the attendance report nor entering attendance in Biometric system. It is necessary to declare the clear guidelines regarding this. The issue was put up for guidance.

The Council suggested to issue show cause notice to the concerned employee. Based on the reply, the next appropriate course of action can be taken.

Item No. 7: To consider the permission for Department Seal

Head, Civil Engineering Department has requested for permission to use department seal for letter/documents issued by department. The issue was put up for discussion and guidance.

The Council did not approve this proposition.

Item No. 8: To decide about conducting cultural activities

Last year the Annual Social Gathering had to be cancelled due to serious law & order situation created during inaugural function. Presently, no teacher is ready to take up the responsibility of Cultural co-ordinator of the University. The situation is not favourable to conduct the Cultural

event. Moreover, there is no annual social gathering in the University campus of other Universities. The issue was put up for discussion and guidance.

The Council directed not to conduct any cultural activity. The University teams participating in outside cultural activities like Indradhanushya can be selected by NSS Coordinator.

Item No.10: To put up report of Grievance Committee for approval

The Grievance Committee has submitted its report (*Annexure VI*) regarding a few issues related to employees. The same was put up for approval of the Council.

The Executive Council approved.

Item No. 11: Any other point with the permission of the Chair

- a. To seek the permission for re-designating the faculty as per sixth pay commission G.R. and CAS promotions.
 - It was informed that the following faculty members have been re-designated either due to sixth pay commission G.R. or through CAS promotions by DTE.
 - Their pay fixation has been done by DTE.
 - It is necessary to issue orders to the concerned faculty as per new designation as the case may be.

| Sr. No. | Name & Designation of Teacher | Date of Selection Grade | Due for Associate Professor |
|---------|---|-------------------------|-----------------------------|
| 01 | Dr. Y.S. Mahajan, Associate Professor, Chemical Engineering | 22/07/2002 | 01/01/2006 |
| 02 | Dr. Abhijeet Ramchandra Chavan, Associate Professor, Chemical Engineering | 23/08/2006 | 23/08/2009 |
| 03 | Dr. Sariputte Rajaram Bhagat Associate Professor, Civil Engineering | 13/03/2007 | 13/03/2010 |
| 04 | Dr. Sachin Madhavrao Pore Associate Professor, Civil Engineering | 02/06/2007 | 02/06/2010 |

The meeting ended with thanks to the Chair.