

**Dr. S. S. Bhatnagar University Institute of Chemical Engineering and Technology,
Panjab University, Chandigarh**

Minutes of 6th meeting of BOG for TEQIP-II held on 27th June 2015 at 3:30 PM in the placement cell of Dr. SSBUI CET, Panjab University, Chandigarh.

The following members were present:

1. Prof. A.K. Grover, Vice Chancellor
2. Prof. Manoj Datta, IIT Delhi, Chairman
3. Mr. Amit Talwar, PCS, State Project Advisor cum Director, U.T. Admn., Chandigarh
4. Prof. Meenakshi Goyal, chairperson, Dr. SSBUI CET
5. Prof. V.K Rattan, Dr. SSBUI CET
6. Prof. U.S Shivhare, Dr. SSBUI CET
7. Prof. Anupama Sharma, Coordinator, TEQIP-II, Dr. SSBUI CET.....Convenor

At the onset, Prof. Meenakshi Goyal, Chairperson, SSBUI CET welcomed the members of BOG and apprised them of Outstanding Engineering Institute of North award to Dr. SSBUI CET by Dr. R.L. Bhatia foundation, New Delhi.

Before taking up the agenda, the Coordinator, TEQIP-II, gave a detailed presentation regarding **Action Taken Report** of the last BOG meeting as well as the activities undertaken till 27.07.2015 under TEQIP-II.

1. Expenditure under each Budget head of TEQIP-II grant was discussed in detail vis-a-vis the timelines of the project. The following suggestions were given by esteemed members for improving the expenditure/ performance under various heads
 - a. Members suggested to make a roadmap for all the activities planned under TEQIP-II so that full utilization of grant be achieved within the remaining period of TEQIP-II grant.
 - b. The members were of the opinion that there is a strong need of networking with institutions in the area of Chemical Engineering and Food Technology in terms of research/ curriculum and industrial/ international collaborations. The faculty members of Dr. SSBUI CET should be encouraged to visit reputed International Universities engaged in related area of research to improve this networking. The faculty/ group of faculty members should identify the research groups working in synergetic areas of research and try to seek boarding and lodging funding. The international travel/ domestic travel/ visa charges and other contingent expenses can be provided from the TEQIP-II funds.
 - c. The members were of the opinion that the ceiling of Rs. 1.5 lakhs on R&D fund given to faculty members may be enhanced. The modalities can be worked out at Core committee level and be approved in next BOG. The faculty members who are doing good research can ask for more funds on submission of research report as well as funds utilisation statement for the previous funds. The quality of research can be judged by a committee comprising of senior professors and subject expert nominated by Vice Chancellor/ DUI.

- d. The members expressed concern over the expenditure under “Enhanced Interaction with Industry Head”. The committee members suggested that Dr. SSBUI CET should organise Short term courses/ Brain storming sessions/ curriculum revision workshops with the industry. Half day to one day workshops with more than 3-4 experts from industry should be organised on regular basis. Faculty and students should be encouraged to take real time industry problems as their joint research project with industry and organise frequent visits to industry.
- e. Regarding Budget Head “Academic Support for Weak Students”, members were of the opinion that a diagnostics test should be held for students to identify the area of weakness like verbal ability, linguistics, presentation skills, soft skills, subject domain knowledge etc. The programmes should be designed to train the students in specific skills. The plan should be initiated in the beginning of semester to get tangible output by the end of semester. Members opined that students should be sent in batches to get trained from the other institutes (if need be). Moreover the institute should adopt models from other institutes like ICT Mumbai, IITs etc to enhance performance under this head.
- f. The institute should be made more vibrant in terms of research. The institute labs should be open for research work and for students/ scholars till late hours and during the weekends.
- g. The members were of the opinion that while allocating the student’s research projects, the committee should ensure that the projects are innovative, have good research potential, adequate literature review, involves analytical/ mathematical techniques which will help students in future and can deliver tangible outputs .Only those projects which meet these criteria should be provided financial aid under TEQIP grant.
- h. Members were of the opinion that while sponsoring the students under TEQIP-II for attending workshop/ conference/ training programme/ competitions, the merit of the conference or workshop (in the line of Chemical engineering or synergistically allied areas) should be judged and a rational approval from the committee be obtained after proper scrutiny by the core committee.

AGENDA ITEMS:

Agenda Item 1: To approve the Good Governance and development Report.

The BOG members approved the good governance report with minor modifications. Final Report attached as Annexure 1.

Agenda item 2: To apprise the BOG of Institutional Performance Report of 12 indicators.

The members were apprised of the all 2 performance indicators fulfilled by the institution on the basis of which the third grant of TEQIP-II will be released by NPIU. The indicators are attached as Annexure 2.

Agenda item 3: Ratification of expenditure under various activities/ events organised under TEQIP-II from January 2015 to June 2015.

BOG ratified the expenditure under various activities/ events organized under TEQIP-II from January 2015 to June 2015. Appended as Annexure 3

Agenda item 4: To ratify the payment of Rs 5,61,800/- for NBA accreditation.

BOG ratified the payment of Rs 5,61,800/- made for NBA accreditation for ME Chemical programme.

Agenda item 5: Approval of Research Proposals submitted by the faculty/ UG Projects of Dr. SSBUCET, Panjab University, Chandigarh.

The BOG approved the research projects submitted by Prof. R. K. Wanchoo, Prof. U.S. Shivhare and Dr. Sanjeev Gautam under TEQIP-II. Members were of the opinion that project deliverables should be submitted to TEQIP-II office at the end of research project. The details of the projects are appended as Annexure 4.

Agenda item 6: Grant of permission to the faculty members of SSBUCET to attend National/ International Conference/ Workshops/ Training programmes out of TEQIP grants.

The BOG approved the TA/DA/ Boarding and Lodging expenses of various faculty members who attended National/ International Conference/ Workshops/ Training programmes out of TEQIP-II grants Attached as Annexure 5

Agenda item 7: To approve the modified TA/DA rules for the students to present research papers in the Conferences / Seminars or attend Workshops etc.

The BOG members were of the opinion AC 2-tier be approved for the research scholars and AC 3-tier for UG students. It is to differentiate UG and PG students. Also the BOG clarified that student can undertake one visit during an academic year. The detailed modified rules are attached as Annexure 6.

Agenda item 8: To approve tentative budget of proposed academic events to be till December 2015 as it has already been approved in core committee meeting.

The BOG approved the Budget for the various conferences and programs for the year 2015 as approved by Core Committee meeting dated February 19, 2015 (Attached as Annexure 7). The budget for a conference / program/ event would be released only if the accounts for the previous conference / program/ event organised by the same faculty or group have been settled.

Current work:

1. The BOG approved the fellowship rules passed by Core committee dated January 28, 2015. While discussing the application received from reserved category student for grant of fellowship, the members were of the opinion that one fellowship in each postgraduate

branch i.e. ME Chemical/ ME Food Technology/ ME Chemical with specialization in Environment on merit basis should also be given to the reserved category in addition to the number of fellowships decided by Core committee dated 28.1.2015 (Minutes annexed at Annexure 8). If the reserved category students rank among first five students (for ME Chemical) or first three for (ME Food Technology/ ME Chemical with specialization in Environment), then the next reserved category students in order of merit should be also given this fellowship.

2. Regarding the salary increment, the members were of the opinion that grade pay of UT and Panjab University may be looked into to decide the increment rate as suggested in 5th BOG meeting. The exact increments can be approved in the next BOG meeting.
3. The issue of appointment of Accountant was deferred.

Prof. Anupama Sharma, Coordinator, TEQIP-II

Prof. V.K Rattan,

Prof. U.S Shivhare

Prof. Meenakshi Goyal, (Chairperson, Dr. SSBUI CET) 19.08.2015

Mr. Amit Talwar, PCS, State Project Advisor cum Director, U.T. Admn., Chandigarh

Prof. Manoj Datta, IIT Delhi (Chairman, BOG) 24/8/15

Prof. A.K. Grover, Vice Chancellor, Panjab University(Patron) 15/9/2015