

VISHWAVIDYALAYA ENGINEERING COLLEGE  
LAKHANPUR  
(A Constituent College of Chhattisgarh Swami Vivekanand  
Technical University, Bilai)

MINUTES OF  
MEETING OF BOARD OF GOVERNORS  
FOR TEQIP-III PROJECT  
HELD ON

08<sup>th</sup> April 2020 , WEDNESDAY

*And Finally Approved on*

11<sup>th</sup> April 2020, SATURDAY.

VENUE – ONLINE MEETING CONDUCTED VIA ZOOM

Minutes of the 9<sup>th</sup> Meeting of Board of Governors, Vishwavidyalaya Engineering College-Lakhanpur, A Constituent College of Chhattisgarh Swami Vivekanand Technical University, Bilai held on 08th April 2020 , WEDNESDAY *And Finally Approved on* 11th April 2020 conducted Online Via Zoom at 11.00 am

Members Present:

- 1) Dr. Shubhash Chandra Sharma- Chairman  
Retired Professor, Department of Business Administration, JNV University, Jodhpur
- 2) Dr. Anjani Kumar Shukla – Member  
Chairman, Chhattisgarh Niji Vishwavidyalaya Viniyamak Aayog, Shankar Nagar, Raipur (C.G.)
- 3) Prof. S.K. Singhai– Member  
Professor, Dept. of Electrical Engineering. GEC, Bilaspur (C.G.)
- 4) Dr. R. P. Tiwari– Member  
Professor and Head, Dept. of Civil Engineering, GEC, Rewa (M.P.)
- 5) Dr. C.S. Verma – Member  
CRO, AICTE, Bhopal (M.P.)
- 6) Dr. R. N. Khare – Secretary  
Principal, Vishwavidyalaya Engineering College, Lakhanpur (C.G.)
- 7) Dr. R. K. Sahu – Member  
Associate Prof. Dept. of Chemistry, Vishwavidyalaya Engineering College, Lakhanpur (C.G.)
- 8) Dr. H. Chandra – Member  
Associate Prof., Dept. of Mechanical Engineering, Vishwavidyalaya Engineering College, Lakhanpur (C.G.)

Shri Diwakar Mishra Ji ....*Special Invitee.*

State Project Administrator, SPIU, TEQIP-III. Atal Nagar. Raipur. (C.G.)

Mr. Ankit Arora

TEQIP-III Coordinator, Vishwavidyalaya Engineering College, Lakhanpur (C.G.)

## **MINUTES OF MEETING**

The meeting of Board of Governors for Vishwavidyalaya Engineering College, Lakhanpur, conducted via Zoom Video Conferencing/Meeting with kind permission of Honourable Chairman. Meeting started with welcome note by Principal Dr. Ram Narayan Khare addressing Chairman and other respected members of Board of Governors for Vishwavidyalaya Engineering College, Lakhanpur.

This meeting is an extension of meeting conducted on 08.04.2020 in which schedule proposed by Chairman was – 11<sup>th</sup> April 11 a.m. On 08.04.2020 first of all special thank note was addressed to Chairman Prof. Subhash Chandra Sharma for permitting to conduct the meeting online through Zoom App and Principal also thanked Shri Diwakar Mishra ji, SPA,SPIU who suggested to conduct BoG meeting online (for attenuation of DLI mentioned in Performance benchmark) as BoG meeting was initially scheduled on 04.04.2020 which was postponed due to Covid -19 Pandemic Lock Down issues.*(Minutes of meeting conducted on 08.04.2020 is attached)*

On 08.04.2020 Principal explained agendas of the meeting for ease of understanding of all the agendas over video conferencing. He also informed to members that Academics of the institute such as Classes and Practical are not disturbed during this lockdown issues as Institute has taken initiative to conduct classes through Zoom/ Google Classrooms and Virtual Labs which was highly appreciated by all the members of BoG. He also informed BoG that regular classes of Mining Engineering for two subjects a) Underground Coal Mining and b) Mine Climate and Ventilations are run by faculty of mentor institute NIT-Raipur online.

*Following are the decisions taken over Agendas on 11.04.2020 (which were also discussed on 08.04.2020):*

### **Agenda 1 : Approval of action plan for Quarter April –June 2020.**

**Decision :** Post discussion on all the planned activities in Action Plan from April 2020 to June 2020 (as per Project Implementation Plan / Institute Development Proposal) already approved by HoDs/Procurement committee is approved by BoG with instruction to perform all the planned activities under Procurement, Academics, Incremental Operating Cost as per TEQIP-III norms. For Procurement of Solid Works software approval is granted subjected to approval of competent authority. However it was also decided that institute should ensure sufficient space before procuring any equipment/furniture/software so that students may use them efficiently. Older equipment must be installed. And also Procurement of Solid Works software should be done only if it (or similar) is not available as open source software as per NPIU/MHRD guidelines. Institute should also ensure availability of necessary hardware to use this software so that end users are benefitted. The indenting department should duly justify the need of this software. A certificate from Expert (as per NPIU/MHRD guidelines) regarding this effect must be sent to SPIU before initiating procurement. The advisory from NPIU vide their mail NPIU/TEQIP-III/Procurement/2020 dated 12.03.2020 should be strictly followed.

### **Agenda 2 : Approval of Twinning action plan for Quarter April – June 2020.**

**Decision :** Twinning action plan for Quarter April – June 2020 specifying the joint activities to be performed with mentor institution NIT Raipur is approved. And also to cover all the specific 14 points under twinning activity, a reminder must be sent to NIT-Raipur with a copy to SPIU/NPIU.

### **Agenda 3 : Status of Expenditure till 31.03.2020.**

**Decision:** Status of Expenditure till 31st March 2020 for Quarter- 04 (January to March 2020) was informed to all the members of the BoG. BoG noted the expense figure as per M32 report generated from PFMS. It was also advised to produce Cash Book in next BoG meeting, and match the figures. A copy of M32 is attached herewith as an annexure to this MOM.

### **Agenda 4 : Information of CRS Project by Dr. Dinesh De.**

**Decision :** BoG noted the information about Grant of CRS project to one of the faculty members appointed under TEQIP-III by NPIU- Dr. Dinesh De of Rs. 16,43,000 out of which permission of Rs. 11,75,667 is also granted by SPIU for procurement and items to be procured are well available in GeM . BoG advised to expedite the procurement and advised that timelines of CRS Scheme as given by NPIU must be followed strictly.

### **Agenda 5: Student Entrepreneurship training permission in summer session.**

**Decision:** Under this agenda for Improving Employability/Entrepreneurship Permission for reimbursement to students who undergo Capability Development programme/ Industrial Programme for E-Learning at Institute of National Importance / Govt. Agencies as per norms of NPIU was sought from BoG. In the uncertain times of lockdown arising out of pandemic Covid-19, as an initiative for the Capability Development, Tata Steel is offering for students to do paid E-learning courses ranging from Rs.1, 200/- to Rs. 5,000/- at Re. 1 only. Permission for students/faculty to attend such programmes was granted by BoG (on the basis of mail received from SPIU dated 09.04.2020 for conduction of such programmes shared to BOG members by VEC)

### **Agenda 6: Permission for Employability & Skill Training.**

**Decision :** Permission for employability and skill training for students of 1st year to be conducted by Agencies of NPIU was sought. BoG decided that training should not be initiated as it won't be completed under the time limit mentioned by NPIU

### **Agenda 7: Review for TEQIP-III Action activities till date.**

**Discussion:** Under this agenda all the activities undergone in the previous quarter, January to March 2020 was explained to all the members of BoG. Copy of same is attached with this MOM for kind reference.

### **Agenda 08: Funding for start-up projects on approval of 36 INC.**

**Discussion:** Funding for start-up projects submitted by students of the institution should be processed as per SPIU/NPIU directives.

### **Agenda 09 : Approval for MOOC programs conducted at recognised institutions.**

**Discussion :** Under this agenda reimbursement permission was granted for online courses in Swayam/AICTE- NEAT platform for students of our institution as per norms of TEQIP-III. Online Courses can be promoted and is also permissible to ensure safety during this Covid-19 Pandemic.

**Agenda 10: Reimbursement to students for being tutored by Industry Experts online amidst Corona Pandemic to prepare students for On and OFF Campus for Job Interviews.**

**Discussion :** Under this agenda Reimbursement to students for being tutored by Industry Experts online amidst Corona Pandemic to prepare students for ON and OFF Campus for Job Interviews as per norms of EQIP-III was sought and is approved by BoG as per norms of TEQIP-III. However such lectures should be limited to 2-4 for final year students in all.

**Agenda 11: Approval of reimbursement for internship/ vocational training for students conducted online/physically amidst Corona pandemic at Recognized Institutions.**

**Decision:** Students of second and third year of all the disciplines of institution undergo vocational training / training as per syllabus of CSVTU, Bhilai. Under this agenda Approval for reimbursement of internship for students conducted online/physically amidst Corona pandemic at Recognized Institutions / Institutes of National importance/ Govt. Agencies as per norms of TEQIP-III was sought and is approved by BoG as per norms of TEQIP-III. BoG advised that decision should be taken as per instructions of GoI, State Government and Affiliating University before sending students physically for such internship/ vocational training.

**Agenda 12: Other issues after permission from Chairman BoG .**

**Discussion :** Post approval of all the agendas cited above with kind permission of **Chairman of BoG**, Principal informed all the members about Faculty Registration in Swayam and Vidwaan, student registration in Swayam and other Online Courses/Modules during the uncertain period of lockdown arising out of pandemic Covid 19.

BoG also instructed that the Institute (VEC, Lakhanpur) should maintain cash books, stock registers, purchase files, installation reports, usage register of purchases made under TEQIP-III. BoG will not be responsible for any financial /non-financial matters if they are not followed by the Institute as per the norms laid by NPIU/SPIU/ State Government and affiliating university-

Minutes of meeting conducted on 08.04.2020 is attached with this minutes for kind reference.

*Meeting ended with vote of thanks (by Principal) to Chairman and all the members of BoG.*

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LAKHANPUR  
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Technical University, Bhilai)

MINUTES OF  
MEETING OF BOARD OF GOVERNORS  
FOR TEQIP-III PROJECT  
HELD ON  
08<sup>th</sup> April 2020-Wednesday.

VENUE – ONLINE MEETING CONDUCTED VIA ZOOM

Minutes of the 9th Meeting of Board of Governors, Vishwavidyalaya Engineering College-Lakhanpur, A  
Constituent College of Chhattisgarh Swami Vivekanand Technical University, Bhilai held on 08th April  
2020 conducted Online Via Zoom at 12.30 pm

Members Present:

- 1) Dr. Shubhash Chandra Sharma- Chairman  
Professor and Head, Department of Business Administration, Manipal University, Jaipur.
- 2) Dr. Anjani Kumar Shukla – Member  
Chairman, Chhatisgarh Niji Vishwavidyalaya Viniyamak Aayog, Shankar Nagar, Raipur (C.G.)
- 3) Prof. S.K. Singhai– Member  
Professor, Electrical Engg. Department GEC, Bilaspur (C.G.)
- 4) Dr. R. P. Tiwari– Member  
Professor and Head , Dept. of Civil Engineering, GEC, Rewa (M.P.)
- 5) Dr. C.S. Verma – Member  
CRO, AICTE, Bhopal (M.P.)
- 6) Dr. R.N. Khare– Secretary  
Principal, Vishwavidyalaya Engineering College, Lakhanpur (C.G.)
- 7) Dr. R.K. Sahu– Member  
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Principal first of all explained the agendas of the meeting himself for ease of understanding of all the agendas over video conferencing. Prior to that he informed all the members that Academics of the institute such as Classes and Practical are not disturbed during this lockdown issues as Institute has taken initiative to conduct classes through Zoom/ Google Classrooms and Virtual Labs which was highly appreciated by all the members of BoG. He also informed BoG that regular classes of Mining Engineering for two subjects i. Underground Coal Mining and ii. Mine Climate and Ventilations are run by faculty of mentor institute NIT-Raipur online. Agenda wise discussion follows:

**Agenda 1 : Approval of action plan for Quarter April –June 2020.**

**Discussion :** Under this agenda the principal narrated planned activities as per Project Implementation Plan / Institute Development Proposal approved by HoDs/Procurement committee which are proposed from April 2020 to June 2020 along with proposed expenses.

- A) Procurement head mainly consists of the packages to be procured for Mining Engineering Department as the said department is in its second year of existence only and none of the Laboratories have been developed yet. A software whose requirement is put up by Mr. Amit Ekka, Assistant Professor, Mechanical Engineering Department is listed in Action Plan. Furniture and Few minor Civil works of estimation as specified in Action Plan was explained.
- B) Academic activities as per norms of TEQIP-III for improvement of various domains of academic of a student as per Project Implementation Plan / Institute Development Proposal was explained and is also mentioned in action Plan.
- C) Expenses under Incremental operating cost is also specified in Action Plan.

**Agenda 2 : Approval of Twinning action plan for Quarter April –June 2020.**

**Discussion :** Twinning action plan for Quarter April –June 2020 specifying the joint activities (covering all the specific 14 indicators) to be performed along with mentor institution NIT Raipur was explained and permission was sought.

**Agenda 3 : Status of Expenditure till 31.03.2020.**

**Discussion:** Status of Expenditure till 31st March 2020 for Quarter 04 2019-20 was informed to all the members of the BoG amongst which payment made to empanelled agency by NPIU for Gate Training, Registration Fee reimbursed to students for GATE 2020 and pending payment made

for Extension of Lab were the major expenses done during January to March 2020. M32 report generated from PFMS was already shared over mail to all the members of BoG.

**Agenda 4 : Information of CRS Project by Dr. Dinesh De.**

**Discussion :** Grant of CRS project to one of the faculty members appointed under TEQIP-III by NPIU- Dr. Dinesh De was provided to all the members of BoG. Grant of Rs. 16,43,000 provided to him for CRS project out of which permission of Rs. 11,75,667 is also granted by SPIU for procurement and items to be procured are well available in GeM and will be procured as soon as possible.

**Agenda 5: Student Entrepreneurship training permission in summer session.**

**Discussion:** Under this agenda for Improving Employability/ Entrepreneurship Permission for reimbursement who undergo Capability Development programme/ Industrial Programme for E learning at Institute of National Importance / Govt. Agencies as per norms of NPIU was sought from BoG. In the uncertain times of lockdown arising out of pandemic Covid 19, as an initiative the Capability Development, Tata Steel is offering for students to do paid E-learning courses ranging from Rs.1, 200/- to Rs. 5,000/- at Re. 1 only. Permission for students to attend such programmes is sought.

**Agenda 6: Permission for Employability & Skill Training.**

**Discussion :** Permission for employability and skill training for students of 1st year to be conducted by agencies of NPIU was sought.

**Agenda 7 : Review for TEQIP-III Action activities.**

**Discussion:** Under this agenda all the activities undergone in the previous quarter January to March 2020 was explained to all the members of BoG.

**Agenda 08: Funding for startup projects on approval of 36 INC.**

**Discussion :** For funding for startup projects submitted by students of the institution proposal shall be sent to 36 INC- government agency for start-up State Government Chhattisgarh and should only be done post approval from 36 INC.

**Agenda 09 : Approval for MOOC programs conducted at recognised institution.**

**Discussion :** Under this agenda reimbursement permission for online courses in Swayam / AICTE- NEAT platform for students of our institution as per norms of TEQIP-III was sought. As online courses can be promoted and is permissible to ensure safety during this Corona Pandemic

**Agenda 10: Reimbursement to students for being tutored by Industry Experts online amidst Corona Pandemic to prepare students for On and OFF Campus for Job Interviews.**

**Discussion :** Under this agenda Reimbursement to students for being tutored by Industry Experts online amidst Corona Pandemic to prepare students for ON and OFF Campus for Job Interviews as per norms of TEQIP-III was sought.

**Agenda 11: Approval of reimbursement for internship/ vocational training for students conducted online/physically amidst Corona pandemic at Recognized Institutions.**

**Discussion:** Students of second and third year of all the disciplines of institution undergo Vocational training / training as per syllabus of CSVTU, Bhilai. Under this agenda Approval of reimbursement for internship for students conducted online/physically amidst Corona pandemic at Recognized Institutions / Institutes of National importance/ Govt. Agencies as per norms of TEQIP-III was sought.

**Agenda 12: Other issues after permission from Chairman BoG .**

**Discussion :** Post Explanation of all the agendas cited above by Principal of Institute, **Chairman of BoG** stated that some more time may be required to understand the agendas as meeting is conducted online and for understanding of all the agendas explained ( annexures related to agendas is same is sent over mail to every member of BoG). Next Schedule proposed by Chairman – 11th April 11 a.m. was unanimously agreed by all. It was also suggested by him that all the activities of this project should be followed strictly as per the norms and guidelines of TEQIP-III.

**As per Instruction Action Taken Report of previous BoG meeting conducted on 12.02.2020 is listed below :**

1. Proposal to purchase Solid Edge and FEMAP software.
  - Process of purchase of above software is not initiated as it is not approved by competent authority.
2. Activities on Twinning activity chart prepared on 17.01.2020 and approved by BoG on 12.02.2020
  - Expert lecture in CSE department department conducted on 18th and 19th Jan 2020 by Dr. Pradeep Singh and Dr. Dilip Singh Sisodia, Department of CSE, NIT – Raipur.
  - NBA SAR filing workshop or related activities was conducted on 25th January 2020. By Dr. Amit Raj Singh, Department of Mechanical Engineering, NIT-Raipur.
  - Mr. Manoj Kumar dewangan, Dr. Bhupendra Sahare and Kuldeep verma attended STTP on Recent trends in Poer electronics and Renewable Energy System conducted at NIT-Raipur from 17<sup>th</sup> Feb 2020 to 21<sup>st</sup> Feb 2020.
  - FDP conducted for all faculty of Civil Engineering Department by Faculty of Civil Engineering, NIT-Raipur in which 05 faculty Dr. Sunny Deol G, Dr. Govardhan Bhat, Dr. A.D. Prasad, Dr. Istiyaq Ahmad and Dr. Meena Murmu from NIT Raipur visited VEC Lakhanpur. The schedule is shared over mail for kind reference.
  - Dr. Manoj Chopkar visited VEC Lakhanpur on 28.02.2020 regarding placement activities. The minutes of meeting is shared over mail for kind reference.
  - National conference on “Futuristic Trends in Materials, Manufacturing, and Mechanical Engineering (FTMMME-2020)” organized jointly by National Institute of Technology Raipur & VEC Lakhanpur. The schedule and proceedings are shared over mail for kind reference.
3. Expense figure till 31<sup>st</sup> Jan 2020.
  - BoG already noted expense figure produced as per report of M-32 generated from PFMS and Cash book was given by previous committee / incharges which needs to tally and will be done post lockdown.

4. Expense figure till 31<sup>st</sup> March 2020.

- Institute already shared expense figure produced as per report of M-32 generated from PFMS before this meeting over mail for kind reference.

**Dr Anjani Shukla**, also mentioned that all the activities of this project should be followed strictly as per the norms and guidelines of TEQIP-III.

**Dr R.P. Tiwari**, appreciated online classes running in institute and conduction of meeting online. He appreciated participation of students and faculties in SWAYAM and further mentioned that Online courses / modules available in Swayam can be added as elective subject under flexible credit system. This proposal of BoG can be sent to University.

**Dr Sanjay Singhai**, suggested that proper care should be taken while procuring the software and must be procured as per the guidelines issued by NPIU recently for procuring a software. He also added that reimbursement for vocational training / internships should only be granted to those students who have gone for this training at Institute of national importance such as IIT / NIT and other government agencies.

**Dr. C.S.Verma** , appreciated the initiative of institute of conduction of online meeting . He further appreciated conduction of online classes in such a remote area. Post this lockdown he suggested to ensure safety of all the faculties/staff and students and also emphasized on digital education and suggested measures to be taken by institute for participation of all the students.

**Shri Diwakar Mishra**, Special Invite stated that Procurement of software should be done only if it is not available as open source software as per NPIU/MHRD guidelines. A certificate regarding this effect must be sent to SPIU before initiating procurement. For CRS project he added that Complete procurement should be done by 30th April 2020.

For employability skill training the training should not be initiated as it won't be completed under the time limit mentioned by NPIU Funding for startup project submitted by students must be vetted by 36 INC.

And also Patent Filing must be as per proper procedure.

He further added that Institution should look forward and find a proper solution to expedite process of approval from CSVTU Bhilai activities / payment under TEQIP III.

New TEQIP-III committee constituted from CSVTU Administration is attached for kind information.

Meeting ended with vote of thanks (by Principal) to Chairman and all the members of BoG.