

Proceedings of the TEQIP High Power Committee meeting held on 27.01.2018 in the Room No 204-A, Salt Lake Campus, University of Calcutta

Members present:

Prof. Amlan Chakrabarti, Dean, Faculty of Engineering and Technology
Dr. Amit Ray, Secretary, UCSTA
Prof. Nabendu Chaki, Coordinator, TEQIP, Phase III
Prof. Ajay Ghosh, Academic Expert
Prof. Sekhar Bhattacharya, Academic Expert
Prof Pradip Kumar Das, Academic Expert
Dr. Soumen Chakraborty, Industry Expert
Prof. Sankhayan Choudhury, Coordinator, TEQIP Phase II (Invitee)

Agenda 1: Briefing about TEQIP, Phase-III by Coordinator, TEQIP, Phase III

The Coordinator briefed the members about TEQIP Phase III and detailed on some points including procurement guidelines sent by NPIU. It was agreed that during TEQIP Phase III, several programs are to be organized to ensure leadership role of University College of Technology, Calcutta University (UCT-CU) for Indira Gandhi Institute of Technology (IGIT), Sarang, Orissa. IGIT has been marked as Mentee institute for UCT-CU by National Project Implementation Unit (NPIU), Government of India.

Coordinator also briefed the members the receipt and disbursement of funds for TEQIP, Phase III will be done electronically using Public Finance Management System (PFMS) linked to project-specific savings bank account to be opened.

It was also mentioned by coordinator that action plan as well as procurement plan submission on quarterly basis is mandatory as per guideline of TEQIP, Phase-III. Budget allocation will be depended upon the approved plan.

The Coordinator has explained the possible role of the Nodal Officers for TEQIP Phase III to the members present and requested for volunteering to undertake the responsibilities.

Resolution 1: It has been resolved that each department will submit their departmental Action Plan with estimated expenditure on urgent basis for the first two quarters (six months) of 2018 so that the Action Plan for the entire Institute can be prepared for uploading in PFMS by 30th January, 2018.

Resolution 2: It has been unanimously resolved that the following Professors and Officer of the University would officiate as Nodal Officers and Coordinators for Twinning Programs with Mentee Institute (IGIT, Sarang)

- Prof. Kallol Bhattacharya, Nodal Officer, Procurement
- Prof. Sankhayan Choudhury, Nodal Officer, Academic
- Mr. Sumitabha Acharya, Nodal Officer, Finance (nominated by the Honorable Vice Chancellor)
- Prof. Asim Kumar De and Dr. Jawad Y. Siddiqui, Coordinator for Twinning Programs

Agenda 2: Formation of TEQIP Cell:

Resolution 3: It has been resolved unanimously that Ms. Sriparna Ray and Mr. Kanchan Das, the two staff members who has the experience of handling TEQP, Phase II operations for last 4 years be appointed to the position of TEQIP Phase III, Project Assistants with effect from February 01, 2018 on temporary basis offering a consolidated salary @ Rs. 20,000/- per month for each of the staff members to be appointed.

Resolution 4: It has been resolved unanimously that a third Project Staff may be recruited as early as possible to look after PFMS and the accounting procedure for TEQIP Phase III for UCT-CU. It was further resolved that this new appointment will also be on temporary basis offering a consolidated salary @ Rs. 20,000/- per month subject to approval of the High Power Committee.

Agenda 3: Travel Guidelines for UCT-CU faculty members, staff and student

Coordinator briefed on the need of a clear travel guideline for TEQIP Phase III travels to be undertaken by Faculty, Staff, Officers and the students of UCT-CU.

Resolution 5: It has been resolved that Prof. Kallol Bhattacharya will prepare a draft for Travel Guideline after considering the one used for TEQIP, Phase II and recent guidelines sent by NPIU.

Agenda 4: Twining program with IGIT, Sarang

Coordinator explained the necessity of visit at IGIT, Sarang on immediate basis. Members also discussed about the mentoring work which can be done for the mentee institute. The matter has been discussed in length.

Coordinator briefed the probable twining activities to be undertaken in IGIT, Sarang in the month of January to March, 2018.

All the members agreed to go ahead with the above said schedule for activities.

Agenda 5: Any other issue raised by member(s)

Resolutions of two Institutional Committee Meeting dated 27th July, 2017 and 18th January, 2018 read out by the coordinator.

Resolution 6: It has been unanimously resolved that all the minutes can be endorsed without any amendment. The meeting ended with thanks to the Dean, Faculty of Engineering and Technology, University of Calcutta.