



GOVERNMENT COLLEGE OF ENGINEERING, KARAD

(An autonomous institute of Govt. of Maharashtra)

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Minutes of 20th Board of Management meeting held on 1st June. 2019

The 20th meeting of Board of Management was held on 1st June 2019 at the Meeting Hall of Government College of Engineering, Karad at 11.30 a.m. Following members were present for the meeting:

- 1) Dr. Ashok Khade, Chairman
- 2) Shri. Narendra alias Eknath Kulkarni
- 3) Shri Amit Kadam
- 4) Prof. Dr. A.T. Pise
- 5) Prof V.B. Waghmare
- 6) Prof S K Patil

Dr. P.M. Khodke, CPA, NPIU, New Delhi attended the meeting as an invited member. Leave of absence was granted to Shri. Shahajirao Jagadale, Dr. Shivajirao Kadam, Shri. Saurabh Vijay, Secretary, H&T, Mumbai, Prof. Dr. B.S. Gawali, Shri. Satish Tidke, Dy. Secretary, H&T, Dr. Abhay Wagh, Director, Technical Education, and Dr G.D. Yadav.

Member Secretary Prof. Dr. A. T. Pise welcomed Hon. Chairman and members of Board of Management. With the permission of the Hon. Chairman, Member Secretary started meeting as per the agenda of the meeting.

Item No. 20.1

To confirm the minutes of 19th Board of Management meeting held on 3rd Nov. 2018

House confirmed the minutes of 19th BoM meeting held on 3rd Nov 2018

Item No. 20.2

To report actions taken on the minutes of 19th Board of Management meeting held on 03.11.2018.

Member Secretary presented actions taken report on the minutes of 19th Board of Management meeting held on 3.11.2018. While approving the action report, house offered following suggestions:

- **Hon. Chairman** enlightened the house about nuisance of hostel students residing in urban areas. He instructed to Dr Deshmukh (Rector) and his team to undertake frequent surprise visits to hostels. If college authorities find out any student indulging in anti-social activities, misbehaving or creating nuisance to fellow inmates or any other mischief, institute shall inform such misbehaviour to his parents and take strict disciplinary action leading to eviction from hostel or rustication from college depending on the intensity of misconduct.
- Prof. Khodke expressed his willingness to be available for video conference meeting.
- House inquired about ERP implementation to Dr Wagh. He informed that store ERP system is deployed and implementation is in process. Prof. Khodke suggested to prepare SRS (Software Requirement Specifications) which establishes the basic for agreement between the college and the supplier (ERP vendor) on what ERP will do, and present in next meeting.
- Member Secretary informed the house about university circular regarding Graduation Ceremony to be conducted within one month of Convocation. Prof. Mr Khodke pointed out that it does not stop institutions distributing grade cards and other certificates which are essential to passing out students while joining company or taking higher studies. In case of any fear regarding objection from university the term "Graduation ceremony" may be replaced as "Farewell ceremony" or "Passing Out" ceremony.
- While discussion on merging of B Tech Information Technology into B Tech Computer Engineering, Prof Khodke suggested to prepare proposal and submit the same to DTE.
- Hon Chairman instructed to present progress on construction of buildings and other civil works in agenda of next board meeting.



With the above discussions and suggestions, house approved action taken report on the minutes of 19th Board of Management meeting held on 3.11.2018.

Item No. 20.3

To note minutes of the Finance Committee meeting held on 20.03.2019 for FY 2018-2019

House noted the minutes of 12th Finance Committee meeting held on 20.03.2019.

Item No. 20.4

To note annual report on Receipt & Payment for FY 2018-2019

While discussion on Annual Report on Receipt & Payments, house had made following suggestions/observations.

- House had expressed serious concern over outstanding dues of student fees. Prof Khodke expressed concern for not including "Outstanding student fees 2018-19" in agenda of meeting.
- While critical discussion on outstanding student fees, Prof Mr Khodke informed the house about previous condition of outstanding student fees. He suggested to take continuous follow up action of outstanding fees, and to send legal notices to erring students of FY 2014-15. Also, he suggested to design comprehensive policy for recovery of outstanding amount.
- Mr Kadam asked whether the auditors of institute have highlighted same in their Audit Report. If not, he should be suggested to prepare detailed report of outstanding student fees and also take legal opinion from Mr Patole (Legal advisor of Walchand College, Sangli). Hon Chairman requested Mr Kadam to look after this problem in coordination with Mr Jagdale so as to resolve it at the earliest. The action taken report may be kept in agenda of next Board Meeting. He also instructed to recover outstanding fees from the students immediately and to ensure that all students have paid their fees for the year 2019-20.

With the above observations and suggestions, house noted the Receipt & Payments side of Annual Report.



Item No. 20.5

To discuss and approve annual budget for FY 2019-2020

Member Secretary presented Annual Budget for the FY 2019-20 with highlights. While discussing, Mr Kulkarni asked highlights of R & D Budget and their achievements and discussed success stories of few minor projects. Prof. Khodke suggested to correct summary sheet showing utilization of funds including opening balances & allocation of expenditure heads properly.

Item No. 20.6

To note and approve professional fees of Income Tax Notice hearing FY 2015-16

House noted and approved professional fees of Income Tax hearing done by auditors.

Item No. 20.7

To discuss and approve professional fees and extension of Statutory Auditor and Internal auditor for financial year 2018-19 and 2019-20

House approved professional fees and granted extension of audit term for FY 2018-19 to 2019-20.

Item No. 20.8

To discuss about Audit of Central Store conducted by "Account and Treasury"

House noted the same and instructed for compliance of audit paras.

Item No. 20.9

To discuss and note report on Result of Gate Examination 18-19

While discussion on Agenda item, Prof Khodke enlightened the house about comparative result statistics across the nation and its comparison with TEQIP institutes. He pointed out that institute's GATE result is slightly higher than poor performing states but very low as compared to equivalent states/ institutions. Hence, every department should prepare the action plan for improvement of GATE performance of students from our institute. Hon. Chairman suggested to Heads of department and requested to give presentation on improvement of Placement and GATE performance in next meeting.



Item No. 20.10

To discuss and approve continuation of various Agencies

Agenda discussed at length. Considering satisfactory feedback and comparatively lower values, approval for continuation of contracts granted. House approved continuation of O₂ Breathing Brain & MIS ERP agencies.

Item No. 20.11

To discuss and approve GATE Coaching

While discussion, house suggested to conduct and monitor the GATE coaching at department level and should be part of action plan of each department. Also every student may be made aware about future roadmap of GATE success.

House approved GATE coaching agency.

Item No 20.12

To discuss and approve new agency for services of cleaning and gardening

House noted and approved Shriram Enterprises for cleaning and M/s Datta Intelligence Services for gardening.

Item No. 20.13

To note Departmental progress presentation of Heads of Dept

Heads of the departments of Civil, Mechanical, Electrical, E & TC, IT presented their departmental progress report. They presented last three comparative data of academic progress, departmental activities and short term & long term goals of department. House expressed dissatisfaction on the way result analysis was presented. Every faculty of the department dealing with the course should analyse the performance of the students in his/her subject and should be discussed in faculty meeting of the department as well as APEC and then presented in Academic Council/ BoM. House suggested to conduct the meeting of 1st years teachers with Mr Kulkarni in last week of July.



With the above suggestions, house noted the departmental progress presentation by heads of department.

Item No. 20.14

To note the progress presentation of Deans

Hon Chairman instructed to all Deans to present their progress in next BoM.

Item No. 20.15

To note minutes of the Building Works Committee meeting held on 04.05.2019 for FY 2018-2019

House noted the minutes of 8th Building Works Committee meeting held on 04.05.2019.

Item No. 20.16

To note and approve revised policy for examination remuneration rates

After protracted discussion, house suggested to form a committee comprising of members Prof. S.K Patil, Prof. P M Joshi & Prof. Dr U V Patil, Prof. U V Pise for suggesting revised rates of remuneration and present the report in next meeting.

Item 20.17

To note and approve fee structure for the AY 2019-2020.

House noted and approved fee structure for AY 2019-20.

Item 20.18

To note and discuss agitation of students regarding fee structure of the autonomous institute.

While discussing pros and cons of these agitations, house resolved to meet and present the proposal to Hon Technical Minister Mr Vinod Tawade, under the leadership of Hon Chairman on 11th June 2019.



Item 20.19

To discuss any other item with the permission of chair

- While granting approval for write off of old, obsolete & scraped furniture, it was suggested to reuse the material, particularly teak wood and not to sell it out.
- It was noticed by the house that it is finding it very difficult to maintain quality of the education due to huge faculty vacancies. It is also difficult to predict as to when the state government shall fill up the vacancies. Also in view of model code of conduct likely to be declared soon, the recruitment is expected to get delayed further. On the other hand, the institute is facing challenges of approval of pre-qualifier by NBA in October 2019. The Board realizes that it would be difficult to get the Faculty Vacancies filled in coming academic session 2019-20.
- In view of above and elaborate discussions, the following resolutions were made:

1) Visiting Faculty:

- The teaching load of the department to existing faculty be distributed first for both the semesters of Academic Year 2019-20. The requirement of visiting teachers be estimated on the basis of courses remaining unallotted in both the semesters and other assignments remaining un-allotted.
- The requirement of visiting faculty be advertised in Times of India (Maharashtra division) and one Marathi newspaper (Pune, Mumbai & Kolhapur at least) and also detail advertisement on website. The detail advertisement shall have a mention of the courses for which teacher/ facilitator is needed.
- Engagement of visiting faculty for one year (two sessions of Academic Year) with additional assignment (eg. remedial coaching, academic administration etc.) during vacation.
- The interviews by departmental committee.
- Monthly fixed consolidated remuneration (may start from Rs. 45000/- pm), depending upon the quality and availability of good faculty, meeting qualification criteria and the courses to be taught) and payment through institute funds.
- Visiting faculty be assigned fixed load (uniform- min 18 hours; min two theory courses at a particular moment of time).



- Add additional increment of 3% p.a. for those who are working in the institute continuously since 2017 and found suitable as compared to others. Marking scheme be evolved for finding the merit, in case of more applicants available.

- Monthly performance appraisal of faculty.

2) Adjunct/ Emeritus Faculty (Professor/ Associate Professor):

- These faculties be assigned the teaching/ examination/ mentoring/ evaluation/ guidance for PG courses and not more than one for each UG course.
- Check all the provisions available for eligibility for Adjunct/ Emeritus Faculty (Professor/ Associate Professor) with regard to qualification & Experience. However, honorarium (of course monthly) and working hours may be modified appropriately on higher side.
- Engagement through advertisement.
- Working hours may preferably be spread over at least five academic days per week so that the faculty remains available for students every time.
- The retired faculty/ retired industry person may be preferred. Maximum age in this case shall be 70 years and medically fit.
- The honorarium (min. 50000/- pm.) for retired faculty shall be last pay or equivalent pay drawn minus pension. The same may depend on the experience and usefulness of the faculty to the students.
- Appointment for one academic year and additional assignment during vacation (eg. remedial coaching, academic administration etc.).
- Monthly performance appraisal of faculty.
- A possibility of providing incentive to strongly deserving candidates passionate about research may be explored, but with the approval of BoM.

3) Professor on Practice:

- Check all the provisions available for eligibility check for POP with regard to qualification & Experience. However, honorarium (of course monthly) and working hours may be modified appropriately on higher side.
- POP is basically for engaging working/ engaging industrial expert as faculty. The qualification may be relaxed with the recommendations of APEC and approved by BoM.

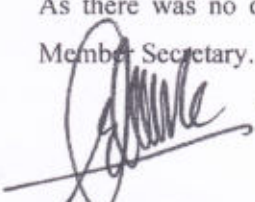


- In case of working professional, the institute should execute Memorandum of Understanding (MoU) with industry in which such experts works. The institute should pay his proportionate annual earnings to his industry in which he works.
- In order to facilitate the institute for implementation of this faculty recharge scheme, the BoM creates following posts at institute level on a very temporary basis for one academic year 2019-20 (July 2019 to May 2020) as follows:

Department	Visiting	Adjunct	Professor Emeritus	PoP
Civil	To be identified by Departments and approved by Principal	3	3	3
Mechanical		3	3	3
Electrical		1	1	1
E&TC		1	1	1
I.T.		1	1	2
M.C.A.		1	1	-
Physics		Nil		
Chemistry		Nil		
Maths		Nil		

- The Principal may add the conditions in the above guidelines with the approval of Prof. Khodke.
- The advertisement be published before 20th June 2019, last date for submission of application 14th July 2019 and interviews by 21st July 2019.
- The department concerned shall create awareness among the possible candidates so as to receive good response from the projected candidates.

As there was no other item for discussion, the meeting concluded with vote of thanks by Member Secretary.


Dr Ashok Khade
Chairman


Prof. Dr A.T. Pise
Member Secretary & Principal