GOVERNMENT ENGINEERING COLLEGE

(Department of Technical Education, Government of Gujarat
Mavadi-Kankot Road, Rajkot
Website: www.gecrajkot.org
Email :-gec_raj_2004@yahoo.co.in   Ph.(0281)2924062

सत्यमेव जयते

Minutes of 5th BoG Meeting

Board of Governors (BoG) meeting was arranged to discuss procurement progress, procurement planning, academic activities, housekeeping and other administrative activities at the institute.

Venue: Conference Room, Government Engineering College, Rajkot
Date: 26th November 2014
Time: 3:00 p.m.

Minutes:

1. Chairman Shri P.G. Jadeja took review of action taken on minutes of last BoG meeting which was arranged on 30th August 2014. Detail follow up was taken and given instructions to complete pending works as early as possible. He also instructed to prepare action taken report for every suggestion of BoG members and present it during next BoG meeting.

2. Prof. B.B. Kuchhadia presented compliance of audit Para, which was raised during internal audit. BoG members discussed how to create 0.5% of recurring expenses in four funds [1] Corpus Fund [2] Faculty Development Fund [3]Equipment Replacement Fund and [4] Maintenance Fund. Chairman Shri P.G. Jadeja and CTE nominee Prof. K.P. Chauhan suggested generating internal revenue so that amount can be deposited into Maintenance and depreciation funds. BoG members agreed to deposit First year tuition fees in Maintenance fund and Equipment replacement fund (depreciation fund). AICTE nominee Prof. B.L. Swami also suggested initiating consultancy activities to start internal revenue generation.

3. Internal revenue can also be generated by giving auditorium/lab equipments/computer center and other resources on rent and can be deposited in above two funds. Institute should submit proposal to Commissioner Office to get necessary approvals for the same.

4. Prof. B.L. Swami suggested conducting training programmes for internal revenue generation.

5. The BOG suggested to submit demand for a store-officer, librarian, account officer and lab – assistants. The chairman suggested creating a multi-tasking post. Prof. B.L. Swami proposed to have a registrar or an accountant in the college.

6. BoG members insisted on motivating the lowest API holding faculties for more and more trainings/publications.

7. Prof. G.B. Pithva discussed Procurement progress and planning. It was decided to complete procurement process before 31st March 2014 and send weekly report to CTE office about progress of procurement.

8. Prof. G.B. Pithva informed BoG members about the Centre for Excellence and MoU with SIEMENS

9. Prof. B.L. Swami suggested that Academic schedule for the next academic term should be prepared immediately after end of current academic term so that faculties get enough time for preparation of lecture notes and laboratory work. We should ask choice from students for elective subjects.

10. Prof. S.M. Gambhir discussed modifications done in house-keeping tender to get better services from the contractor. It was decided to publish tenders for the house-keeping because existing contract period will be over by next month.

11. BoG gave permission to procure PA system for conference room, 100 computer chairs for computer center, File cabinet, rate contract for printer and Xerox machine maintenance. Chairman insisted on AMC based on the number of pages as it is low cost solution.

12. Prof. B.L. Swami suggested giving importance to Sports activities. Prof. K.P. Chauhan suggested utilizing Gymkhana fund for that purpose.

13. The Head of departments having TEQIP contractual faculties will prepare a report on the performance of these faculties and send to the principal. Principal will send the same to the BOG and the BOG will send it to the government with a proposal to continue or terminate their services.

14. Dr. C.H. Vithalani presented strength and weaknesses identified by NBA team. Chairman instructed to circulate it to all BoG members. Prof. B.L. Swami suggested to subscribe for ISTE, IEEE, IETE, IE.

15. Prof. K.P. Chauhan suggested to form committees like estate management, organizational restructure, HRM, internal services, industry-institute interaction and strategic planning. The Chairman Shri P.G. Jadeja expressed his wish to invite new members from academic and industry.

Member Secretary
Principal
Government Engineering College,
Rajkot-360 005

Chairman,
Board of Governors,
Government Engineering College,
Rajkot-360 005

Members present:

Sr. No.	Name	Designation	Position in BoG
1	Shri P.G. Jadeja	CEO, Jyoti CNC Automation, Rajkot	Chairman
2	Prof. G.B. Pithva	Principal, GEC Rajkot	Member secretary
3	Prof. B.L. Swami	Professor, MNIT Jaipur	AICTE Nominee
4	Prof. K.P. Chauhan	Joint Director, DTE office Gandhinagar	DTE Nominee
5	Dr. C.H. Vithalani	Associate Professor, E.C. Engineering	Member
6	Prof. B.B. Kuchhadia	Associate Professor, Mechanical Engineering	Invitee
7	Prof. B.Y. Vyas	Associate Professor, Electrical Engineering	Invitee
8	Prof. N.J. Dalal	Associate Professor, Civil Engineering	Invitee
9	Prof. K.S. Patel	Associate Professor, Computer Engineering	Invitee
10	Prof. H.I. Joshi	Associate Professor, Mechanical Engineering	Invitee
11	Prof. S.R. Upadhyay	Assistant Professor, English	Invitee

Following members informed that they will not attend the BoG meeting due to some other engagements.

[1] Prof. Sachin Parikh, Principal, V.V.P. Engineering College, Rajkot and Dean of GTU (West zone)
[2] Nominee from Gujarat Technological University, Ahmedabad
Due to seminar of Foreign students at GTU Ahmedabad
[3] Shri Sachde Deepak V (Member, Industry representative)