



Minutes of 6th BoG Meeting

Board of Governors (BoG) meeting was arranged to discuss action taken report (ATR) on 5th BoG meeting points, procurement progress, procurement permissions for additional packages, Hostel issue, housekeeping contract, shortage of infrastructure and supporting staff, and other administrative activities of the institute.

Venue: Conference Room, Government Engineering College, Rajkot

Date: 11th March 2015

Time: 3:00 p.m.

Minutes:

1. Prof. M.V. Garach delivered welcome speech.
2. Dr. C.H. Vithalani discussed action taken report on minutes of 5th BoG meeting. All the points discussed at length. Chairman instructed to complete pending works as early as possible.
3. AICTE Nominee Prof. B.L. Swami suggested to start higher level computer courses for internal revenue generation. He suggested to invite external faculties and alumni to conduct courses.
4. Issue of recruitment of Librarian, Store officer, Laboratory assistant and Administrative officer was discussed. Prof. K.P. Chauhan suggested to employ fresher with fixed salary.
5. Chairman P.G. Jadeja suggested to give training to the persons who will be taking charge of the persons who is retiring in near future.
6. Prof. H.I. Joshi shared training data and efforts taken to train faculties and supporting staff.
7. Prof. M.P. Jani provided information about extension activities and ensured that expertise available with the faculties will be communicated to the industries. Database of industry will be prepared and continuous contact will be established.
8. Prof. G.B. Pithva shared procurement status. He put forward modified procurement plan for the approval. Permission for the purchase of LABView software with hardware and Autocast software is given. Chairman P.G. Jadeja suggested not to cancel procurement of Pro-E as it is utilized in the industry. Cancelled packages should be re-initiated again. He also suggested to conduct training programmes on CNC for internal revenue generation once CNC machines are procured. Permission was given to procure required number of computer tables and cupboards. Priority should be given to rate contract based purchase.

9. Prof. S. M. Gambhir presented the details of the House Keeping contract. The issue was elaborately discussed. The suggestions given by Mr. P.G. Jadeja and Prof. K.P. Chauhan were:
 - Automate the cleaning to reduce budget.
 - Create the "Safai" Culture.
 - Purchase the cleaning machines or devices to reduce number of persons required for cleaning (It will reduce budget)
 - Get a new bore-to solve problem of water for the purpose of cleaning.
 - Take follow up action to get permission to award housekeeping contract
10. Chairman Mr. P.G. Jadeja asked to prepare a list of the serious issues which require the intervention of the Government. He promised to take follow up of following issues to the related ministry.
 - House Keeping (To increase budget required for cleaning)
 - Autonomy
 - Infrastructure
 - Center of Excellence
 - To fill up Senior Positions and supporting staff
11. Dr. G. J. Vala presented the details of the Hostel Governing Committee formation. He informed about the facilities available at the hostel emphasizing the sports amenities. The issues of hostel governance were elaborately discussed and due decisions taken by Hostel governing council was approved.
12. Prof. B.L. Swami suggested to arrange sports tournaments. Mr. P.G. Jadeja suggested that sports activities should not be spontaneous and it should be continuous activity.
13. Prof. B.L. Swami and chairman suggested to arrange parent-teacher meetings on regular interval and create biometric system for the attendance of the students and inform the parents about their children's absence.
14. Prof. K.P. Chauhan asked to put forward the requirement for the CCTV camera. Chairman Mr. P.G. Jadeja asked to cover up the whole campus including the hostel under the surveillance including security guard at entrance point.
15. The issue of the purchase of an electric generator was raised. It was asked to decide the specification for the same and proceed. Chairman instructed to purchase a generator from TEQIP funds and cover/link the whole campus. The decision was made to have 5 year AMC. Prof. K.P. Chauhan suggested to get electrician from outsourcing (can be included in housekeeping)
16. Prof. B.L. Swami and Prof. C.D. Sankhawara instructed to concentrate on the weaknesses suggested by the NBA team and prepare the Action Taken Report to get the issues solved as early as possible.
17. Issue of blacklisting a party who is not supplying equipment's after issuing purchase order was raised. It was unanimously decided to blacklist the company Nijitronics for not supplying the equipment as per specifications.
18. Prof. B.L. Swami suggested to start NSS activities
19. Prof. C.D. Sankhawara mentioned that institute is progressing through TEQIP fund and should continue to progress in the direction of getting accreditation from NBA.

20. Prof. S.M. Vaishnav given information on student technical event Brizingr-2015. Prof. B.L. Swami suggested to include paper presentation in such events.
21. To enhance research activities under research strand, a committee was sanctioned by the BoG. It will consist of the principal, institute TEQIP coordinator, institute TEQIP research coordinator and IPR mentor. BoG empowers this committee to take decisions for utilization of research grant available under TEQIP.
22. Vote of thanks given by Prof. B.B. Kuchhadia

M.V. Garach
 Member Secretary
 Principal
 Government Engineering College,
 Rajkot-360 005

P.C. Doshi
 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. M.V. Garach	Principal, GEC Rajkot	Member secretary
3	Prof. K.P. Chauhan	Joint Director, Office of CTE, Gandhinagar	State Government Nominee
4	Prof. B.L. Swami	Professor, MNIT Jaipur	AICTE Nominee
5	Prof. C.D. Sankhavara	Professor, Faculty of Technology, R.K. University, Rajkot & Director, Insight education	Member
6	Prof. G.B. Pithva	Associate Prof. & Head of Mechanical Engineering	Member
7	Dr. C.H. Vithalani	Associate Professor, E.C. Engineering	Member
8	Prof. B.B. Kuchhadia	Associate Professor, Mechanical Engineering	Invitee
9	Prof. B.Y. Vyas	Associate Professor, Electrical Engineering	Invitee
10	Prof. G.J. Vala	Associate Prof. Maths & Head of General department	Invitee
11	Prof. N.J. Dalal	Associate Professor, Civil Engineering	Invitee
12	Prof. K.S. Patel	Associate Professor, Computer Engineering	Invitee
13	Prof. H.I. Joshi	Associate Professor, Mechanical Engineering	Invitee
14	Prof. S.M. Gambhir	Assistant Prof. Computer Engineering	Invitee
15	Prof. S.M. Vaishnav	Assistant Professor, E.C. Engineering	Invitee
16	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)