

Minutes of BOG Meeting on 17-07-2014.

The meeting of BOG at GEC, Sec-28, Gandhinagar for TEQIP met on 17-07-2014 at 05.00 pm in Chanakya hall of Main building (Block No. 1). The following members were present:

S.No	Name of Member of BoG	Qualifications and position in the current engagements	Position in the BoG
1	Shri Pratul Shroff	Founder CEO e-Infochips, Ellisbridge, Ahmedabad	Chairman
2	Prof. M.B.Chaudhary	ME (CSE) Prof. & Head, CSE, GEC Gandhinagar	Member
3	Prof.S.M.Shah	PhD (CE) Associate Professor(C.E) TEQIP Co-ordinator, GEC, Gandhinagar	Member
4	Mr.Haren Shah	MTech (CE) Peach computers Pvt. Ltd., Gandhinagar	Member
5	Dr V S Purani	Joint Director, CTE	Member
6	Dr P J Patel	NPIU mentor	Mentor
7	Dr.R.K.Gajjar	PhD (Civil-Struct) Principal, Government Engineering College, Sector-28, Gandhinagar	Member Secretary

Following are the important points of meet.

1. Approval of Vision – Mission statement :

After discussion, Mission and Vision statements are approved. It was suggested by chairman to add goal (measurable-quantifiable) statements also. The NBA coordinator (Prof C R Parekh), after discussion with heads of departments will prepare the goal statements.

2. Approval of project assistant and office assistant:

Members approved to recruit project assistant (with fix salary of Rs 8000/- pm) and office assistant (with fix salary of Rs 3500/- pm) on contract basis for a period of 11 months for TEQIP office.

3. Approval of Procurement list:

Members approved the procurement list. Chairman also suggested sending the list of top 20 item names in decreasing order of cost. The members were briefed about the current items which are under procurement process through NCB and shopping. It was discussed to consider inclusion of SLA where no extra cost may be involved while giving purchase order.

4. Giving TA/DA to faculty going outside:

Board approved the rates of hotel stay for faculty keeping in mind the rates suggested by SPFU and IITGn. Board also approved to give Rs 150/- fix as TA for faculty going to Ahmedabad for TEQIP related work.

5. Discussion on Academic matters :

Board members were briefed about other activities such as placement, Faculty training, NBA, Research etc. Mr. Haren Shah suggested that faculty training should be certified by trainer. He also suggested that more industry based trainings should be given.

Chairman suggested to have a goal of placement of 100 students through campus placement for next year. For current year 31 students were placed through campus placement.

It was also discussed to have a short term and long term goals from each department. Departments should prepare at least 3 goals for next 3 months. To be finalized by 30th July.

Content training and other initiatives should lead to improvement in result, placement and research papers. Thus all activities should be aligned to achieve these 3 targets.

Dr P J Patel stressed on the importance of realistic and focused targets for the institute. Resolutions and action taken report should be presented at beginning of next quarterly meeting of BoG.

Dr. V S Purani explained the TEQIP, PMSS and funding processes.

Chairman also suggested having gap analysis for laboratory assistants and sending the list by 22nd July, 2014. He also stressed upon the importance of utilization of library facilities.

The meeting ended with thanks from Dr R K Gajjar, Principal to all members.