

# UNIVERSITY DEPARTMENTS

## RAJASTHAN TECHNICAL UNIVERSITY, KOTA



### 1<sup>st</sup> Board of Governors Meeting

#### MINUTES

**Meeting No.:** 1  
**Meeting Place:** Meeting Hall, PTP Office  
**Date:** 22 May, 2018; Tuesday  
**Time:** 12.00 Noon

**Following are the minutes of 1<sup>st</sup> meeting of Board of Governors (BoG) University Departments, RTU Kota, held on 22.05.2018 at 12:00 noon in the RTU Campus.**

**Following were present:**

1. Prof. G. L. Asawa - Chairman
2. Shri K. M. Tandon - Member
3. Shri D. N. Nainani - Member
4. Prof. S. K. Rathore - Member
5. Prof. B. P. Suneja - Member
6. Shri Anurag Agarwal - State Government nominee
7. Shri R. S. Choudhary - Member
8. Prof. P. K. Agarwal - Special invitee
9. Prof. Dinesh Birla - Special invitee
10. Prof. S. C. Jain - Member secretary

Following could not attend the meeting-

1. Prof. B. Ravindra - AICTE nominee

First meeting of BoG, University Departments RTU Kota started with illuminating lamp and worshipping goddess Saraswati.



**BoG 1.1 To welcome Chairman and members of BoG University Departments, RTU Kota and their introduction**

BoG welcomes all members and introduces the members to one another.

The current honourable members of BoG are as per (Pages 1 to 5) for perusal of members.

**Resolution: Dean FA greeted Chairman & members of BoG, UD RTU Kota and introduced them to one another.**

**BoG 1.2 Brief introduction of BoG, University Departments, RTU Kota**

The email received from National Project Implementation Unit (NPIU), Ministry of Human Resource Development (MHRD) is placed from page 6 to 7.

MHRD is implementing Technical Education Quality Improvement Programme (TEQIP-III) with assistance from the World Bank in some Focus States for improvements of academic standards of engineering education with specific interventions through various reforms. The Project, TEQIP-III commenced on 1<sup>st</sup> April 2017 and shall conclude by 31<sup>st</sup> March 2020.

One of the important pre-requisite for the institutions is constitution of BoG as per AICTE (for AICTE approved institutes)/ UGC guidelines (for UGC approved institutes). The composition of BoG for the institutions/ departments of University (University constituent Colleges/ Engineering Faculty/ Department-Unitary or multiple) participating under the Project. Management Council/ Executive Council/ Senate of their University (Board of Management) is not BoG of such institute because such BoG at times doesn't have participation from the institute/ department, the Head of the unit is not a member besides having conflict of interest in the form of Vice-Chancellor as a Chairman.

Hence, the prescribed BoG constitution for such institutions/ departments of University (University constituent Colleges/ Engineering Faculty/ Department-Unitary or multiple) is given on page 8.



The main purpose of this requirement is to take speedy decisions regarding all academic matters including project activities. Such BoG is essentially empowered to take all decisions related to the institution including finances.

Above is placed for perusal, information & observation of members of BOG, UD RTU.

**Resolution:** It was perused by members that while informing the composition of BoG for University Departments (UD), NPIU has informed vide email dated march 28, 2018 that the main purpose of BoG is to take speedy decisions regarding all academic matters including project activities. It was also perused that same email describes that such BoG is essentially empowered to take all decisions related to the institution (UD) including finances. It was also perused that in TEQIP-III project implementation plan at 5.1.3.1 it is mentioned that "The BoG will be empowered by the State Government to act on all the activities of the institute, not only those pertaining to the project".

In the light of above and agenda item, while introducing BoG for UD, RTU Kota the members of BoG raised the issues with regard to BoG functions and power within framework of University and BoM of RTU Kota.

Further, the formation of separate Board of Governors for UD, RTU Kota for TEQIP-III purpose has been approved as per BoM of RTU by Hon'ble Vice Chancellor, RTU Kota.

Still further, State government nominee in BoG UD has been nominated (just as AICTE has nominated its member) which implies that State Government endorses the formation of BoG for UD, RTU Kota.

It was, therefore, understood that the BoG UD is empowered to act on all the activities (academic, financial, administrative etc.) of the institute UD. It was, however, suggested that that confirmation for the same may be sought from the BoM of RTU Kota and State Government.



### **BoG 1.3**

## **Brief introduction of University Departments, RTU Kota and Status of implementation stage of Academic Autonomy in University Departments, RTU Kota**

Engineering College, Kota was established in 1981 by Government of Rajasthan. Rajasthan Technical University (RTU) came into being in 2006 by an ACT No. 8 of 2006, passed by State legislature of assembly of Rajasthan, notified on 9<sup>th</sup> April, 2006. Government of Rajasthan notified the erstwhile Engineering College, Kota as the constituent College of the RTU, Kota on 5<sup>th</sup> September, 2006. The erstwhile Engineering College, Kota was ratified as Constituent college of RTU, Kota to be known as UCE, RTU, Kota as per 1<sup>st</sup> Board of Management Meeting, RTU Kota held on 20<sup>th</sup> June, 2007 vide item no. 1.3 subsequently by an office order issued on 25<sup>th</sup> July, 2007. Director UCE issued an order regarding this, all order for absorption of teachers/officers/employees of erstwhile Engineering College, Kota were also issued.

As per resolution passed by RTU, Kota Academic Council in its 20<sup>th</sup> Meeting vide Agenda item no. 20.2(S) held on 4<sup>th</sup> June, 2015 and Subsequently approved by 24<sup>th</sup> RTU, BOM vide agenda item no. 24.4 held on 13<sup>th</sup> July, 2015. Academic autonomy to University Department or framing curriculum/syllabus was from academic session 2015-16.

The Choice Based Credit System Regulations (CBCSR-2017) for undergraduate (UG) Degree Program for University Teaching Department in Rajasthan Technical University was made effective from session 2017-18 as per RTU, Kota Academic Council special 24.4 (11<sup>th</sup> July, 2017) and RTU, Board of Management agenda item no. BOM SPI (T) 28.1 (12<sup>th</sup> July, 2017).

Dean Faculty Affairs was authorized to implement Regulation CBCSR-2017 vide order passed on 8<sup>th</sup> September, 2017.

As per point R-3 of Regulation CBCSR-2017, Governance of Academic Autonomy, University Teaching Departments are to have following committees to ensure academic autonomy:



- (1) UD Academic Council (UDAC)
- (2) UD Board of Studies (UDBoS)

Five University Departments (Civil Engg., Electrical Engg., Electronics Engg., Mechanical Engg., Computer Science & Engg.) were established vide order dated 27/05/2015 as per 3<sup>rd</sup> BOM (23<sup>rd</sup> January, 2008) as per agenda item no. 5.3.1. A one more University Department of "Humanities, English and Applied Sciences" (HEAS) was also created by merging few earlier departments of UCE, Kota on same date 27/05/2015. Since then University Teaching Department of UCE is known as University Departments.

The Board of Studies for various University Department are approved by Hon'ble VC on May 10, 2018 on proposals put-up by Heads of University Departments and Dean Faculty Affairs, UD RTU Kota. Process of formation of University Departments Academic Council is on.

As per Heads of University Departments meeting held on 07 October 2017 decision was taken to nominate one Associate Dean to look after the University Department academic cell as Chairman (UD Academic) as per regulation-4.1(3) and regulation R-4.4 of Regulation CBCSR-2017.

Above is placed for perusal, information & observation of members of BOG, UD RTU.

**Resolution:** It was resolved that efforts be strengthened to implement B.Tech. regulation CBCSR-2017 from session 2017-18.

It was mentioned that, presently, the BoS UD minutes & Academic Council UD minutes are to be placed for approval in BoM RTU Kota as per the existing B. Tech. regulation CBCSR-2017.

In the light of Resolution no. 1.2 (subject to the sought confirmation as mentioned therein), however, it was resolved that the BoS UD minutes & Academic Council UD minutes shall be placed in BoG UD. For this, if required, necessary change in the regulation CBCSR-2017 shall be made.

It was also resolved that re-exam for failed students in final year B. Tech. Programme (7<sup>th</sup> & 8<sup>th</sup> semester) should commence within one month of respective semester result declaration date.



**Members also resolved that for failed students of B. Tech. Ist year, IInd year & IIIrd year opportunity for re-exam may be provided in each following semester. Thus for failed students of Ist semester re-exam opportunity be given at the time of schedule of IInd semester exam and so on till 6<sup>th</sup> semester failed students re-exam with schedule of 7<sup>th</sup> semester exam.**

**It was also resolved that if less than 80 percent seats are filled-up for M. Tech. programmes by GATE qualified students, the balance seats out of the intake approved may be filled-up by non-GATE students provided such students seeking admission have aggregate marks minimum 65 percent or equivalent in CGPA/other systems obtained in qualifying B. Tech. or equivalent programme to seek admission in M. Tech. programme.**

**BoG 1.4 Apprising about National Board of Accreditation (NBA) Status of University Departments to members.**

As per Washington accord, technical institutes are to seek accreditation from recognized bodies (NBA in India) so as to earn reputation of being world class organization. This enables passed out students to seek admissions for higher studies and jobs worldwide.

The eligibility to apply for NBA Accreditation is that the programme must have run for five years with two batches passed out. For university departments, NBA Accreditation was accorded for power systems PG course by NBA for two years duration (2015-16 & 2016-17) ending on 31 December, 2017.

NBA Accreditation application no. 922 dated 15 June, 2014 for five UG programme namely electrical, mechanical, civil, electronics & communication, computer science & engg. was applied & required SAR form for assessment by NBA was filled up on-line on NBA portal by 22 January, 2015.

As a result of change in NBA procedure introduced after above mentioned NBA application for UG programmes was filed by RTU, now pre-qualifiers for the applied programmes are required to be submitted to



NBA before applying NBA application. Thus prequalifiers of programmes applied against our earlier applied NBA application no. 922 dated 15 June, 2014 were not submitted as there was no such provision earlier. Due to this and due to inter-institutional reasons of UD and NBA, visit of expert team to UD from NBA was not held.

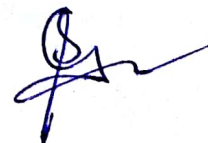
Now, National project implementation unit (NPIU) of TEQIP-III project under MHRD has stressed hard that each TEQIP-III beneficiary institute shall apply for NBA Accreditation & make all possible efforts towards this. NPIU provided few faculties to all TEQIP-III institutes to a good extent of institute vacant posts, with an undertaking that institute shall fill-up NBA application by 31 May, 2018. UD, RTU Kota is also provided 42 faculty members three months back under this. Four faculty members out of this have left till now.

UD, RTU issued an office order no.DFA/ 6173-96 dated 11 January 2018 urging all eligible university departments to fill the NBA application by 31 May, 2018 (Page 9).

Status of NBA Accreditation for UD, RTU Kota has been submitted to NPIU (Pages 10 to 12). NPIU also asked all TEQIP-III institutes to provide the action plan for filling-up NBA applications. Action plan of dates to proceed for filling up NBA applications also has been submitted to NPIU (Pages 13 to 15) . As per these, pre-qualifiers for five UG programme were submitted on 20<sup>th</sup> February, 2018 as part of requirement. Recently on making enquiry telephonically it came to know that due to NBA procedure/norms the pre-qualifiers should have been submitted earlier in 2017, and the old application no. 922 dated 15 June, 2014 is no longer valid. As such the pre-qualifiers submitted on 20<sup>th</sup> February, 2018 may also be required to be refilled.

Efforts are on for sorting out the above issues with NBA; however, it is afraid that UD RTU may have to resubmit pre-qualifiers for the eligible programmes and resubmit the SAR form with some additional applicable fee to be paid. Decision from NBA is awaited as yet.

Above is placed for perusal, information & observation of members of BOG, UD RTU.





**Resolution:** It was resolved that submission of prequalifiers and SAR form with requisite fee payable for UD programmes, required for NBA accreditation, should be executed at the earliest. UD may prepare a schedule for the same.

**BoG 1.5 Brief introduction of Technical Education Quality Improvement Programme-III (TEQIP-III) under NPIU, MHRD with assistance of World Bank**

Some selected technical institutions based on certain criteria in Sub-component 1.1, 1.2 and 1.3 categories for strengthening institutions in under the TEQIP-III Project. These institutions will receive constant mentorship support from their 1.3 counterparts through twinning arrangements to build capacity and improve performance. Jadavpur University, Kolkata is mentor institute for University Department, RTU Kota.

National Project Implementation Unit (NPIU) is operating centrally under MHRD for the Project and in each state/ union territory State Project Implementation Unit (SPIU) is formed. TEQIP-III project is and with assistance from the World Bank being monitored by MHRD. SPFU is working in close association with institutions selected. SPIU are responsible for carrying out overall supervision and facilitating project implementation in the selected institutions. The structure, functions and responsibilities of the NPIU, SPIU are described in the Project Implementation Plan available on NPIU website [www.npiu.nic.in](http://www.npiu.nic.in).

For effective and time bound implementation of the Project, Institutions have to constitute Institutional TEQIP Unit headed by the Head of institution called as Institutional Project Director (IPD). He will be assisted by faculty having additional responsibility as;

1. TEQIP Coordinator (TC)
2. Nodal Officer (Academic)
3. Nodal Officer (Finance)
4. Nodal Officer (Procurement)

However, for focused and day to day work, institutions may appoint one full time officer to look after duties of MIS/PMSS/PFMS systems developed for the Project and two support staff on contract basis for whole project duration in TEQIP cell with due approval from the



competent authority of the institution. The norms for appointment have to be formed by the institution. The salary of these official/staff may be booked under the project referring permissible and non-permissible expenditure document on NPIU website.

Payment of honorarium to the institutional faculty/ staff for working in TEQIP cell under the project is not permitted. TEQIP-III is yet another project, similar to State Government projects, aiming at improvement of educational standards of selected institutions all over India. TEQIP-III is to be implemented with the participation of all faculty, staff and students. Therefore, it is imperative for all faculty, staff and students to contribute in the development of the institution to the fullest extent.

The grant money under the TEQIP-III project is not provided to University Departments but transferred directly to recipient account via Public Financial Management System (PFMS) of Govt. of India. At UD, RTU Kota the TEQIP-III project scheme was registered on PFMS System in January 2018 and thus grant amount on PFMS System started to be available from January 2018. The grant amount thus is not in physical form rather the amount at the grant amount at the end of each three month action plan becomes nil and a new action plan is submitted with proposals of new activities & old activities also if they can be continued.

Above is placed for perusal, information & observation of members of BOG, UD RTU.

**Resolution: TEQIP-III scheme was perused and noted by the members.**

**BoG 1.6 Apprising about University Departments TEQIP-III functioning and its implementation status to members**

University Departments, RTU Kota is selected under 1.1 category and is likely to receive Rs. 10 crore in the project duration 01 April, 2017 to 31 March, 2020.

Various issues and work performed under UD TEQIP-III by January, 2018 including the required approvals and orders for TEQIP-III functioning at UD, RTU Kota were reported in RTU 29<sup>th</sup> Board of



Management meeting held on 10 February 2018. The agenda items placed in just referred 29<sup>th</sup> BoM RTU along with resolutions are placed from pages 16 to 24. The subsequent orders by Registrar for the BoM resolutions are also placed from page 25 to 29. Thereafter as per NPIU directives and as per the requests received in TEQIP-III office, the work under TEQIP-III is being performed as per norms, consulting TEQIP unit and Accounts staff designated by University.

Above is placed for perusal, information & observation of members of BOG, UD RTU.

**Resolution:** Efforts towards TEQIP-III activities at UD RTU Kota were perused and noted by the members.

**BoG 1.7 Apprising about bottlenecks being faced in effective implementation of TEQIP-III, University Departments to members**

UD, RTU Kota started to receive grant amount quarter January 2018 to March 2018. In the last week of March 2018, Technical Education Department, Govt. of Rajasthan asked the reasons (page 30) for non-utilization of grant amount requested for this quarter. Kindly peruse the reasons submitted to Technical Education Department for the same, placed from page 31 to 32. These are not addressed by concerned authorities till date and are the major bottlenecks in utilization of the project grant to a very good extent.

The possible expenditure expected to be carried out is asked by NPIU, MHRD in advance on three month quarter basis. TEQIP-III Unit invites the possible expenditures from departments and other concerned with possible activities to be carried out as per the components defined in three monthly action plan. But too little requirements of grant amount are received from the departments or concerned, in spite of making requests vigorously.

Also citing the TEQIP-III project activities being full-time and the duties are assigned in addition to their normal duties, the officers/ staff have been expressing views (Pages 33 to 38) that they are overburdened and in



spite of their best efforts in processing the received requests by working both within full office hours and beyond office-hours grant amount is not being utilized. It is because of this fact also that concerned have not been moving proposals of most of the activities in the permissible form under the TEQIP-III Project. Thus most of the time is wasted to bring the proposals in shape so that grant amount against such proposals can be released by Accounts staff and TEQIP-III Unit/ Cell. Pl. Peruse pages 41 to 44 for this.

In this connection, it is important to mention that out of total grant of Rs. 10 crore, the procurement proposals are of Rs. 6 crore. Departments have outlined the procurement requirements & have sent to TEQIP-III Unit UD also, for which approval of Vice Chancellor has been sought by TEQIP-III unit and uploaded on Procurement Management Support System (PMSS) (placed from page 45 to 46). These proposals are subsequently sent back to departments to be processed further through their Department purchase committees as per the quarterly action plans. The departments have not submitted the proposals as per action plan of quarter back to TEQIP-III cell having processed through department purchase committees to process in Institution Purchase committee. In this scenario, the processing of proposals as per various purchase related dates defined in PMSS software is also difficult. Thus a big quantum of the TEQIP-III Project grant amount under procurement is not utilized so far.

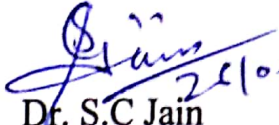
Above is placed for perusal, information & observation of members of BOG, UD RTU.

**Resolution:** Members noted with concern the individual responsibility being contemplated by NPIU (vide NPIU email 21 May 2018) in the matter of 90% senior faculty to attend summer training programme at IIT Bombay.

It was resolved to approach SPIU for impressing NPIU not to fix individual responsibility for TEQIP-III project because as per NPIU, TEQIP-III project is to be implemented with the participation of all faculty, staff and students.



**It was resolved that UD shall request the RTU administration to eliminate the administrative hassles being faced in TEQIP-III project for ensuring efficient progress in TEQIP-III project.**

  
22/05/18

Dr. S.C Jain

Member Secretary, BoG  
UD, RTU Kota