

**Minutes of the 15th Meeting of the Board of Governors held
On 24th January, 2018 (Wednesday) at Conference Hall, CIT Guest House, Kokrajhar at 12 noon.**

The Chairman, Board of Governors (BOG), Central Institute of Technology Kokrajhar welcomes all the members of the BOG present in the meeting.

Item No. 15.01: Confirmation of the Minutes of the 14th Meeting of the Board of Governors (BoG) of CIT held on 22nd May, 2017 in the Conference Hall, CIT Guest House, Kokrajhar.

The Minutes of the 14th Meeting of the BoG held on 22nd May, 2017 was circulated amongst the members. The members were requested to place comments if any for consideration. As no comments were received from any of the members, the Minutes of the 14th meeting were placed before the board for confirmation.

Resolution: After threadbare discussion the members confirmed the minutes of the 14th meeting of the BoG.

Item No. 15.02: Action taken Report (ATR) on the Resolutions of the 14th Meeting of the BoG.

An ATR had been prepared and was placed on the Resolutions of the 14th Meeting of the BoG. Members were requested to discuss the ATR and suggest further course of action if any, that may be considered necessary.

Resolution: The members minutely went through the ATR agenda wise Regarding item no. 14.05 it was decided that CIT shall float tender for ERP solutions as per needs of the institute and execute the process.

Item No.15.03: Approval of Recruitment of Various Non-Teaching Positions against Sanctioned Posts.

In compliance to the sanction letter, vide MHRD letter F.No. 24-2/2011-TS.VII, dt. 04.05.2016 the Institute floated advertisements for filling up the various Non-teaching Positions of the Institute. The following incumbents were selected and appointed against the post sanctioned which was placed for post-facto approval.

1.	Ms. Chaitali Brahma	Registrar	PB4 - Rs. 37,400 – 67,000 + GP:Rs. 10,000/-	New Recruitment
2.	Mr. Phwjakhang Basumatary	Asst. Registrar	PB:3-Rs.15,600–39,100/- +GP:Rs. 5,400/-	New Recruitment
3.	Mr. Rupjyoti Haloi	Asst. Registrar	PB:3-Rs.15,600 – 39,100/- +GP:Rs. 5,400/-	New Recruitment
4.	Mr. Sanjay Karmakar	Asst. Registrar	PB:3-Rs.15,600 – 39,100/- +GP:Rs. 5,400/-	New Recruitment
5.	Mr. Subhankar Saha	Workshop Supt.	PB:3-Rs.15,600 – 39,100/- +GP:Rs. 5,400/-	New Recruitment
6.	Mr. Nayan Mani Talukdar	Asst. Engineer (Electrical)	PB:3-Rs.15,600 – 39,100/- +GP:Rs. 5,400/-	New Recruitment
7.	Mr. Sushanta Narzary	Superintendent	PB:2-Rs. 9,300/- – 34,800/- +GP:Rs. 4,200/-	New Recruitment
8.	Mr. Santosh Kr. Singh	Superintendent	PB:2-Rs. 9,300/- – 34,800/- +GP:Rs. 4,200/-	New Recruitment
9.	Ms. Gita Muchahary	Jr. Accountant	PB:1-Rs. 5,200/- – 20,200/- +GP:Rs. 2,800/-	New Recruitment
10.	Mr. Suchil Boro	Jr. Accountant	PB:1-Rs. 5,200/- – 20,200/- +GP:Rs. 2,800/-	New Recruitment

Members were requested to grant approval.

Resolution: The members approved the above.

Item No.15.04: To consider the Minutes of the 4th Meeting of the Academic Committee held on 5th January, 2018.

The Minutes of the 4th Meeting of the Academic Committee held on 5th January, 2018 was placed for consideration and approval.

Resolution: The items of the meeting were noted and considered for approval.

The members also suggested that to increase the academic input of the students, experienced faculty members (or retired persons) from different institutions or organizations may be identified and appointed as adjunct or distinguished faculty on term basis.

Item No.15.05:

To consider the Minutes of the 20th Meeting of the BWC.

The Minutes of the 20th Building Works Committee Meeting held on 8th January, 2018 at IIT Guwahati was placed before the members for consideration and approval.

The Members were requested to approve the same. The members noted the proposal and presentations given on the new construction work. The members minutely discussed and approved the budget estimates and drawings for further implementation of the project.

Resolution: The recommendation placed by the BWC was considered and approved by the Board.

Item No.15.06:

Creation of Faculty and Non-faculty Posts in CIT Kokrajhar

The Institute had been sanctioned vide MHRD letter F.No. 24-2/2011-TS.VII, dt. 4th May, 2017, 79 faculty positions and 87 Non-teaching positions. However, based on the sanctioned students strength in the campus is 1998 (Diploma: 540 + Degree: 1458). Hence, the Institute has proposed to MHRD to review the sanctioned strength of faculty from 79 to 124 (Diploma students $540/20=27$ and Degree students $1458/15=97$) and its corresponding Non-teaching positions. The detail position which was needed to be created urgently was placed for consideration. The members were informed that the requirements for positions were sent to the MHRD for consideration as per programme wise calculations.

Therefore, members were requested to ratify the same. The members discussed the position and suggested to take up the matter with the MHRD on an urgent basis.

Resolution: The proposal for post creation as above was taken into consideration and was also urged to follow up for early consideration.

Item No.15.07:

To consider the Minutes of the 14th Finance Committee Meeting held on 24th January, 2018.

The Minutes of the 14th Finance Committee Meeting held on 24th January, 2018 was recommended for approval of the Board. The members discussed the proposals at length and approved the minutes of the 14th FC.

Resolution: The Annual accounts as well as the annual report for the financial year 2016-17 was approved. The Minutes of the 14th FC meeting as recommended by the FC is considered and Approved by the Board.

Item No.15.08:

Any other item with the permission of the Chair.

With the permission of the Chair some items were discussed and resolved.

1. Replacing of all bulbs of the Institute by LED on a phase wise basis would be looked into through EESL.

2. The Director apprehended that CIT should have a guest house at Guwahati. As the institute is situated at a distance of almost 250 km from the Guwahati Airport, it becomes sometimes inconvenient for different external persons to come to the institute directly. Hence it was proposed to the members for having an institute's Guest House in Guwahati city. The members felt the necessity and approved the proposal in principal. Further the members suggested the following:

- a. CIT may procure land for the purpose in Guwahati City. For this matter the institute may approach BTC Government.
- b. Secondly the institute may go for Purchase of flats in some convenient place in the city.
- c. Till such time, the institute may rent some flat/House for the said purpose.

3. Grade pay increment of a group of contract faculty

A group of Contract faculty members submitted a representation to increase their grade pay to the next level taking into consideration their earlier services on contract. However, the members denied the proposal justifying that during the period of their contract they were drawing salaries on fixed basis.

4. Pursuing research in other institution abroad on collaborative work.

Gradually academic and research collaborations between various other institutions / organizations in India and abroad is getting importance. Faculty members need to spend time being in the host institutions / organizations.

Members have observed that, the institute may formulate sabbatical etc. rules for the same and till then, on case to case basis short term visit to such institutions/organizations may be permitted.

The meeting ended with the vote of thanks to the chair.

(Chaitali Brahma)
Registrar cum Non-Member Secretary
BoG, CIT Kokrajhar
Email- registrar@cit.ac.in



CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

(Centrally Funded Institute under MHRD, Govt. of India & Approved by AICTE)

BODOLAND TERRITORIAL AREA DISTRICTS :: KOKRAJHAR :: ASSAM :: 783370

Website: www.cit.kokrajhar.in, www.cit.ac.in

Members present in the 15th Meeting of Board of Governors of CIT Kokrajhar held on 24th January, 2018
at 12 Noon at Conference Hall, Guest House, CIT Kokrajhar

Sl No.	Name and Address	Signature
1.	Prof. Aswini Kumar Baruwa Principal, NETES Institute of Technology & Science, Mirza and Chairman of the Board of Governors, CIT, Kokrajhar	
2.	Shri Sasi Kumar Deputy Secretary (T), Dept of Higher Education MHRD, "C" Wing, Shastri Bhawan New Delhi-110001	
3.	Shri Robinson Muchahary Secretary, Dept. of Education, BTC Kokrajhar, Assam-783370	
4.	Shri Carol Narzary, ACS Secretary, IBA, BTC Kokrajhar, Assam-783370	
5.	Commissioner & Secretary, Dept. of Higher Education, Dispur, Assam	
6.	Prof. Mohanlal Brahma, Former Vice-Chancellor, Bodoland University, Kokrajhar BTAD, Assa-783370	
7.	Prof. Upender Pandel, Dept. of Metallurgical & Materials Engg. MNIT Jaipur.	
8.	Prof. Somanath Majhi, Dept. of Electronics & Electrical Engineering, IIT, Guwahati-781039	
9.	Prof. Pradeep G. Yammiyavar Dept. of Design IIT, Guwahati-781039	
10.	Prof. Deb Kumar Chakrabarti Director, CIT, Kokrajhar BTAD, Assam-783370	 24.1.2018
11.	Shri Bihung Brahma Asstt. Professor, Humanities & Social Sciences CIT, Kokrajhar, BTAD, Assam -783346	
12.	Ms. Chaitali Brahma Registrar Cum Ex-officio Member Secretary BoG, CIT Kokrajhar, BTAD, Assam -783370	 24/1/18.