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MINUTES

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27th Meeting of the Board of Governors (BoG) of Central Institute of Technology (CIT) Kokrajhar held on 20th January, 2022 at 15:00 hrs in AICTE Head Office, New Delhi.

The following minutes were created after a threadbare discussion by the members of the Board of Governors of Central Institute of Technology Kokrajhar.

SECTION A: **CONFIRMATIONS.**

Item No. 27.01:   **Confirmation of the Minutes of the 26th Meeting of the Board of Governors (BoG) of CIT Kokrajhar held on 29th of June, 2022 through Offline/ online mode.**

The Minutes of the 26th Meeting of the BoG held through online mode was circulated amongst the members. The members were requested to place comments if any for consideration. Comments received were incorporated in the Minutes. As no comments were received further, the members were requested to confirm the minutes.

Resolution: **The members approved the minutes.**

Item No. 27.02:   **Action Taken Report (ATR) on the Minutes of the 26th Meeting of the Board of Governors (BoG) of CIT Kokrajhar held through Offline/ Online mode.**

Sl. No.	Agenda Item	Agenda Matter	Action Initiated/ Pending
1.	26.04	Revised Amended MoA.	Suggested changes were incorporated and submitted to the MoE.
2.	26.06	Approval of extension of 6 (six) nos. of non-teaching contract staff.	Implemented.

* Two meetings of the Building and Works Committee (B&WC) were held in the year 2022 and since no BoG meetings were held post the 26th BoG Meeting, hence no actions were reported from the B&WC section. Esteemed members of the Board were requested to kindly comment on the course of action, if any that may be considered.

Resolution: **The ATR was considered and confirmed.**

Item No.:27.03:   **Confirmation of the Minutes of the 25th Meeting of the Finance Committee (FC) of CIT Kokrajhar held on 20th of January, 2023 held at AICTE, New Delhi.**

The Minutes of the Finance Committee (FC) Meeting held on 20th January, 2023 in AICTE Head Office, New Delhi were placed for the approval of the Board of Governors.

Resolution: **The members approved the minutes.**

Item No. 27.04:   **Confirmation of the Minutes of the 13th Senate Meeting of CIT Kokrajhar held on 12th October, 2022 at IIT Guwahati for approval/ consideration.**

The Minutes of the 13th Senate Meeting of CIT Kokrajhar held on the 27th October, 2022 through online mode was recommended for approval. Members were requested to approve the same.

Resolution:	The members approved the minutes as recommended.

Item No. 27.05: **Confirmation of Minutes of the 27th and the 28th Building and Works Committee (B&WC).**

    i) The Minutes of the Meeting of the 27th Meeting of the B&WC of CIT Kokrajhar held on 26th April, 2022 in IIT Guwahati was placed for approval of the members of the BoG.

    ii) The Minutes of the Meeting of the 28th Meeting of the B&WC of CIT Kokrajhar held on 14th October, 2022 at IIT Delhi was placed for approval of the members of the BoG.

Members were requested to approve the same.

Resolution:	**The Minutes were confirmed except Resolution no. 27.07 of the 27th B&WC Meeting and Resolution nos. 28.03 and 28.06 of the 28th B&WC Meeting as these were deferred in the last FC meeting.**

SECTION B: **APPROVALS.**

Item No. 27.06: **Approval of promotions for Faculty Members of CIT Kokrajhar.**

The faculty promotion interviews were held on the 29th & 30th August, 2022 in IIT Guwahati. The total number of candidates applied for the promotion was 62 (sixty two).

Out of them 42 (forty-two) numbers were shortlisted and appeared before the Selection Committee for the interview, the result of which was enclosed in a sealed envelope. The Director, CIT Kokrajhar was requested to open the envelope and to declare the recommendations of the Selection Committee. The Board members were requested to approve the report and recommendations of the selection Committee for faculty promotions.

Resolution: **The recommendations of the selection committee were approved by the members. The list of faculty members whose financial upgradation/promotion was approved is as follows.**

Sl. No.	Name of Faculty Member	Present Pay Matrix Level	Date of last AGP Upgradation/ Date of Joining*	Pay Matrix Level upgraded to	Effective date of Pay Matrix upgradation
1.	Dr. Pranav Kumar Singh	12	01-08-2018	13 A1	13-09-2021
2.	Dr. Amitava Nag	13 A	17-03-2017*	14	29-08-2021
3.	Dr. Neelu Das	12	01-08-2018	13 A1	01-08-2021
4.	Dr. Gunajit Sarma	12	01-08-2018	13 A1	01-08-2021
5.	Dr. Samiran Das	12	01-08-2018	13 A1	01-08-2021
6.	Dr. Arunendu Mondal	13 A	20-03-2017*	14	20-03-2021
7.	Sri Haradhan Chel	11	20-02-2012*	12	22-02-2021
8.	Dr. Ranjan Maity	11	28-09-2016	12	28-09-2020
9.	Dr. Ranjay Das	11	31-08-2016	12	31-08-2020
10.	Sri Arindum Mukharjee	11	30-08-2016	12	30-08-2020

Sl. No.	Name of Faculty Member	Present Pay Matrix Level	Date of last AGP Upgradation/ Date of Joining*	Pay Matrix Level upgraded to	Effective date of Pay Matrix upgradation
11.	Sri Ganesh Roy	11	29-08-2016	12	29-08-2020
12.	Sri Jeet Dutta	11	23-08-2016	12	23-08-2020
13.	Dr. Amit Kumar Dey	11	01-06-2016	12	01-06-2020
14.	Dr. Anamika Kalita Deka	11	01-06-2016	12	01-06-2020
15.	Dr. Santosh Kumar	11	01-06-2016	12	01-06-2020
16.	Dr. Anuck Islary	11	01-06-2016	12	01-06-2020
17.	Dr. Prakash Kumar Nayak	11	01-06-2016	12	01-06-2020
18.	Sri Dipen Deka	11	01-06-2016	12	01-06-2020
19.	Dr. Kaushik Chandra Deva Sarma	11	01-06-2016	12	01-06-2020
20.	Sri Rajesh Kondareddy	11	01-06-2016	12	01-06-2020
21.	Sri Rajib Chetia	11	01-06-2016	12	01-06-2020
22.	Dr. Bornali Bora Patwory	11	01-06-2016	12	01-06-2020
23.	Shayaram Basumatary	11	01-06-2016	12	01-06-2020
24.	Dr. Bhaskar Saha	11	01-06-2016	12	01-06-2020
25.	Sri Kaushlendra Kumar Pandy	10	14-05-2015*	11	14-05-2020
26.	Dr. Rajiba Lochan Hota	13 A	05-04-2017*	14	05-04-2020
27.	Dr. Bichitra Nanda Parida	13 A	30-03-2017*	14	30-03-2020
28.	Sri Antaryami Panigrahi	10	30-01-2015*	11	30-01-2020
29.	Sri Apurba Kumar Raibaruah	10	10-01-2015*	11	10-01-2020
30.	Sri Jajashekar M Hubbali	10	29-12-2014*	11	29-12-2019
31.	Ms. Mainao Alina Gayary	10	15-12-2014*	11	15-12-2019
32.	Dr. Abhijit Padun	10	15-12-2014*	11	15-12-2019
33.	Sri Abhijit Paul	10	27-11-2015*	11	27-11-2019
34.	Shafi Kamal Rahman	10	10-11-2014*	11	10-11-2019
35.	Dr. Anup Kumar Barman	10	10-11-2014*	11	10-11-2018
36.	Dr. Pranjal Barman	10	07-11-2014*	11	07-11-2019
37.	Sri Abhijit Das	10	28-10-2014*	11	28-10-2019
38.	Dr. Yachang Omo	10	14-10-2014*	11	14-10-2019
39.	Ms. Omem Paron	10	14-10-2014*	11	14-10-2019
40.	Dr. Agile Mathew	10	07-05-2014*	11	07-05-2019
*Date of Joining					

Item No. 27.07: **Financial Upgradation for Non-Teaching Staff under Departmental Promotion Committee for approval.**

The DPC meeting for the financial upgradations of the non-teaching staff of CIT Kokrajhar were held on 28th November, 2022. A total of 31 (thirty-one) nos. of employees in Group – B and 09 (nine) nos. of employees in Group – C were eligible for Financial Upgradation.

The DPC members submitted a recommendation on the proposal for the financial upgradations in a sealed envelope.

The Director, CIT Kokrajhar was requested to open the sealed envelope for declaration of the results.

Members were requested to consider and approve the report submitted by the DPC.

Resolution: **The recommendations of the selection committee was accepted and approved. The list of non-teaching staff whose financial upgradation/ promotion was approved is as follows.**

GROUP - B						
Sl.	Name	Present Designation	Date of Joining at Present Designation	Due Date of Financial Upgradation	Present Pay Matrix Level	Upgraded Pay Matrix Level
1.	Mahalingam Swami	Section Officer	21-08-2016	21-08-2021	7	8
2.	Dersin Daimary	Assistant Librarian	12-02-2013	12-02-2018	6	7
3.	Sushanta Narzary	Junior Superintendent	27-03-2017	27-03-2022		
4.	Santosh Kumar Singh	Junior Superintendent	27-03-2017	27-03-2022		
5.	Pranati Basumatary	Nurse	30-07-2015	30-07-2020		
6.	Ashish Kr. Roy	Junior Technical Superintendent (CSE)	09-07-2015	09-07-2020		
7.	Meghnath Goyary	Junior Technical Superintendent (ME)	09-07-2015	09-07-2020		
8.	Anjoy Basumatary	Junior Technical Superintendent (IE)	09-07-2015	09-07-2020		
9.	Kailash Barman	Junior Technical Superintendent (FET)	09-07-2015	09-07-2020		
10.	Surjengra Islary	Junior Technical Superintendent (ME)	09-07-2015	09-07-2020		
11.	Jaydeep Kar	Junior Technical Superintendent (FET)	09-07-2015	09-07-2020		
12.	Swrang Boro	Junior Technical Superintendent (CSE)	09-07-2015	09-07-2020		
13.	Nayan Moni Barman	Junior Technical Superintendent (CSE)	09-07-2015	09-07-2020		
14.	Abhijit Das	Junior Technical Superintendent (CSE)	09-07-2015	09-07-2020		
15.	Suchitra Sukla Das	Junior Technical Superintendent (ME)	09-07-2015	09-07-2020		
16.	Abhijit Das	Junior Technical Superintendent (CE)	10-07-2015	10-07-2020		

Sl.	Name	Present Designation	Date of Joining at Present Designation	Due Date of Financial Upgradation	Present Pay Matrix Level	Upgraded Pay Matrix Level
17.	Dhananjoy Das	Junior Technical Superintendent (ME)	10-07-2015	10-07-2020		
18.	Rindao Bargayary	Junior Technical Superintendent (ECE)	13-07-2015	13-07-2020		
19.	Miloard Brahma	Junior Technical Superintendent (HSS)	13-07-2015	13-07-2020		
20.	Soma Paul	Junior Technical Superintendent (CE)	13-07-2015	13-07-2020		
21.	Chandan Kr. Baro	Junior Technical Superintendent (MCD)	13-07-2015	13-07-2020		
22.	Bhimraj Prasai Chetry	Junior Technical Superintendent (IE)	13-07-2015	13-07-2020		
23.	Manoj Sarma	Junior Technical Superintendent (ECE)	15-07-2015	15-07-2020	6	7
24.	Bhaskar Jyoti Basumatary	Junior Technical Superintendent (FET)	16-07-2015	16-07-2020		
25.	Arpan Nath	Junior Technical Superintendent (IE)	20-07-2015	20-07-2020		
26.	Bodosa Brahma	Junior Technical Superintendent (Physics)	01-08-2015	01-08-2020		
27.	Khanindra Saloi	Junior Technical Superintendent (CE)	24-08-2015	24-08-2020		
28.	Rajesh Bargayary	Junior Technical Superintendent (ECE)	09-07-2015	09-07-2020		
29.	Achinta Brahma	Junior Engineer (Civil)	13-02-2013	13-02-2018		
30.	Apurba Kachary	Junior Engineer (Electrical)	05-02-2013	05-02-2018		

GROUP - C						
Sl.	Name	Present Designation	Date of Joining at Present Designation	Due Date of Financial Upgradation	Present Pay Matrix Level	Upgraded Pay Matrix Level
1.	Sushil Boro	Jr. Accountant	30-03-2017	30-03-2022	5	6
2.	Gita Muchahary	Jr. Accountant	30-03-2017	30-03-2022		
3.	Meghraj Basumatary	Multifunctional Assistant/ Data Entry Operator/ Sr. Assistant	14-07-2015	14-07-2020	4	5
4.	Denjil Basumatary	Multifunctional Assistant/ Data Entry Operator/ Sr. Assistant	15-07-2015	15-07-2020		

Sl.	Name	Present Designation	Date of Joining at Present Designation	Due Date of Financial Upgradation	Present Pay Matrix Level	Upgraded Pay Matrix Level
5.	Pronita Basumatary	Junior Assistant	16-12-2016	16-12-2021	3	4
6.	Hatharkhi Basumatary	Junior Assistant	16-12-2016	16-12-2021		
7.	Rajmal Basumatary	Multi Tasking Staff	01-07-2012	01-07-2015	1	2
8.	Amit Daimary	Multi Tasking Staff	01-07-2012	01-07-2015		
9.	Bipin Kr. Brahma	Multi Tasking Staff	01-07-2012	01-07-2015		

Item No. 27.08: **Proposal to consider the Roster Reservation Register (RRR) of the non-teaching employees of CIT Kokrajhar.**

As per the Resolution No. 26.17 of the 26th BoG Meeting held on 29th June 2022 in IIT Guwahati, it was instructed that CIT Kokrajhar circulate the RRR of the non-teaching employees of the Institute among the members of the Board before submitting the same to the MoE, Govt. of India (GoI) for concurrence.

The same was carried out by the Institute. The RRR was circulated to the members of the BoG. As no comments were received, it was later submitted to the MoE, GoI for concurrence. The MoE, GoI later instructed CIT Kokrajhar to place the same again before the members of the BoG for concurrence.

Thus, the Roster Reservation Register for the "non-teaching employees" of CIT Kokrajhar was again placed before the meeting. Members were requested to approve/ consider the same.

Resolution: **The RRR was approved by the members.**

Item No. 27.09: **Proposal for adoption of AICTE / UGC norms for recruitment of faculty of CIT Kokrajhar.**

CITK had framed its own Recruitment Rules (RR) for the teaching staff which was approved vide BoG Resolution no. 06.06 in the 6th (Sixth) Meeting of the BoG dated 7th October 2013. CITK now declared as Deemed to be University feels that AICTE notification vide F.No. 61-1/ RIFD/ 7th CPC/ 2016-17, dated New Delhi, the 1st March, 2019 and UGC regulations vide No. F.1-2/ 2017 (EC/ PS) dated New Delhi, the 18th July, 2018 must be followed for all future appointments of faculty positions. Members were requested to consider the proposal.

Resolution: **The members resolved that for recruitment of the faculty members the institute should have its own RR. A committee in this regard may be formed by the Director for preparing the RR. The new RR may be placed in the next BoG meeting for its approval.**

Item No. 27.10: **Proposal for extension of contractual teaching employees of CIT Kokrajhar.**

The Institute appointed the following 02 (two) numbers of faculty members on contract basis in the Multimedia and Communications Department (MCD). The continuation of their services is necessary, as the Institute is currently not in a position to recruit 100% of the sanctioned faculty positions.

List of the Contractual/ Guest/ Adjunct Faculty members							
Sl.	Name of Faculty	Designation	Department	First Date of Joining (Contractual)	Latest Contract period		Type of Appointment
					From	To	
1.	Ms. Susmita Roy	Assistant Professor	MCD	09-05-2011	07-07-2022	06-01-2023	Contractual
2.	Mr. Swarnadeep Nath	Assistant Professor	MCD	26-07-2019	28-07-2022	27-01-2023	Contractual

The above was presented before the BoG members for consideration and approval.

Resolution: **Contract extended for a period of six month or until fresh contract recruitment, whichever is earlier.**

Item No. 27.11: **Proposal for extension of contractual non-teaching employees of CIT Kokrajhar.**

The Institute appointed the following 03 (three) nos. of non-teaching staff on contract basis in various non-teaching positions. The continuation of their services is necessary, as the Institute is currently not in a position to recruit 100% of the sanctioned nonteaching positions.

The details of the contractual appointments and recommendations of the committee so formed to look into the continuity of their services was placed before the meeting.

Sl.	Name of Non-Teaching Staff	Designation	End Date of Current Contract	Type of Appointment
1.	Mr. Biswajit Paul	Library Information Assistant	14 December 2022	Contractual
2.	Mr. Sunwind Basumatari	Junior Assistant (Accounts)	06 February 2023	Contractual
3.	Mr. Amit Kumar Guha Roy	Junior Assistant (Accounts)	06 March 2023	Contractual

Members were requested to accord their confirmation.

Resolution: **Contract extended for a period of six month or until fresh contract recruitment, whichever is earlier.**

Item No. 27.12: **Proposal for confirmation of services against the sanctioned posts of i) Assistant Engineer (Civil), ii) Assistant Engineer (Electrical) and iii) Workshop Superintendent.**

The confirmation of i) Mr. Dwithun Mahilary, Assistant Engineer (Civil) was placed in the 9th BoG Meeting (Agenda 9.04) held on 26th June, 2015 in IIT Guwahati subsequently for ii) Mr. Nayan Mani Talukdar, Assistant Engineer (Electrical) and iii) Mr. Subhankar Saha, Workshop Superintendent were placed in 15th BoG (Agenda No. 15.03) Meeting held on 24th January 2018 in CIT Kokrajhar.

Due to discrepancies over the grade pay of the three employees, their confirmations were withheld. Now as the **final Recruitment Rule** had been received from the MoE, GoI on **30th November 2021,** the services of these three employees were placed for consideration and confirmation by the members of the Board.

Sl.	Name of Non-Teaching Staff	Designation	Date of Joining	Present Pay Matrix Level
1.	Mr. Dwithun Mahilary	Assistant Engineer (Civil)	06th August 2015	10
2.	Mr. Nayan Mani Talukdar	Assistant Engineer (Electrical)	10th April 2017	10
3.	Mr. Subhankar Saha	Workshop Superintendent	11th April 2017	10

Members were requested to accord their confirmation.

Resolution: **The proposal was noted and considered confirmed.**

Item No. 27.13: **Proposal for consideration of the statement of distribution of sanctioned posts.**

As per the MoE, Govt. of India letter for the sanctioned posts of non-teaching staff of CIT Kokrajhar vide nos.
i) F.No.24-2/2011-TS.VII, dated 04/05/2016,
ii) F.No.24-2/2011-TS.VII, dated 23/04/2020 and
   as per the "Recruitment Rules" vide no. F.No.7-3/2020-TS.VII, dated 30/11/2021, the Institute is in a position to recruit against the sanctioned vacancy posts.

In this connection, it is to state that as per reports of the **Five Member Committee** for the preparation of **Reservation Roster Register (RRR)** for the non-teaching staff of CIT Kokrajhar, Sl. No. C.5 says that the **08 nos.** of positions/ posts of Multifunctional Assistant/ Data Entry Operator and Senior Assistant were sanctioned in 2016 while another **02 nos.** of positions of Multifunctional Assistant/ Data Entry operator were sanctioned in 2020.

The Recruitment Rules (RR) for Senior Assistant is available, but the RR for Multifunctional Assistant/ Data Entry Operator are not available.

Since the sanctioned post of the Institute did not indicate the numbers of positions to be earmarked for Multifunctional Assistant/ Data Entry Operator and Senior Assistant the Committee members were not in a position to prepare the roster for these positions/ posts.

In this regard, it was proposed to distribute the posts positions as follows.

Statement of proposed distribution of posts					
Sanctioned Posts			Proposed Distribution Posts		
Name of Post	Number Post	Total Sanctioned Posts	Name of Post	Number of Posts	
Multifunctional Assistant/ Data Entry Operator and Senior Assistant	(1) F.No.24-2/2011-TS.VII, Govt. of India MHRD, Dept. of HE, Shastri Bhawan, New Delhi, Dt. 04/05/2016 = **8 posts.** (2) F.No.24-2/2011-TS.VII, Govt. of India MHRD, Dept. of HE, Shastri Bhawan, New Delhi, Dt. 23/04/2020 = **2 posts.**	**10**	Multifunctional Assistant	**2**	
			Data Entry Operator	**2**	
			Senior Assistant	**6**	

Also, it is to state that since the Pay Level of Multifunctional Assistant/ Data Entry Operators is equal to Junior Assistant i.e., Pay Level – 3 (Grade Pay ₹2,000/-), the RR for Junior Assistant may be applied for Multifunctional Assistant/ Data Entry Operators.

Members were requested to consider as proposed and or advice on the same.

Resolution: **The proposal was resolved and approved.**

Item No. 27.14:   **Proposal for formation of Revised Medical Board of CITK.**

The earlier Medical Board that was formed is now defunct. Now the Institute feels that the Medical Board needs to be reviewed. Hence, the following members in the new medical board were proposed.

Sl. No.	Name & Designation	Designation in Medical Board
1.	Superintendent, RNB Civil Hospital, Kokrajhar	Chairman
2.	Superintendent, Balajan Civil Hospital Medical, Kokrajhar	Member
3.	Mr. Haradhan Chel , Assistant Professor, Dept. of Electronics & Communication Engineering, CIT Kokrajhar	Member
4.	Mr. Phwjakhang Basumatary AR (Admin), CIT Kokrajhar	Member & Convener

CIT Kokrajhar feels that the functions of the Medical Board also need to be framed/ re-framed. The revised Medical Board proposed, may also be tasked with framing/ reframing of the functions of the Medical Board as well.

Members were requested to consider and approve the revised Medical Board.

Resolution: **Members approved the revised Medical Board. However, it was suggested that in view of the recent administrative changes, instead of RNB Civil Hospital it needs to be read as Kokrajhar Medical College and in place of Mr. Haradhan Chel, a lady faculty member may be appointed as a member of the board.**

Item No. 27.15:   **Proposal for outsourcing of man power requirements of CIT Kokrajhar.**

The Board members were intimated about the dire requirement of the **167** nos. of outsourcing staff/ man-power (driver, security, housekeeping etc.) who are currently working in CIT Kokrajhar. A Housekeeping Staff Committee of the Institute had been looking into the needs and monitoring of the outsourcing staff.

The members were informed that the earlier contract for the outsourcing staff/ manpower requirements of CIT Kokrajhar had expired on date 15th April, 2022 and since then, it had been on extension. Thus, a proposal was placed for floating tender for the outsourcing of manpower requirements.

The members were also informed that the Institute planned to re-structure and place the personnel accordingly to its changing needs and requirements.

The Board was informed that the remunerations of the outsourcing staff/ personnel would be as per minimum wages circular published by Ministry of Labour & Employment, O/o the Chief Labour Commissioner (C), New Delhi, Govt. of India vide no. No. 1/16(5)/2021-LS-II, dated 8th July, 2022 and its subsequent modifications.

The Board members were requested to consider/ approve as proposed.

Resolution: **The house considered and approved the requirements as proposed.**

SECTION C: **RATIFICATIONS.**

Item No. 27.16:   **Ratification of the Annual Report for the Financial Year 2021-22.**

The Draft Annual Report for the Financial Year 2021-22 was placed in the meeting. The same had been submitted to the MoE, Govt. of India for placing it in both the Houses of the Parliament.

Members were requested to ratify the same.

Resolution: **Ratified and approved.**

Item No. 27.17:   **Proposal for ratification of the telephone bills (Finance Committee).**

With the approval of the Ex-Director, Professor Debkumar Chakrabarti vide Office Order no. CIT/ KOK/ Telephone/ 644/ 2013/ 48, dated 29th April 2019 proclaimed to entitle mobile phone and internet bill reimbursement to the officers and section heads (non-teaching staff), including that of Director, Deans and Registrar of the Institute.

Members were requested to ratify the entitlement of reimbursement of mobile & internet bills.

Resolution: **The members ratified the agenda item with some modification. The modified table reference to the order no. CIT/ KOK/ Telephone/ 644/ 2013/ 48, dated 29th April 2019 showing the entitlement of various incumbents are as follows.**

Particulars	Amount Reimbursable
For Assistant Registrars, Section Officers, Sr. Accountant and Superintendents in the Level of Pay Matrix 10, 7 & 6 respectively.	Up to a maximum of **₹800/-** if supported by valid bills / receipts.
For Registrar, Deans, CPE (in our case) Deputy Registrar and Doctor in level of Pay Matrix 13A, 14, 12 & 11, respectively.	Up to a maximum of **₹1200/-** if supported by valid bills/ receipts.
For Director.	Up to a maximum of **₹1500/-,** if supported by valid bills/ receipts.

SECTION D: **REPORTING ITEMS.**

Item No 27.18:   **Reporting Items.**

01. The Academic Calendar and Holiday list for the Year 2023 was prepared and placed before the meeting.

Resolution: **The reporting item was noted by the members.**

SECTION E: **ANY OTHER ITEMS.**

Item No 27.19:   **Any other item with the permission of the Chair.**

With the permission of the chair some additional items were placed and discussed.

SECTION F: **ADDITIONAL AGENDA ITEMS.**

Item No. 27.20:   **Proposal for considering the Roster Reservation Register (RRR) of teaching staff (faculties) of CIT Kokrajhar.**

The Roster Reservation Register (RRR) for teaching staff (faculties) was prepared by CIT Kokrajhar in lines with the DoPT Reservation Rule 2019 notification vide no. 36039/ 1/ 2019 – Estt.(Res), dated the 31st January, 2019. After preparation of the same an external review committee had vetted the RRR and their recommendations is placed before the members of the board for concurrence.

Members were requested to approve / consider the same.

Resolution: **The members approved the proposal.**

Item No. 27.21:   **Proposal for considering the allocation/ distribution of posts (professor & associate professor) in various academic departments of CIT Kokrajhar.**

A meeting of the heads of the various academic departments of the Institute was held on 12th January 2023 in CIT Kokrajhar. The members discussed on the allocation/ distribution of 8 nos. of posts for Professor Grade and 12 nos. of posts in Associate Professor Grade in accordance vide sanction letters vide,

a) F.No.24-2/2011-TS.VII, dated 04.05.2016 and
b) F.No.24-2/2011-TS.VII dated 23.04.2020.

The allocation/ distribution of posts was tabulated and placed before the members along with the minutes of the meeting.

Sl. No.	Department	Professor (Nos.)	Associate Professor (Nos.)
1	Civil Engineering	1	2
2	Computer Science and Engineering	2	3
3	Electronics and Communication Engineering	1	1
4	Instrumentation Engineering	0	1
5	Food Engineering and Technology	2	1
6	Multimedia Communication and Design	1	2
7	Mechanical Engineering	0	1
8	Electrical Engineering	1	1
	Total	**8**	**12**

Members were requested to approve / consider the same.

Resolution: **The members approved the proposal.**

Item No. 27.22: **Proposal for approval of advertisement of vacant position of Teaching and Non-Teaching of CIT Kokrajhar under "Mission Mode Recruitment".**

In reference to the "Mission Mode Recruitment" notification from the MoE, GoI the following positions are to be advertised.

1. *Teaching Positions.*

Sl. No.	Cadre Wise	Vacant Post
1.	Professor	8
2.	Associate Professor	12
Grand Total =		**20**

2. *Non-Teaching Positions.*

Sl. No.	Cadre Wise	Vacant post
1.	Group – A	07
2.	Group – B	07
3.	Group – C	18
Grand Total =		**32**

The members were intimated that the draft advertisement for 32 (thirty-two) positions of non-teaching employees under Groups A, B and C was ready for publishing in the "Employment News", under "Mission Mode Recruitment". The summary sheet of the same was also placed at the meeting.

The RRR and the "Recruitment Rules" for the "non-teaching employees" were also placed before the members were requested to approve/ advise on the same.

Members were requested to approve the same.

Resolution: **The members approved the proposal for Non-Teaching Positions, as for teaching positions, RR is yet to be ready.**

As no other items were discussed, the meeting ended with a vote of thanks from the Chair.

(Ms. Chaitali Brahma)
Registrar and Non-Member Secretary
Board of Governors
Central Institute of Technology Kokrajhar
Registrar
CIT, Kokrajhar

ATTENDANCE SHEET

Members attending the 27th meeting of the Board of Governors of CIT Kokrajhar held on 20-01-2023 at AICTE Head office, New Delhi from 3 PM onward

Sl. No.	Name	Designation
1.	Professor (Dr.) T. G. Sitharam, Director, All India Council for Technical Education (AICTE)	Chairman
2.	Ms. Saumya Gupta, Joint Secretary (NIT), Department of Higher Education, Ministry of Education, Government of India	Member
3.	Shri Anil Kumar, Director (Finance), IFD, Department of Higher Education, Ministry of Education, Government of India	Member
4.	Commissioner & Secretary, Higher Education Department, Government of Assam, Assam Secretariat, Dispur, Assam	Member
5.	Shri Anurag Goel, (IAS) Principal Secretary, BTC, Kokrajhar, Assam	Member
6.	Shri Amarjyoti Barman, (ACS), Secretary, Education, BTC, Kokrajhar, Assam	Member
7.	Dr. S. K. Singh, Former Dean & Head, Professor, Department of Civil Engineering, North Eastern Regional Institute of Science and Technology, Nirjuli, Itanagar, Arunachal Pradesh	Member
8.	Prof. Hemanta Kumar Kalita, Director (i/c), Dean (Academic Affairs) & Professor, Dept. of Computer Science & Engineering, CIT Kokrajhar, BTR, Assam	Member
9.	Dr. Bihung Brahma, Dean (Student Affairs) & Asst. Professor, Dept. of Humanities & Social Sciences, Central Institute of Technology Kokrajhar, BTR, Assam	Member
10.	Dr. Pranav Kr. Singh, Dean (Alumni & External Relations) & Asst. Professor, Dept. of Computer Science & Engineering, Central Institute of Technology Kokrajhar, BTR, Assam	Member
11.	Ms. Chaitali Brahma, Registrar, Central Institute of Technology Kokrajhar, BTR, Kokrajhar, Assam	**Non-Member Secretary**

(Ms. Chaitali Brahma)
Registrar and Non-Member Secretary
Board of Governors
Central Institute of Technology Kokrajhar

Registrar
CIT, Kokrajhar