

Minutes of the 33rd Board of Governors (BoG) Meeting of CIT, Kokrajhar held on 8th July 2024 (Monday) at 3:30 pm in DELNET, J.N.U Campus, New Delhi.

The 33rd Board of Governors (BoG) Meeting of Central Institute of Technology Kokrajhar (CITK) was held , on 08th July, 2024 (Monday) at 3:30 pm in DELNET, J.N.U Campus, New Delhi, under the Chairmanship of Prof. (Retd.) Nishikant V. Deshpande, Chairman, Board of Governors (BoG), CITK. A list of BoG members who participated the meeting is attached herewith.

The BoG meeting started immediately after the completion of the 29th Finance Committee meeting. The Director CITK presented the agenda items for discussion by the members. Detailed discussion on each agenda item of BoG was held and the following decisions were taken:

Item No.33.01: Note on joining of Prof. A. Srinivasan, Professor IITG as regular Director in CIT Kokrajhar w.e.f 03.06.2024 (A/N)

Resolution: The BoG members noted the joining of Prof. A. Srinivasan, Professor IITG as Director, CITK on 03.06.2024 (A/N).

Item No.33.02: Confirmation of the Minutes of 32nd BoG meeting held on 22.04.2024 at New Delhi.

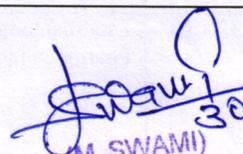
The minutes of 32nd BoG meeting held on 22.04.2024 were considered by the members. The Chairman, BoG informed the members about the comments received from the representative of President CIT Society.

Resolution: The members noted the comments and it was agreed upon to relieve Registrar by a senior Professor of the institute as I/C Registrar. She may be assigned duties other than matters related to administration and finance.

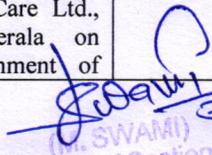
Item No.33.03: Action Taken Report (ATR) on the Minutes of 32nd BoG meeting held on 22.04.2024 at New Delhi.

The Action Taken Report (ATR) on the Minutes of 32nd BoG meeting held on 22.04.2024 at New Delhi was placed before the members. The observations of BoG on each agenda item mentioned in the ATR are provided as under:-

Agenda item no.	Details of the agenda item	Action Taken Report	Observation of BoG
32.05	Recruitment of faculty members under mission mode in CSE and ME Departments of CITK	<p>The recommendation of the selection committee for appointment of faculty staff in CSE and ME department was placed in the 32nd BoG meeting. BoG advised the institute to keep the result on hold till its next meeting.</p> <p>Since requirement of selected faculty is very essential, BoG may consider opening of the recommendation letter and approving them in the meeting so that appointment orders could be issued to the selected candidates.</p> <p>BoG is also requested to advice on the recruitment of non-teaching posts which was asked to be kept on hold till this meeting.</p>	No decision could be taken by the BoG. It has been decided to hold back declaration of result in the BoG till a few pending issues are settled with BTC.


(M. SWAMI)
30/7/2024
Head of Section
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32.06	Modification in the existing Memorandum of Association (MoA) of CITK	As approved by the BoG in its 32 nd meeting, the draft modified MoA along with modification suggested by BTC has been submitted to UGC for their opinion vide letter dated 10.05.2024 The response of UGC is awaited.	BoG advised the institute to follow up with UGC.
32.08	Corrections in the Diploma and Degree certificates already awarded to the students.	BoG approved incurring of Rs. 1.07 lakh on reprinting of Certificates and authorized Director, CITK to initiate action against the Dean (Academic). Dean (Academic) Prof. H. Kalita was requested to submit his reply in the matter vide institute letter dated 10/05/2024 which he submitted on 20/05/2024. The reply received from Dean (Academic) was not satisfactory. Considering this and the fact that Prof. Kalita has been holding the post of Dean (Academic) well beyond the normal tenure of 3 years, the competent authority relieved him from the charge of Dean (Academic) vide office order dated 21/06/2024. He has been directed to hand over the charge to another Professor of the institute when he re-joins duty after the vacation leave i.e. on 27/06/2024.	BoG noted the actions taken.
32.09	Tabling the report of the committee constituted to investigate the lapses in the process of issue and execution of infrastructure works of CITK, and suggest actions.	Following the resolution of the 32 nd BoG meeting on the matter, the institute issued show-cause notices dated 10/05/2024 to 12 individuals. The responses received from 11 individuals except from Shri Praveen Kumar, Ex – CPE (contractual) have been examined. A summary of the responses along with remarks vetted by the same Three Member Committee is placed for consideration and directions for further action.	The Director, CIT was told to complete the inquiry as per CCS rules and place the final report before BoG when it is completed.
32.10	Request from incumbent Registrar, CITK, for her release on deputation as per rules admissible for the purpose to join IIT Guwahati as Registrar.	The decision of the BoG that the Registrar cannot be released till she is exonerated of charges of lapses in civil works I allotment process has been conveyed to her.	BoG noted the action taken.
32.12	The Memorandum of Understanding (MoU) for the year 2024-25 being signed by CIT, Kokrajhar with Ministry of Education.	The MoU for the year 2024-25 was finalized after receipt of additional KPIs from Ministry and circulated to BoG members for their approval. Approval/ comments from some of the members are still awaited.	The BoG members advised the institute to submit MoU-2024-25 to MoE for its consideration and endorsement.
32.13	Establishment of AMRIT Pharmacy in CIT, Kokrajhar.	The institute has signed a Memorandum of Understanding (MoU) with HLL Life Care Ltd., Thiruvananthapuram, Kerala on 19/06/2024 for establishment of	BoG has noted the action taken.


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		AMRIT Pharmacy in CIT, Kokrajhar.	
32.15	Minutes of the 28 th Finance Committee (FC) meeting held on 22/04/2024. Item no. 28.02- Pending audit paras	The institute has reviewed all the pending audit paras and drafted replies which have been submitted to C&AG for consideration.	The BoG members deliberated on all pending audit paras and unanimously agreed that the institute should initiate action for recovery wherever the C&AG has recommended the same. It was also recommended that for administrative lapses, responsibility may be fixed and appropriate action be initiated.
	Item no. 28.02- Matter related land acquisition	On the direction of BoG, the authorities of CITK have taken up the matter with District Admn., BTC. However, no concrete progress has been achieved so far since District Admn. is yet to settle land transfer deal and evict the existing encroachment on the allotted land. Guidance from BoG/ MoE and BTC is required to resolve this matter.	The representative of BTC informed the members of BoG that the concern of CIT has been noted and appropriate action to resolve the issue is being taken up by BTC.
	Item no. 28.03- Procurement of a vehicle.	Based on the advice extended by the representative of IFD, D/o HE, MoE, the institute has initiated action to purchase a pool car for CIT. The said proposal was circulated amongst all BoG members for their approval. IFD, D/o HE, MoE conveyed its approval on the proposal. Subsequent to this, institute has placed procurement order for the pool car.	BoG has noted the status regarding procurement of pool car by the institute.

Item No.33.04: Minutes of the 30th Building and Works Committee (BWC) held on 02/07/2024 in CITK.

The minutes of 30th Building & Works Committee (BWC) meeting could not be taken up as the members advised the institute to first seek comments from BWC members.

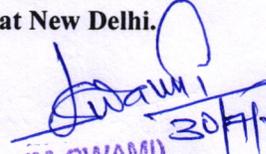
Resolution: The minutes of 30th BWC will be placed before FC after incorporating the comments of the BWC members and the same will be placed before BoG with the recommendations/comments of the FC.

Item No.33.05: Minutes of the 16th Senate meeting of CITK held on 02/07/2024 in CITK.

The minutes of the Senate meeting held on 02/07/2024 in CITK were placed before the members of BoG.

Resolution: The minutes were approved by the BoG.

Item No.33.06: Minutes of the 29th Finance Committee meeting held on 08/07/2024 at New Delhi.


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The minutes of the 29th Finance Committee meeting held on 08/07/2024 were placed before the members of BoG.

Resolution: The minutes were approved by the BoG.

Item No.33.07: Proposal for approval of Rules and Regulations for leave on deputation on Foreign Service terms for employees of CITK.

The draft Rules and Regulations for leave on deputation on Foreign Service terms for employees of CITK framed by the institute were considered by the BoG. BoG has advised the institute to provide proper referencing as to where from rules have been taken and submit a proposal to this effect to MoE for its consideration.

Resolution: The proposal is to be sent to MoE for comments after including references to the contents.

Item No.33.08: Proposal to modify existing Cumulative Professional Development Allowance (PDA) Rules for the faculty members of CIT Kokrajhar.

The proposal for Cumulative Professional Development Allowance (PDA) for the faculty members of the institute was considered by the members of BoG. After detailed deliberation, the BoG recommended modification under para 6.2.8 - Financial support for filing national/ international patents that financial support to be provided for filing National patents only.

Resolution: BoG recommended modification under para 6.2.8 - Financial support for filing national patents only.

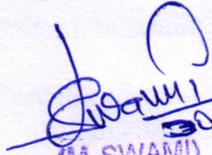
Item No.33.09: Request for minor re-distribution of sanctioned teaching posts of CITK.

Resolution: The BoG has advised the institute to get the recommendation of the Heads of the departments of CITK before seeking the approval of BoG.

Item No.33.10: Proposal for creation of additional new teaching posts based on enhanced student strength of CITK.

Resolution: The BoG has advised the institute to get the recommendation of the Heads of the departments of CITK before seeking the approval of BoG.

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