

Minutes of the 36th Board of Governors (BoG) meeting of CITK scheduled on 14th November, 2024 (Thursday) and deferred to 25th November, 2024 (Monday) at 12.00 'O' clock in Guest House Conference Hall in CIT, Kokrajhar through hybrid mode.

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The 36th Board of Governors (BoG) meeting of CITK scheduled on 14th November, 2024 (Thursday) was deferred to 25th November, 2024 (Monday) at 12.00 'O' clock in CIT, Kokrajhar through hybrid mode under the Chairmanship of Prof. (Retd.) N.V. Deshpande, Chairman, BoG, CITK. The following BoG members and non-member attended the meeting:-

i.	Prof. Mihir Kumar Phrkait, Professor, IITG, AICTE nominee	Member
ii.	Joint Secretary (TEL), D/o HE, MoE – Represented by Shri Ashok Kumar, US, MoE	Member
iii.	Joint Secretary & Financial Adviser, D/o HE, MoE – Represented by Shri N.S. Bisht, DS, IFD, MoE	Member
iv.	Shri. Amarjyoti Barman Secretary, Dept. of Education, BTC, Kokrajhar, Assam	Member
v.	Prof. A. Srinivasan, Director, CITK	Member
vi.	Dr. Anjalu Albis Basumatary, Associate Professor, CITK, Faculty Representative, CITK	Member
vii.	Prof. Bichitra Nanda Parida, Registrar(i/c), CITK	Non-Member Secretary

The Integrated Finance Division (IFD), Department of Higher Education, MoE had provided its comments on agenda items of 36th BoG vide letter dated 13th November, 2024.

The BoG members held detailed discussion on each agenda item and made the following resolutions: -

Item No.36.01: Confirmation of the Minutes of 35th BoG meeting held on 17.10.2024 in CITK through Hybrid mode.

The minutes of 35th BoG meeting held on 17.10.2024 were circulated to all the members for their consideration and confirmation. No specific comments have been received. A copy of the final minutes is attached as Annexure-I.

Resolution:- The members approved confirmation of the minutes.

Item No.36.02: Action Taken Report (ATR) on the Minutes of 34th BoG meeting held on 09.09.2024 at New Delhi.

The Action Taken Report (ATR) of 34th BoG dated 09.09.2024 were placed before the BoG members during 35th meeting held on 17.10.2024 which is attached at Annexure – II. Since, the members could not get sufficient time to go through the ATR, it was unanimously decided to place the same in the next BoG Meeting for discussion by the BoG members. The members after detailed discussion on ATR of each resolution taken in 34th BoG, approved adoption of the ATR.

Resolution:- The members approved adoption of the ATR of 34th BoG dated 09.09.2024.

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Item No.36.03: Action Taken Report (ATR) on the Minutes of 35th BoG meeting held on 17.10.2024 in CITK through Hybrid mode.

The Action Taken Report (ATR) of 35th BoG dated 17.10.2024 was attached at Annexure – III. The Members after deliberation recommended adoption of the ATR after incorporating the minor change proposed by MoE under agenda item no.35.04.

Resolution:- The members approved adoption of the ATR of 35th BoG dated 17.10.2024 with minor corrections.

Item No.36.04: Progress made on 32nd BoG resolution on agenda item no. 32.09 relating to the investigation of the lapses in the process of issue and execution of infrastructure works of CITK and initiation of further course of action by the Institute.

The 35th BoG in its meeting held on 17.10.2024 under Agenda Item No. 35.03 has approved serving of charge-sheets to 05 individuals identified for initiation of disciplinary proceedings for major penalty under Rule 14 of CCS (CCA) Rules, 1965 with which they are governed. BoG has also approved serving of Warning letters to remaining 05 permanent employees who are not to be charge sheeted. The Institute has served the charge-sheets dated 25.10.2024 to 05 employees for initiation of disciplinary proceedings for major penalty under Rule 14 of CCS (CCA) Rules, 1965. Warning letters have also been served to remaining 05 permanent employees as resolved by the BoG. With regard to the remaining two contractual employees who were also served with show-cause notices, it is proposed to relieve one of the contractual employees, namely, Mr. Nityananda Paul, presently working as JE(Civil) by serving him one-month notice with a clear mention that the Institute will not consider his candidature for any future appointment in the Institute.

The BoG members are also apprised that Mr. Praveen Kumar, Ex-CPE, who was approached several a times through his postal address available in the Institute's record, did not respond and his present location could not also be traced. Considering the futility of the situation, no further efforts may be made in his case as the same would lead to wastage of time and energy. The due date for submission of reply to the charge-sheet served to 05 employees of the Institute is 11/11/2024. The replies submitted by 05 employees will be examined, compiled and placed before the BoG members for deciding further course of action required to be initiated by the Institute.

The BoG members were requested to kindly note the above and offer their advice.

Resolution:- The members after detailed deliberation made the following resolutions:-

- i. After scrutiny of the Written Statement of Defense (WSD) submitted by the five (05) charge sheeted employees, it was resolved that an inquiry has to be constituted to examine their cases.
- ii. Proposal for appointment of Prof (Retd.) Parameswara Rao Alapati, Ex-Director, GKCIET, Malda, as Inquiry Officer (IO) and Shri Kartar Singh Mahajan (Retd.) Ex-Under Secretary, MoE as Presenting Officer (PO) for initiating disciplinary proceedings for major penalty under Rule 14 of CCS(CCA) Rules, 1965 was approved.
- iii. Proposal to relieve Mr. Nityananda Paul, presently working as JE(Civil) on contractual basis with one-month notice clearly mentioning that the Institute will not consider his candidature for any future appointment in the Institute was approved.

- iv. In case of Mr. Praveen Kumar, Ex-Chief Project Engineer (CPE), the Institute is advised to seek legal opinion for further course of action, if any.
- v. As the incumbent Registrar, Dr. Chaitali Brahma has been charge-sheeted under the circumstances she may not be able to discharge her normal duties and can influence the inquiry. The BoG members has therefore recommended that Dr. Chaitali Brahma may be asked to proceed on paid leave till such time the inquiry process is completed.

Item No.36.05: Assignment of Registrar (i/c) post to Prof. B.N. Parida, OSD.

The Institute has served the charge-sheets to 05 individuals (including incumbent Registrar, CITK) identified for initiation of disciplinary proceedings for major penalty under Rule 14 of CCS (CCA) Rules, 1965 with which they are governed. Under the circumstances, Dr. Chaitali Brahma, Registrar may not be able to perform her duties of Registrar due to restrictions imposed on a charge-sheeted person. Hence, Prof. B.N. Parida, OSD has been assigned the task of Registrar (i/c), CITK with all the administrative & financial powers of the Registrar with the approval of Chairman, BoG for the smooth functioning of the Institute.

Resolution:- The members approved assignment of the task of Registrar(i/c) to Prof. B.N. Parida, OSD.

Item No.36.06: Ratification of schedule of 3rd convocation of CITK and approval for its financial requirement

The Institute has scheduled its 3rd Convocation on 20th Dec., 2024 (Friday) in the Auditorium of Cultural Complex, BTC, Kokrajhar for awarding of Degrees & Diplomas to the students who have passed out in the year 2024 with the approval of the Chairman, BoG. In this regard, an urgent agenda item was circulated among the FC members on 15/11/2024. The Members of FC accorded approval on incurring of an expenditure of Rs. 11,11,971/- out of which Rs 10, 72, 971/- shall be spent from the budget of OH-31 and Rs 39000/- towards medals. It may be noted that the Hon'ble Governor of Assam has provided Rs. 41000/- as a one-time grant towards the cost of the medals. The minutes of the FC agenda, is attached as Annexure IV. The members are requested to ratify the holding of the 3rd Convocation of the Institute and approve the minutes of Urgent Finance Committee agenda item circulated on 15/11/2024.

Resolution:- The members approved convening of 3rd Convocation of the Institute and incurring of expenditure as recommended by the Finance Committee.

Item No.36.07: Extension of 11 months contract period of Shri. A.K. Gorai, Internal Audit Officer (I.A.O.), CITK

Shri. A.K. Gorai was appointed as Internal Audit Officer (I.A.O.) in December, 2023 for 11 months on contractual basis. As the services of I.A.O. in the Institute is essential to streamline the Finance & Accounts Section and Audit Section, CITK, his contract is extended for another 11 months on same terms & conditions w.e.f.12/11/2024.

Resolution:- The members approved the extension of the contract period of Shri. A.K. Gorai, Internal Audit Officer (I.A.O.), CITK

Item No.36.08: Permission to implement recommendations of DPC on an employee who was served show-cause notice but later only served with warning letter.

As per resolution of 35.05 of 35th BoG, promotions/financial up-gradations recommended by DPC in respect of all those employees who were served with show-cause notices were held back till the completion of the DP. In this regard, the BoG decided to issue warning letter to Mr. Germcha Brahma, Sr, Accountant. CITK, as no case was found for serving a charge sheet to him. Hence it proposed that his withheld financial upgradation may be accorded to him as per DPC recommendations.

Resolution:- The BoG has recommended that the case of Mr. Germcha Brahma, Sr, Accountant. CITK be referred to MoE for its consideration and advice.



Final Minutes of the emergent 35th Board of Governors (BoG) Meeting of CIT, Kokrajhar (CITK) held on 17th October, 2024 (Thursday) at 11.00 a.m. in CIT, Kokrajhar through hybrid mode.

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The 35th Board of Governors (BoG) Meeting of CITK was held on 17th October, 2024 (Thursday) at 11.00 a.m. in CIT, Kokrajhar through hybrid mode under the chairmanship of Prof. (Retd.) N. V. Deshpande, Chairman, BoG, CITK. The following members and non-member attended the meeting:

1. Shri Govind Jaiswal (Joint Secretary, Dept.of HE, MoE, Govt. Of India) (Member)
2. Shri Akash Deep, (Principal Secretary, BTC) (Member)
3. Shri Uday Kiran (U/S and Nominee of IFD, MoE) (Member)
4. Prof. Mihir Kumar Purkait (Professor, IITG, AICTE Nominee) (Member)
5. Prof. A. Srinivasan (Director, CITK) (Member)
6. Dr. Pranav Kumar Singh (Nominee of President CITK Society) (Member)
7. Dr. Anjalu Albis Basumatary (Faculty Representative, CITK) (Member)
8. Prof. Bichitra Nanda Parida (OSD, CITK) (non-Member Secretary)

After detailed discussion, BoG took the following decisions on each agenda item mentioned below:

Item No.35.01: Confirmation of the Minutes of 34th BoG meeting held on 09.09.2024 at New Delhi.

The minutes of 34th BoG meeting held on 09.09.2024 were circulated to all the members for their consideration and confirmation. MoE has given specific comments against few agenda items. The same have been noted for taking immediate necessary action. The other members have conveyed their approval on the minutes with minor comments. A copy of the final minutes was attached as Annexure-I.

Resolution: The members agreed to confirm the minutes.

Item No.35.02: Action Taken Report (ATR) on the Minutes of 34th BoG meeting held on 09.09.2024 at New Delhi.

The Action Taken Report (ATR) was attached at Annexure – II.

Resolution: The BoG members deliberated on the ATR and observed that due to paucity of time, the members are not in a position to discuss the same. Hence, it has been decided that the ATR of 34th BoG be placed in the next BoG meeting for discussion by its members.

Item No.35.03: Update on the progress made on 32nd BoG resolution as approved under agenda item no. 32.09 on the investigation of the lapses in the process of issue and execution of infrastructure works of CITK and direction for further action.

Based on the resolution of the 32nd BoG meeting on the matter, the institute had 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) were compiled and examined. The same were placed before the BoG members in the 33rd BoG meeting. The BoG deliberated on the same and told Director, CITK to complete the inquiry as per CCS rules