

FAX/POST

(42)

F No. 1-1/01-TS-IV (Pt.2)
Government of India
Ministry of Human Resource Development
Department of Secondary and Higher Education

Shastri Bhawan
New Delhi, the 13th July, 2005

To

Shri Carol Narzary
Secretary
Bodoland Territorial Council
Kokrajhar ,
Assam.

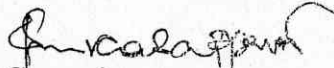
**Subject: Minutes of the Meeting held under the Chairmanship of
Joint Secretary (Tech.), on 5th July at 3.p.m., Shastri
Bhawan, New Delhi for the establishment of CIT,
Kokrajhar.**

Sir,

With reference to the above cited subject , I am directed to enclose
a copy of the minutes for information and further necessary action.

Yours faithfully,

Encl: As Above


(D N Sreenivasappa)

Under Secretary to the Govt. of India
Tel: 2338 4808

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MINUTES OF THE MEETING HELD UNDER THE CHAIRMANSHIP OF JOINT SECRETARY (TECH.), ON 5TH JULY AT 3.00 PM, SHASTRI BHAWAN, NEW DELHI FOR THE ESTABLISHMENT OF CENTRAL INSTITUTE OF TECHNOLOGY (CIT), KOKRAJHAR.

To discuss the modalities of Setting up of Central Institute of Technology (CIT) at Kokrajhar, Assam, Joint Secretary (T) took a meeting on 5th July AT 3.00 p.m in his Chamber. The following were present:-

1. Shri Ravi Mathur - Chairman
Joint Secretary (T)
Ministry of Human Resource Development
D/o Secondary & Higher Education
Shastri Bhawan,
New Delhi

2. Sh. Carol Narzary
Secretary, BTC

3. Dr. A.K. Ambasht
Director (T)
Ministry of Human Resource Development
D/o Secondary & Higher Education
Shastri Bhawan,
New Delhi

- (29)
4. Sh. D.N. Sreenivasappa,
Under Secretary
D/o Secondary & Higher Education
Shastri Bhawan,
New Delhi
 5. Shri B K Ray, D.O., IFD

The following points were discussed and decisions were taken:-

1. Introduction of Courses

As per Memorandum of Settlement a CIT has to be established which has to be converted into Centrally funded State University having technical and non-technical courses both. In the earlier meeting at Ministry of Home Affairs (MHA), it has been agreed to establish a CIT with diploma level courses to start with.

2. Finalization of six courses

Director (T) informed that out of 12 courses, only six diploma level courses are to be started as per the choice of BTC. Secretary, BTC informed that after consulting the matter in the council, the choice of six diploma level courses will be intimated to the Ministry immediately. JS (T) was of the view that the six courses; later on could be converted into degree level courses. The courses will be affiliated to Council of Technical Education, Assam. Secretary, BTC informed that the courses may start from the next academic session when the basic infrastructure are in position.

3. Land , Building and Infrastructure

Secretary, BTC informed that 24 acres of land will be made available free of cost. Details of availability of land has already been given to the Ministry.

However, the courses can be started in one of the existing Government buildings which will require face lifting (white washing), furniture and other facilities.

As regards, construction of building , the Secretary , BTC informed that the agency for construction will be CPWD (Govt. of India). He further assured that the details of rate of construction prevailing in the State of Assam(Kokrajhar Circle) will be informed by Fax.

4. Staffing pattern and staff recruitment agency

It was decided that Director will be appointed by the Central Government . Director will appoint the teaching staff as per AICTE approved scales.

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No.F. 1-1/2001 TS.IV
Government of India
Ministry of Human Resource Development
Department of Secondary & Higher Education

Shastri Bhawan, New Delhi
10th August, 2006

To

✓ **Shri Carol Narzary,**
Secretary,
Bodoland Territorial Council,
Kokrajhar, Assam.

Prof. Gautam Barua
Director, IIT-Guwahati,
Pan Bazar, Guwahati-19

Prof. Kalyan Kumar
Director, NERIST,
Nirjuli – 791 109
Itanagar, Arunachal Pradesh

The Director,
Directorate of Technical Education,
Govt. of Assam,
Kahilipara, Assam-19

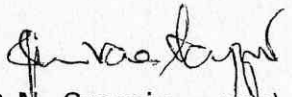
Subject:- Minutes of the meeting held under the Chairmanship of Joint Secretary (T) on 4-8-2006 at 3.00 PM. regarding Establishment of Central Institute of Technology, Kokrajhar, Assam

Sir,

With reference to the subject cited above, I am directed to enclose a copy of the minutes for information and further necessary action.

Yours faithfully,

Encl : As above.


(D.N. Sreenivasappa)

Under Secretary to the Govt. of India
Tel : 2338 4808

MINUTES OF THE MEETING HELD UNDER THE CHAIRMANSHIP OF JOINT SECRETARY (TECH.) ON 4TH AUGUST, 2006 AT 3.00 P.M. IN SHASTRI BHAWAN, NEW DELHI TO DECIDE OVER THE MODALITIES FOR STARTING CENTRAL INSTITUTE OF TECHNOLOGY(CIT), KOKRAJHAR, ASSAM DURING 2006-07.

To discuss the modalities for starting Central Institute of Technology (CIT) in Kokrajhar District of Assam from the current academic year 2006-07, Joint Secretary (Technical) took a meeting on 4th August 2006 in his chamber. The following attended the meeting :

1. Shri Ravi Mathur
Joint Secretary (T)
MHRD, Department of Higher Education
Shastri Bhawan, New Delhi.
2. Prof. Kalyan Kumar
Director, NERIST
3. Prof. A.D. Sahastrabudhe
Deputy Director, IIT Guwahati
4. Shri Carol Narzary
Secretary, BTC
5. Shri Vijay Bharat
Director(T)
6. Shri D.N. Sreenivasappa
Under Secretary (T)

2. JS(T) welcomed all the participants and asked Director (T) to brief about the points to be discussed in the meeting. Director(T) informed that since Government had already approved the proposal for setting up of Central Institute of Technology (CIT) in Kokrajhar; Assam, immediate steps are to be taken to start CIT functioning from the current year itself. He further informed that as the Ministry do not run polytechnic level institution directly, it is difficult for Government of India to supervise administratively at ground level. Therefore, BTC may be requested to set up and run the institute with academic and financial support from the Central Government.

JS(T) desired to know the initial steps required to be taken to make CIT functional. The following points were discussed and decisions were taken:-

1. Status position of Setting up of CIT

Director (T) informed that the proposal regarding creation of teaching and non teaching posts and release of grants to CIT has been referred to Integrated Finance Division (IFD), Ministry of Human Resource Development has been received back. IFD observed that the proposals may be referred after formation of CIT Society. JS(T) desired that the relevant files may be re-submitted.

2. Memorandum of Association , Rules & Regulations (RRs) of CIT Society and Registration of CIT Society.

JS(T) desired to know the views of Director, NERIST on establishment of CIT, Kokrajhar, Assam. Director, NERIST informed that the initial phase of setting up of NERIST was similar to that of CIT-Kokrajhar. Therefore, NERIST has got resources & infrastructure to help in establishment of CIT. Deputy Director, IIT, Guwahati also informed that some faculty may be deputed in setting up of the Institute and requisite help as & when requested. It was decided that Director, NERIST will prepare draft MOA, Rules & Regulations of CIT-Society in consultation with BTC Authorities & DTE, Assam and forward the same to this Ministry for approval of Hon'ble HRM. After approval, BTC is required to open a Bank Account on behalf of CIT-Society immediately.

3. Finalization of six courses

Director (T) informed that Government has approved 6 (six) Diploma level courses of 3 years duration with an intake capacity of 30 students in each course. The following are the approved Diploma level programmes :

- i. Electronics & Communications Engg.;
- ii. Computer Engg.;
- iii. Instrumentation and Control;
- iv. Horticulture/Fashion Technology;
- v. Food Processing Technology/IT;
- vi. Bio-Technology/Bamboo Technology

It was decided to leave the matter of choosing & starting the number of courses to BTC.

4. Site/Temporary Building for starting CIT-Kokrajhar and Appointment of Principal of CIT-Kokrajhar.

Secretary, BTC informed that the courses can be started from a hired building which they have already located. He further requested that sanction of the post of Principal may be conveyed for appointment of the same by the BTC at the earliest. Director (T) informed that as the creation of the post of Principal as well as Teaching & Non-Teaching Post would take some time, he suggested that Director, NERIST may be made as an Officer of Special Duty (OSD), Project CIT till a regular Principal/Head of the Institute is appointed. Keeping in view the urgency in the matter, it was decided to entrust the responsibility to NERIST to initially set up and to make the CIT functional, with the requisite delegation of powers. It was further decided that Director, NERIST in consultation with BTC authority & DTE, Assam will hold a meeting to discuss the modalities for setting up of CIT at Kokrajhar, Assam.

The Meeting ended with *Vote of Thanks* to the Chair.

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**Minutes of the meeting concerning establishment of CIT at
Kokrajhar held on October 23, 2006 at Bodoland Guest House,
Guwahati.**

Members present

1. Prof. K. Kumar - In Chair
2. Prof. P.K. Goswami - Member
Director Of Technical Education, Assam.
3. Prof. S.C. Mishra. - Member.
Indian Institute of Technology, Guwahati.
4. Sri Carol Narzary - Member Secretary.
Secretary, Bodoland Territorial Council, Kokrajhar.

The meeting was called to order by Chairman. At the outset, he welcomed the members present and briefed with developments which have taken place in recent months.

The gist of discussion is summarized as follows -

1. **Curriculum for CIT** :- It was unanimously agreed that owing to several constraints, in the year 2006-07, starting of Diploma in (i) Computer Engineering and (ii) Electronic Engineering could be explored by following curricula in line with those of Director of Technical Education, Assam.

Also, the curricula/syllabi be modified by sending the same to experts for up gradation, if any, to ensure better employment.

2. **Approval from Director of Technical Education, Assam and AICTE** :- Once the curricula finalized in association with Director of Technical Education, Assam, the CIT would approach the Director of Technical Education, Assam for according approval based on inspection being carried out on November 1, 2006 at Kokrajhar. On the approval of Director of Technical Education, Assam the CIT would approach AICTE for approval and necessary action at their end.
3. **Admission Procedure** :- It was agreed that the admission for first batch of Diploma (as a special case owing to time constraints in 2006-07) be carried out through open advertisement by inviting applications as per eligibility norms prescribed by AICTE and also having quick screening tests to enable start of classes by the end of November, 2006. Since the Entrance Examination may take a long time, the same be adopted from second batch (2007-08) onwards. The selection of candidates would be made following EC discussions of the BTC.

Contd.

4. **Recruitment of Faculty and non-teaching staff :-** It was decided that initially teachers from Kokrajhar College, IIT, Guwahati, institutions under Director of Technical Education, Assam and NERIST be engaged in deputation. The recruitment process be initiated under AICTE guidelines and the quality appointment(s) be ensured. At lower level non-m teaching posts people of BTC would have preference but All India character would have to be identified.

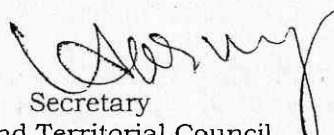
The meeting ended with vote of thanks to the Chair.

Sd/-

Prof. Dr. Kalyan Kumar.
Director, NERIST & OSD, CIT,
C Kokrajhar.

Copy to :

1. Prof. P.K. Goswami, Director of Technical Education, Kahilipara, Guwahati.
2. Prof. S.C. Mishra, IIT, Guwahati.
3. The P.S. to Deputy Chief, BTC Kokrajhar, for favour of information.
4. The P.S. to EM, Edn., Kokrajhar for favour of information.


Secretary
Bodoland Territorial Council
C, Kokrajhar.

o/c

Members present in meeting held on 21/08/06 in the Office chambers of Secretary, BTC.

- 1) Sri Kampa Borjogari, Dy. Chief -
- 2) Sri. Emmanuel Muchahary, EM, BTC -
- 3) Sri Daniswar Gajapati, GM -
- 4) Cara Naray Sen BTC
- 5) Sri P.K. Hazari JS (H) BTC
- 6) Sri A.K. Brahma Dy Secy BTC.
- 7. R.K. Brahma Director EDn BTC
- 8. R. Muchahary under Secy BTC.
- 9) V. Carpenter Dy Secy BTC
- 10) PROF. KALYAN KUMAR, Director, NERIST

[Handwritten signatures and dates]

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CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

MINUTES OF THE FIRST MEETING OF THE CIT SOCIETY HELD ON 7TH OCTOBER 2013 AT CONFERENCE HALL, GUEST HOUSE, IIT GUWAHATI

The 1st Meeting of CIT SOCIETY of the Institute was held on 7th October, 2013 at Conference Hall, Guest House, IIT Guwahati and the following members were present:

- | | | |
|---|--|-----------|
| 1 | Shri Kampa Borgayary
Hon'ble Dy. Chief of BTC and
President CIT Society, Kokrajhar-783370 | President |
| 2 | Shri Derhasat Basumatary,
Hon'ble Executive Member (Education)
BTC, Kokrajhar | Member |
| 3 | Prof. Gautam Barua
Dept. of Computer Science & Engg., IIT Guwahati, Assam
and Chairman of the Board of Governors, CIT, Kokrajhar | Member |
| 4 | Shri Dalip Kapur,
Deputy Secretary (T), MHRD, New Delhi-110001 | Member |
| 5 | Shri M. Ch. Sahu, IAS
Principal Secretary, BTC, Assam | Member |
| 6 | Mr. L.W. Khongwir
General Manager (Technical)
IOCL, Dhaligaon, BTAD, Assam | Member |
| 7 | Prof. M. Jawed
Officiating Director
CIT, Kokrajhar, BTAD, Assam-783370 | Member |

The other three members of the CIT Society, Dr. Atul Bora and representatives of the MHRD (IFD) and AICTE, New Delhi could not attend the meeting due to their prior engagements is noted.

The agenda for the day was taken up as below:

Item No.01.01: Brief Presentation related with Growth and Development of the Institute since its inception by the Director

The Director made a brief power point presentation highlighting the growth and development of the Institute since its inception. He also presented constraints being faced by the Institute in respect of shortage of faculty and technical support staffs, slow pace of construction works, impediments in construction works due to non-vacancy of the part of the acquired land by inhabitants, inadequacy of acquired land for future growth of the Institute. After discussion, the Society advised the Institute to approach the BTC for resolution of issues related with acquired land and for the need of additional land for future growth.

Resolution R 01.01: The Society NOTED and appreciated the growth and development made by the Institute. For the resolution of land related issues, the Institute was ADVISED to approach the BTC.

Item No.01.02: Proposed amendments to the existing MoA of the Institute

The CIT has been upgraded to offer Degree level courses since 2009 in addition to Diploma level courses. Also, an Officiating Director has joined the Institute. Hence, there was a need to amend the existing MoA of the Institute. The amendments to the existing MoA was placed for discussion. The Society decided to approve the proposed amendments to the MoA.

Resolution R 01.02: The Society APPROVED the amended MoA as placed at Annexure-1 and AUTHORIZED the Institute to forward the amended MoA to the Ministry of HRD for necessary action.

Item No.01.03: Ratification of amended Rules of the Institute

The Board in its scheduled 6th meeting held on 7th October 2013 amended the Rules of the Institute which was placed before the Society for ratification. The amended Rules were considered and ratified by the Society.

Resolution R 01.03: The Society RATIFIED the amended Rules of the Institute as placed at Annexure-2 and AUTHORIZED the Institute to forward the same to the Ministry of HRD for necessary action.

Item No.01.04: Recruitment Rules (RRs) for the post of the Director

The Board in its 6th meeting held on 7th October 2013 considered and recommended the proposed Recruitment Rules (RRs) for the appointment of the Director of CIT, Kokrajhar for consideration of the Society. The Society considered the RR's and accorded its approval and permission to forward the same to the Ministry of HRD.

Resolution R 01.04: The Society APPROVED the RR's for post of the Director, CIT Kokrajhar as placed at Annexure-3 and AUTHORIZED the Institute to forward the RR's to the Ministry of HRD for necessary action.

Item No. 01.05: Renewal of Registration of CIT Society

The Registration of the CIT Society had expired in June, 2013. There is a need to renew the Registration with effect from 1st July 2013. The Society discussed the matter and directed the Institute to take necessary steps for renewal of the Registration.

Resolution R 01.05: The Society NOTED the expiry of the Registration of the Society and DIRECTED the Institute to take necessary steps for renewal of the Registration.

Item No. 01.06: Annual audit report for FY 2012-13

The Society was appraised of the annual audit report received from the Office of CAG. After discussion, the Society adopted the annual audit report. The Society also authorized the Institute to prepare the annual report for transmission to Ministry of HRD for placing the same in both the houses of the Parliament.

Resolution R 01.06: The Society ADOPTED the annual audit report for FY 2012-13 and AUTHORIZED the Institute to prepare annual report for transmission to Ministry of HRD for necessary action.

Item No. 01.07: For Appraisal of the Society

- a. Minutes of meetings of Board (1st to 5th meeting) for appraisal and perusal of the Society. The Society perused and noted the Minutes.
- b. Annual Report for 2011-12 for appraisal and perusal of the Society. The Society perused the Annual Report for 2011-12.

Resolution R 01.07: The Society PERUSED and NOTED the contents of Minutes of Board Meetings and Annual Report for 2011-12.

Item No. 01.08: Any other issues with the permission of the Chair

- a) The Director informed the Society that the Institute shall try to organize at least one meeting of the Society in a calendar year as per MoA.
- b) The President advised to organize the next Society meeting after six month to review the progress on land related issues.

As there were no other matters, the meeting ended with a vote of thanks to the Chair.



(Chaitali Brahma)
Registrar & Non-Member Secretary
CIT Society, CIT Kokrajhar
E-mail: registrar@cit.ac.in



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

(A Centrally Funded Institute under Ministry of HRD, Govt. of India)

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

Website: www.cit.ac.in

MINUTES
OF THE SECOND MEETING OF THE CIT SOCIETY
HELD ON 4TH JUNE 2015
IN THE DIRECTOR'S CONFERENCE HALL, CIT KOKRAJHAR

Minutes of the Second Meeting of the CIT Society held at CIT Kokrajhar in the Director's Conference Hall held on 4th June 2015.

Members Present enclosed as per Annexure.

Shri Khampa Borgoyari, Deputy Chief of BTC and President, CIT Society chaired the meeting. He welcomed Professor Debkumar Chakrabarti as new Officiating Director of CIT.

All members present were felicitated. Leave of absence was granted to Shri Y. Tripathi (FA), IFD, MHRD, GoI, Dr. Atul Bora, Director (Technical Education), Guwahati, Govt. of Assam and Professor Arup Kumar Sarma, Professor, Dept. of Civil Engineering, IIT Guwahati in view of their pre-occupied schedule of work.

The agenda for the day was taken up as below:

Item No.02.01: Confirmation of the Minutes of the 1st Meeting of the CIT Society of the Institute held on 7th October, 2013 in IIT Guwahati.

The Minutes of the 1st Meeting of the CIT Society of Central Institute of Technology, Kokrajhar held on 7th October, 2013 in IIT Guwahati was circulated to the members of the Society for recollection and approval of the same by the members; as further communication was not received from any of the members the Society confirms the Minutes (not enclosed).

Resolution: As there were no further comments on the Minutes, the Society CONFIRMS the Minutes of the 1st Meeting of the CIT Society.

Item No. 02.02: Appraisal regarding joining of the Officiating Director.

In pursuance to the letter received from the Ministry of HRD, Govt. of India Prof. Debkumar Chakrabarti, Dept. of Design, IIT Guwahati has taken over the charge of Officiating Director of CIT Kokrajhar on 16th May 2015.

Society welcomes Professor Chakrabarti, and acknowledges the dedicated services of the former Directors Professor M. Jawed and Professor U. S. Dixit in building up the Institute.

Item No. 02.03: Review of the reservation policy and admission procedure for students.

The reservation policy of the institute as adopted by the CIT Society stipulates the reservation of seats for Scheduled Tribes, Scheduled Castes, Other Backward Classes and Open Category candidates for the three regions of BTAD (60%), North East (20%) and All India (17%), and with the remaining for Physically Handicapped-All India(3%). As per the current policy, in the event of seats remaining vacant, they would be filled up by candidates from BTAD.

The policy does not mention how the seats remaining vacant after exhausting all eligible candidates in a particular reservation category of a region are to be filled even after considering the eligible candidates from BTAD.

In the admission during July 2014, all BTAD candidates who appeared in the CIT entrance examination and fulfilled the eligibility criteria were admitted (without any cut-off marks); even then the seats were remained vacant. Hence, non-BTAD students were admitted as per the following guidelines:

ST (NE)-22.5%, ST (AI)-7.5%, SC (AI)-15%, OBC (AI)-27%, OPEN (AI)-28%

It is proposed that in order to maintain high standard of CIT, there should not be any compromise on cut-off marks. The cut-off marks will be fixed as per decision of the Admission Committee and if BTAD candidates are not fulfilling the cut-off marks then the seats will be made open. However, in order to attract more number of BTAD students, the Institute proposes a full tuition-fee waiver and / or scholarship for BTAD candidates.

The Proposed Admission and Counselling Procedure for discussion:

Round 1: Admission of candidates securing above the cut off entrance marks and qualifying marks based on merit as stipulated in the reservation policy adopted by CIT Society is 60% -BTAD, 20% -North East, 17% -All India & 3%-Physically Handicapped (All India).

Round 2: The vacant seats of North East and All India would be translated into Combined All India (in which candidates of all regions including BTAD will be considered) and the vacant seats of BTAD would be converted into Combined All India following the reservation criteria of 7.5%-ST, 15%-SC, 27%-OBC, 50.5%-OPEN to be filled by merit.

Round 3: The remaining OBC seats would be converted into OPEN category. The SC and ST vacant seats will remain untouched. (as per Supreme Court directive).

The Members were requested to discuss the proposal and advice accordingly.

The above was discussed and decision was taken that

Round - 1 admission will be as per current policy.

Round - 2 The vacant BTAD seats will be offered to NE students

Round – 3 Vacant seats thereafter will be filled up by All India Open category.

All seats should follow SC/ST reservation norms.

Resolution: It was resolved that the vacant seats of BTAD in Round 2 will be filled up by NE students and thereafter the remaining vacant seats will be filled up by All India category students. SC/ST reservation norms are to be followed.

Item No. 02.04:**Review of the Vertical Scheme of Degree Admission by Diploma students.**

Under the Vertical scheme of admission for Degree level courses in the 2nd year, since 30 seats have been kept in each branch for CIT Diploma passed candidates and only 30 students are enrolled at the Diploma level in CIT, there do not remain sufficient number of candidates to fill these 30 seats on offer and so many seats are remaining vacant at **Annexure-II** (Page: 05 to 05)

It is proposed that only 20 seats be kept for Vertical Scheme of admission for CIT Diploma passed candidates while the remaining 10 seats be converted into Direct Entry seats (for Class XII passed students).

Existing Scheme of Degree Admission			Proposed Scheme of Degree Admission		
Scheme	Eligibility	Seats	Scheme	Eligibility	Seats
Direct Entry	10+2	30	Direct Entry	10+2	30+15 = 45
Vertical Entry	Diploma from CIT	30	Vertical Entry	Diploma from CIT	15
Lateral Entry	Diploma	6	Lateral Entry	Diploma	6
Total		66	Total		66

Member were requested to accept the proposal and advise accordingly. The proposal is approval and advised the Academic Council and Admission Committee to look into the possibility of lowering down of cut-off marks for the Vertical Entry admissions for Diploma in coming years.

Under the Vertical scheme of admission for Degree level courses in the 2nd year, 30 seats have been kept in each branch for CIT Diploma passed candidates. It is experience that these 30 seats are not filled up only around 50% fresh admission and thus its leaves 15 seats vacant in all disciplines in Degree Programmes. So, direct entry 30 +15 = 45 and Vertical Entry of 15 (at the 2nd year level) for those having Diploma from CIT.

Resolution: The members approved the proposal and to implement the same in the forthcoming admissions.

Item No. 02.05:**Information regarding the Notification of the Re –Advertisement in respect of the post of Director CIT Kokrajhar.**

The Ministry of HRD vide its letter no. F.No.24-7/2013-TS VII dated 15thDecember 2014 had notified for Re-Advertisement for the post of Director, CIT Kokrajhar. Copy enclosed at **Annexure-III** (Page: 06 to 07).The Members of the Board observed that CIT should have a full – fledged Director for smooth functioning of the Institute. The Institute has notified the same in the National Dailies. The Members noted and ratified the same.

Resolution: Noted and ratified.

Item No. 02.06:**Annual and Audit Report for the FY 2013-14.**

The Institute has received the final audit report from the office of the CAG. The annual audit report for the FY 2013-14 is placed at **Annexure-IV** (Page: 08 to 08).

In the 8th Meeting of the Board the Annual Audited Report was being appraised and approval was accorded.

The same is placed before the Members for ratification.

The Members noted and ratified the same.

Resolution: Noted and ratified.

Item No. 02.07:

Proposal for land acquisition for CIT.

At present BTC Authorities have handed over **83.27** acres of land to CIT on which construction work are on and no room are left for further construction activity in the existing area. However, for future expansion about **231.32** acre of land is required. Hence, it is requested to the BTC Authorities to provide enough land so that space can be created for expansion. As a phase 3 activity the Institute has in mind to activate the construction of new works.

Members were requested to review the land related issue.

It was resolved that BTC would hand over land as per communications made through letters given vide BTC's letter no BTC / LR-25 / 2005 / 169, Dt. 16.02.2015 and CIT/KOK/Land/124/08/867 Dt.13.11.2013. In this regard the Institute is directed to make a proposal and submit the same to Principal Secretary, BTC with a copy to Deputy Chief of BTC for immediate action.

Resolution: Resolved with an advice that CIT should make a proposal to BTC for immediate appropriate measures.

Item No. 02.08:

For Appraisal of the Society.

- a. Minutes of the 8th meeting of the Board placed at **Annexure-V** (Page: 09 to 15) for appraisal and perusal of the Society.
- b. Minutes of the 1st Meeting of the Academic Committee placed at **Annexure -VI** (Page: 16 to 22) for appraisal and perusal of the Society.
- b. In pursuance to the advertisement No. 11/2014 Dated 23/1/14 copy enclosed at **Annexure-VII** (Page: 23 to 23) the process of Recruitment of Faculty is completed and on the basis of the recommendation of the Selection Committee the candidates were selected. The names of which are enclosed at **Annexure-VIII** (Page: 24 to 25).
- c. In pursuance to the recommendation of the BoG, Prof. Krishnamachar Sreenivasan had been invited as a Distinguished Professor in the Dept. of Information Technology. This is placed for appraisal and perusal of the Society.
- f. The Registration of the CIT Society which had expired in June 2013 had been renewed and has obtained extension till 2017. Copy of Renewal Registration is placed at **Annexure-IX** (Page: 26 to 26)

Resolution: With regards to appraisal, the members ratified the same.

Item No. 02.09: Outsourcing of Agency for Additional Civil Work.

All civil work of the Institute is executed by the PWD, BTC. It is observed that the PWD BTC are too over loaded with their work assigned and may be because of this they are often reluctant to hand over their executed work on time. As we need to develop more infrastructures at this moment to create space for faculty and students, we may think to outsource some private/Govt. agencies for the upcoming projects.

Members were requested to discuss and direct the Institute on this matter.

It was resolved that the Institute can outsource some private/ Govt. agencies for its upcoming projects subject as required to speed up the activities.

Resolution: Proposal approved.

Item No. 02.10: Proposal for Academic Autonomy.

The Institute is at its eighth year but still we are affiliated to the Gauhati University for our Degree Programs and Diploma is affiliated to SCTE Assam. As the Institute is having an autonomous status, it will be appropriate if academic autonomy is also granted for smooth functioning including inclusion of PG Programme.

Members were requested to advice.

It is advised that CIT should communicate to MHRD (as per MOA) for academic autonomy to confer Diploma and Degrees (UG, PG and PhD) and to have status of Centre of Excellence and National Importance.

Resolution: It was resolved that CIT should have academic autonomy as discussed above and to communicate MHRD to upgrade to a status of Centre of Excellence and National Importance.

Item No.02.11: Proposal for considering grant of In-situ promotion to Non-teaching staff members of CIT who have completed more than 5 years of regular service/Completed Promotional Service Period.

The Central Institute of Technology (CIT), Kokrajhar, Assam was established in the year 2006 as an Autonomous Institution of the Ministry of Human Resource Development in accordance with Memorandum of settlement signed between Government of India, State Government of Assam and Bodo Liberation Tigers (BLT) on 10th February, 2003. The primary basic objective of setting up of this Institution is for up-liftment of Bodo people of the area besides generation of skilled manpower for North Eastern Region as well as for other Regions in the country.

In a span of more than eight (8) years, CIT has established itself as one of the leading Institute of NE Region specifically in the Bodo area imparting education in Engineering & Technology. The role of its dedicated staff members and efficient teachers is the sole key of success of this Institute. The Institute is still growing fast with the support from BTC administration and MHRD.

As of now, CIT is following Career Advancement Scheme (CAS) for its faculty members on the guidelines of All Indian Council for Technical Education (AICTE). However, there is no promotion channel/avenues for non-teaching staff at present. The Non-teaching staff who joined CIT after its establishment in the year 2006 and have completed more than 5-8 years of regular service have approached to the CIT Administration for considering their case for grant of in-situ promotion till such time a formal promotion policy is adopted in CIT.

Keeping in view the long service rendered by some of the non-teaching staff members, the Institute has come up with the proposal that those employees who have completed more than 5-8 years of regular service in CIT may be considered for grant of in-situ promotion. The matter was informed to the authorities wherein it was decided that Institute may first frame the Service Rules for Non-teaching staff and then come up with the promotion proposal. As the framing of Service Rules for Non-teaching staff may take some time, it is proposed that Members of CIT Society may like to consider grant of in-situ promotion till such time a formal promotion policy is adopted in CIT.

It was resolved to prepare the Service Rules and all notifications by UGC/ MACPS to the BOG for adoption by the Institute.

Resolution: Service Rules to be prepared and placed for approval to the Board.

Item No. 02.12: Proposal for Man Power Structure for CIT.

In this context of current status and requirement of CIT the Manpower Structure and Pay for Teaching and Non-Teaching staff may be looked into.

Resolution: The Members approved the matter and advised the Institute to make a structure to place it to the BoG for adoption.

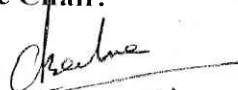
Item No. 02.13: Any other issues with the permission of the Chair.

With permission of the Chair the below were discussed in details.

1. Proposal for dedicated feeder line for CIT.
While appraising the need (in continuation to earlier communication to ASEB) the Society advised to make a final proposal for obtaining dedicated feeder line for CIT from Salakati Sub-station and to submit the same to the ASEB for necessary implementation. Towards initiating the work on urgent requirement basis, CIT shall make necessary payment to the ASEB from the Budget allotted for Infrastructure Activities.
2. Additional item regarding up-gradation of Diploma and Degree level faculty.

It was discussed and decided that all faculty should be encouraged for taking up higher academic measures including PhD degrees.

The Meeting ended with a vote of thanks to the Chair.


(Ms. Chaitali Brahma)
Registrar & Non-Member Secretary
CIT Society, CIT Kokrajhar
E-mail: registrar@cit.ac.in

Annexure



केन्द्रीय प्रौद्योगिकी संस्थान कोकराझार
CENTRAL INSTITUTE OF TECHNOLOGY KOKRAJHAR

(A Centrally Funded Institute under Ministry of HRD, Govt. of India)
BODOLAND TERRITORIAL AREA DISTRICTS :: KOKRAJHAR :: ASSAM :: 783370
Website: www.cit.ac.in

Members present in the 2nd Meeting of CIT Society of Central Institute of Technology Kokrajhar held on 4th June, 2015 at 10:00 a.m. at Director's Conference Hall, CIT Kokrajhar

Sl. No.	Name and Address	Signature
1	Shri Kampa Borgayary Hon'ble Dy. Chief of BTC And President, CIT Society, Kokrajhar-783370	
2	Prof. Gautam Barua Director, IIT Guwahati and Chairman of the Board of Governors, CIT, Kokrajhar	
3	Shri Y. Tripathi (FA) IFD, MHRD, Govt. of India Shastri Bhawan, New Delhi-110001	
4	Shri S.P. Goyal Joint Secretary (TEL), Department of Higher Education, MHRD Room No. 122, "C" Wing, Shastri Bhawan, New Delhi-110001 Represented by: Shri Dalip Kapur Deputy Secretary (T), Dept of Higher Education, MHRD, "C" Wing, Shastri Bhawan, New Delhi-110001	
5	Dr. Anupam Kumar Roy, IAS Principal Secretary, BTC, Kokrajhar-783370	
6	Mr. L.W. Khong Wir Executive Director, IOCL, Dhaligaon BTAD, Assam	
7	Dr. Atul Bora Director (Technical Education) Govt. of Assam, Kahilipara, Guwahati-781019	
8	Prof. Arup Kumar Sarma Professor, Dept. of Civil Engineering Indian Institute of Technology Guwahati	
9	Shri Rabishankar Borgayary Director, Dept. of Education, BTC, Kokrajhar	
10	Prof. D. Chakrabarti Director CIT, Kokrajhar, BTAD, Assam-783370	
11	Ms. Chaitali Brahma Registrar & Non-Member Secretary CIT Society, CIT Kokrajhar	

**Minutes of the Society meeting of Central Institute of Technology (CIT)
Kokrajhar held on 25th July, 2018 (Wednesday) at Shastri Bhawan, New Delhi.**

The Society meeting was chaired by Deputy Chief, BTC in his capacity as President of CIT, Society. President welcomed the members and thanks MHRD for its support to CIT. Thereafter, the agenda items were taken up one by one.

Item No. 01: Amendments to the existing rules of the Institute

The rules of the Institute was amended and approved in the 6th meeting of the BoG of CIT Kokrajhar and ratified in the 1st meeting of the CITK Society. The Society is requested to consider the amended rules of the institute and may approve the same.

Resolution: Society approved the amendments.

Item No. 02: Proposed amendments to the existing rules of the Institute

There was a need to amend the rules of the Institute further. The title of the 'Academic Committee' that was adopted as 'Senate' in the amended rules, was needed to be changed back to 'Academic Committee' following the observation raised by the members of the BOG of the institute during its 15th meeting held on 24-01-2018 at CIT Kokrajhar. The Society was requested to consider the proposed amendments to the rules of the Institute and might approve the same for consideration of MHRD.

Resolution: Society approved the amendments.

Item No. 03: Proposal for new admission scheme of B. Tech programmes.

The admission committee of Central Institute of Technology (CIT) Kokrajhar had prepared two proposals regarding admission of B. Tech programmes in the institute. These proposals were prepared in order to increase the enrolment of meritorious students in the institute.

Proposal I:

The procedure that was followed for the current year's admission may be adopted for the next year together with an additional effort by the Institute to sign an MOU between the institute and the "JEE (Main) Unit Central Board of School Education" (Address: Plot No. 149, Block - II, Sector - 63, Noida - 201309, Dist- Gautam Budh Nagar Uttar Pradesh) in order to get CIT Kokrajhar included in the list of Institutes accepting JEE (main) Rank for admission to be displayed in the CBSE-JEE's website. Through this facilitation by the CBSE-JEE resulting in country-wide exposure of CIT, JEE qualified candidates from all over the country would be able to identify CIT Kokrajhar as their college of interest. However, according to this proposal, JEE qualified candidates would not have to go through the counselling process conducted by the Joint Seat Allocation Authority set up by the Ministry of Human Resources Development (MHRD); instead, they would be allowed to apply directly at CIT, Kokrajhar for admission into B.Tech programme against the 40% of the total B.Tech seats of the institute (JEE quota) keeping remaining 60% seats reserved for the BTAD students as per the current admission regulation.

Item No. 06:

Reporting on some significant activities of the institute.

1. Proposal submitted by CIT Kokrajhar for granting deemed to be University status under De-novo category.

The proposal for granting deemed to be University status to Central Institute of Technology, Kokrajhar under De-novo category was submitted to the MHRD on 08-12-2016. Based on the proposal, a joint team of UGC and AICTE visited the institute on July 24-25, 2017 and deliberated on starting Postgraduate (PG) programmes as a requisite for the Institute to be upgraded to a deemed to be University under De-novo category. During the deliberations, CIT was mandated to start six new PG programmes in emerging areas so that locale-specific needs are addressed, natural resources of the region are harnessed and the region's economy is boosted up through newly designed curricula. The proposed programmes are:

1. M. Tech in Food Engineering and Technology under the Department of Food Engineering Technology.
2. M. Des (Equivalent to M. Tech) in Multimedia Communication and Design under the Department of Multimedia Communication and Design.
3. M. Des (Equivalent to M. Tech) in Indigenous Artefacts and Design Heritage under the Department of Multimedia Communication and Design.
4. M. Tech in Green Energy Technology under the Department of Mechanical and Electrical Engineering (Proposed).
5. M. Tech in Water Recourse Engineering and Management under the Department of Civil Engineering.
6. M. Tech in Agricultural Science and Technology under the Department of Food Engineering Technology.

After several meetings, discussions and communications of the institute with the UGC and the MHRD, a Letter of Intent (LOI) was issued by the MHRD on June 18, 2018 vide No. F.No. 9-14/2011-U.3A for granting Deemed to be University status to CIT Kokrajhar under De-novo category. The institute submitted a para-wise response to the conditions mentioned in that LOI to MHRD on July 3, 2018 expressing compliance. Subsequently, in a meeting held on July 7, 2018 at the MHRD, the Hon'ble Minister of HRD, Sri Prakash Javedekar, asked the Director and the Registrar of CIT Kokrajhar to initiate actions for starting the De-novo PG programmes from the academic session 2018-2019 itself, and assured that CIT would be granted the Deemed to be University status shortly.

Based on these facts, the institute has expressed its willingness to start five of the above programmes with the existing infrastructure facilities from the academic session 2018-19. The programme at Sl. No. 6 above would be started at a subsequent phase in view of the fact that this programme would require considerable inputs from disciplines outside the range of subjects currently being offered by the existing Food Engineering Technology department of the Institute.

In view of this, both the parties have agreed to sign a Memo of Settlement, giving up all claims against each other. On behalf of CIT Kokrajhar, the Registrar will be empowered to sign the MoS.

Resolution: The members noted and commented that the Registrar of the institute might be empowered to sign the MoS referred above.

2. Implementation of new model of funding for OII-35 (Capital) by way of loan from Higher Education Funding Agency (HEFA) from current Financial year 2018-19 for CFTIs by MHRD.

The MHRD has insisted the CFTIs to incur their expenses, such as procurement of equipment and infrastructural developments, under OII-35 through HEFA, projecting their IRG. According to this "New Model" of financing the institutes under Ministry of Human Resource Development, CIT, being "more than 10 years old", would be under financing Window No. 1 whereby it would have to "repay the whole Principal Portion from the internally generated budgetary resources". This implies that the complete requirement of financing the infrastructure of the Institute would have to be met through the Internal Resource Generation (IRG) of the Institute. The IRG of the Institute, which is currently about 4 Crores annually comprises mainly of the student fees together with very small contribution from rent. Meeting the capital expenditure (including principal and interest) by the Institute from this meagre amount of IRG is impossible. Since 60% of the students of the Institute is from the BTC area a majority of whom are from economically backward families, and also the location of the Institute is geographically isolated, the Institute cannot augment its IRG either by raising the students' fees exorbitantly or by starting extensive consultancy projects. Further, going under HEFA system of funding, would contravene the provisions of the MOS signed under the Bodoland Accord vide Clause No. 11 of the MOS as quoted below:

"Clause No. 11: Centrally funded University 11.1 A Centrally funded Central Institute of Technology (CIT) will be set up to impart education in various technological / vocational disciplines such as information Technology, Bio-technology, Food Processing, Rural Industries, Business Management etc. 11.2 The CIT will be subsequently upgraded to a Centrally funded University with technical and non-technical disciplines to be run by the BTC."

Meanwhile, the Hon'ble Prime Minister of India had declared on 19-01-2016 the upgradation of CIT to a deemed University. Since then the Institute had initiated the process of upgrading to Deemed University under De-novo category. Detailed proposal was submitted to the MHRD on 08-12-2016. The deemed University status of the Institute is yet to be declared by the Ministry.



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Members present in the Meeting of CIT Society of Central Institute of Technology Kokrajhar held
on 25th July, 2018 at MHRD, Shastri Bhawan, New Delhi.

Sl No.	Name and Address	Signature
1.	Shri Kampa Borgayari Hon'ble Dy Chief Executive Member, BTC and President CIT Society, Kokrajhar-783370	
2.	Shri Kampa Borgayan Hon'ble Executive Member (Education) BTC, Kokrajhar-783370	
3.	Mr. Madhu Ranjan Kumar Joint Secretary (DL & BP) Dept. of Higher Education, MHRD, Shastri Bhawan, New Delhi-110001	
4.	Smt. Darshana Momaya Dabral (FA) IFD, MHRD, Govt. of India Shastri Bhawan, New Delhi-110001	
5.	Dr. Upender Pandey, Prof., Department of Metal Lurgical & Material Engineering, Malaviya National Institute of Technology, Jaipur-302017	
6.	Mr. L.W. Khong Wir General Manager (Technical), IOCL, Dhalgaon BTAD, Assam	
7.	Director (Technical Education) Govt. of Assam, Kanlipara, Guwahati-781019	
8.	Principal Secretary BTC, Kokrajhar-783370	 25/7/2018
9.	Dr. Aswini Baruwa, PhD Principal, MITS, Mirza, Guwahati and Chairman of the Board of Governors, CIT, Kokrajhar	
10.	Prof. Debkumar Chakrabarti Director CIT, Kokrajhar, BTAD, Assam-783370	 25-7-2018



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MINUTES OF THE 5th MEETING OF THE CIT SOCIETY

08 November 2021, 3:00 pm, Director's Conference room

Members/Invitees in attendance

Sl. No.	Name	Particulars	Position
1	Sri Pramod Boro	Hon'ble Chief Executive Member, BTC	President
2	Prof. T.G. Sitharam	Director, CIT Kokrajhar (Officiating)	Member
3	Dr. Arup Kumar Misra	Chairman, Assam Pollution Control Board	Member
4	Shri Murli M. Singh	Director, Technical Section-VII, MoE, Govt. of India	Member Representing, MoE, Govt. of India
5	Shri Shantanu P Gotmare	Principal Secretary, BTC, Kokrajhar	Member
6	Ms. Chaitali Brahma	Registrar	Non-Member Secretary
7	Dr. Biswarup Saikia	Dean of Planning & Development	Invitee
8	Dr. Bihung Brahma	Dean of Student Affairs	Invitee
9	Prof. Monomoy Goswami	Faculty in-charge of Engineering cell	Invitee
10	Mr. Dwithun Mahilary	Assistant Engineer (Civil)	Invitee

The President of the CIT Society chaired the meeting, and the Director of the Central Institute of Technology (CIT) Kokrajhar welcomed the President of the Society, the members of the Society and the Invitees to the meeting. The Registrar of the Institute read out the agenda items inviting comments/suggestions from the members. On detailed deliberations, the following resolutions were taken:

Agenda Item No. 01. Confirmation of the Minutes of the Society Meeting held on 5th August, 2019 (Monday) at Shastri Bhawan, New Delhi

The Registrar informed that no comment on the Minutes of the cited meeting was received from any member of the Society, and requested the members present to confirm that Minutes

Resolution:

Minutes of the Society Meeting held on 5th August 2019 is CONFIRMED.

Agenda Item No. 02. Renewal of Registration of CIT under the Societies Act XXI of 1860

The Registrar sought the approval of the Society for the renewal of the registration of CIT Kokrajhar under the Societies Act XXI, 1860 on expiry of the extended validity of the earlier registration on 18-02-2021.

Resolution:

The proposal of renewal of Registration is approved.



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Agenda Item No. 03. Proposal for amending the Memorandum of Association (MoA) of CIT

Observations:

The Registrar sought ratification of the amendment of Clause 5 (A) of the Memorandum of Association (MoA) of CIT by the members of the Society in light of the Resolution in the 24th Meeting of the BoG held on 26th August, 2021 and the Ministry of Education (MoE)'s letter vide F.No.7-1/2021-TS.VII, dated 28th September, 2021.

Resolution:

The amendment is ratified.

Agenda Item No. 04. Revision of the MoA of CIT

The Registrar sought comments from the members of the Society on the proposal of revising the MoA of CIT in response to the requirements under the newly granted status of Deemed to be University of the Institute by following the guidelines of the UGC.

Resolution:

The revision of the MoA may be undertaken.

Agenda Item No. 05. Proposal for admissions of international students (Foreign/Non-Residents Indians) in various programmes of the institute

The Director expressed that, although separate hostel facility for foreign/NRI students are not available in the Institute, the Institute may consider admitting such students and accommodating them in the existing hostels from the consideration that, currently, the Institute may expect students from the neighbouring countries, such as Bhutan, Nepal, Bangladesh, etc. who would be expected to have similar socio-cultural background as the existing students of the Institute.

Members also appreciated that admitting foreign/NRI students would help in securing credits for NIRF ranking of the Institute.

The President of the Society suggested that the Director may constitute a team to look into the modalities, requirements, etc. related to this proposal.

Resolution:

The members accepted the proposal for inducting the International students following due procedures. The members also accepted to host the international students in the same hostels along with other students of CIT Kokrajhar.



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Agenda Item No. 06. Allotment of land of CIT, Kokrajhar at Haltugaon Area, Kokrajhar

The Registrar appraised the members on the status of the newly allotted land to CIT, Kokrajhar by the Bodo Territorial Council (BTC) measuring about 106 acres in Haltugaon area, and requested the President to resolve the issues related to the relocation of the dwellers of the land. On being asked by the President of the Society, the Registrar informed that about 25 families reside in that land, and that the Institute faced opposition in executing its planned construction activities in that land.

The President of the Society assured that the matter would be looked into at BTC for resolving at the earliest

Resolution:

BTC would look into the matter related to making the land allotted to CIT Kokrajhar encumbrance-free at the earliest.

Agenda Item No. 07. Status of vacant posts both in Teaching and Non-Teaching cadre and action taken

The Registrar appraised the members on the status of the vacant posts. She informed that advertisement for recruiting in vacant teaching posts is on hold on instruction from the MoE, and that for non-teaching posts is held up because of the pendency of the Ministry's approval of the recruitment rules for non-teaching staff.

In the light of the information about the ratio of the teaching to non-teaching staff being 1:1.1 and the number of the sanctioned post of faculty being 106, Dr. Misra observed that the number of sanctioned posts of non-teaching staff should have been 117 as against the current sanctioned strength of 105.

The Director highlighted that the Ministry would allow induction of new faculty when the number of the students in the Institute would reach about 2200 from the current strength of about 1400. He also informed that the number of newly admitted students in the current academic year has increased from that in the previous years, and that more efforts would be required to further increase this number.

On being queried by the President of the Society about the norm of faculty-student ratio, Prof. Goswami presented the following ratios for different programmes:

Diploma:	1: 25
Undergraduate (B.Tech):	1: 20
Undergraduate (B.Des):	1: 10
Postgraduate (MTech):	1: 15
Postgraduate (MDes):	1: 7.5



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The members opined that the Institute require making efforts to increase the number of students taking admission, and approach the MoE for approving the RR at the earliest.

Resolution:

The Institute is to put in effort in increasing the number of students taking admission, and approach the MoE for the sanction of additional posts of non-teaching staff, and for approving the RR at the earliest.

Agenda Item No. 08. Status of various completed, ongoing and pending projects (related to construction works) in CIT Kokrajhar

The Registrar appraised the members on the status of various ongoing and pending construction projects of the Institute, and stated that joint verification of the nearly-completed civil works of the auditorium is to be taken up immediately by the BTC PWD and CIT Kokrajhar for the handing over of the auditorium building to CIT. The President of the Society asked the Registrar to write a letter to the Principal Secretary of the BTC regarding handing over of the auditorium to CIT by the BTC PWD.

The members thanked the Director for inaugurating the playground for students.

The President of the Society stressed upon the need of checking the design and quality of constructions, and developing the infrastructure matching international standards in CIT Kokrajhar. He further desired that the Institute could plan for constructing an indoor stadium, a gymkhana, a swimming pool, etc. In this regard, the Registrar informed that some of these facilities are not allowed to be constructed by spending central fund.

Resolution:

The Institute is to pursue the completion of the projects at the earliest.

Agenda Item No. 09. Discussion on various grievances of outsourcing staff

The Registrar appraised the members that the services of all outsourced staff are procured from an agency, and single-point payment is made to the agency on this account. The Dean of Student Affairs highlighted that a section of the outsourced staff, such as electrician, plumber, etc., are facing difficulties in matters related to their salary.

The Director suggested that a committee could be formed with the following members to look into the grievances of the outsourced staff:

- i) Dr. Bihung Brahma, Dean of Student Affairs
- ii) Dr. Pranav Kumar Singh, Dean of Alumni and External Relations
- iii) Dr. Biswarup Saikia, Dean of Planning and Development, and
- iv) Prof. Monomoy Goswami, Faculty in-charge of Engineering Cell



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Resolution:

A committee constituted by the Director is to look into the grievances of the outsourced staff.

Agenda Item No. 10. Any other item with the permission of the Chair

The President of the Society desired that the Registrar provides the details of funds received, funds spent and the funds planned for the future by the Institute.

The Director expressed that all officials of the Institute may be trained at appropriate organisations, such as at Assam Administrative Staff College in Khanapara near Guwahati.

Resolution:

The Registrar shall provide details of funds, and explore the facilities for training the officials of the Institute.

The meeting ended with exchange of pleasantries.

(Chaitali Brahma)

Non-Member Secretary, CIT Society
And Registrar, CIT Kokrajhar