



Ref. No. NITJ/TEQIP-II/1160

Dated: 28/01/2015

Sub: Proceeding of the meeting held on 22.01.2015.

A meeting of TEQIP-II was held on 22.01.2015 at 11:30 AM in the Institute Committee Room. The following members were present:-

1. Dr Joseph Anand Vaz, Coordinator TEQIP-II
2. Dr A K Choudhary, Dy. Coordinator TEQIP-II
3. Dr Pramod Kumar, Nodal Officer (Academics)
4. Dr D K Shukla, Nodal Officer (Procurement)
5. Dr S Bajpai, Nodal Officer (Equity Action Plan)
6. Dr Rizwan Ahmad Khan, Nodal Officer (Civil Works and Environment)

The following points were discussed and decisions were taken:

1. Dr Joseph Anand Vaz, Coordinator TEQIP-II read out the proceedings of the last meeting held on 15.01.2015 and the members decided that, if there is any observation in the circulated draft proceedings then the members should submit their observations to the TEQIP Cell before the next meeting. The proceedings, after taking into account any submitted observations, would be accepted and placed as agenda item in the next meeting. If nothing is observed in writing in this regard, it will be pre-assumed that the minutes of the previous meeting stand.
2. The issue of appointment of an Internal Auditor was raised and it was decided that the Nodal Officer (Finance) would have to look into the matter and do the needful.
3. It was decided that the Dy. Coordinator TEQIP-II shall prepare a proposal regarding honorarium to TEQIP officials and concerned staff members of the Institute and place it for discussion and consideration in the next meeting.
4. It was decided that the proposal for Mobile top-up @ Rs. 750 /- (per month) to the TEQIP Officials and staff members of TEQIP shall be initiated and approval for the same would be taken from the Project Director.
5. Dr D K Shukla, Nodal Officer (Procurement) briefed about the cases that are in pipeline and the cases that have already been processed for the payments since the formation of the new TEQIP II team.

The Nodal Officer (Procurement) raised two points regarding re-tendering for the purchase of the equipment that have not materialized due to lack of three quotations (as per the guidelines of TEQIP II) and extension in the validity of quotations.

It was been decided that a clarification be sought from the NPIU in this regard.

6. Dr Pramod Kumar, Nodal Officer (Academics) placed the following points for discussion.

Under the head 'Institutional Management Capacity Enhancement,' senior faculty and faculty members holding administrative positions be encouraged to participate in Management Development programs organized within India.

PhD Stipend: It was decided that the stipend to Mr. Jitender Dhiman, PhD Student (admitted in Academic year 2012) in the Department of Chemistry would be provided from TEQIP-II funds from July 2014 till the completion of Project / Submission of PhD Thesis/ till funds last or whichever is earlier.

Contd.



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PhD stipend to the students who were admitted in the academic year 2013-2014 and were recommended for stipend from TEQIP-II till December 2014, will be extended from January 2015 till the completion of Project / Submission of PhD Thesis/ till fund last, whichever is earlier.

As discussed in the meeting, PhD Stipend to Mr Surender Kumar (14509005) admitted in the academic year 2014-2015 through sponsored category, would be provided from TEQIP-funds; provided he has not availed any financial assistance from the industry from the date of joining.

7. It was decided that financial support upto the extent of Rs. 20,000 /- would be sanctioned to faculty members for expenditure towards thesis writing. All the expenditure made should be as per Institute / TEQIP norms. The permissible expenditure as per **Academic Rule Book Page 03, S.No 06** against this head is as reproduced below:

- Expenses toward Thesis writing and publication of Thesis-based Research papers.
- Consumables, if faculty is registered for qualification upgradation on full time or part time basis within the parent institution.

8. At the end of the meeting, Prof. Joseph Anand Vaz, Coordinator TEQIP-II requested the Nodal Officer (Academic) to take the matter of Accreditation (NBA) with Dean (Academic); as this is one of the key performance Indicators of TEQIP II.

Coordinator TEQIP-II

Copy to following:

1. PA to Director, for kind information of the Director
2. Registrar, for kind information please
3. Dr A K Choudhary, Dy Coordinator TEQIP-II
4. Dr Sarabjit Singh, Nodal Officer (Finance)
5. Dr Pramod Kumar, Nodal Officer (Academics)
6. Dr D K Shukla, Nodal Officer (Procurement)
7. Dr S Bajpai, Nodal Officer (Equity Action Plan)
8. Dr Rizwan Ahmad Khan, Nodal Officer (Civil Works & Environment)
9. Dr Rajeev Trehan, Nodal Officer (Industry Institute Interaction Activities)