

Minutes of Meeting

Date: 16 June 2020

Minutes of Board of Governors Online Meeting held on 16th June, 2020 at 11:00 am through Google meet.

The following members were Present:

1. Shri Sudhir Agrawal, Chairman, BOG
2. Shri Siddharth Agrawal, Secretary
3. Dr. Keshavendra Choudhary, Principal, SISTec, GN
4. Dr. Swati Saxena, Vice Principal & IQSC coordinator, SISTec, GN, Bhopal
5. Mr. B.S.Kushwah, Administrator, SISTec, GN, Bhopal
6. Mr. Siddhart Pali, Industrialist, Founder and Managing Director, Pioneer Diligence Bhopal
7. Dr. Raman Nateriya, Assistant Professor, Deptt of Civil Engg, Maulana Azad National Institute of Technology, Bhopal
8. Mr. Sanjay Singh, Associate Professor, SISTec GN

At the outset, Chairman extended a warm welcome to all the members and permitted the Member secretary to proceed with the agenda of the meeting. Dr. Keshavendra Choudhary, Principal once again formally welcomed all the members and proceeded with the meeting agenda.

Discussion on Agenda:

1. To confirm the minutes of the earlier BOG meeting held on 28th May 2019:

Member secretary presented action taken report of BOG meeting held on 28th May 2019.

2. Transition from offline to online Teaching-Learning due to Pandemic:

Member Secretary informed that due to COVID 19, after March 21, 2020, class getting conducted on Online mode. Member Secretary briefly described the Process of online teaching adopted by the institute.

Member secretary also informed that the online teaching will continue in upcoming session also. For this faculty members are preparing their own video lectures, and PPTs for the reference of students.

Member secretary informed that all mentors are continuously in touch with their students and taking updates regarding their health issues. Although faculty and staff members have started coming to college but we are conducting Morning Assembly and all meetings in online mode. All staff members are following COVID 19 protocols within the campus.

3. Status of Faculty and Staff recruitment:

The Member Secretary informed the Board that online interviews for the 3 teaching posts were held in first

week of June 2020 and the selection procedure is completed. In total there is vacancy of nine faculty positions, three positions were filled. Appointment letters have been issued to the selected candidates and all the three faculty members have joined the Institute.

4. To review results of UG program and other students' achievements:

The Member Secretary presented before the BOG the result analysis of the even semesters (2nd, 4th, 6th and 8th) for the year 2018-19 & odd semesters (1st, 3rd, 5th and 7th) for the year 2019-20. The result of the Civil Branch needs to be improved. The examination for even semesters of 2019-20 have been completed and the result is expected to be declared by the end of July'2020.

Member secretary shared that four students of our institute will be awarded with Chancellor Scholarships for their academic performance in RGPV examination in AY 2019-20.

5. Report on Training and Placement:

The Member Secretary presented before the BOG summary of campus placement and Trainings conducted in last academic year. The campus placement percentage for last year students was about 56.62%. He presented following plans for upcoming academic year:

- Online CRT classes.
- Online AMCAT COCUBES training.

6. To appraise about Departmental Activities

The Member Secretary elaborated various activities conducted by all the departments. He mentioned few activities there, they were;

- i. 10 days training of "Fabricating ATV" was organised by EC Department.
- ii. A Webinar on "CO₂ Based Adsorption Cooling System" by Dr. Vinod Kumar Singh was organized by the ME department.
- iii. An Expert talk on "Mechanical Engineering: A boon to serve mankind post COVID-19" was organized by the ME department.
- iv. "Webinar on 'Welding as a Career- The Untold Success'" was organized by the ME department.
- v. "One-week On-line Internship Program on "Mechatronics with Online Simulations and Introduction to Electric Vehicle Design" was organized by the ME department.
- vi. An expert talk on "Common adjustment issues of students in the wake of COVID-19" was organized.
- vii. 5 days STTP on "Design and Analysis of Road using MX Road Software" was organized by Civil Engineering Department.



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The board members suggested that these activities must be continued in online mode.

7. Approval of Budget

The Member Secretary informed that Account Audit Statement of Financial Year 2019-20 has been received. He also presented a report on all Procurement of equipment with details of expenditure. The Member Secretary also presented a budget proposal for the year 2020-21 for all Departments, Examination Section, Training & Placement, Library, Internet Services & Hostel. BOG members thoroughly discussed on this and approve the budget for AY 2020-21.

8. Status of NAAC accreditation

The member secretary informed that NAAC visit which was scheduled in March'2020 is now rescheduled for October'2020. Updated work is going on under the guidance of Dr. Prem Chaurasia. Board gave their wishes for NAAC accreditation.

9. Elaborate Progress of TEQIP Activities

The Member Secretary briefed the progress of TEQIP Activities to the BOG. The member secretary informed that in upcoming session all departments are planning to conduct technical activities under TEQIP III on online mode.

10. Discussion about policy related to COVID 19 affected staff

After discussion it was approved to give 14 days paid leave to all the COVID affected employee.

11. Any other matters with the permission of the chair

Ph.D. awarded

The member secretary proudly announced that the following two members have been awarded Ph.D. degree:

1. Dr. Megha Jain (Civil Department)
2. Dr. Ravi Shankar V Choudhary (Mechanical Department)

Ph.D. Pursuing

The member secretary presented the list of faculty members who are pursuing their Ph.D.





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Secretary BOG instructed that all faculty members pursuing PhD must accelerate their work and complete it soon.

Chairman Sir suggested that Faculty members must attend and organise webinars on topics relevant to emerging areas.

The meeting concluded with vote of thanks by member secretary.

Dr. Keshavendra Choudhary Principal SISTec
(Member Secretary, BOG)

Copy To:

1. P.A to Chairman (for kind information)
2. P.A to Managing Director (for kind information)
3. Principal (for record)
4. Vice Principal (for record)
5. Administrator
6. Sr. Manager Admin & H.R.
7. All HODs
8. All BOG members.

