

**CENTRE FOR COMPUTERS AND COMMUNICATION TECHNOLOGY  
ADVANCE TECHNICAL TRAINING CENTRE  
MINUTES OF MEETING OF 3<sup>RD</sup> JOINT BOARD OF GOVERNORS  
FOR CCCT & ATTC POLYTECHNIC UNDER AICTE- NEQIP**

Venue: Seminar Hall, CCCT, Chisopani, and South Sikkim

Date: 14<sup>th</sup> March 2015  
Time: 11.30 am onwards

Third Joint Board of Governors meeting for ATTC & CCCT was held on 14.3.2015 at CCCT Chisopani South Sikkim. The Meeting was attended by the following Board members;

- |  |                   |
|--|-------------------|
| 1. Prof.(Dr.) T.B.Subba, Vice Chancellor, Sikkim Central University                                | Chairman          |
| 2. Mr. D.K. Pradhan, Director, DTE, HRDD   | Member            |
| 3. Mr. S.D. Dhakal, Chief Administrator, SICB, HRDD  | Member            |
| 4. Mr. C.K. Das, Additional Chief Engineer, HRDD   | Member            |
| 5. Rep. of Mr. M.K. Rai, Jt. Director (S) HRDD, Mr. Bipin Chandra Rai<br>Deputy Director (S), HRDD | Member (CCCT)     |
| 6. Dr. Anoop K Dass - Prof and HEAD, Mechanical Department, IIT<br>Guwahati                        | Member (ATTC)     |
| 7. Mr. Praveen Kumar Pradhan, In charge Principal, CCCT  | Member Secy, CCCT |
| 8. Mr. Sonam Palden Barfungpa, In Charge Principal, ATTC   | Member Secy, ATTC |
| 9. Mr. Deepak Rasaily, Sr. lecturer/NEQIP coordinator  | Member (CCCT)     |
| 10. Mr. Tenzing Pradhan, Sr. Lecturer / NEQIP Coordinator  | Member (ATTC)     |

Following members were not present in the meeting due to their pre commitments, and was acknowledged by the Chairman.


1. Dr. Gautam Baruah, AICTE Representative for CCCT,
2. Shri I.K. Chettri, Addl. Director, DTE, HRDD
3. Shri P.N. Tamang, Retd. Govt. Officer
4. Shri Sonam Denzongpa, Jt. Director (E) HRDD for ATTC


Other support representatives present were:

1. Mr. K.N. Chettri Manager Administration, CCCT
2. Mr. Kaziman Pradhan, Manager Finance, CCCT
3. Ms. Ritu Syangdan (Tamang), Office Assistant, CCCT

Formal introduction to all BOG members was made by Mr. K.N. Chettri, Manager Administration, CCCT and Welcome address was delivered by Mr. Tenzing Pradhan Sr. Lecturer/Coordinator NEQIP ATTC.

The Agendas of ATTC was placed first followed by CCCT.

  
**In-Charge Principal**  
**Centre For Computer and**  
**Communication Technology (CCCT)**  
**Chisopani, South Sikkim**

  
**PRINCIPAL**  
**Advanced Technical Training Centre**  
**Bardang, East Sikkim**

The following agenda for ATTC were first placed to the BOG members by Mr. Sonam Palden Barfungpa, In Charge Principal, ATTC as Member Secretary.

**Confirmation of minutes**

The minutes of the meeting of 2<sup>nd</sup> Board of Governors was placed and there were no pending issues from the 2<sup>nd</sup> BOG meeting.

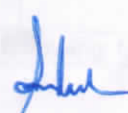
The minutes of the meeting held on 14<sup>th</sup> May 2014 were confirmed

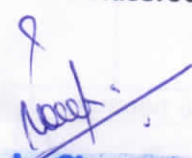
**Action taken Report (ATR) on Minutes**

**AGENDA 1. Progress Report for ATTC, BARDANG**

S. No.	Activities	Category of Expenditure (Head of expenditure)	Total grant released is 25% of the total funding of Rs. 5.00 crore			Expenditure incurred till date (% of total)
			Percent age (%) of total grant	Total Grant (Rs. in crore)	Expenditure incurred till date (Rs. in crore)	
1	Procurement of Goods(equipment, furniture, books LRs, software and minor items)and civil works (including provision for additional Facilities for SC/ST Students but total expenditure on civil works not to exceed 25% of the sanctioned grant)for improvement in teaching, training and learning facilities	Civil	25% of A	0.625	0.120	19.2%
		Others	75% of A	1.875	0.274	3.4%
2	Faculty and Staff development for improved competence & effective teaching	FSD	12	0.60	0.257	42.5%
3	Academic support for weak, SC & ST Students	Student support	15	0.75	0.262	34.9%
4	Enhanced interaction with Industry	I-I Cells	3	0.15	0.014	9.3%
5	Institutional Management Capacity Enhancement	Capacity development	2	0.10	0.011	11.0%
6	Implementation of Institutional academic reforms	Reforms	4	0.20	0.011	5.5%
7	Enhancement of R&D and institutional consultancy activities	R&D	4	0.20	0.055	2.75%
8	Incremental Operating Cost	IOC	10	0.50	0.072	14.4%
TOTAL			100	5	1.078	21.4%

It may also be noted that we are in the process of issuing Purchase order worth Rs. 15 lakhs for equipment under Robotics Lab and PO worth Rs. 7.94 lakhs has also been issued for various equipments under IIC and Classroom modernization has also been issued.

  
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 Chisopani, South Sikkim



FUND POSITION:-

Sl. No	Name of Fund	Amount (in lakhs)
1	Corpus Fund	341
2	Equipment Replacement Fund	7.50
3	Maintenance Fund	6.78
4	Staff Development Fund	7.82

Report on budget utilization against sanctioned amount shown on each head was placed for approval. For sl. No. 7, the institute has been facing problem of non cooperation from the industry.

**Deliberation:** Expenditure on Enhancement of R&D and institutional consultancy head could not be utilized as per target because being a polytechnic research work has been difficult to implement. Although there has been a lot of correspondence from the Institute towards various Industries, there have been no positive responses from the Industry towards consultancy activities. The Institute will be putting in extra effort in the Year 2 of the project

**Decision:** The same was ratified. However, for building the corpus it was suggested that in order to sustain the funds; only the interest amount may be distributed amongst the four heads. Fund should be related to only NEQIP head and not the general institute heads.

**Ratification of Expenditure made against activities done**

**AGENDA 2. Ratification on activities undertaken till February 2015.**

Sl. No.	Head	Sub Head	Activities	Amount Spent (in crore)
2.1	Procurement	a. Civil	1. Refurbishment of drawing hall – new flooring, roofing and furniture 2. Partition of existing Pharma room into two rooms – Science lab and Computer lab (to sit 55) 3. Consultancy charges for Architectural services 4. Mobilization fees for Vertical Extension	0.12
		b. Others	1. Industrial Electronics Lab – Ratified in 1 <sup>st</sup> BoG 2. Language Lab – Digital Language Lab – from Vision net 3. Photocopier machine for Examination Cell 4. Inverters – (in place of single UPS of 15 KVA costing more than 0.025 crores, it has been decided to purchase inverters to cover more number of areas) – for Finance and Exam Cell in 1 <sup>st</sup> Phase	0.274
2.2	FSD	A. Qualification Up gradation	A total of 21 faculty members are undergoing qualification up gradation	0.257 (including cost for training programs)

The following faculty members were upgraded under the scheme. The scheme was implemented from



June 2013, as suggested and approved by the Mentor Prof. Surendra Kumar during the Mentor meeting held on –

The reimbursement made were as follows-

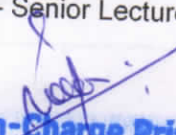
- For faculty members pursuing full time studies – Full salary
- For faculty member pursuing part time studies – Fee reimbursement/payment

Sl. No.	Name, Designation	University/Institute joined	Course	Remarks	Reimbursement type
1	Tenzing Dorjee Pradhan, Senior Lecturer	Sikkim Manipal University	M.Tech (Production Engineering)	Completed (Part Time – completed in	Fees paid for session from June 2013 –
2	Jigme Wangchuk Bhutia, Lecturer	Sikkim Manipal University	M.Tech (Computer Science & Engineering)	Completed (Part Time – completed in June 2014)	Fees paid for session from June 2013 – June 2014
3	Deependra Chettri, Lecturer	Sikkim Manipal University	M.Tech (Power Electronics)	Part Time – Joined July 2012	Fees paid for session from June 2013 –
4	Paden Rinchen, Lecturer	Sikkim Manipal University	M.Tech (Computer Science &	Part Time – Joined July 2012	Fees paid for session from June 2013 –
5	Sanjeev Newpaney, Lecturer	Sikkim Manipal University	M.Tech (Power Electronics)	Part Time – Joined July 2012	Fees paid for session from June 2013 – June 2015
6	Pramod Shilal, Lecturer	Sikkim Manipal University	M.Tech (Production, Engineering)	Part Time – Joined July 2012	Fees paid for session from June 2013 –
7	Angila Tshering Bhutia, Lecturer	Sikkim Manipal University	M.Tech (Computer Science & Engineering)	Full Time – Joined July 2013	Fees for June 2013 – December 2013, Full salary for session from Jan 2014 – June 2014, Fees paid for session from
8	Shashi Shashank Trivedi, Lecturer	Sikkim Manipal University	M.Tech (Production Engineering)	Part Time – Joined July 2014	Fees from June 2014 onwards till December 2016
9	Bidhan Adhikari, Lecturer	Anna University, Chennai	M.E (Engineering Design)	Full Time – Joined July 2014	Full salary from August 2014 till June 2015, Fees from June 2015 till June 2016
10	Nirnaya Pradhan, Lecturer	Sikkim Manipal University	M.Tech (Computer Science & Engineering)	Full Time – Joined July 2014	Full salary from August 2014 till June 2015, Fees from June 2015 till June 2016

11	Bhes Raj Sharma, Lab Instructor	Institute of Engineers (AMIE)	B.Tech, Mechanical Engineering	Part Time - Joined December 2009	Fees paid from June 2013
12	Srijana Rai	Sikkim Manipal University	B.Tech, Electrical and Electronics	Full Time - Joined July 2013	Full Salary from August 2013
13	Dil Bahadur Tamang	Sikkim Manipal University	B.Tech, Electrical and Electronics	Full Time - Joined July 2013	Full Salary from August 2013
14	Dhan Bahadur Gadaily	Karnataka State Open University	B.Tech, Computer Science and Engineering	Modular - Joined July 2013	Fees paid from June 2013
15	Sangay Dorjee Bhutia	Karnataka State Open University	B.Tech, Mechanical Engineering	Modular - Joined July 2013	Fees paid from June 2013
16	Rinzing Gyatso	Karnataka State Open University	B.Tech, Mechanical Engineering	Modular - Joined July 2013	Fees paid from June 2013
17	Son Tshering Lepcha	Karnataka State Open University	B.Tech, Mechanical Engineering	Modular - Joined December 2013	Fees paid from December 2013
18	Ganesh Dhakal	Karnataka State Open University	B.Tech, Mechanical Engineering	Modular - Joined December 2013	Fees paid from December 2013
19	Sameer Rasaily	Karnataka State Open University	B.Tech, Mechanical Engineering	Modular - Joined December 2014	Fees paid from December 2014
20	Sonam Pintso	Karnataka State Open University	B.Tech, Electronics and Communication Engineering	Modular - Joined December 2014	Fees paid from December 2014

It is also to be mentioned that 3 members as mentioned below have cleared the entrance of SMU for enrolment in the PhD program on the university

- A. Mrs. Rinchen G Dorjee - Senior Lecturer
- B. Mr. Arjun Sharma - Senior Lecturer
- C. Mr. Tenzing D Pradhan - Senior Lecturer

  
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Sl. No.	Head	Sub Head	Activities	Amount Spent (in crore)
2.2	FSD	B. Technical Enrichment training programs	<p>a. 24 faculty members trained in technical programs of 2 weeks or more duration</p> <p>b. 4 faculty members attended various conferences</p> <p>c. 1 faculty member attended management based training</p> <p>d. Pedagogy training – 6 staff members sent for 2 weeks of effective teaching</p> <p>e. 1 finance staff member attended 2 week of training on Accrual accounting</p>	(combined with A)
2.3	Academic Support	a. Tutorial classes	Classes were conducted for 132 academically weak students preparing for their supplementary examinations and out of which 115 students cleared their examinations. Classes were conducted during off hours and faculty members were paid @Rs. 500 per hour. Faculty members were selected based upon the feedback and the request of the students	0.262
		b. Industrial Training	A total of 3 Industrial trainings (one month) were conducted for all the final year students. All fees including boarding were exempted for SC/ST students while others were asked to pay their boarding and lodging charges to the Institute fund	
		b. Technical Training	A total of 2 in-house trainings were conducted for the students of Diploma in Computer Engineering	
		c. Finishing School Training	A total of 2 employability skills training/Soft Skills training were conducted for the final year students of 2014 pass out (ratified in 2 <sup>nd</sup> BoG) and 2015 pass out batch conducted	
2.4	IIC (Institute Industry Interaction Cells)	Enhanced Interaction with Industry	<p>a. Visit of HOD (Mechatronics and Manufacturing Technology) and Training Placement Officer to various industries in North and South India</p> <p>b. Visit of Industry personnel for interaction and placements</p>	0.014
2.5	Capacity Enhancement	Institutional Management Capacity Enhancement	Training of Principal In charge in AICTE – UKERI program	0.011
2.6	Reforms	Implementation of Institutional academic reforms	NBA registration – Registration of courses for NBA registration	0.011
2.7	R&D	Enhancement of R&D and Institutional consultancy activities	<p>a) Industrial visits of student and faculty members to Industries in South and West India</p> <p>b) Up gradation of Internet Connectivity to higher bandwidth</p>	0.055

			c) Village camps for students in local villages for understanding the local needs	
2.8	IOC (Incremental Operating Costs)	a. Salary b. Project Management Costs c. Maintenance and Consumables	a. Salary for ministerial staff b. Visit of mentors and costs for meeting c. Costs incurred for maintenance and consumables	0.072

**Note: All procurements were done as per SFR (State Financial Rule). For large tenders NCB (National Competitive Bidding) process was followed**

**Decision: Ratified as proposed.**

**Reporting of activities done and achieved**

**AGENDA 3. Indicative Project Targets**

Sl. No	Activities	Baseline data 2013	Targets to be achieved	
			At the end of two years of joining the Project	End of Year 1
1	Increase in Total strength of students in all programmes and all years of study	597	642	501
2	Increase in Total women students in all programmes and all years of study	98	128	80
3	Increase in The transition rate of students in percentage from 1st year to 2nd year course			
	Diploma in Tool & Die Making	97	98	NA
	Diploma in Mechatronics	97	98	NA
	Diploma in Manufacturing Technology	97	98	NA
	Diploma in Mechanical Engineering	97	98	NA
	Diploma in Computer Engineering	97	98	NA
4	Increase in % of diploma students passed out with distinction (>75% marks)	10%	15%	14.5%
7	Increase in % of Diploma students placed through campus interviews	60%	70%	100%
8	Increase in Average salary of placement package for (Rs. in lakh) for Diploma Students	1.44	1.80	1.80
13	Filling up of % Vacancy against AICTE requirement at Lecturer level	3%	100%	100%
18	Increase in Percentage of regular faculty having a Bachelors Degree in Engineering disciplines of total engineering faculty in place measured above baseline.	70%	2%	NIL



19	Increase in Percentage of regular faculty having a Masters Degree in Engineering disciplines of total engineering faculty in place measured above baseline.	30%	10%	22%
20	Increase in Percentage of regular faculty having a Doctoral Degree in Engineering disciplines of total engineering faculty in place measured above baseline.	Nil	Nil	NIL
21	Increase in Enrolment of faculty with only Diploma for qualification up gradation	46%	70%	80%
22	Increase in Number of research publications in Indian refereed journals	0	5	0
23	Increase in Number of research publications in International refereed journals	4	5	11
24	Increase in Number of co-authored publications in Indian refereed journals	0	2	0
25	Increase in Number of co-authored publications in International refereed journals	0	2	0
26	Increase in Number of patents obtained	0	1	0
27	Increase in Number of patents filed	0	1	0
28	Increase in Number of sponsored research projects completed	0	2	0
29	Increase in Number of collaborative programmes with Industry	10	14	0
30	Increase in Number of fully functional P-4 and above level computers available for students	140	30	NIL
31	Increase in Total number of text books and reference books available in library for Diploma/UG and PG students (as applicable)	9948/7 journals	600/10	500/9
32	Increase in Availability of e-journals	1	3	16
33	Increase in Availability of Hostel/Auditorium /Tutorial rooms	2/1/8	2/1/10	2/1/10
34	IRG from students' fee and other charges (Rs. In lakh)	300	323	423
35	IRG from externally funded R&D projects, consultancies (Rs. in lakh)	0.25	0.50	NIL
36	Increase in Total IRG (Rs. in lakh)	3.25	3.73	NIL
37	Increase in IRG as % of total annual recurring expenditure	83%	85%	96%
38	Increase in Share of supported eligible programmes that are accredited or applied for	Nil	1%	100%
39	Any other academic deliverables (maximum 3)			
	i).Community College	Nil	01	02
	ii) Increase in % of first attempt Pass	58.9	62	58

**Decision: Acknowledged. For sl.no. 26 & 27 the Project Coordinator assured that at least 2 patents shall be registered by the end of the project.**



**Matters for Consideration and Approval**

**AGENDA 4. Activities for year 2 for ATTC, BARDANG**

Sl. No.	Head	Sub Head	Activities	Budget (in crores)
4.1	Procurement	Starting of New Diploma Programs	One new course to be added subjected to approval from AICTE	0.05
4.2	Procurement	Purchase of equipments under modernization and strengthening of existing Laboratories	1. Machine Shop 2. Computer Lab	0.30
4.3	Procurement	Establishment of new laboratories for existing and new UG and PG courses	1. CIM Lab	0.15
4.4	Procurement	Modernization of classrooms	1. Smart Boards 2. Audio Video Conferencing System 3. LED Projectors – 3 Nos 4. Green Boards	0.05
4.5	Procurement	Updating of Learning Resources	1. Cut Section Models	0.02
4.6	Procurement	Procurement of furniture	1. Classroom furniture 2. Office Furniture	0.03
4.7	Procurement	Establishment / up gradation of Central and Departmental Computer Centers	Up gradation of departmental and administrative offices	0.03
4.8	Procurement	Modernization/improvements of supporting departments	Strengthening of Science Lab	0.03
4.9	Procurement	Modernization and strengthening of libraries	1. Purchase of computers 2. Purchase of e books 3. Purchase of reputed e journals	0.07
4.10	Procurement	Civil Works	Vertical extension of administrative block as per approved plan	0.50
4.11	R&D	Enhancement of R&D and institutional consultancy activities	Exploration of R&D avenues and collaboration with Industries	0.08
4.12	FSD	Faculty and Staff development for improved competency/Faculty Development for effective teaching	1. Staff and faculty up gradation 2. Technical Trainings 3. Pedagogy training	0.20
4.13	Student Support	Academic support for weak, SC&ST Students	1. Technical trainings 2. Tutorial classes 3. Implementation of effective mentoring system 4. Establishment of Incubators 5. Establishment of Career guidance cell 6. Technical and Soft skills trainings	0.25
4.14	Capacity Enhancement	Institutional management capacity enhancement	Trainings and conferences for Head of Departments	0.04
4.15	Reforms	Implementation of institutional	NBA accreditation	0.19

		reforms		
4.16	IIIC	Enhanced Interaction with Industry	1. Conferences 2. Guest Lectures 3. Seminars 4. Industry Visits	0.09
4.17	IOC	Incremental Operating Cost	1. Salary 2. Maintenance Costs 3. Consumables Project Management Cost	0.25

**Decision: Approved as proposed. For sl.no. 4.1, The Director, DTE has asked the institute to come up with strong proposal for starting of new course (Civil) at ATTC so that they may recommend to AICTE.**

**AGENDA 5. Reimbursement of fees of PhD for Mrs. Noor Jahan Khatoon**

Mrs. Noor Jahan Khatoon is employed as Lecturer, English but is however undergoing PhD in a field related to Computer Engineering. She had however taken prior approval for PhD from the Board of Management. She has now claimed for reimbursement of fees under the Qualification Up gradation of NEQIP. Can the scheme be extended to her as she is not undergoing research in the field in which she has been employed?

**Decision: Proposal was not approved by the Board as her subject specialization does not match her appointment. As per the Board, faculty undergoing any courses has to be in the interest of the institute.**

With the above, the agendas placed for ATTC was over.

*AGENDA 7 - Indicators, Status Targets - Status*

Targets to be achieved by each activity or project within 2013 and implementation schedule

SL	Baseline	Targets to be achieved
	2012 (15 Aug 2013)	By the end of 1 <sup>st</sup> year of Project
1. Increase in Total number of students	150	160
2. Increase in Total number of students progression and all pass ability		
3. Increase in the retention rate of students in percentage from 1st year to 2nd year course		
<ul style="list-style-type: none"> <li>Computer Science</li> <li>Electrical &amp; Electronics</li> <li>Electronics &amp; Communication</li> <li>Civil Engineering</li> </ul>	<ul style="list-style-type: none"> <li>80%</li> <li>70%</li> <li>80%</li> <li>70%</li> </ul>	<ul style="list-style-type: none"> <li>80%</li> <li>80%</li> <li>80%</li> <li>80%</li> </ul>
4. Increase in % of O.P.U.T.S students passed out with distinction (75% and up)	0.0%	10 %
5. Increase in % of U.O students passed out with distinction (75% and up)	NA	NA

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**CCCT, CHISOPANI**

**Confirmation of Minutes of 2<sup>nd</sup> Board of Governors held on 14<sup>th</sup> May 2014.**

**AGENDA 1. Follow up of 2<sup>nd</sup> BOG meeting held on 16<sup>th</sup> May 2014.**

**Status:** For CCCT, the following issues were reported

1. Agenda 1, 2, 3, 7 and all other common agenda fulfilled.
2. Agenda 8 : Incremental Operating Cost (IOC) being re-appropriated for unspent amount.
3. Agenda 4: Mr. Shyam Chhinal did not join M.E./M.Tech in Aug 2014, Same may be extended this year
4. Agenda 5: 3 lab instructor (Mr. Subodh Chettri, Mr. Ongeyla Bhutia and Mr. Rajesh Baraily) did not Join B.Tech. Same may be extended this year. Further as per BoM decision, all eligible Lab Instructors be given blanked approval for up gradation for joining B.Tech for movement upwards towards Lecturer within 5 years.
5. Agenda 6- Civil Work: Re-proposal for Pre-fabricated structure proposed under supervision of HRDD Civil Engineering Cell. Divisional Engineer HRDD informed and had visited CCCT for scrutiny and study the civil work. Being placed as fresh agenda.

**Decision: Serial No. 1 is ratified and serial no. 2-4 is approved as proposed. For sl.no. 5, meeting with Additional Chief Engineer at Directors' office, DTE, HRDD, Gangtok to held on 16<sup>th</sup> March 2015 at 1 pm to discuss on the issue.**

The minutes of the meeting for 2<sup>nd</sup> Board of Governors held on 14<sup>th</sup> May 2014 were confirmed with above observations and Decision.

**Reporting of activities done and achieved**

**AGENDA 2 Indicative Project Targets – Status**

Targets to be achieved against each activity as per action plan and implementation schedule

SL.	Activities	Baseline data 2013 (15 Aug 2013)	Targets to be achieved	
			At the end of two years of joining the Project	By the end of 1 <sup>st</sup> year of Project
1.	Increase in Total strength of students in all programmes and all years of study	462	545	406
2.	Increase in Total women students in all programmes and all years of study	159	180	145
3.	Increase in the transition rate of students in percentage from 1st year to 2nd year course wise: <ul style="list-style-type: none"><li>• Computer Science</li><li>• Electrical &amp; Electronics</li><li>• Electronics &amp; Communication</li><li>• Civil Engineering</li></ul>	65% 70% 65% 70%	80% 80% 80% 80%	80% 80% 80% 80%
4.	Increase in % of diploma students passed out with distinction (>75% marks)	5.8%	10 %	19.75%
5.	Increase in % of UG students passed out with distinction (>75% marks)	NA	NA	NA



SL.	Activities	Baseline data 2013 (15 Aug 2013)	Targets to be achieved	
			At the end of two years of joining the Project	By the end of 1 <sup>st</sup> year of Project
6.	Increase in % of postgraduates students passed out with distinction (>75% marks) % of High quality of post graduates (>75% marks) passed out in the year 2008-09	NA	NA	NA
7.	Increase in % of Diploma students placed through campus interviews	60	75	80
8.	Increase in Average salary of placement package for (Rs. in lakh) for Diploma Students	0.96	1.25	1.2
9.	Increase in % of UG students placed through campus interviews	NA	NA	NA
10.	Increase in Average salary of placement package for (Rs. in lakh) for UG students	NA	NA	NA
11.	Increase in % of PG students placed through campus interviews	NA	NA	NA
12.	Increase in Average salary of placement package for (Rs. in lakh) for PG students	NA	NA	NA
13.	Filling up of % Vacancy against AICTE requirement at Lecturer level	89%	100	100%
14.	Filling up of % Vacancy against AICTE requirement at Assistant Professor level	NA	NA	NA
15.	Filling up of % Vacancy against AICTE requirement at Asso.Prof/HOD level	33	66	33
16.	Filling up of % Vacancy against AICTE requirement at Professor level	NA	NA	NA
17.	Filling up of % Vacancy against AICTE requirement at supporting staff level	100%	100%	100%
18.	Increase in Percentage of regular faculty Having a Bachelor's Degree in Engineering disciplines of total engineering faculty in place measured above baseline.	82	91	82
19.	Increase in Percentage (%) of regular faculty having a Masters Degree in Engineering disciplines of total engineering faculty in place measured above baseline.	4.5	18	4.5
20.	Increase in Percentage of regular faculty having a Doctoral Degree in Engineering disciplines of total engineering faculty in place measured above baseline.	0	2	0
21.	Increase in Enrolment of faculty with only Diploma for qualification up gradation	3	12	5
22.	Increase in Number of research publications in Indian refereed journals	0	10	6
23.	Increase in Number of research publications in International refereed journals	0	1	0
24.	Increase in Number of co-authored publications in Indian refereed journals	0	3	6
25.	Increase in Number of co-authored publications in International refereed journals	0	1	0
26.	Increase in Number of patents obtained	0	0	0
27.	Increase in Number of patents filed	0	0	0



SL	Activities	Baseline data 2013 (15 Aug 2013)	Targets to be achieved	
			At the end of two years of joining the Project	By the end of 1 <sup>st</sup> year of Project
28.	Increase in Number of sponsored research projects completed	0	0	0
29.	Increase in Number of collaborative programmes with Industry	7	15	9
30.	Increase in Number of fully functional P-4 and above level computers available for students	97	112	110
31.	Increase in Total number of text books and reference books available in library for Diploma/UG and PG students (as applicable)	10,734	12000	11714
32.	Increase in Availability of e-journals	7	10	7
33.	increase in Availability of Hostel/Auditorium /Tutorial rooms	2/1/0	2/1/1	2/1/1
34.	IRG from student's fee and other charges (Rs. In lakh)	263	270	312.84
35.	IRG from externally funded R&D projects, consultancies (Rs. in lakh)	4.19	10	0.88
36.	Increase in Total IRG (Rs. in lakh)	267.19	280	313.72
37.	Increase in IRG as % of total annual recurring expenditure	72%	78%	77%
38.	Increase in Share of supported eligible programmes that are accredited or applied for	0	50%	0
39.	Any other academic deliverables (maximum 3)			
	1) Course in office Management	0	10%	5%
	2) English course for vernacular students	0	50%	10%

Few observations made at serial no 1,2& 35. All others activities presented were ratified.

**Decision: Acknowledged**

*Signature*

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**In-Charge Principal**  
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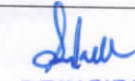
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**Action Taken Report (ATR)**

**AGENDA 3 Progress Report**

SLNO	Budget Head/ Activities	Total Fund Sanctioned for the Project (2013-16/17) (in Lakhs)	Total Fund Sanctioned for 2013-14/15 FY (In Lakhs)	Total Fund Utilized as on 27.02.2015 (In Lakhs)	% of Fund Utilized against Fund sanctioned during 2013-14/15	% of Fund Utilized against Total fund Sanctioned for the project	Remarks
1	Improvement in teaching, training and learning :-						
1.1	Starting new diploma programs	10	3	-	0.00	0.00	Did not get AICTE Approval. For re-appropriation in next financial year
1.2	Modernization and strengthening of laboratories	5	1	3.20	320.00	64.00	For re-appropriation in next financial year
1.3	Establishment of new laboratories for existing diploma programmes	20	6	5.27	87.83	26.35	For re-appropriation in next financial year
1.4	Establishment of new laboratories for new diploma programmes.	20	4	3.28	82.00	16.40	For re-appropriation in next financial year
1.5	Modernization of classrooms	10	4	3.98	99.50	39.80	For re-appropriation in next financial year
1.5.1	Updation of Learning Resources	20	5	6.20	124.00	31.00	For re-appropriation in next financial year
1.5.2	Procurement of furniture	20	4	2.86	71.50	14.30	For re-appropriation in next financial year
1.5.3	Establishment/Up gradation of Central and Departmental Computer Centers	10	3	1.95	65.00	19.50	For re-appropriation in next financial year
1.5.4	Modernization/improvements of supporting departments	5	2	2.97	148.50	59.40	For re-appropriation in next financial year
1.5.5	Modernization and strengthening of libraries and increasing access to knowledge resources	10	3	12.45	415.00	124.50	For re-appropriation in financial next year

  
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SLNO	Budget Head/ Activities	Total Fund Sanctioned for the Project (2013-16/17) (in Lakhs)	Total Fund Sanctioned for 2013-14/15 FY (In Lakhs)	Total Fund Utilized as on 27.02.2015 (In Lakhs)	% of Fund Utilized against Fund sanctioned during 2013-14/15	% of Fund Utilized against Total fund Sanctioned for the project	Remarks
1.6	Civil Works	125	34	4.31	12.68	3.45	Work pending in HRDD, Govt. of Sikkim, work to start in 2015 F/y. For re-appropriation in next financial year *
2	Providing teaching and research assistance	NA	NA	NA	NA	NA	
3	Enhancement of R&D and institutional consultancy activities	20	2	1.28	64.00	6.40	For re-appropriation in financial next year
4	Faculty and Staff Development qualification up gradation, pedagogical training, and organizing/participation of faculty in workshops, seminars and conferences) for improved competence	60	5	15.99	319.80	26.65	15 faculty enrolled, subsequent expenses will be reduced. For re-appropriation in financial next year in next financial year
5	Enhanced Interaction with Industry	15	2	0.32	16.00	2.13	MOU pending with industries
6	Institutional Management capacity enhancement	10	2	5.97	298.54	59.71	For re-appropriation in financial next year in next financial year
7	Implementation of institutional academic reforms	20	8	10.22	127.75	51.10	For re-appropriation in next financial year
8	Academic support for weak , SC & ST students	75	17	14.82	87.18	19.76	More proposal is pipeline with BOG
9	Incremental Operating Cost	50	20	9.09	45.44	18.17	For re-appropriation in next financial year
	<b>Total</b>	<b>505</b>	<b>125</b>	<b>104.16</b>	<b>83.33</b>	<b>20.63</b>	

*RST*

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Re-appropriation to be placed to Mentor through Finance Committee post 31<sup>st</sup> March 2015.  
Report on budget utilization as on 28.2.2015 against sanctioned amount shown for each head were placed for approval.

**Decision: Acknowledged and approved as proposed.**

**Ratification of Expenditure made against activities done**

**AGENDA 4 Ratification work done Head wise and expenditure incurred in 2014-15**

**Procurement:**

SL NO	Head	Activities Executed in 2014-15	Expenditure
1	Modernization and Strengthening of existing laboratories	1. 8085 trainer kit 2. Power electronics Lab equipment	3.2
2	Establishment of new laboratories for existing and new Diploma Course.	Control Lab Equipment Control Lab Consumables	5.77
	Establishment of new laboratories for new Diploma Course.	Class room furniture , Notice Boards, Groove Notice Boards	3.28
3	Modernization of Class rooms	Foldable Green Board, Projectors for all class rooms and Laboratory, , Interactive White Boards	4.48
4	Up-dating Learning Resources	Up gradation of Libsys-7, RFID Gate, RFID Tags	6.20
5	Procurement of Furniture	Office Table, office Chair, Notice Boards.	2.86
6	Establishment /Up-gradation of Central and Departmental Computer Science.	Routers and Switches	1.95
7	Modernization/Improvement of Supporting Department.	Laptops All in one desktop PCs, Hard Drive ID Card Printer,	2.97
8	Modernization and Strengthening of Libraries and increasing access to knowledge resources	980 Books for two courses.	12.9
9	Civil Work	Hostel Maintenance done 3 stores Consultancy done with structural engineers	4.31
<b>Total</b>			<b>47.92</b>

**Note: Institute could not utilize the fund for starting the new diploma course as new course could not be started in 2014 due to lack of approval from AICTE.**

**Enhancement of R&D and institutional consultancy activities**

SLNO	Activities executed	By	Expenditure
1	Two Paper Publication on National journals (Co-authored)	Mr. Praveen Puri and Mr. Anup Sarmah	1.28
2	Up-gradation of 2MBPS Internet BW	For Institute	

**Faculty and Staff Development (including faculty qualification up gradation, pedagogical training, and organizing/participation of faculty in workshops, seminars and conferences) for improved competence:**



**(A) Faculty Qualification up-gradation:**

SL NO	Name	Course	Institute	Regular/Modular
1	Mr. Uday Rai	ME	NITTTTR Chandigarh	Modular
2	Mr. Mukesh Sharma	M.Tech	SMIT	Regular
3	Mr. Arun Pradhan	M.Tech	SMIT	Regular
4	Mr. Deepak Rasaily	ME	NITTTTR Chandigarh	Modular
5	Mr. Arvind Lal	ME	NITTTTR Chandigarh	Modular
6	Mr. Bijoy Chettri	M.Tech	SMIT	Regular
7	Mr. Tashi Rapden	M.Tech	KSOU	ODL
8	Mr. Tshering Bhutia	MCA	SMIT	ODL
9	Mr. Deependra Adhikari	C. Tech	KSOU	ODL
10	Ms. Joyce Dayal Rai	M.Sc. (IT)	SMIT	ODL
11	Mrs. Kabita Nepal	B.Tech	KSOU	ODL
12	Mr. Karma Gyatso Bhutia	B.Tech	KSOU	ODL
13	Mr. Anup Sarmah	PhD	Sikkim Vinayaka Mission	ODL
14	Mr. Praveen Puri	PhD	Sikkim Vinayaka Mission	ODL
15	Mrs. Jyoti Chettri	PhD	Sikkim Vinayaka Mission	ODL

**(B) Training/Workshop/Conference:**

SLNO	Activities	Topic /Description	No of faculty attended
1	Two weeks in house short term training	Equipment Testing troubleshooting and Commissioning	26
2	2days Workshop at NIT Sikkim	Quad Qopter, Auto Cad for Civil, Android Programming, Swamp Robot	17
3	National Workshop at Delhi	Entrepreneurship	1
4	3-days in house workshop on NBA	NBA procedure	All staff and faculty
5	Two weeks short term training at NITTTTR Kolkata	MATLAB	2

**Note: Two faculties recruited in Ad-hoc basis for the period of one year in place of two faculties under went for higher education.**

**Total (A+B) = 15.99**

**Enhanced Interaction with Industry**

SLNO	Activity	Description	Expenditure incurred
1	Rope-in program	2 weeks program done for new admission in July 2014	0.32
2	Industrial Visit	Four all first year and few second year students	
3	Rope-out Program	Various activity done for passing out students	

*[Signature]*  
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**Bardang, East Sikkim**

### Institutional Management Capacity Enhancement:

SL NO	Activity	Topic /Description	No of f Staff attended	Expenditure
1	Training attended by staff at MDI Gurgaon (2 office assistant, 1 store keeper, 1 finance Assistant)	Financial Modeling using MS-Excel	4	5.97
2	Training attended by staff at IIM Kolkata (1 ADM, 1 PA to Principal)	Communication and Presentation Skill	2	
3	Training attended by staff at MDI Gurgaon (System Analyst)	Cyber Security	1	
4	Alternate Water Supply	Alternate taping from Denchung Jhora		
5	Water Availability Survey	Survey made by Sristhi Environment, Kolkata for Bore well		

### Implementation of institutional academic reforms

SLNO	Activity	Description	Expenditure
1	2 Workshop attended by Institutional NBA coordinator	Preliminary sensitization program.	10.22
2	Consultancy hired for NBA	For accreditation process	
3	Felicitation to Staff and Students	5 staff felicitated for their contribution to Institute during Annual Function.	
4	SWOT analysis Expenditure	Pre-Expenditure for making IDP to be submitted to AICTE.	
5	Students participation in IIT Guwahati for cultural events	Extra Curricular Activity	
6	Purchase Blade Server	Server Enhancement to accommodate more Academic related activity.	

### Academic support for weak, SC & ST students

SLNO	Activity	Description	Expenditure
1	Foundation course conducted	Foundation course on English, Mathematics and General Science conducted for all first year student	14.15
2	Remedial Classes	For weak students failing in semester exams	
3	Benefits for SC/ST students	Subsidy on tuition Fee given to all SC/ST students.	
4	Workshop for Students	39 students attended workshop at NIT Sikkim on various relevant fields	
5	Workshop on Entrepreneurship.	45 students attended workshop at Gangtok on Entrepreneurship conducted by RBI	
6	Tool kits	Tool kits and books given to SC/ST existing students	



### Incremental Operating Cost

SLNO	Activity	Expenditure
1	Salary for staff recruited under Project (one staff)	9.09
2	Mentor's(Dr. Surendra Kumar) Visit to Institute	
3	Two BOG Meeting	
4	Internet and Mobile Bills	
5	Petty Expenditure for official work	
6	Repair Maintenances of Equipment	
6	Auditor's visit to institute in December for audit	
7	Electrical and Electronics Consumables for Laboratory	
8	Printing and Stationary	
9	Bank Charges	
10	Alternate Power Line	

Total expenditure of 104.16 to be ratified. All above expenditure are made as per Institutional Development Plan, BOG meeting minutes and mentor's Guidance. UC submitted to AICTE accordingly on 28/2/2015. Balance amount of Rs.20.84 lakhs will be utilized till 31.3.2015 and carried over, to next financial year, if any.

**Decision: Board members ratified the expenditure 104.16 lakhs and the utilization of balance of Rs. 20.84 lakhs till 31.3.2015 approved.**

However the Board members made the following observation:

- As per members, paper publishing under R&D head to be encouraged for faculty but paid journals in all cases should not be encouraged. However, blanket ban on paid journal should not be done. Few good and reputed journals may be given their expenditure for the publication. A committee may be formed for such paid publication.
- Dr. Anoop K. Dass suggested that in case of tender advertisement in newspapers, a small publication be made giving link to full details either in the institute website for optimizing the advertising cost.
- It was also Indicated by Dr. Anoop K Dass that in case of notification of tender in newspapers, the tender can be accepted if only 1 tender is received
- Training of faculty and staff to book under Faculty and Staff Development head and training attended by Principals/HODs to book under Institutional Management Capacity Enhancement.
- Newsletter published by CCCT, Civil department and any other such publication to be booked under R&D head.

### **AGENDA 5 Ratification of SOP for higher education for faculty**

Drawn through Academic Committee and endorsed by Mentor.

Highlights:


Part timer/Distance: Full Fee + TA/DA


Full Time: 100% salary .50% compensatory from the project. + TA/DA once a year.

Temporary appointment against vacancy for 1st year. To join if semester/year has only project work.

Copy enclosed.

**Decision: Acknowledged & ratified.**

  
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**AGENDA 17 National Board of Accreditation (NBA)** is mandatory process in the Project. All existing course has to be accredited within the project period. Process has been initiated in the institute by nominating one senior faculty as NBA coordinator, **Mr. Anup Sarmah**, Sr. Lecturer Mathematics. To ensure the completion of accreditation process, institute has hired consultant **Dr. K.Sudhakar Reddy Prof and Head of Department, Mechanical Engineering Department, Mahatma Gandhi Institute of Technology (MGIT), Hyderabad, Telengana**, who has signed MOU with the consent from DTE having financial implication of Rs. 1.6 lacks approximate .One workshop with all faculty was done in Jan 2015 and plans for filing for NBA accreditation by Dec 2015. Accreditation is targeted to be achieved by early 2016. Ratification from board is required for the same.

**Decision: Approved and ratified as proposed.**

**Matters for Consideration and Approval**

**AGENDA 6 Approval for 4 faculties for Masters for 2015 over and above approved in 2014.**

SLNO	NAME	DATE OF JOINING	YEARS OF SERVICE	COURSE/Institute	Status
1	Mrs. Prerna Rai	13/10/2003	12 years	Computer Science/SMIT	Applying 2015
2	Mrs. Shrishti Shrestha	1/11/2008	6 years	Electrical/SMIT	Applying 2015
3	Mr. Tenzing Sherpa	15/4/2010	5 years in April'15	Electrical	Applying 2015
4	Mr. Shrishak Gurung	12/5/2006	9 years	Computer Science	Applying 2015

**Decision: Approved as proposed.**

**Observations:**

The Chairman suggested that not more than 10% of faculty members be allowed at one go on regular mode. However, as the project had only 2 more years to go, it may be considered for now. The institute to consider this outside project period.

**AGENDA 7 MIS procurement**

MIS system procurement is mandated within project period. Follow-up is made to LYBSIS (library software) and other vendors and proposal likely soon. MIS to cover from Admission-operations-administration-examinations-finance till certification. Should also contain module for communication. Customization to institute's need to be ensured.

**Decision: Approved in principle. However, detailed planning and modalities to be submitted in the next BOG meeting.**

**AGENDA 8 Battery for existing UPS and updating existing computers**

All existing UPS battery are over 5 years old and delivering no backup. About 131 new batteries of various ratings are proposed for replacement with estimated cost of Rs. 5 lacks with buy back scheme of old ones. Computer hardware up gradation of existing systems proposed for Rs.1. lacks on local purchase mode.

**Decision: Approved as proposed**

*[Signature]*  
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**AGENDA 9** With reference to Scheme Document Annexure V 4.e preferably Separate Accounts to be maintained for each of the Four Funds. Following is proposed for its development:

- a) **Corpus Fund:** This fund will be utilized post project for continuation of activities including the payment of salary. It is proposed that the revenues earned within project period like interest earned from banks, other IRGs, Rents or any other services be book as corpus Fund. **Till date Rs.9.59 lakhs collected.**
- b) **Faculty Development Fund:** 15% of total expenditure incurred during the each financial year in the Head- Faculty and Staff Development will be transfer to corpus account to continue the same activity after the project period. **No accumulation till date. Estimated Rs.2.4 lacks for year 2014-15.**
- c) **Equipment Replacement Fund :**This fund will be utilized post project for replacing equipments that have become obsolete .For this, it is proposed that the depreciative schedule (As provided in Balance sheet by CA ) will be followed from the various capital heads:
  - a. Building 10%
  - b. Machinery & Equipments 15%
  - c. Computers and Accessories 60%
  - d. Furniture & Fixtures 15%
  - e. Library Books 15%**No accumulation till date. Estimated Rs. 12.30 lacks for year 2014-15.**
- d) **Maintenance Fund:** This fund is to be utilized post project to undertake AMC, Local as well as outstation repair and maintenance of equipment bought under the project. This will ensure the proper functioning of equipment after its warranty. A value of 12% of initial cost is proposed for building this fund from the various capital heads. **No accumulation till date. Estimated Rs 4.8 lacks for year 2014-15.**

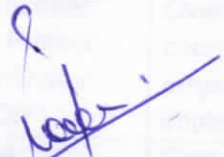
As funds have been utilized for first year, no sufficient balance exists in appropriate heads. These amounts may be booked from 2<sup>nd</sup> and 3<sup>rd</sup> year budgets. If there no balance in appropriate heads, IOC head may be used.


**Decision: Proposal for Sl.No. a,(Corpus Fund) was approved. However, for building funds for Sl.No. b, c & d, the Chairman suggested that of the interest earned of sl.no. a, certain decided proportions may be booked. This would enable the money of the project to be fully utilized in their proper heads within the project period.**

**AGENDA 10 Cubical for staff**

As per requirement of NBA norms, modern cubical setup with facilities is mandated. Execution from premier providers like Godrej or the like is proposed on customization basis. Estimated cost under Furniture of Rs. 5 lacks.

**Decision: Approved as proposed**

  
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### **AGENDA 11 Advance Digital Teaching Aids**

It is proposed to enhance teaching aids to support Digital Classes and seamless access of learning materials. For this, Tablet PC to all students and faculty be provided to enhance academic delivery. Students may be asked to bear 70% of cost and 30% to SC/ST students. Faculty on official issue. Estimated cost:

Sl.No.	Group	Numbers	Rate (in Lac)	Cost (in Lac)
1	Faculty/staff	40	0.15	6
2	Students	450	0.05	11.25
2	Digital learning resources development (In house)			3.0
			Total	20.25

Curriculum and learning materials will be customized for access by students and faculty apart from other digital learning resources.

Heads that could be used are:

1. Enhancement of R&D
2. Enhanced interaction with Industry
3. Academic support for weak, SC/ST students
4. Updating Learning Resources

**Decision: Faculty/Staff may be issued tablet PC but not to the students as it may not be feasible for the institute to continue doing the same after the project.**

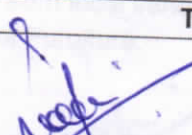
### **AGENDA 12 Civil Construction** Prefabricated structures.


According to Structural Engineer hired, RCC structure was ruled out. Prefabricated light structure proposed to HRDD, Civil Engineering cell. Party identified and preliminary survey made. Work to start by May 2015 and finish at earliest. Head: Civil Construction.

**Decision: Meeting to be held with Addl. Chief Engineer at Directors office, HRDD to be held on 16.3.2015 at 1pm to discuss in detail.**

### **AGENDA 13 Booking of salary within project IOC head**

Sl.No.	Name	Designation	Role	Cost per annum (in Lac)	share	Effective cost (in Lac)	Effective Date/year
1	Deepak Rasaily	Sr. Lecturer cum Project Coordinator (NEQIP)	Overall coordination of project implementation	8.34	50 %	4.17	From July 2014 to till the Project period
2	Ritu Syangdan (Tamang)	Office Assistant cum Project Assistant (NEQIP)	Compilation, record keeping, documentation etc.	Rs. 3.58	100%	3.58	From July 2014 to till the Project period
<b>Total</b>						<b>7.75</b>	

  
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**Decision: Approved as proposed and transfer of funds be made immediately as no additional manpower was recruited under the project.**

**AGENDA 14 Booking of monthly operational costs**

Institute expends for various operations. It is proposed that a share be booked under the project:

Sl.	Particulars	Estimated annual expenditure in lakhs	Share	Effective cost (Rs. in Lakhs)	Effective Date/year
1	Electricity	8.4	10 %	0.84	From April 2014 to till the Project period.
2	Hire of Safai Karmachari	10.18	10%	1.2	
3	Hire of Security Guards	4.30	10%	0.43	
4	Fuel (official + DG)	4.88	15%	0.73	
5	Medical	0.84	50%	0.42	
			Total	3.62	

**Decision: Approved as proposed.**

**AGENDA 15 Hiring of Chartered Accountant for project**

Existing CA for institute M/S Michel Chandak, Gangtok @ Rs.50000 per annum.

**Decision: Meeting to be held at Directors office, HRDD to negotiate on the rates and terms.**

**AGENDA 16 Corpus fund parking**

In Fixed deposit offering highest interest rates between institute bankers SBI, AXIS or HDFC.

**Decision: Approved as proposed.**

**AGENDA 18 Curriculum revision** It is proposed that NITTTR Kolkata be taken as resource institute for taking up the task of curriculum revision for CCCT (All course) which is targeted to be implemented by July 2015. Expenditure for the same will be booked under the Head: Institutional

**Decision: Approved as proposed and to be implemented immediately.**


**AGENDA 19 CCTV**

A comprehensive CCTV surveillance with recording facility is projected for installation within the project. A network of cameras and recorders is proposed for:

1. Academic block
2. Hostels (Boys and Girls)
3. External campus

Estimated cost for the same is projected to be Rs. 5 lakhs. Board may approve for its procurement from reliable agency from local vendors till Siliguri providing good after sales service.

Head: Procurement of Furniture.

  
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**Decision: Approval in principle. Effective implementation plan to be made and to be placed in the next BOG meeting.**

**AGENDA 20 Faculty training:** It is mandated by the project for basic and advanced pedagogy training. It is proposed that NITTTR, Kolkata be identified for delivery of such program covering all staff in campus for basic course and selected faculty at Kolkata for advanced course. Expenditure for this training be booked under the project and executed within the 2<sup>nd</sup> and 3<sup>rd</sup> year of the project. Other training and activities will be done as per scheme document.

**Decision: Approved as proposed.**

With the above, the agendas for CCCT was over.

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**In-Charge Principal  
Centre For Computer and  
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### Outcome of General Discussion

All members actively participated during the presentation of all agendas. The viewpoints of members were acknowledged by the institutions for further implementations.

### Deliberation and Concluding remarks by the Chairman:

The Chairman expressed his satisfaction on the effort and initiatives taken by both ATTC and CCCT for the project implementation till date. As no project implementation can be perfect, he advised both the institutions to make the best use of the project for overall benefit of the students and institution as a whole. He further emphasized for the following points for implementation:

1. Bimonthly report to be submitted to BOG members
2. Up gradation to Degree College may be initiated by both the institute for which the Chairman will be fully supportive from the University.

He expressed his hope that the State Government will take necessary steps and support for the institution and that the Director, Technical Education will lead them towards their goals.

Vote of thanks was offered by Mr. K.N. Chettri, Manager Admn. CCCT.

Meeting concluded at 3.45pm.

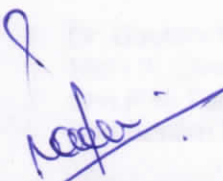
The fourth BOG meeting was tentatively to take place in July 2015 at ATTC.

Compiled by:




Ritu Syangdan (Tamang), OA, CCCT

Verified by:



Praveen Kumar Pradhan  
In charge Principal, CCCT  
Member Secretary, CCCT BoG

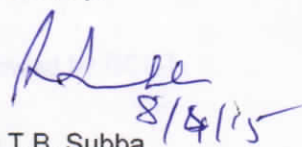


Sonam Palden Barfungpa  
In charge Principal, ATTC  
Member Secretary, ATTC BoG

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**Bardang, East Sikkim**

Approved by:



Prof.(Dr) T.B. Subba,  
Vice Chancellor, Sikkim Central University  
Chairman, CCCT and ATTC BoG

**CHAIRMAN**  
**Board of Governors**  
**CCCT, AICTE-NEQIP**