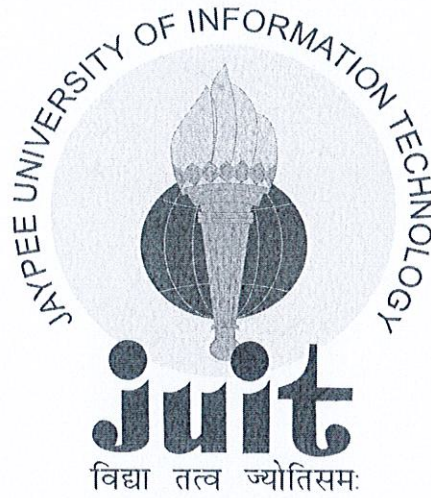


**JAYPEE UNIVERSITY OF INFORMATION TECHNOLOGY
WAKNAGHAT**



**MINUTES
EXECUTIVE COUNCIL MEETING**

Venue : JUIT, Waknaghat

Date : 05 September 2019

Time : 4:00 P.M.

MINUTES OF MEETING OF THE EXECUTIVE COUNCIL (EC)
HELD ON 05 SEPTEMBER 2019 AT 4:00 P.M. IN JUIT, WAKNAGHAT

General

The Chairman welcomed all the members in attendance. He thanked Sh S S Mittal and Prof (Dr) S C Saxena – the outstation members for their presence. The Attendance Sheet is attached as **Annexure 1**.

1.	Prof Vinod Kumar, VC JUIT	Chairman
2.	Sh S S Mittal	Member
3.	Prof S C Saxena	Member
4.	Prof Samir Dev Gupta	Member
5.	Maj Gen Rakesh Bassi, SM (Retd)	Non-Member Secretary

Leave Of Absence

The Council granted Leave of Absence to Sh Sunil Sharma whose absence was due to unavoidable and unforeseen circumstances.

Item No. 1/2019-1 The Minutes Of Last EC Meeting Held On 25 Oct. 2018

The minutes were confirmed.

Item No. 2/2019-1 Action Taken Report

The Council members noted with satisfaction the Action Taken Report on various points of the last Executive Council Meeting and approved the same.

Item No. 3/2019-1 The Minutes Of The Finance Committee Meeting

- a) The Council approved the Minutes of the Finance Committee Meeting held on 5th September 2019 and same are enclosed as **Annexure 2**.
- b) The EC approved the fee structure for the batch 2019-20 as recommended by the Finance Committee.
- c) The EC approved the enhancement of Gratuity limit to Rs 20 lakhs w.e.f 29 March 2018 as recommended by the Finance Committee.

Item No. 4/2019-1 The Minutes Of The Academic Council Meeting

The Executive Council was apprised of the Minutes of the Academic Council Meeting held on 05 September 2019. The EC approved the minutes and the same are enclosed as **Annexure 3**.

Item No. 5/2019-1 Stock Verification Of Laboratories

The Chairman of Executive Council informed the members that some equipment of BT&BI Department pertaining to Pharmacy, which though working, had been recommended by the Department and Stock Verification Committee to be written off since they are not in use. The Chairman recommended that 27 equipment of Pharmacy Lab of BT Department as mentioned in **Annexure 4** amounting to a book value of Rs.6,55,350/- should not be written off as they are in working order and may be used in future. The Council members agreed to the Chairman's suggestion. It was also mentioned by the Chairman that one equipment of ECE lab namely Single Phase Transformer 1KVA(DRS) of book value Rs.5800/- and recommended to be written off should be retained as it can be utilised being new and purchased in 2016 only. The Council members agreed to the suggestions of the Chairman. Leaving the above mentioned equipment, other equipment of ECE and CE Department and given in the written off list and of value given below in the table were approved for writing off.

Details of Lab Equipment to be Discarded/Written Off from the Stock Ledger				
Dept/Lab	Total No of Equipment to be Discarded	Book Value	Depreciated Cost	
ECE	7	Rs 71,453/-	Nil	
CE	13	Rs 1,80,072/-	Nil	

Item No. 6/2019-1 Draft Annual Report For Academic Year 2018-19

The members appreciated the work done at JUIT during the academic year 2018-19 and approved the draft Annual Report for the academic year 2018-19. (**Annexure 5**)

Item No. 7/2019-1 Reporting Items

The following reporting items were noted by the Executive Council:-

1. Progress on Construction/Repair Work. (**Annexure 6**).

2. **Conversion of Existing Lights to LED Lights.**

It was mentioned that as on date, 609 tube lights, 177 bulbs and 527 fans are still pending for conversion to LED. These shall be converted on exhausting existing maintenance stocks. The EC noted the same.

3. **Electricity Charges from BSNL and PNB Branch.**

- Recovery of electricity charges of Rs.3,01,848/- from BSNL by JUIT for the period 01-01-2011 to 31-12-2017.
- Regular monthly payment of electricity consumption charges by PNB to JUIT.

4. **CCTV Cameras for Hostels and Common Areas**

New 48 CCTV Cameras installed and anti intrusion software loaded in 10 cameras.

5. **Wifi Campus**

Reliance Jio has installed wifi in JUIT campus.

6. **Optical Fibre Replacement in Campus**

Phase I completed and PO for Phase 2 raised. Work by JILIT will commence by mid September 2019.

7. **NOC from Fire Department**

Obtained NOC from the Fire Department for the Academic Block and hostels of JUIT (Annexure 7).

8. **Selection of New Faculty Members and New Non Teaching Staff (Annexure 8)**

- a) Two faculty members joined and three are expected to join by semester end since last EC meeting.
- b) Nine Non-Teaching staff joined since last EC meeting.

9. **Faculty Members and Non-Teaching staff left JUIT since Last EC Meeting**

Eight faculty members and eight non-teaching staff left the University since last EC meeting (Annexure 9).

10. **Hostel Caretakers**

Three Caretakers employed on contractual basis.

11. **Community Centre**

Community Centre opened for the campus residents in the erstwhile First Year Girls Tuck Shop in Malviya Bhawan 'B' Block.

12. **Induction Programme**

Conduction of two weeks Induction Program for the fresh batch of B Tech students from 20 July to 03 August 2019.

13. **Ban on Garbage Disposal in Solan Garbage Dump**

On the order of District Administration for sudden refusal to dump garbage in Solan MC dump, JUIT has obtained three months extension from DC Solan to continue dumping garbage in the MC Solan dump. In the meantime other alternatives are being explored.

14. **Revision of Minimum Labour Wage Rate by HP Govt**

Revised rates of minimum wages for different category of daily workers under Labour Contract as per HP Govt special minimum wages structure for Private Educational Institutions w.e.f 01 April 2019.(Annexure 10)

15. **Vacation of Three Hostels for Comprehensive Maintenance**

Complete vacation of three Shastri Bhawan hostels (H-1, H-6 and H-9) for comprehensive maintenance over one full semester with combined capacity of 142 seats.

16. **NCC for Boys**

NCC for boys has commenced and 10 seats have been allotted w.e.f. the current Academic Session 2019-20. This is in addition to the 50 seats already allotted for girls earlier w.e.f Academic Session 2018-19.

Item No. 8/2019-1 Any Other Points With The Permission Of The Chair

The Registrar stated that there is a need for appointing an authorised signatory for filling up application on the HP Government Portal to apply for permission for digging of Bore Wells for augmentation of water supply to the campus.

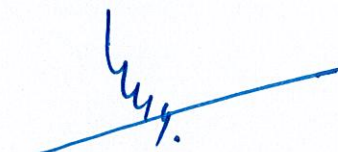
Based on deliberations the Executive Council Resolved that signatory for this task would be Maj Gen Rakesh Bassi, SM (Retd) in his capacity as Registrar.

There being no other point, the meeting ended with a vote of thanks to the Chair.



**Maj Gen Rakesh Bassi, SM (Retd)
Registrar and Dean of Students
Non-Member Secretary**

Confirmed



**Prof. Vinod Kumar
Chairman and Vice Chancellor**