Minutes of the meeting of the College Managing Committee (CMC) of Zakir Husain College of Engineering & Technology held on Jan 27, 2015 at 01:30 p.m. in the Selection Committee Room of the Vice-Chancellor’s Office.

The following were present

- Lt. General (Retd) Zameer Uddin Shah, Vice-Chancellor in Chair
- Brig.(Retd) Syed Ahmad Ali, Pro-Vice-Chancellor
- Dr. Asfar Ali Khan, Registrar
- Mr. Masoodur Rahman, Finance Officer (Nominee)
- Prof. Mohibullah, Dean Faculty of Engineering & Technology
- Prof Sher Afgan Khan, Principal, Zakir Husain College of Engineering & Technology
- Prof. Arif Suhail, Chairman, Department of Mechanical Engineering
- Prof. B. H. Khan, Chairman, Department of Electrical Engineering
- Prof. Sattar Husain, Chairman, Department of Chemical Engineering
- Prof. M. Hasan, (Acting) Chairman, Department of Electronics Engineering
- Prof. Nesar Ahmad, Chairman, Department of Computer Engineering
- Prof. Mohammad Kamil, Chairman, Department of Petroleum Studies
- Prof. Mohammad Arif, Chairman, Department of Civil Engineering
- Mr. Sanjeev Maheshwari, Chairman, Department of Architecture
- Prof. M. Mobin, Chairman, Department of Applied Chemistry
- Prof. Mohd. Saleem, Chairman, Department of Applied Mathematics
- Dr. Shakeel A. Khan, Chairman, Department of Applied Physics
- Er. Mansoor Ahmad (GM) Airport Authority of India, New Delhi
- Prof. Kamaluddin, Department Chemistry of IIT Roorkee
- Mr. Naseem A Khan, Coordinator, TEQIP-II (Special Invitee)

At the outset the Vice-Chancellor welcomed the new members of the College Management Committee Prof. Sher Afgan Khan, Principal, Zakir Husain College of Engineering & Technology, Mr. Jawwad A. Khan Finance Officer, Dr. Asfar Ali Khan, Registrar AMU Er. Mansoor Ahmad (GM) Airport Authority of India, New Delhi, Prof. Kamaluddin, Department Chemistry of IIT Roorkee, Ms Chitra Swaroop En in Chief UP PWD & HOD, Lt. Col. Iqbal Aslam, Prof Ashfaq A Zilli, Integral University Lucknow, Prof VK Tripathi, IIT Delhi and Prof. RK Khandel, Vice-Chancellor UPTU Lucknow. The Vice-Chancellor also thanked and appreciated the services rendered by outgoing members Prof. Mohibullah, Principal, Zakir Husain College of Engineering & Technology and Mr. Masoodur Rahman (Finance Officer)
The Principal and the Member Secretary of the Managing Committee Prof. Sher Afghan Khan, while taking up the agenda briefed the members about the agenda items of the meeting.

Item No 1: The Minutes of the last meeting held on 23rd February, 2014 were confirmed.

Item No 2: Noted and Approved the Action Taken in compliance of decision taken in the meeting of CMC on 23rd February, 2014.

Item No 3: Approved the action taken on behalf of CMC.

Item No 4: Approved the Committee Constituted to screen the applications of Faculty members for International Travel (under TEQIP-II) and decided that the meeting of this committee shall be jointly convened with the committee constituted by university to screen the applications of university teachers for International Travel to maximize number of participants.

Item No. 5: Approved the Annual Report of the Zakir Husain College of Engineering & Technology

Item No. 6: Approved the following Committee to submit the report regarding Governance Development Plan of Engineering College and to frame regulations of College Management Committee.

- Dean, Faculty of Engineering and Technology
- Principal Zakir Hussain College of Engineering and Technology.
- Two Chairmen, ZHCET in order of seniority.
- Dr. Asfar Ali Khan, Registrar, AMU
- Coordinator TEQIP-II

The Vice-Chancellor was authorized to approve the report of the committee.

Item No. 7: Considered the key performance indicators submitted at the time of IDP for TEQIP-II Grant and observed as below;

- CMC expressed its satisfaction while meeting the target and was hopeful that by the end of project all targets set at the beginning shall be met.
- CMC thanked the Vice Chancellor for the efforts in convening regular selection committees which took place in the month of December, 2014. It expressed hope that remaining unfilled posts shall be filled soon.
- Also noted and thanked the Vice-Chancellor for enhancing enrollment of M.Tech
  - Electronic Engineering from 16 to 32 (8 in each speciality)
  - Mechanical Engineering from 42 to 60 (6 in each speciality)
- Also observed and directed that E-SAR of PG programme should be submitted at the earliest.

Item No. 8  Approved following recommendation in compliance of FMR and internal audit report.

- One person from Finance Officer of the university shall be deputed to the Principal Office of Engineering College.

- Following committee of finance is created for TEQIP-II Project.
  - Dean, Faculty of Engineering and Technology
  - Principal, Zakir Husain College of Engineering & Technology
  - Senior most professor of ZHCET
  - Finance Officer
  - TEQIP-II Coordinator

- It was approved that following shall be maintained separately for TEQIP-II by Finance Officer
  - Book of Accounts
  - Ledger
  - Cash book
  - Advance Register
  - General ledger

- and Following shall be maintained by Principal Office Separately
  - Stock Register
  - Fixed Asset Register

- Meeting of CMC shall be convened two times in a year.

Item No. 9  Deferred

Item No. 10  Approved the report of PMSS till 31\textsuperscript{st} Jan 2015.

Item No. 11  Approved the revised financial requirement submitted to NPIU/MHRD.

Item No. 12

(A) In response to the communication received from NPIU/MHRD,CMC approved to utilize the interest generated under TEQIP II as follows

55% on Procurement
45% on Academic Activities

(B) The matter of starting New PG Program submitted to UGC under XII plan without the requirement of additional faculty was discussed at length and it was informed that since prior approval of UGC is mandatory to start a degree Program therefore at this stage it is not possible to permit the same. However, It was approved in principle and Chairman Mechanical
Engineering was authorized to complete the formalities to start MS by research in Ergonomic with 5 intake.

(C) Authorized the Principal ZHCET to sign MoU with industries and academic institutes where no financial matter is involved.

(Prof. Sher Afghan khan)  
Principal

Lt. Gen. Zameer Uddin Shah (Retd.)  
Vice-Chancellor

Vice-Chancellor  
Aligarh Muslim University  
Aligarh-202002