The Vice-Chancellor,
Aligarh Muslim University,
Aligarh.

Respected Sir,

Enclosed please find Minutes of the College Management Committee, meeting held on December 21, 2011 at 10.00 A.M. with a request to kindly approve the same.

Thank you,

Yours sincerely,

Prof. Ekram Husain

[Signature]

The minutes have been reviewed by the
Scenario and been approved
and may be be disseminated.

[Signature]

Vice-Chancellor
Minutes of meeting of the Management Committee of the Z.H. College of Engineering & Technology held on December 21, 2011 at 10:00 a.m. in the Committee room of the Administrative Block. The following were present.

1. Prof. P.K. Abdul Azis, Vice-Chancellor... in the chair
2. Prof. Hamid Ali, Dean, F/O Engg. & Technology
3. Mr. M. Khwaja Shahid, Member
4. Prof. Muzaffar A. Siddiqi, Chairman, Electronics Engg. Deptt.
5. Prof. M. Qasim Rafiq, Chairman, Computer Engg. Deptt.
7. Prof. M.M. Ashhar, Chairman, Civil Engg. Deptt.
11. Prof. Ekram Husain, Principal, ZHCET & Secretary, CMC

The meeting started with Tilawat from the Holy Quran.

The Principal, ZHCET apprised the members of the Committee about the importance of this meeting in relation to the TEQIP-II Project sanctioned by the NPIU / MHRD to the College and its time bound implementation.

The Dean, Faculty of Engineering & Technology emphasized the importance of the First meeting of the College Management Committee (BOG) since its constitution as per the Ordinances (Executive). The meeting has been held after about 70 years. The Dean welcomed all the members to the first meeting of the Committee.

**Item No.1**

A presentation about the progress of the College and the present status in context with the TEQIP-II Project was given by the Principal. Thereafter the agenda of the meeting was taken up.

**Item No.2**

The College Management Committee (BOG) is already provided in the Ordinances (Executive) Chapter VI Sec.12 (2) of the University Act and
Statute 36 which is more or less in consonance with the Board of Governors (BOG) as prescribed in the guidelines of the TEQIP-II Project. The constitution of the College Management Committee is almost complete and an Office Memo was issued in this regard by the Registrar vide Office Memo No. D.No. (C)/467 dated April 25, 2011.

Item No.3

The detail of allocations of Rs. 2 Crore grant (First Year) and its distribution to different departments as per PIP was placed before the Management Committee. The Management Committee considered and approved it and desired that the expenditure is made strictly as per PIP of NPIU/MHRD.

Item No.4

The proposal of starting the accreditation process of M.Tech. programmes running in the College was considered by the Committee and the Committee approved the same.

Item No.5

The proposal for starting M.Tech. programmes with effect from 2012–2013 session as submitted in the IDP after due approval of the concerned BOS and the Faculty meeting was considered by the Committee and approved.

Item No.6

The matter was discussed at length and the Committee approved the following rate of honorarium to be paid:

i) Rs.4000/- as sitting fee for outstation members attending the College Management Committee (CMC).

ii) Rs.4000/- per session for outstation subject experts or experts coming from industry to interact with the students and or faculty.

iii) Rs.1500/- per session for subject expert or experts coming from industry (Aligarh) or other faculty of the University to interact with the students and or faculty or other staff.

Any other item:

1. As per Project Implementation Programme (PIP) and TEQIP-II Project guidelines, non-Gate students (Masters & Doctoral) may be provided teaching / research assistantship. The matter was considered by the College Management Committee (BOG) and the CMC approved a scholarship of Rs. 3000/- per month to be provided to non-Gate qualified students pursuing M.Tech. Programmes with all other conditions of GATE applicable to them.
2. The Purchase Committee for the procurement under TEQIP-II project to be same as the departmental/College/TEQIP-II purchase committee. This was considered and approved by the College Management Committee (BOG).

3. The CMC approved the following authorization

   (i) As per TEQIP-II project guidelines 02 meetings of College Management Committee (BOG) are to be held every year. For effective management of the College, College Management Committee (BOG) authorizes TEQIP-II Coordinator/Principal to take up activities based upon consultative meetings held with the Chairmen and Dean.

   TEQIP-II Coordinator/Principal was authorized to call such meetings and act accordingly.

   (ii) The College Management Committee (BOG) authorized the Coordinator TEQIP-II/Principal to take up day-to-day activities based upon IDP which was approved in the Faculty meeting held on 29.11.2010.

(Prof. Ekram Husain)
Principal, ZHCET &
Secretary CMC

21.12.2011