For Approval of the Vice-Chancellor

Z. H. COLLEGE OF ENGINEERING & TECHNOLOGY
Aligarh Muslim University, Aligarh – 202002, India

Prof. Ekram Husain
ME; Ph.D.(IISc)

Telephone No.: (0571) 2700042 (O)
Int. 1902, 1903
Email ID: principal_zhc@yahoo.com
ehusain2001@gmail.com

PRINCIPAL

August 11, 2012

Minutes of meeting of the Managing Committee (CMC) of the Z.H. College of Engineering & Technology held on August 04, at 2:00 p.m. in the Committee room of the Administrative Block. The following were present:

1. Retd. Lt. General Zameer Uddin Shah, Vice-Chancellor ... in the chair
2. Mrs. Yasmin Jalal Beg, Finance Officer
3. Prof. Hamid Ali, Dean, Faculty of Engineering & Technology
4. Prof. Muzaffar A. Siddiqi, Chairman, Electronics Engg. Deptt.
5. Prof. Nesar Ahmad, Chairman, Computer Engg. Deptt.
7. Prof. M.M. Ashhar, Chairman, Civil Engg. Deptt.
8. Prof. Sattar Husain, Chairman, Chemical Engg. Deptt.
11. Prof. Mohammad Mubin, Chairman, Applied Chemistry Deptt.
12. Dr. (Er.) Mukul Kumar Sinha, New Delhi
13. Prof. B.D. Chaudhary, Allahabad
14. Mr. M. Khwaja Shahid, New Delhi
15. Mr. Safdar H. Khan, N. Delhi
16. Prof. Ekram Husain, Principal, ZHCET & Secretary, CMC

At the outset the Vice-Chancellor, Chairman of the College Managing Committee welcomed the outside members, Prof. B.D. Chaudhary, Dr. (Er.) Mukul Kumar Sinha, Mr. Safdar Hasan Khan, and Mr. M. Khwaja Shahid, new members from the College, Prof. Nesar Ahmad, Chairman Department of Computer Engineering, Prof. Mukhtar Ahmad, Chairman Department of Electrical Engineering, Prof. Sattar Husain, Chairman, Department of Chemical Engineering and Prof. Mohd. Mubin, Chairman, Department of Applied Chemistry. The Vice-Chancellor also thanked the outgoing members, Prof. M. Qasim Rafiq, Chairman, Department of Computer Engineering, Prof. Mohibullah, Chairman, Department of Electrical Engineering, Prof. Mohd. Idrees, Chairman, Department of Chemical Engineering, Prof. Ali Mohammad, Chairman, Department of Applied Chemistry and Ar. Sanjeev Maheshwari, Chairman Department of Architecture. Then the Vice-Chancellor declared the meeting to order.
The Principal and the Secretary of the Managing Committee Prof. Ekram Husain, while taking up the agenda, briefed the members about the TEQIP Phase II Project and its successful march towards achieving its goal in accordance with the guidelines prescribed in this regard. The Principal / Coordinator thanked the Chairman of the Departments of Studies for their cooperation and support in the implementation of the TEQIP-II Project and timely submission of the information as and when required for onward transfer to the NPIU/MHRD.

Item No.1: The Minutes of the last meeting held on December 21, 2011 were confirmed (Annexure-I).

Item No.2: Annexure-II (p.4 – 14 giving details of distribution of funds, expenditure details and audit reports) circulated with the agenda was discussed and approved.

Item No.3: Annexure-III [p.15 – 25 giving details regarding the purchase plan as per PMSS (Procurement Management System Software) sent to NPIU for the sessions 2012-13 & 2013-14] circulated with the agenda was discussed and approved. The Principal also informed the members that details as given in Annexure-III have already been approved by NPIU for the sanction and allocation of funds.

Item No.4: Ways and means to be adopted for enhancement of employability of graduates including the salary packages was discussed. The members proposed that soft skill ability of the students be enhanced by providing suitable training through TEQIP-II funds. Also the members were of the opinion that skill oriented courses are to be taken up to extent possible. Dr. Mukul Kumar Sinha was of the opinion that apart from the above, hearing and communication skill programmes to the students should also to be taken up.

Item No.5: The house showed its concern regarding learning and improving skills of weaker students and approved the suggestion of conducting diagnostic tests and remedial courses.

Item No.6: For Soft skill development, counseling, training and remedial lectures hiring of consultants out of TEQIP-II funds was discussed and approved.

Item No.7: Regarding the training of faculty members through Seminars, Workshops and Conferences outside the University the members approved that the Chairmen should prepare time bound training programmes for the faculty members and also for technical staff.

Item No.8: a) The enhancement of scholarship for M.Tech. for non-Gate qualified M.Tech. students was discussed and the house did not agree to enhance the scholarship. The scholarship for non-Gate qualified M.Tech. students shall remain Rs.3000/- p.m.
b) The CMC discussed the creation of scholarship (Engineering Departments) for Ph.D. scholars and approved seven scholarships of the value of Rs.15000/- p.m. each.

c) The CMC stressed that for increasing the Gross Enrolment Ratio (GER) all the Departments should take up the increase of seats in PG Programmes as provided in the IDP submitted earlier.

Item No.9: The CMC advised the Departments to arrange training / orientation programmes to generate revenue for the Departments.

Item No.10: Since the teaching of M.Tech programme in High Voltage Insulation Technology, out of TEQIP-II Project grants, has already been started from the session 2012-13, the CMC agreed to the creation of one Post of Lecturer in this Semester from the TEQIP-II Project grant and desired that the appointment be made forthwith. The CMC also approved the Qualifications for the post as under:

**Essential Qualifications:**
1st Class M.Tech in Electrical Engineer/High Voltage Engineering.

**Desirable:**
Experience of working in High Voltage Lab.

Item No.11: Increasing collaboration with Industry is a matter of great concern and the members desired that the Chairmen provide full cooperation to the Institute Industry Interaction Cell (IIIC) Incharges by appointing Departmental III Cell Coordinators.

Item No.12: Any other Item:
1. Application submitted to the AICTE for the creation of a QIP Centre at the College was approved by the CMC.
2. The CMC authorized the Principal/Coordinator to amend and take certain decisions for smoothly carrying out the TEQIP-II Project for the sessions 2012-13 & 2013-14.

(Prof. Ekram Husain)  
Principal & Secretary

(Rtd. Lt. General Zameer Uddin Shah)  
Vice-Chancellor