Minutes of the meeting of the 3rd College Managing Committee of the Z. H. College of Engineering & Technology, Aligarh Muslim University held on Tuesday i.e. April 9, 2013 at 03:00 p.m. in the Committee Room, Administrative Block, Aligarh Muslim University, Aligarh. The following were present:

1. Lt. Gen.(Retd.) Zameeruddin Shah, Vice-Chancellor (In the Chair),
2. Brig. (Retd.) Syed Ahmad Ali, Pro-Vice-Chancellor,
3. Group Captain (Retd.) Shahrukh Shamshad, Registrar
4. Mrs. Yasmeen Jalal Baig, Finance Officer
5. Prof. Hamid Ali, Dean, Faculty of Engg. & Tech., AMU
6. Prof. Arif Suhail, Chairman, MED
7. Prof. M.M. Ashhar, Chairman, CED
8. Prof. B. H. Khan, Chairman, EED
9. Prof. M. Salim Baig, Chairman, ELED
10. Prof. Nesar Ahmad, Chairman, COED
11. Prof. Sattar Husain, Chairman, ChED
12. Prof. Hamid Ali, Chairman, PSD
13. Dr. Asif Ali Khan, Chairman, ACD
14. Dr. Shakeel Khan, Chairman, APD
15. Prof. M. Saleem, Chairman, AMD
16. Ar. Sanjeev Maheshwari, Chairman, Arch. Dept.
17. Mr. Saffar Hasan Khan, Chairman, Delhi Minorities Commission
18. Dr. Khwaja M. Shahid, Former Director, ISTM, New Delhi
19. Prof. Ekram Husain, Member Secretary & Principal Z. H. College of Engg. & Tech.

At the outset the Vice-Chancellor, Chairman of the College Managing Committee welcomed the new members Brig. Syed Ahmad Ali, Pro-Vice-Chancellor, Prof. B. H. Khan, Chairman, Department of Electrical Engineering, Prof. M. Salim Baig, Chairman, Department of Electronics Engineering, Prof. Arif Suhail, Chairman, Department of Mechanical Engineering, Dr. Shakeel Khan, Chairman, Department of Applied Physics, and Ar. Sanjeev Maheshwari, Chairman, Department of Architecture. The Vice Chancellor also praised the outgoing members Prof. S.M.A. Rizvi, Chairman, Department of Mechanical Engineering, Prof. Muzaffar A. Siddiqui,
Chairman, Department of Electronics Engineering, Prof. Alimuddin, Chairman, Department of Applied Physics and Mr. Nawab Ahmad, Chairman, Department of Architecture. Then the Vice-Chancellor declared the meeting to order.

The Principal and the Member Secretary of the Managing Committee Prof. Ekram Husain, while taking up the agenda briefed the members about the agenda items of the meeting.

Item No. 1: The confirmation of the minutes of the last meeting could be taken up only after discussion regarding advertisement of the post of Assistant Professor in High Voltage Insulation Technology. The issue was raised by Prof. B.H. Khan, Chairman Department of Electrical Engineering. A note was made of the discussion. The Committee noted it and desired that the Registrar should initiate necessary steps for appointment (tenure based) of the Assistant Professor after receiving the necessary recommendations from the Chairman, Department of Electrical Engineering through the Dean Faculty of Engineering & Technology. The Qualifications for the post were approved in the 2nd CMC meeting held on 04.08.2012. After this decision the minutes were approved.

Item No. 2: Creation of the following four funds as per the directive of NPIU was discussed and agreed by the members:

1. Corpus Fund
2. Faculty Development Fund
3. Equipment Replacement Fund, and
4. Maintenance Fund

It was decided that part of the funds collected for Book Bank facilities, Book Bank Fine and other activities such as Consultancy charges, registration fee of conferences/workshops etc. should be partially parked and should remain with the College. These shall be utilized by the College after expiry of the period of the TEQIP-II Project to ensure the continuity of development process initiated in TEQIP-II.

Item No. 3: The academic and administrative autonomy as agreed in the MoU signed by the Institution and the MHRD is being implemented
successfully. The financial autonomy as agreed in MoU needs to be strengthened. Lack of complete financial autonomy creates inordinate delays in the procurement of equipments, goods and laboratory items which are necessary for creating state of the art teaching learning facilities. The orders for procurement are forwarded to the Finance Officer after following the approval procedure by NPIU/MHRD and World Bank. This was explained in detail by the Principal, ZH CET. After having the explanation and discussion of the Procurement Procedure it was agreed that such delays will not occur. The Pro-vice-Chancellor and the Finance Officer of the University assured to do the needful for speeding up the early disposal of TEQIP-II documents.

Item No. 4: The appointment of Mr. Hashmat Khan as Consultant under TEQIP – II Project was explained by the Principal and the Member Secretary on the basis of the email of NPIU. It was agreed to appoint Mr. Hashmat Khan as Consultant on a fixed salary of Rs.8000/- p.m. w.e.f. 16.8.2012 (since he continued to work from the date of recommendation for the approval were sent). This is a tenure post and his appointment shall be valid till the Project continues. The payment of his salary shall be made out of the TEQIP-II Project grant.

Item No. 5: The CMC agreed for creation of posts of Programming Assistant, Computer Operator and Office Attendant under Management Information System (MIS) Cell under TEQIP-II. These will be tenure posts and shall continue till the funding is available from the Project. The incumbents shall be paid fixed salary out of the TEQIP-II Project.

Item No. 6: The request for enhancement of fixed salary of Mr. Kashif Mazhar and Miss. Sumbul Waris was considered and agreed that their salaries may be enhanced to Rs.10000/- p.m. with immediate effect.

Item No. 7: The CMC authorized the Principal/Coordinator of TEQIP-II Project for making necessary modifications of Procurement Plan as and when needed in PMSS.
Item No. 8: It was not agreed to charge rental fee for maintenance of the Assembly Hall of the College. It was agreed upon that additional funds for the maintenance of the Assembly Hall shall be provided from the current financial year onward by the University.

Item No. 9: The CMC also authorized the Principal/Coordinator to implement directives of NPIU/MHRD/World Bank regarding TEQIP II grants as and when received.

Item No. 10: Under any other item:

The following were reported.

(i) New Procurement Plan report as per PMSS.
(ii) Appointment of the Coordinator and Nodal Officers for TEQIP-II Project as approved in the meeting of the Faculty of Engineering & Technology held on 15.11.2012.

Then the meeting came to an end.

(Prof. Ekram Husain)  
Member Secretary and Principal

(Lt. Gen.- (Retd.) Zameeruddin Shah)  
Vice-Chancellor

Distribution to all concerned.