

**2ND MEETING OF THE BOARD OF GOVERNOR'S OF
AICTE-NEQIP(2013-16), ATI, GUWAHATI**

Venue: Assam Textile Institute, Ambari, Guwahati

Date: 8th October 2015, at 12.30 PM

AGENDA

1. Welcome Address
2. Felicitation of the B.O.G members.
3. Presentation of activities performed under AICTE-NEQIP, for the 1st Year 2014-15.
4. Physical verification of NEQIP activities in different Workshops / Laboratories.
5. Lunch Break
6. Approval of U.C for the year 2014-15.
7. Presentation of Action plan for 2nd financial year (2015-16) & advice/ suggestions received from Chairman / Director (U.B), AICTE, New Delhi.
8. Discussion and Approval of Action plan (2015-16) by B.O.G members.
9. Vote of thanks

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MINUTES OF THE MEETING

The following members were present-

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| 1. | Prof. U. Miri | Chairman |
| 2. | Dr. A. Bora | Member |
| 3. | Mr. L.K. Saikia | Member |
| 4. | Mr. Rabin Sarma | Member |
| 5. | Er. B.K. Das | Member |
| 6. | Mr. Sarat Deori | Member |
| 7. | Mr. R. C. Das | Member Secretary |
| 8. | Mr. A.K. Das | Member |
| 9. | Mr. T. Das | Member |

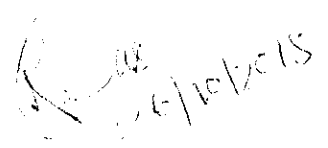
The Principal cum Member Secretary of the AICTE-NEQIP, Assam Textile Institute welcomed all the members present in the meeting followed by felicitation of members.

1. Sri. A.K. Das, Coordinator, ATI AICTE-NEQIP presented and explained the activities performed in the 1st Year, 2014-15, under AICTE-NEQIP with power point presentation. Members appreciated the presentation and on the performance of the activities of the 1st Year of the Project period.
2. Members visited the different Labs and workshops where the new additions of equipment and machineries are installed and are functioning to have a look on the progress of the project
3. Action Plan for the 2nd financial year, 2015-16 was presented before the Boards of Governors. The Board of Governors have made a threadbare discussion and then approved the Action plan for the financial Year 2015-16 with the following suggestions.
 - (a) All the NEQIP activities should be carried out in conformity with the institute's Vision and Mission.
 - (b) On the problem on 100% advance payment as demanded by manufacturer / supplier, which is not permissible under existing rule, the BOG suggested that bank guarantee may be used for procurement of those machineries.

- (c) BOG suggested that under updating of LRUC and Competency of staff development, faculty members may be encouraged to prepare their lesson plans, learning materials for class room delivery as well as for learning resource centre may be put on the web site.
- (d) It is suggested that the best Textile Institutions in the country may be identified and interact with renowned faculty and invite them as guest faculty in the relevant training programs
- (e) For enhancement of Industry Institute Interaction, meeting of industry peoples and other stakeholders should be organized.
- (f) Activities may be carried out for collection, documentation and exhibition of ethnic textile designs.
- (g) Awareness programs can be arranged amongst the students of neighboring schools about the Diploma Programs offered in Assam Textile Institute and their prospects and carrier development. It will generate interest to the Fashion Technology, Garment Technology and Textile Technology courses.
- (h) To overcome the maintenance problems of different mechanical, electrical and electronic equipments, Guwahati Refinery, Noonmati may be approached with a MOU under their corporate Social Responsibility component.
- (i) Under Industry Institute Interaction & Research & Development following activities may be carried out-
 - i. Identify weak industries.
 - ii. Provide technical support in textile sector etc.
- (j) Board members suggested that utmost care should be taken so that the Civil works undertaken are completed within the project period.
- (k) Under academic support for weak students more stress should be given-
 - i. Finding weaker areas of the students and special remedial measures may be initiated.
 - ii. Personality development of students so as to face interview with confidence.
- (l) Chairman advised that the minutes of the meeting be circulated to all the members within two weeks after the meeting is over.
- (m) It is suggested that a complete road map of the project should be made available for effective, complete and timely implementation of the Project.

The meeting concluded with the vote of thanks to the chair.

Chairman


Member Secretary.