

**H M Patel Institute of English Training and Research
Vallabh Vidyanagar**

Minutes – 66

A meeting of the Board of Governors of this Institute was held in the Conference Room of H M Patel Institute of English Training and Research on Monday, 24th February 2020 at 10.00 a.m.

The following members were present:

1. Er. Bhikhubhai B Patel, Chairman, Charutar Vidya Mandal
2. Shri Manishbhai Patel, Vice President, Charutar Vidya Mandal
3. Dr. S G Patel, Hon. Secretary, Charutar Vidya Mandal
4. Prof. Rameshchandra Talati, Hon. Jt. Secretary, Charutar Vidya Mandal
5. Dr. Amrita Patel, Ex-chairperson, NDDDB, Anand
6. Dr. Rajendrasinh Jadeja, Director, CDC
7. Dr. Sulabha Natraj, (Special Invitee)
8. Dr. Hitesh Bhagat, RIE, Bangalore, (Representative of Director RIESI)
9. Dr. Atanu Bhattacharya, Dean, Central University of Gujarat,
10. Dr. R K Mandaliya, Head, Department of English, Sardar Patel University
11. Dr. N V Bose, Principal, HMPIETR

The Vice Chancellor of Sardar Patel University, Vallabh Vidyanagar, Vice Chancellor of the EFLU, Hyderabad, Commissioner of Hr. Education, Govt. of Gujarat, and Director of GCERT, Gandhinagar could not attend the meeting due to prior engagement.

The members were welcomed by the Principal, Dr N V Bose. With the permission of the Chair, Er. Bhikhubhai B Patel, the items of the Agenda were taken up for discussion and the following business was transacted:

Block A Minutes and Actions Taken

66-1 Confirmation of the minutes of the meeting of Board of Governors held on Tuesday, 12th March 2019 at 10.00 a.m. The minutes were circulated under Ref. No.17/A-133 dated 23 March 2019.

There were no suggestions for correction, and minutes of BOG meeting 65 was unanimously confirmed.

66-2 The Board considered the implementation of recommendations made in the last meeting.

Block B

Institute Faculty and Staff

- 66-3 (i) (a) Dr Maunas Thakar and Dr Rajnikant Dodiya were appointed as Adhyapak Sahayaks, (GIA component) at the Institute with effect from 09-07-2019 (BOH).
- (b) Dr. Rohit Bagthariya and Ms. Megha Patel were appointed as Adhyapak Sahayaks, (GIA component) at the Institute with effect from 11-07-2019 (BOH).
- (ii) Dr. Shemal Mevada, was appointed as an Adhyapak Sahayak, (Self Finance component) at the Institute with effect from 24-06-2019 (BOH)
- (iii) Shri Sandipkumar B Parmar, Hamal cum Driver (Self Finance component) was placed on fixed pay for one year on contract with effect from 01-11-2019 to 31-10-2020.
- (iv) Dr. Nishant Joshi, Assistant Professor, (GIA component), resigned from the Institute with effect from 13-11-2019 (AOH).

The Board noted the information mentioned above and approved the same.

- (v) Leave: The following members of the Institute were on leave which was granted as per rules.

Sr. No.	Name of staff	Leave duration	Type of Leave
1.	Dr. N V Bose	19/08/2019 to 28/08/2019	Sick Leave
2.	Dr. Nishant Joshi	26/09/2019 to 30/09/2019	Sick Leave
3	Shri B J Barad	27/05/2019 to 29/05/2019	Privilege Leave
4.	Shri J D Prajapati	11/04/2019 to 13/04/2019	Privilege Leave
		11/05/2019 to 17/05/2019	
		06/02/2020 to 08/02/2020	
5	Shri V R Solanki	04/05/2019 to 08/05/2019	Sick Leave
		16/09/2019 to 20/09/2019	

This information was noted and approved.

Block C

University Courses

66-4

(i) a Academic Programmes

- [a] B.Ed. (English) Programme
- [b] M.A. (ELT) Programme
- [c] M.Phil. (ELT) Programme
- [d] Ph.D. (ELT) Programme

(i) b Academic activities

- (ii) A Spoken English Course was conducted during the summer vacation and 37 participants got benefited from this programme.
- (iii) A proficiency test in English was conducted by Institute in the month of November 2019 for the teachers of CVM Schools. Total 125 teachers were examined. Those who scored less than 60% in productive skills were enrolled for an English Enrichment Programme which is being held at the Institute. Total 70 teachers were enrolled.
- (iv) A Two Day National Conference on "Post Method Pedagogy in English Classroom" was organized during 7th & 8th February 2020, at Institute. 99 scholars from various states participated in the programme.

The Board noted the above mentioned activities and suggested that the following actions should be taken in order to improve the quality of teacher education.

1. **The Management may form a core committee of ELT experts to monitor the academic activities at the Institute.**
2. **Formative assessments of B.Ed English trainees should be conducted through periodical tests.**
3. **Semester wise reading groups should be formed and monitored in order to improve the language competency.**
4. **ELT experts from institutions like RIESI and EFLU should be invited for training both teachers and trainees.**
5. **Competent visiting faculty should be invited to engage sessions.**
6. **Qualified and competent teachers should be appointed as per the norms.**

Block D **Institute Activities**

66-5 Institute Library

- (i) The library is now digitized under the UGC Scheme for computerization of Library Services and with the help of the SOUL software from INFLIBNET-28,981 titles have already been entered.
- (ii) The Library Committee examined the report of the librarian and recommended that 159 books worth Rs. 5,102=51 may be written off. The Board recommended that these books should be displayed at the Self Access centre.

66-6 IASE Initial Grants (2002-03)

The G.C.E.R.T. has taken up the matter of reimbursement of remaining grants with MHRD- New Delhi.

	MHRD / GCERT	Grant Civil Work [INR]	Equipment [INR]	Total [INR]
1.	Grant Sanctioned	46,90,000	30,00,000	76,90,000
2.	Grant received as first installment	24,00,000	15,00,000	39,00,000
3.	Expenditure	60,23,822	30,00,000	90,23,822
4.	Grant to be received	22,90,000	15,00,000	37,90,000

The Board suggested that reminders should be sent to GCERT, Gandhinagar, for the release of the pending grant.

Block F **Financial Matters**

66-7

- (i) Revised Budget Estimation for the financial year 2019-2020 including provisions for the remainder of the year through 31 March 2020, and
- (ii) Budget proposals for the financial year 2020-2021.

The Board approved the budget proposal.

Vallabh Vidyanagar
No: 17/A / 763
Date: 27/02/2020




Principal

Member Secretary Board of Governors
H M Patel Institute of English
Training & Research