

**Minutes of the 5<sup>th</sup> meeting of the Board of Governors of Regional Government Film and Television Institute, Kahilipara, Guwahati-19**

**Date:** 30<sup>th</sup> May 2015, **Time:** 11.00 am; **Venue:** Conference Hall, Jyoti Chitraban Film Studio, Kahilipara, Guwahati-19

**Members present:**

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|---|--------------------------|
| 1. Dr. Pradeep Kumar Goswami,   | Chairperson, BoG, RGFTI  |
| 2. Sri Preetom Saikia, IAS, Commissioner & Secretary, CAD                                   | Member, BoG, RGFTI       |
| 3. Sri Bhuvan Lahkar, Film Critique, Film activist,   | Member, BoG, RGFTI       |
| 4. Sri Gautom Bora, Film Director & Producer  | Member, BoG, RGFTI       |
| 5. Sri Bibekananda Choudhury, ACS, Director of Cultural Affairs, Assam                      | Member, BoG, RGFTI       |
| 6. Smti. Gitimoni Phukan, ACS, Director i/c, RGFTI  | Member Secy., BoG, RGFTI |
| 7. Sri Safiur Rahman, AFS, Financial Adviser<br>Cultural Affairs Department, Govt. of Assam | Member, BoG, RGFTI       |
| 8. Dr. Bimal Krishna Sarma, Nodal Officer, RGFTI  | Member, BoG, RGFTI       |
| 9. Sri Anup Hazarika, i/c, Dept. of Applied Acting, RGFTI                                   | Member, BoG, RGFTI       |
| 10. Sri Kishore Kumar Sarma, i/c, , Dept. of Motion Picture Photography, RGFTI              | Member, BoG, RGFTI       |

Dr. Pradeep Kumar Goswami, Chairman of the Board of Governors, Regional Government Film and Television Institute initiated the discussion as per the agenda of the meeting.

o/c  
Smti. Gitimoni Phukan, ACS, Director i/c detailed about the actions taken as per the resolution of the 4<sup>th</sup> BoG meeting held on 16<sup>th</sup> February 2015. The Director i/c informed that the Institute moved the proposal to the government for maintaining old fee structure for the 2<sup>nd</sup> and 3<sup>rd</sup> year students only and a 9 (nine) member committee which is formed to look into the students' requirements sat with the students on 21<sup>st</sup> February 2015. She also informed that a no. of demands have been full-filled like purchasing of new books, films, introduction of internet, construction of new reading room; purchase of new audio-visual teaching equipment for the department of Motion Picture Photography, Audiography and Sound Engineering and Film & Video Editing under the AICTE-NEQIP project.

Regarding shifting of RGFTI to its new premises at Sila, Changsari, Smti Gitimoni Phukan, ACS Director i/c informed that the PWD has handed over the remaining works of construction of 'Academic cum Administrative building', internal road, boys' hostel etc. to a new contractor and informed the office that works have been going in full swing. The members decided to visit the construction site for inspection of the civil works.

In the matter of creation of post of Principal, faculty members, technical and administration staff the Director i/c informed the members that the concerned file for creation of post of Principal, faculty members and technical & administrative staff have been in process in the Department of Cultural Affairs as the Finance Department has sent back instructing to re-submit the proposal during the financial year 2015-2016. The Institute has obtained the 'Extension of Approval' for the academic session 2015-2016, the Director i/c stated. The meeting expressed great concern for not appointing permanent Principal, required nos. of faculty members, technical & administrative staff even after 4 (four) years it become a full-fledged Government Institute.

Dr. Pradeep Kumar Goswami, Chairperson, BoG informed the members that he has met Hon'ble Chief Minister of Assam, Sjt. Tarun Gogoi in the 2<sup>nd</sup> week of March 2015 at his official residence to apprise the matters of RGFTI with Sri Bhuban Lahkar, Member, BoG and Dr. Bimal Krishna Sarma, Nodal Officer, RGFTI. The Hon'ble Chief Minister was briefed by the delegation on the problems faced by the Institute. Dr. Goswami informed that the Chief Minister assured to look into the matters for an early solution of the problems of the institute. At this juncture Sri Gautom Bora, member, BoG enquired whether the memorandum submitted to the Hon'ble Chief Minister has been processed in the Department of Cultural Affairs. Smti. Gitimoni Phukan, ACS, Director i/c, who is also the Deputy Secretary in the Dept. of Cultural Affairs and look after the RGFTI affairs in the Dept. said that she has not received the memorandum. Sri Bora proposed that the Chairperson and members of BoG should meet the Hon'ble Minister of Cultural Affairs, Assam and apprise her of problems being faced by the Institute. He urged the Director i/c for an early appointment with the Hon'ble Minister for a discussion on the RGFTI affairs.

On the revision of the syllabus of the Institute Ms. Gitimoni Phukan, Director i/c informed that the syllabus of the Department of Motion Picture Photography and Audiography & Sound Engineering have been revised as per the suggestions made by the experts who visited the Institute under AICTE-NEQIP project. However, the syllabus of the Department of Film and Video Editing is yet to be redesigned. Mentionable that the revised syllabus will be possible to be introduced only after getting required nos. of permanent faculty members, adequate teaching equipments and sufficient space for sound studio, editing studio, shooting floors etc. She also informed that the matter of upgradation of Regional Government Film and Television Institute to a national level Institute is included in the memorandum submitted to the Hon'ble Chief Minister of Assam.

Discussing Pay protection to the 5 (five) permanent employees of RGFTI, the Director i/c, RGFTI stated that the matter has been in process in the Department of Cultural Affairs. The Last Pay Certificate of the 5 (five) employees have been submitted to the government for further course of action. The Board agreed with the prayer of the 5 (five) permanent employees in getting the pay protection in their salary.

Smti. Gitimoni Phukan, Director i/c informed the members that the matter of absorption of the 4 (four) regular guest lecturers have been included in the memorandum submitted to the Hon'ble Chief Minister of Assam. Ms. Safiur Rahman, AFS, Financial Adviser, Cultural Affairs Department stated government has to take a policy decision in the matter of appointment of the 4 (four) nos. of guest faculty as regular faculty.

The meeting unanimously accepted the minutes of the 4<sup>th</sup> meeting held on 16<sup>th</sup> February 2015.

The meeting thoroughly discussed the observations, recommendations and conditions put by All India Council for Technical Education (AICTE) to release the 2<sup>nd</sup> installment under the AICTE-NEQIP project. The meeting decided to pursue with the state government on the matters raised by the AICTE and reiterated that it has become urgent to shift the Institute to its new premises and having a permanent Principal, sufficient permanent faculty members in each Department as per AICTE norms and technical and administration staff as required.

Smti. Gitimoni Phukan, ACS, Director i/c informed the members that the Ministry of DoNER didn't sanctioned fund for furniture items for studios, class room, Class Room Theater, Boys' hostel. Girls' hostel, AC, office vehicles etc. Therefore, fund will be required from the state government to purchase the items without which the Institute can't be shifted to the new premises at Sila, Changsari. Smti. Phukan also informed that additional fund will also be required to complete the construction of Boundary Wall at the RGFTI new premises at Sila, Changsari and to meet the expenses the honorarium of the guest lecturers during 2015-2016. Sri Preetom Saikia, IAS, Commissioner & Secretary, Cultural Affairs Department asked the Director i/c RGFTI to prepare a proposal as 'Supplementary Demand' including all cost and submit immediately to the government.

The members agreed to approach appropriate authority to establish a network with the Film and Television Institutes of the country and other media schools like existing networks among the Colleges, Universities, Engineering Colleges, IITs, IIMs etc. for sharing their technical expertise, innovations, knowledge etc.

Discussing some other matters the Board asked the Nodal Officer, RGFTI to collect the documents/ circulars regarding fixation of sitting fee in the BoG meeting of RGFTI, which has been raised in the last BoG meeting of the Institute.

Dr. Pradeep Kumar Goswami, Chairperson, BoG has emphasized on introductory the scale of pay recommended by AICTE with other conditions being fulfilled. The Chairman also suggested that there should be some permanent mechanism so that the Institute received fund as per requirements on sustainable basis so that no disturbance occurs in running the academic programmes as per the academic calendar.

The Board also agreed to collaborate with any organization without hampering the academic affairs of the Institute. Smti. Gitimoni Phukan, ACS Director i/c informed the Board that Morigaon College and Tihu College have approached RGFTI to sign a Memorandum of Understanding' to be a partner in running some courses in their colleges under UGC schemes. Sri Bibekananda Choudhury, ACS, Director of Cultural Affairs, Assam mentioned that the 'Memorandum of Understanding' has to be read carefully before it signed. He requested the Institute authority to show him the copies of the MoUs.

The Board approved the proposal of purchasing an Air Conditioner machine in the new room of the Dept. of Motion Picture Photography.

The meeting ended with vote of thanks from the Chair.

Sd/-  
(Dr. Pradeep Kumar Goswami)  
Chairperson, Board of Governors,  
Regional Government Film and Television Institute

Memo. No. RGFTI.122/2013/59/ 3060 - 3072

Dated: 10<sup>th</sup> June 2015

Copy for information and necessary action:

1. Dr. Pradeep Kumar Goswami, Chairperson, BoG, RGFTI
2. Sri Preetom Saikia, IAS, Commissioner and Secretary to the Govt. of Assam, Cultural Affairs Dept. Assam

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3. Sri Bhuban Lahkar, Film Critique, Film activist, Member, BoG, RGFTI
4. Sri Gautom Bora, Film Director & Producer, Member, Bog, RGFTI
5. Sri Bibekananda Choudhury, ACS, Director of Cultural, Assam, Member, BoG, RGFTI
6. The Director of Technical Education, Assam, Kahilipara, Guwahati-19, Member
7. Dr. Samarendra Dandapat, Dept. of Electronics and Electrical, Engineering, Indian Institute of Technology, Room No #206, G-Block, Academic Complex, Guwahati AICTE Nominee, Member
8. Smti. Gitimoni Phukan, ACS, Director i/c, Member Secretary, BoG, RGFTI
9. Sri Safiur Rahman, AFS, Financial Adviser, Cultural Affairs Department, Govt. of Assam, Member, BoG, RGFTI
10. Dr. Bimal Krishna Sarma, Nodal Officer, RGFTI, Member, BoG, RGFTI
11. Sri Faruk Iqbal, I/c, Dept. of Audiography & Sound Engineering, RGFTI, Member, BoG, RGFTI
12. Sri Anup Hazarika, i/c, Dept. of Applied Acting, RGFTI, Member, BoG, RGFTI
13. Sri Kishore Kumar Sarma, i/c, , Dept. of Motion Picture Photography, RGFTI, Member, BoG, RGFTI
14. Sri Debasish Sengupta, AFS, Finance and Accounts Officer, RGFTI, Special invitee, BoG, RGFTI

By order etc.

*[Signature]*  
18/6/15  
Director-in-charge,

Regional Government Film and Television Institute

18/6