

Minutes of the 8th meeting of the Board of Governors of Dr. Bhupen Hazarika Regional Government Film and Television Institute, Kahilipara, Guwahati-19

Date: 27th September 2016, **Time:** 2.00 pm; **Venue:** Conference Hall, Jyoti Chitran Film Studio, Kahilipara, Guwahati-19

Members present:

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| 1. Dr. Pradeep Kumar Goswami, | Chairperson, BoG, DBHRGFTI |
| 2. Sri Preetom Saikia, IAS, Commissioner & Secretary, CAD | Member, BoG, DBHRGFTI |
| 3. Sri Bhuvan Lahkar, Film Critique, Film activist | Member, BoG, DBHRGFTI |
| 4. Sri Gautom Bora, Film Director & Producer | Member, BoG, DBHRGFTI |
| 5. Sri Hiranya Kumar Bhuyan, Jt. Director i/c, Directorate of Cultural Affairs, Assam - representative of Director of Cultural Affairs | Member BoG, DBHRGFTI |
| 6. Sri Premananda Hazarika, AFS, Financial Adviser Cultural Affairs Department, Govt. of Assam | Member, BoG, DBHRGFTI |
| 7. Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI | Member, BoG, DBHRGFTI |
| 8. Sri Faruk Iqbal, i/c, Dept. of ASE, DBHRGFTI | Member, BoG, DBHRGFTI |
| 9. Sri Anup Hazarika, i/c, Dept. of APA, DBHRGFTI | Member, BoG, DBHRGFTI |
| 10. Sri Kishore Kumar Sarma, Dept. i/c, MPP, DBHRGFTI | Member, BoG, DBHRGFTI |
| 11. Sri Hemanta Deka, FAO, DBHRGFTI | Special Invitee, BoG, DBHRGFTI |
| 12. Ms. Monita Borgohain, ACS, Director i/c, DBHRGFTI | Member Secy. BoG, DBHRGFTI |

Dr. Pradeep Kumar Goswami, Chairperson of the Board of Governors, Dr. Bhupen Hazarika Regional Government Film and Television Institute initiated the discussion as per the agenda of the meeting. He has asked the Nodal Officer to brief the members about the minute of the 7th BoG meeting held on 17th May 2016 for confirmation the same at the meeting.

Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI informed the members the Service rule of the Institute has been prepared with consultation of Sri Bashanta N. Sharma, an Expert on Service Rule matter, which has been moved to Government for taking necessary actions through the Directorate of Cultural Affairs, Assam. He has informed that the Department of Personal, Govt. of Assam has reviewed and suggests preparing the Service Rule only for the posts which have been created already and not to include the matter of other posts which have not been created till date.

Regarding creation of post of Principal, lecturers, technical & administrative staff, Mr. Preetom Saikia, IAS, Commissioner and Secretary, Cultural Affairs Department has informed the board members that the relevant files for creation of the said posts have been endorsed by the Hon'ble Minister of Cultural Affairs, Sri Naba Dole to the Finance Minister. Further he informed that he himself will carry the concerned files to the Finance Minister and will also peruse the Minister on the issue.

Discussing the matter of enhancement of Honorarium of Guest lecturers, the Nodal Officer informed the members that the proposals have been moved to the Government for enhancement the rate of Honorarium which was fixed 15 years back. He has stated the difficulties have been arises to continue the classes with guest lecturers paying a mere honorarium per class basis. Sri Premananda Hazarika, AFS, Financial Adviser, CAD enquired whether the Institute can pay the honoraum from its own revenue and how much additional fund will requires if the rates are enhanced, he enquired. Dr. Bimal Krishna Sarma, Nodal Officer informed that the Institute collects a meager amounts from the students as fee, which is not sufficient for payment of honorarium to the guest lecturers. He further informed that Rs. 12.00 lakh will be required

annually if the present rates of honorarium are enhanced. Sri Preetom Saikia, IAS, Commissioner and Secretary, CAD opined that the rates should be enhanced and said he will look into the matter.

Discussing the matters of shifting the Institute to its new premises at Sila, Changsari the Commissioner and Secretary request Ms. Monita Borgohain, ACS Director i/c, DBHRGFTI to submit a proposal as 'Contingency Fund' which should be less than Rs. 2.00 crore. Mr. Faruk Iqbal, I/c, Dept. of Audiography and Sound Engineering informed that the AICTE authority has been continuously pressing for 'National Board of Accreditation' (NBA) for each courses of the Institute. He further informed that the AICTE will not provide annual 'Extension of Approval' without the NBA accreditation and will not provide any grants in future to the Institute.

Mr. Faruk Iqbal stated that the 2nd terms of Ms. Mridushmita Sadhanidar, Office Assistant, under the project AICTE-NEQIP will end in the month of November 2016. Ms. Sadhanidar has been performing well and she is being engaged in different works of the Institute. Therefore, he has proposed to extend her service for one more year which will be 3rd and final term in the said post. The meeting approved the proposal of 3rd extension for a period of 1 (one) year with the condition that there will be no further extension of her service.

Dr. Bimal Krishna Sarma, Nodal Officer informed the members that the process of selection of 'Data Operator under AICTE-NEQIP is going on, the advertisement has been published in newspaper and entire process will be completed shortly. He further informed the members that a Bank account has been introduced in the ICICI bank, Athgaon Branch for depositing and management of the Institute Own Revenue (IRG). No Government transaction will be done through the Bank account, he added.

Mr. Faruk Iqbal informed that the process of digitalization of examinations branch, students' data management, institute' office management, accounts etc. under the AICTE-NEQIP project is under process and will be completed shortly.

Regarding execution of the Civil works under AICTE-NEQIP project at the Institute's new premises at Sila, Changsari, Nodal Officer informed that the process of construction of the building under the AICTE-NEQIP will starts soon.

Discussing a Logo of the Institute, Dr. Bimal Krishna Sarma, Nodal Officer presented the Logos which have designed by Sri Abinash Sharma. The members expressed their dissatisfactions on the Logos submitted by Sri Abinash Sharma. Sri Hiranya Kumar Bhuyan, Jt. Director i/c, DCA has stated that the Institute can organize a competition on designing Logo for the Institute with a Prize money, amounting of Rs.5000/-. The advertisement may be published in newspaper in this regards. The members agreed and approved the proposal.

Dr. Bimal Krishna Sarma highlighted all the points of the minute of the 7th BoG meeting held on 17th May 2016 and also explains on the actions taken as per the minutes. The meeting unanimously accepted the minute.

Discussing the other issues of the agenda, the members agreed the proposal of admission in every semester and parents has to present at time of admission. The meeting emphasized more on interaction with parents and opined that the Institute should regularly update the parents about the class attendance, examination results and other activities of the students. All the members unanimously accepted that the all the rules relating the examinations of 'State Council for Technical Education' have to be implemented. The faculty members should inform the students about the SCTE on regular basis.

In the matter of inclusion of the category of 'Film and Television Institute' in the AICTE Handbook, the meeting constituted a committee with the following members for taking an appropriate action which may be forward to the AICTE authority through the Government.

- i) Dr. Pradeep Kumar Goswami - Chairperson
- ii) Director i/c, DBHRGFTI, Member Secretary
- iii) Sri Gautom Bora
- iv) Sri Bhuban Lahkar
- v) Nodal Officer, DBHRGFTI
- vi) In-charge, Dept. of Audiography and Sound Engineering
- vii) In-charge, Dept. of Motion Picture Photography
- viii) In-charge, Dept. of Applied Acting

The meeting also given the responsibilities to the above committee for setting up the 'Vision Documents' of the Institute for coming 10 years.

Sri Bhuban Lahkar, member BoG pointed out the issue of service promotion of Sri Kishore Kumar Sarma, who has been serving as Senior Instructor in the Department of Motion Picture Photography though he has been functioning as the In-charge of the said Department since 2002. Ms. Monita Borgohain, ACS, Director i/c, DBHRGFTI informed the members that a proposal regarding promotion of Sri Kishore Kumar Sarma in the post of Lecturer is under process in the Department of Cultural Affairs. Mr. Preetom Saikia, IAS has stated that the Department of Cultural Affairs will take necessary action in this regard as soon as the posts of Lecturers are created in the Department of Motion Picture Photography along with the other Departments.

Sri Lahkar also place the matter of appointment of the 4 (four) guest lecturers – Sri Hiranya Kalita, Sri Chungkham Ingo, Sri Sanjib Parasar and Sri Pranjul Kashyap, who have been working in the Institute regularly more than 7 (seven) years to 10 years. Sri Preetom Saikia, IAS opined that a resolution has to be passed in the BoG, which may be forwarded to the Government for taking appropriate action for their appointment in the post of lecturers in their respective departments as soon as the proposed posts are created

Mr. Faruk Iqbal, I/c, Dept. of ASE informed that difficulties have been facing in purchasing of Furniture through the tender process as the quality of the product supplied by the local firms are very poor. Therefore, he has soft the approval of the BoG for direct purchase from the reputed company like Godrej. The members approved the proposal of direct purchase in case of furniture, AC and Computers.

Mr. Faruk Iqbal pointed out that the Institute has been getting 'Extension of Approval' from AICTE since 1999 consecutively till the date. However, no AICTE prescribed Scale of Pay is implemented in the Institute. Dr. Pradeep Kumar Goswami, Chairperson informed the members that all the Polytechnic Institutes of the State have been implemented the AICTE prescribed Scale of Pay. Dr. Goswami suggests to submit a proposal to the Government for implementation of AICTE prescribed Scale of pay in the Institute. All the members agreed with the Chairperson's views.

Sri Gautom Bora, member, BoG urged that he members have to meet the Hon'ble Finance Minister and Hon'ble Chief Minister of Assam to pursue on the matter of shifting of the Institute to its new premises and creation of posts principal, Lecturers and administrative and technical staff.

The meeting ended with vote of thanks from the Chair.



(Dr. Pradeep Kumar Goswami)
Chairperson, Board of Governors,

Dr. Bhupen Hazarika Regional Government Film and Television Institute

Memo. No. RGFTI.122/2013/

Dated: 21.10.2016

Copy for information and necessary action:

1. Dr. Pradeep Kumar Goswami, Chairperson, BoG, DBHRGFTI
2. Sri Preetom Saikia, IAS, Commissioner and Secretary to the Govt. of Assam, Cultural Affairs Dept. Assam Secretariat, Dispur, Guwahati-6
3. Sri Bhuban Lahkar, Film Critique, Film activist, Member, BoG, DBHRGFTI
4. Sri Gautom Bora, Film Director & Producer, Member, Bog, RGFTI
5. Sri Hiranya Kumar Bhuyan, Jt. Director i/c Directorate of Cultural Affairs, Assam,
6. The Director of Technical Education, Assam, Kahilipara, Guwahati-19, Member, BoG
7. Dr. Samarendra Dandapat, Dept. of Electronics and Electrical, Engineering, Indian Institute of Technology, Room No #206, G-Block, Academic Complex, Guwahati AICTE Nominee,
8. Ms. Monita Borgohain, ACS, Director i/c, Member Secretary, BoG, DBHRGFTI
9. Sri Premananda Mazumdar, AFS, Financial Adviser, Cultural Affairs Department, Govt. of Assam, Member, BoG, DBHRGFTI
10. Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI, Member, BoG, DBHRGFTI
11. Sri Faruk Iqbal, I/c, Dept. of Audiography & Sound Engineering, DBHRGFTI, Member, BoG, DBHRGFTI
12. Sri Anup Hazarika, i/c, Dept. of Applied Acting, DBHRGFTI, Member, BoG, DBHRGFTI
13. Sri Kishore Kumar Sarma, i/c, , Dept. of Motion Picture Photography, DBHRGFTI, Member, BoG, DBHRGFTI
14. Sri Hemanta Kr. Deka, AFS, Finance and Accounts Officer, DBHRGFTI, Special invitee, BoG, DBHRGFTI

By order etc.



Director-in-charge,

Dr. Bhupen Hazarika Regional Government Film and Television Institute

