

Minutes of the 9th meeting of the Board of Governors of Dr. Bhupen Hazarika Regional Government Film and Television Institute, Kahilipara, Guwahati - 19

Date: 31st December 2016, Time: 12.00 hrs ; Venue: Conference Hall, Jyoti Chitran Film Studio, Kahilipara, Guwahati-19

Members present:

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| 1. Dr. Pradip 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 Debaprasad Misra, Director , Directorate of Cultural Affairs, Assam | 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 Ananta Saikia, FAO, DBHRGFTI | Special Invitee, BoG, DBHRGFTI |
| 12. Ms. Monita Borgohain, ACS, Director i/c, DBHRGFTI | Member Secy. BoG, DBHRGFTI |

Dr. Pradip 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 8th BoG meeting held on 27th September 2016 for confirmation the same at the meeting.

Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI informed the members that the Service Rule of the Institute has been prepared with consultation of Sri Bashanta N. Sharma, an Expert on Service Rule matter, which is under process in the Cultural Affairs Department. He has informed that the Department of Personnel, 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. Sri Debaprasad Misra, Director of Cultural Affairs, Assam suggested that the Service Rule may be reframed which includes man in position and men in actual strength. He also suggested the post like Ministerial service will be similar with other Government of Assam Departments. Therefore, the ministerial post may be excluded from the Service Rule.

Regarding creation of post of Principal, lecturers, technical & administrative staff, Mr. Preetom Saikia, IAS, Commissioner and Secretary, Cultural Affairs Department has informed the Government has created 8 (eight) nos. of Posts of Lecturers – 2 (two) each for the Department of Audiography and Sound Engineering, Dept. of Motion Picture Photography , Dept. of Film and Video Editing and Dept. of Film Direction. He also informed that the Post of Principal is also created in the Cultural Affairs Department and process for creation of other Administration and Technical posts will be initiated. Sri Gautom Bora suggested for constitution of a Committee for finalization of required academic qualifications, experiences and scale of pay etc. for the post of Principal and Lecturers. Sri Preetom Saikia, IAS has suggested to include one representative from the Dept. of Personal-B for the same. The meeting agreed to constitute a committee with the following members. Sri Gautom Bora has emphasizes to introduce the Dept. of Film Direction immediately, if possible from the next Academic year.

1. Dr. Pradip Kumar Goswami, Chairperson, BoG, DBHRGFTI
2. Director of Cultural Affairs, Assam
3. The Director, DBHRGFTI
4. Sri Gautom Bora, member, BoG, DBHRGFTI
5. Sri Bhuban Lahkar, member, BoG, DBHRGFTI
6. Representative of Dept. of Personal – B, Govt. of Assam (Not below the rank of Jt. Secretary)
7. Financial Adviser, Cultural Affairs Department
8. Representative of Faculty members of DBHRGFTI
9. Nodal Officer, DBHRGFTI

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 Institute has been offering honorarium @ which was fixed 15 (fifteen) years back and Institute has been facing difficulties to continue the classes with guest lecturers being paid a mere honorarium on per class basis. The members have discussed the issue of the honorarium and opined that the existing rate is extremely low and suggested for enhancement. Sri Preetom Saikia, IAS Commissioner and Secretary, CAD has requested the Director, DBHRGFTI to submit a fresh proposal with enhanced rate of honorarium similar to the rate of Assam Administrative Staff College.

Discussing the matters of shifting the Institute to its new premises at Sila, Changsari, the Commissioner and Secretary requested Monita Borgohain, ACS Director i/c, DBHRGFTI to prepare a comprehensive proposal on the requirements for shifting to Institute's new premises at Sila, Changsari to include in the Budget proposal for the year 2017-2018. Ms. Monita Borgohain, ACS, Director, DBHRGFTI has informed that the Institute has already prepared a proposal of Rs. 3.00 crores and request to include in the budget for 2017-2018. The Commissioner and Secretary request the Director of Cultural Affairs, Assam to accommodate the proposal in the Budget estimate of 2017 – 2018. 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. He further said that the process for NBA accreditation cannot be initiated in a temporary campus. Hence it is inevitable to shift the Institute to its new premises at Sila, Changsari.

Nodal Officer stated that the Institute is not receiving any grants from the State Government since April 2015 and the Institute is not paying the honorarium to the guest lecturers since December 2014. Dr. Pradip Goswami, Chairman requested the Commissioner and Secretary to provide more fund in the coming budget. Sri Preetom Saikia, IAS stated that the Government will provide more fund in the state budget for smooth functioning of the academic programmes of the Institute.

As per decision taken in the 8th BoG meeting, the service of Ms. Mridushmita Sadhanidar, Office Assistant, under the project AICTE - NEQIP is extended for 3rd which will be final term, informed by the Nodal Officer, DBHRGFTI. The Nodal Officer further stated that Sri Sadhanidar has submitted an application for enhancement in her monthly salary. The meeting approved for an enhancement of Rs. 1000/- (Rupees one thousand) only per month w.e.f. January 2017.

Regarding 'Data Operator' Nodal Officer informed the members that the advertisement was published in the newspaper. However, no qualified candidates are found till the last date of application. The meeting agreed to relax the required qualification and opined for taking immediate action to recruit in the temporary post under the AICTE-NEQIP.

Regarding execution of the Civil works under AICTE - NEQIP project at the Institute's new premises at Sila, Changsari, the meeting decided to handover the construction works to the State PWD with approved / sanctioned amount by the AICTE.

Discussing a Logo of the Institute, the members suggested to organize a competition on designing Logo for the Institute with a Prize money, amounting of Rs.5000/- publishing advertisement in newspaper.

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. 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 being processed in the Department of Cultural Affairs. All the Board members agreed and resolved for early promotion of Sri Kishore Kumar Sarma to the post of lecturer in the Department of Motion Picture Photography. Sri Preetom Saikia, IAS mentioned that the Department of Cultural Affairs may initiate for promotion in case of Sri Kishore Kumar Sarma.

At this point Sri Gautom Bora, Member, BoG mentioned about 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 suggested that the required qualification and experiences for the post of lecturers may be fixed which may help the said guest lecturers in applying against the posts. However, Sri Gautom Bora suggest for a resolution to forward the BoG's recommendation to the Government to appoint the 4 (four) guest lecturers – Sri Hiranya Kalita, Sri Chungkham Ingo, Sri Sanjib Parasar and Sri Pranjul Kashyap in the Institute in the posts of Lecturers in their respective Departments by taking a Cabinet Decision. The members agreed with the proposal of Sri Gautom Bora.

Mr. Faruk Iqbal, I/c, Dept. of ASE informed that as per the approval of the BoG, the Institute has purchased some furnitures from the reputed company like Godrej under AICTE – NEQIP.

Regarding implementation of AICTE prescribed Scale of Pay, 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 Preetom Saikia, IAS also suggested to submit the proposal for implementation of AICTE prescribed Scale of Pay.

Mr. Faruk Iqbal has stated that the permanent employees of the Institute have not been getting any benefits like service promotion, time scale etc. Sri Premananda Hazarika, FA, CAD opined that now the permanent employees are qualified to get the benefits like service promotion, time scale etc. as the government has provided the Pay Protection to them. Sri Preetom Saikia, IAS Commissioner and Secretary, CAD advised for submission of proposals for promotion, time scale etc. which are been pending for long time. The members also agreed to provide due benefits like promotion in service and implementation of time scale by the Government to the permanent employees of the Institute.

Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI highlighted all the points of the minute of the 8th BoG meeting held on 27th September 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, 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 other urgent issues. The members agreed with the proposal of Sri Gautom Bora.

Sri Bora has also emphasized to convene the Academic Council meeting quarterly in every academic year. All the members agreed with his views.

Sri Anup Hazarika, Examination i/c of the Institute briefed the members about the difficulties been faced in conducting the semester examinations. He said that conducting back examination is become a major problem now as the nos. of back examinees are rising in every semester examinations. The meeting expressed grave concern on the issue and passed a resolution not to provide more than 3 (three) chances (including the 1st attempt) in each paper to a student and if the student is not able to pass the paper/examination then he/she may be declared as ' Not Fit for Technical Education'.

Sri Faruk Iqbal opined that there should be a mentor in every common assignment on honorarium basis so that the assignment completes as per academic calendar of the Institute. The mentor will guide the respective Assignment in-charge to coordinate all the relevant departments to act timely as per the schedule of the particular assignment. The members agreed with the views of Mr. Faruk Iqbal.

Discussing the issue of preparation of Annual Audit Report of the Institute by Chartered Accountant since 01-03-2011 and publication of Annual Audit Report regularly, Sri Premananda Hazarika, Financial Advisor, Cultural Affairs Department said that the practice will help the Institute in Financial Management and it may be initiated soon. The meeting approved the proposal.

The meeting ended with vote of thanks from the Chair.

Sd/-

(Dr. Pradip Kumar Goswami)
Chairperson, Board of Governors,
Dr. Bhupen Hazarika Regional Government Film and Television Institute

Memo. No. RGFTI.122/2013/85/110

Dated: 20th January 2017

Copy for information and necessary action:

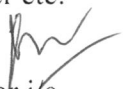
1. Dr. Pradip Kumar Goswami, Chairperson, BoG, DBHRGFTI
2. Sri Preetom Saikia, IAS, Commissioner and Secretary to the Govt. of Assam, Cultural Affairs Dept. Assam Secretariat, Dispur, Guwahati-6
3. Sri Bhuban Lahkar, Film Critique, Film activist, Member, BoG, DBHRGFTI
4. Sri Gautom Bora, Film Director & Producer, Member, Bog, RGFTI
5. Sri Debaprasad Misra, Director, 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

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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 Ananta Saikia, AFS, Finance and Accounts Officer, DBHRGFTI, Special invitee, BoG, DBHRGFTI

By order etc.


Director i/c,

 Dr. Bhupen Hazarika Regional Government Film and Television Institute