

Minutes of the 12th meeting of the Board of Governors of Dr. Bhupen Hazarika Regional Government Film and Television Institute, Sila, Changsari, Guwahati-781101

Date: 9th September, 2019 Time: 10.30 a.m.; Venue: Examination Hall, DBHRGFTI, Sila, Changsari, Guwahati-781101

Members present:

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| 1. Dr. Joykanta Sarma , | Chairperson, BoG, DBHRGFTI |
| 2. Smti. Chetana Das, Actor | Member, BoG, DBHRGFTI |
| 3. Sri Ranjit Das, Film Director & Producer | Member, BoG, DBHRGFTI |
| 4. Sri Bishnu Kamal Borah, Director of Cultural Affairs | Member, BoG, DBHRGFTI |
| 5. Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI | Member, BoG, DBHRGFTI |
| 6. Sri Faruk Iqbal, i/c, Dept. of ASE, DBHRGFTI | Member, BoG, DBHRGFTI |
| 7. Sri Anup Hazarika, i/c, Dept. of APA, DBHRGFTI | Member, BoG, DBHRGFTI |
| 8. Ms. Monita Borgohain, ACS, Director, DBHRGFTI | Member Secy. BoG, DBHRGFTI |

Ms. Monita Borgohain, ACS, Director of Dr. Bhupen Hazarika Regional Government Film and Television Institute (DBHRGFTI) welcomed the members to the 12th meeting of Board of Governors of the Institute. Dr. Joykanta Sarma, Chairperson of the Board of Governors, DBHRGFTI initiated the discussion as per the agenda of the meeting and requested the Director to brief the members about the minute of the 11th BoG meeting held on 28th May 2018 for confirmation. The meeting unanimously accepted the minute of the 11th BoG.

[A] Ms. Monita Borgohain briefed the members on the actions taken on the resolutions of 11th BoG meeting. Regarding appointment of the 2[two] posts of Lecturers in Film Direction, the meeting opined that the proposal should be submitted to the Cultural Affairs Department for recruitment of lecturers through APSC immediately. The meeting also passed a resolution to change the required qualifications & experiences for the post of Lecturer [Film Direction] as shown below:-

Exiting Qualifications for the post of Lecturers in Film Direction	Revised required qualification for the post of Lecturer in Film Direction
(i) Bachelor Degree from a University recognized by UGC.	i) Bachelor Degree from a University recognized by UGC.
(ii) 3(Three) years Diploma in concerned subject with minimum 55% marks from an institute under State/Central Government and approved by AICTE.	ii) 3[Three] years Diploma in concerned subject with minimum 55% marks from an institute/university under State/Central Government.
(iii) At least 5 years teaching experience in the concerned subject in an organization of institution of repute under AICTE.	(iii) At least 5 [five] years teaching experience in the concerned subject in Government Institute/University

[B] She also informed that the views of the Personnel Department and Finance [EC-III] Department on Service Rule have already been obtained and it was forwarded to the

Legislative Department for their views and approval. She informed that the advertisement and scrutiny works for the 20 [twenty] non-gazetted posts have been completed and the accepted application forms will be handed over to the Krishna Kanta Handique State Open University [KKHSOU] for further course of action including issuing admit card, conduct of Written Test, Proficiency Test and selection of candidate/s against each category of posts etc.

- [C] The meeting discussed regarding the present syllabus and proposed change in the syllabus. Sri Faruk Iqbal informed that along with new syllabus of Film Direction, other syllabus will also be framed against each department and will be submitted formally for approval from Academic Council.
- [D] The Director has also stated that the Academic Council is yet to be formed as no names have been received from BoG members for inclusion in the proposed Council. The members have discussed the subject thoroughly and recommended five names in the meeting as experts for inclusion in the Academic Council. The members of the committee are as follows- Audiography and Sound Engineering- Debajit Changmai; Motion Picture Photography- Suman Duwera; Film and Video Editing -Sujit Karmakar; Applied Acting- Rabijita Gogoi and for Direction- Gautom Bora. This Council will be headed by the Director, DBHRGFTI and all the in-charges of the departments as members and Nodal Officer as Member Secretary. The tenure of the Council will be for 3[three] years and minimum 2[two] meetings will be held in one academic year.
- [E] The members discussed the issue of the implementation of the project 'Development and Upgradation of Jyoti Chitraban Film and Television Institute' under NLCPR. Mr. Faruk Iqbal informed the members that the acoustic works yet to be completed under the project. He said that the Institute has been persuading the matters with the PWD authority and the concerned contractor. Sri Bishnu Kamal Borah, Director of Cultural Affairs has stated that he will take up the matter with the concerned contractor for early completion of the assigned job and all works have to be completed as per the 'Detailed Project Report' [DPR] before formal inauguration of the campus. Ms. Monita Borgohain stated that the File for fixation of a suitable date for inauguration in the month of December 2019 was moved to the Chief Minister Office [CMO] but it was returned by the CMO suggesting resubmission in the month of November 2019.
- [F] Dr. Joykanta Sarma, Chairman informed the members that the Hon'ble Prime Minister of India is visiting Assam in the month of February 2020 in connection with KheloIndia and other events in the state. The Chairman stated that we should try to communicate with the CMO for inclusion of our inauguration program in the programme of the Hon'ble Prime Minister. Sri Bishnu Kamal Borah said that the Minister of Information and Broadcasting and the Minister of DoNER, Govt. of India may also be invited in the inauguration programme.
- [G] Discussing on the National Board of Accreditation [NBA] matter, Fruak Iqbal said that the AICTE authority has been pressing hard for NBA accreditation and informed that AICTE will not grant Extension of Approval [EoA] without NBA in near future. The members discussed the matter and passed a resolution that Ms. Kakali Nath, Lecturer, ASE will be assigned to initiate the NBA works with consultation with concerned faculties/officials.

[H] Ms. Monita Borgaohain, Director stated that the existing rate of honorarium of guest lecturer was approved by erstwhile regulatory authority – Jyoti Chitraban (Film Studio) Society in the year 2000. The rate was Rs.200/- for 1[one] class and Rs. 400/- for 2[two] classes and Rs. 50/- as local conveyance. Now, the Institute has been facing problems to invite guest lecturers with the meagre amount of honorarium. Therefore, the Institute is paying Rs. 400/ from its IRG fund as local conveyance in addition to the approved amount i.e.Rs.450/- per class. After threadbare discussion the meeting decides to pay the honorarium by combining 3 [three] classes of 45 minutes each @ Rs.600/- + Rs.50/- local conveyance from Government revenue and Rs.350/- from the Institute's IRG, amounting to Rs.1000/-. Further, the meeting authorizes the Director, DBHRGFTI to submit proposal for enhancement of the rate of honorarium as follows:-

Sl No	Types of guest lecturer	Existing rates w.e.f.February2000	Proposed rates
1.	2- hours duration	Rs.450/- (Honorarium= Rs.400/- + Local conveyance= Rs.50/-)	Rs.1500/- (Honorarium=Rs.1000/- + Local Conveyance Rs.= 500/-)
2.	Master class (3 – 4 hours) duration (2-3 classes per month max.)	Not available	Rs.2500/- Honorarium=Rs.2000/- + Local conveyance= Rs.500/-
3.	Professional from outside the state (3-4 workshops of 3- 5 day duration per academic year)	Rs.350/- As Honorarium + Train accommodation or Air fare as per requirements + Lodging and Foods	Rs.3000/- as Honorarium per day + AC 2-tire Train accommodation or Air fare as per requirements + Lodging, Foods and local conveyances

[I] Regarding water supply, Dr. Bimal Krishna Sarma stated that there is only one water source in the campus located on the top of the hill. Therefore, there should be a second source of water supply and reservoir in the campus. The members discussed the matter and decided to request PWD authority for submission of a project for a new boring along with distribution network and reservoir for onward submission to the Government for fund.

[J] The Nodal Officer briefed the members about the nomenclatures of the existing courses which have been continuing since 1999. He informed the members that the contents have been changed as per Film Industry requirements. Therefore, due to changes occurs in Film Production Technology some changes are required in the nomenclature of the courses. The members discussed the proposal and passed resolution for changing the existing name of the 'Motion Picture Photography' as 'Cinematography and Motion Picture Technology'. The name of the other 3[three] courses will remain the same.

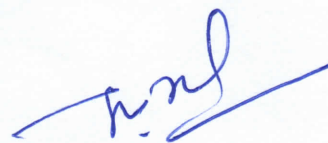
- [K] The meeting agreed with the proposal to participation in the Polytechnic Entrance test [PET] conducted by the Directorate of Technical Education, Assam for selection of candidates for admission into the courses of study.
- [L] The Nodal Officer pointed out the members that the new Film Policy of the state entrusted the Institute for promotion of Good Cinema viewing in the State. He has proposed that the Institute can initiate the objectives of the State Film Policy for promotion of good cinema viewing in association with the 38 nos. of Cultural Centers running all over the State under the Directorate of Cultural Affairs, Assam. Sri Bishnu Kamal Borah, ACS Director of Cultural Affairs appreciated the proposal and asked the Director, DBHRGFTI to submit a proposal to the Directorate office for further course of actions. Ms. Chetana Das, member of BoG stated that the Cultural Centers keep good contact with the local people so the initiative will be very fruitful if it is implemented in a planned manner.
- [M] The meeting discussed on the new requirements of the Institute and authorized the Director, DBHRGFTI to submit proposal to the Government for introducing new heads of account in the State Budget for the Institute.
- [N] The meeting has also discussed on the application submitted by the students regarding pollution created by the nearby factories. The Chairman asked the Director, DBHRGFTI to write to the State Pollution Control Board for necessary action at an early date.
- [O] The meeting also passed a resolution for inclusion of a member in the Board of Governors from the PWD[Building] not lower the rank of Executive Engineer and authorized the director, DBHRGFTI to submit proposal to the Government.
- [P] The Nodal Officer informed that the some students stay awake till late night in the laboratory and they become absent in next day classes. Sri Ranjit Das, member, BoG stated that the equipment has its own life time. Therefore, the equipments have to be utilized carefully to limited time every day. Sri Das also stated that the maintenance cost is raising day by day. The members unanimously agreed to allow the students to use the laboratories and Class Room Theatre during 10.00 AM to 11.00 PM.

[Q] The meeting also approved the rates for the Institute Guest House as follows:-

Outside guest	Rs.1500.00
Students' guardian	Rs.500.00
Guest Lecturer	Rs.250.00

The guest house room will be allowed only after recommendation of the Director/faculty members/ Nodal officer.

The meeting ended with vote of thanks from the Chair.



(Dr. Joykanta Sarma)

Chairperson, Board of Governors,

Dr. Bhupen Hazarika Regional Government Film and Television Institute



Copy for information and necessary action:

1. Dr. Joykanta Sarma, 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. Ms. Chetana Das, Actor, Member, BoG, DBHRGFTI
4. Sri Ranjit Das, Film Director & Producer, Member, BoG, DBHRGFTI
5. Director , Directorate of Cultural Affairs, Assam, Rabindra Bhawan, Guwahati-1
6. 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,
7. Ms. Monita Borgohain, ACS, Director i/c, Member Secretary, BoG, DBHRGFTI
8. Sri Nayan Ojah, AFS, Financial Adviser, Cultural Affairs Department, Govt. of Assam, Member, BoG, DBHRGFTI
9. Dr. Bimal Krishna Sarma, Nodal Officer, DBHRGFTI, Member, BoG, DBHRGFTI
10. Sri Faruk Iqbal, I/c, Dept. of ASE. DBHRGFTI, Member, BoG, DBHRGFTI
11. Sri Anup Hazarika, i/c, Dept. of Applied Acting, DBHRGFTI, Member, BoG, DBHRGFTI
12. Sri Kishore Kumar Sarma, i/c, , Dept. MPP, DBHRGFTI, Member, BoG, DBHRGFTI
13. Sri Ananta Saikia, AFS, Finance & Accounts Officer, DBHRGFTI, Special invitee, BoG, DBHRGFTI

By order etc.

Director,

Dr. Bhupen Hazarika Regional Government Film and Television Institute