

Narula Institute of Technology
81 Nilgunj Road, Kolkata – 700109



MINUTES OF THE 2nd MEETING, 2022
OF ACADEMIC COUNCIL HELD ON
2/12/2022 AT 3.00 PM

Venue: Conference room

**MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON
2/12/2022 AT 3.00 PM**

Members present

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Sujit K Biswas	University nominee
3	Prof. (Dr.) Subhasis Bhowmik	Expert (Academics)
4	Prof. (Dr.) P.K Banerjee	Expert (Academics)
5	Dr. Suchismita Maity	IT
6	Prof. (Dr.) Anilesh Dey	ECE
7	Dr. Sumit Nandi	BS & HU
8	Mr. Abhipriya Halder	CE
9	Dr. Bikash Panja	ME
10	Dr. Subhram Das	CSE
11	Mrs. Rupa Saha	CA
12	Dr. Bansari Deb Majumder	EE
13	Mrs. Sanghamitra Layek	EIE
14	Ms. Prianika Dey	CST
15	Mr. Sudip Das	CSBS
16	Dr. Rahul Das Gupta	CSE(AI & ML)
17	Dr. Nidhi Singh	Registrar
18	Dr. Rupa Bhattacharya	Principal nominee
19	Dr. Susmita Karan	Principal nominee
20	Dr. Shambhunath Saha	Principal nominee
21	Dr. Biswajit Halder	Principal nominee
22	Mr. Kaushik Sarkar	Secretary

Members absent :

1	Prof. (Dr.) Mita Nasipuri	University nominee
2	Prof. (Dr.) Nikhil R Das	University nominee
3	Mr. Sumit Sinha	Expert (Industry)
4	Prof.(Dr.) Arnab Sengupta	Expert (Medicine)

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chair person and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the program elaborately through power point presentation.

The following resolutions were adopted after detail deliberation.

Agenda 1

Confirmation of the Minutes of the last Academic Council meeting:

The minutes of the last Academic Council meeting held on 11.06.2022, which was sent earlier, were duly confirmed and approved.

Agenda 2

Approval of Action taken report of the resolutions taken in the last meeting:

No action taken report has been placed as no suggestions were taken in the last meeting.

Agenda 3

Status of NBA:

It has been notified that the institute has applied for NBA re-accreditation for B. Tech. Programmes in Computer Science & Engineering (CSE), Electronics & Communication Engineering (ECE), Information Technology (IT), Civil Engineering (CE), Electrical Engineering (EE) and accreditation for B. Tech. Programme in Mechanical Engineering (ME). It was mentioned that 13-14 the January, 2023 are the probable dates for NBA visit in the Institute.

It was also to be noted that the title of the discussed agenda should be "Status of accreditation of NBA" instead of "Status of NBA" as mentioned by Prof P. K. Banerjee.

Agenda 4

Placement status of final year students:

Placement record of 2022 passed out batches was presented in the council. The Council has expressed their concern over the poor placement scenario of few core engineering branches like Civil and Mechanical. HOD Civil has pointed out that extra training classes have already been arranged to find out the lacuna. Students are also encouraged to attend more seminars by industry personals, take part in software courses as a part beyond curriculum training to improve the placement status.

Agenda 5

Admission status (2022-23):

Admission data for the AY 2022-23 has been placed before the Council. The data is satisfactory for all the branches apart from few core engineering programmes like B. Tech. CE and ME. It has been mentioned by the Principal that the intake for B.Tech. CE has already been reduced from 120 to 60 as a measure of the discussed issue and the vacant seats are usually filled by lateral students in the second year. However, in PG and Diploma sections admission status is overall satisfactory.

The status of JEE ranks of 2022 admission batch has also been discussed in the Council.



Agenda 6

Result analysis (2022 passout):

Result analysis of 2022 passout batch has been presented and noted by the Council. It was found that present DGPA status is the highest for ECE (8.786) and lowest for ME (7.87).

Agenda 7

Odd semester examination and evaluation process:

The process has been described explicitly before the Council and it has been approved by the Council. Council has mentioned that External Marks may be replaced by End Sem Marks (SEE) and Internal Marks by Continuous Marks (CIE). It has also been mentioned that Examination Paper Moderators should be an external member outside the college and outside JIS group.

Agenda 8

Any other points with the permission of the chair:

Following points have been discussed under this agenda-

- I. In all Academic Council meetings progress of research activities must be included
- II. Core/basic engineering branches like Civil, Mechanical should be nurtured and not to be abolished. For this
 - Little modification in the course structure is needed as per Global necessities.
 - Few software related subjects like 3D design, IOT are to be included to improve the placement scenario.
 - Few relevant subjects are to be included in the curriculum as electives
- III. Council has suggested the name change of the Electronics and Instrumentation Engineering (EIE) department as Electronics and Computer Science Engineering (ECSE) subject to the approval of Board of Governor BOG.

The meeting ends with thanks from and to the chair and other members.



Mr. Kaushik Sarkar
Secretary
Academic Council



Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
81, Nilgunj Road, Agarpara
Kolkata-700 109

Action Taken Report on the Minutes of the 2nd meeting, 2021 of the Academic Council held on 11/6/2022 at 11.30 AM through online mode.

No action has been taken as no such suggestions were made in the last meeting.

Narula Institute of Technology
81 Nilgunj Road, Kolkata – 700109



MINUTES OF THE 1st MEETING, 2022
OF ACADEMIC COUNCIL HELD ON
11/06/2022 AT 11.30 AM

(Through Online Mode)

**MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON
11/06/2022 AT 11:30 AM**

Members present

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Mita Nasipuri	University nominee
3	Prof. (Dr.) Nikhil R Das	University nominee
4	Prof. (Dr.) Sujit K Biswas	University nominee
5	Prof. (Dr.) Subhasis Bhowmik	Expert (Academics)
6	Prof. (Dr.) Arnab Sengupta	Expert (Medicine)
7	Prof. (Dr.) P. K. Banerjee	Expert (Academics)
8	Prof. (Dr.) Anilesh Dey	ECE
9	Dr. Suchismita Maity	IT
10	Dr. Sumit Nandi	BS & HU
11	Dr. Bishaljit Pal	EE
13	Dr. Bikash Panja	ME
15	Mrs. Rupa Saha	CA
16	Mr. Abhipriya Halder	CE
17	Ms. Prianka Dey	CST
18	Mr. Sudip Das	CSBS
19	Dr. Rahul Das Gupta	CSE(AI & ML)
20	Dr. Nidhi Singh	Registrar
21	Dr. Rupa Bhattacharya	Principal nominee
22	Dr. Susmita Karan	Principal nominee
23	Dr. Shambhunath Saha	Principal nominee
24	Dr. Biswajit Halder	Principal nominee
25	Mr. Kaushik Sarkar	Secretary

Members absent :

1	Mr. Sumit Sinha	Industry expert
2	Dr. Subhram Das	CSE
3	Mrs. Sanghamitra Layek	EIE

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chair person and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the program elaborately through power point presentation. The following resolutions were adopted after detail deliberation.

Agenda – 1

Confirmation of the Minutes of last Academic Council meeting.

The minutes of the last meeting held on 18th of December 2021 which was sent earlier, duly confirmed and approved.

Agenda – 2

Approval of Action taken report of the resolutions taken in the last meeting

The action taken report (Please see Annexure-I) of the last meeting's resolution held on 18th of December, 2022 was placed and noted.

Agenda – 3

Status of NBA, NAAC & Autonomy

Present status of NBA, NAAC & Autonomy of the Institute was reported and noted by the council.

Agenda – 4

Grant received

Grant received in the last academic year was presented. The council appreciated the achievement.

Agenda – 5

PhD awarded

In the last academic year two members have received their PhD award from MAKAUT. The Council noted and encouraged the effort.

Agenda – 6

Increased link with industry

Activities of all the department regarding the interaction with industry person in terms of seminar, workshop, industry visit have been discussed and noted by the council.

Agenda – 7

Placement status of 2022 pass out batch

The placement status of 2022 passout batch of all the department with highest and average CTC has been shown and noted.

Agenda – 8

Admission policy

The admission policy of the institute was explained by Dr. Nidhi Singh, Registrar, to the council.



Agenda – 9

Even semester examination and evaluation process


Prof. Amlan Chakraborty, Controller of Examination, explained the examination and evaluation process for the even semester. Council highly appreciated the offline examination procedure.


Agenda – 10

Any other matter with the permission of the chair

- i) The council was delighted to know that Narula Institute of Technology has been selected as a mentor institute under the IIC-MHRD program for five mentee institute. Principal Madam explained the activity of this mentor-mentee program to the council.
- ii) The status of the inter-disciplinary research activity was explained by Principal Madam to the council.
- iii) Council noted that the placement status for Mechanical and Civil department are not up to the mark and suggested for the training program for those students as per the industry needs. Principal Madam explained that meeting with industry personal already has been done to improve the knowledge on programming as per their requirement and accordingly Beyond Curriculum Training (BCT) has been planned.
- iv) The proposal of Annual Audit of the examination system (under Autonomy status) has been placed and approved.

The meeting ended with the vote of thanks to the chair and other members.


Mr. Kaushik Sarkar
Secretary
Academic Council


Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
81, Niton Road, Agarpara
Kolkata-700 109

Annexure - I

Action Taken Report on the Minutes of the 2nd meeting, 2021 of the Academic Council held on 18/12/2021 at 11.30 AM through online mode.

Agenda notes	Resolution taken	Action taken	Action taken by
Admission status	Train the students in the IT domain for better employability	<ul style="list-style-type: none">• Beyond curriculum training• Industry internship	Respective departments
Any other matter	Formation of interdisciplinary research group	Interdisciplinary research group has been formed under the supervision of Dean-R&D	Dean-R&D

Action Taken Report on the Minutes of the 2nd meeting, 2021 of the Academic Council held on 18/12/2021 at 11.30 AM through online mode.

Agenda notes	Resolution taken	Action taken	Action taken by
Admission status	Train the students in the IT domain for better employability	<ul style="list-style-type: none">• Beyond curriculum training• Industry internship	Respective departments
Any other matter	Formation of interdisciplinary research group	Interdisciplinary research group has been formed under the supervision of Dean-R&D	Dean-R&D

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MINUTES OF THE 2nd MEETING, 2021
OF ACADEMIC COUNCIL HELD ON
18/12/2021 AT 11.30 AM

(Through Online Mode)

**MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON
18/12/2021 AT 11:30 AM**

Members present

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Mita Nasipuri	University nominee
3	Prof. (Dr.) Nikhil R Das	University nominee
4	Prof. (Dr.) Subhasis Bhowmik	Academic Expert (External)
5	Mr. Sumit Sinha	Industry expert
6	Prof. (Dr.) P.K Banerjee	Advisor
7	Prof. (Dr.) B. K. Medya	IT
8	Dr. Anilesh Dey	ECE
9	Dr. Sumit Nandi	BS & HU
10	Dr. Bishaljit Pal	EE
11	Dr. Sumit Chabri	ME
12	Mr. Jayanta Pal	CSE
13	Dr. Subhram Das	CA
14	Mrs. Bansari Deb Mazumder	EIE
15	Mrs. Nidhi Singh	Registrar
16	Dr. Bikash Panja	Principal nominee
17	Dr. Susmita Karan	Principal nominee
18	Dr. Shambhunath Saha	Principal nominee
19	Dr. Biswajit Halder	Principal nominee
20	Mr. Kaushik Sarkar	Secretary

Members absent :

1	Prof. (Dr.) Sujit K Biswas	University nominee
2	Prof. (Dr.) Biman Mukherjee	CE

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chair person and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the programme elaborately through power point presentation.

The following resolutions were adopted after detail deliberation.

Agenda – 1

Confirmation of the Minutes of last Academic Council meeting.

The minutes of the last meeting held on 8th of December 2020 which was sent earlier, duly confirmed and approved.

Agenda – 2

Approval of Action taken report of the resolutions taken in the last meeting

No action was proposed in the last Academic Council Meeting, held on 25th of June 2021.

Agenda – 3

Grant received from funding agency

Grant received in the last academic year was shown. Council appreciated the achievement and asked to know the ongoing status of each of the projects. Principal Madam explained in detail the present status to the council.

Agenda – 4

PhD awarded in the last academic year

In the last academic year five faculty members have received their award. The Council noted and encouraged effort of the faculty members. Principal Madam informed the degree awarding University of each faculty members to the Council.

Agenda – 5

Admission status

The Council expressed their concern about the admission of the core engineering branched, especially Civil, Electrical & Mechanical engineering. Principal Madam explained the present scenario. Prof. Mita Nasipuri proposed to train the students in the IT domain for better employability. Prof. Subhasis Bhowmik suggested to include IT related subjects in the curriculum. Principal Madam informed that in the autonomy curriculum already IT related subjects have been incorporated and also she mentioned the suggestions given by Industry experts in IQAC meeting (meeting held on 15th December 2021) that updated curriculum along with facilities available (like equipments, software etc) should be communicated to

corporates as well as other stakeholders. Members agreed with this suggestions. Dr. Anilesh Dey informed the last year placement status of the core departments. The Council also suggested to increase the employability in the core sector. Prof. Subhasis Bhowmik also proposed to frame a 4/5 members committee to find a way out and how to improve the performance of the student at the core department. Prof P. K. Banerjee proposed to analyze the performance after getting autonomy.

Agenda – 6

Result analysis of 2021 pass out batch

Semester wise result analysis has been shown and noted by the council.

Agenda – 7

Placement status of 2021 pass out batch

The placement status of 2021 pass out batch has been shown. The Council expressed their concern about the core department. Principal Madam explained the details regarding the higher studies to the Council.

Agenda – 8

Status of NBA, NAAC& Autonomy

Current status of NBA, NAAC& Autonomy of the Institute was reported and noted by the council.

Agenda – 9

Achievements

Achievements of the last academic year of the Institute was reported and highly appreciated by the council.

Agenda – 10

Academic calendar

Academic calendar for 2021-22 (Up to June 2022) has been placed and approved by the Council.

Agenda – 11

Next year planning

Against the quarries raised by Prof. Subhasis Bhowmik regarding the facilities (if any) provided to the faculties pursuing their PhD, Principal Madam informed the lien and short leave provision of the Institute. Prof. Bhowmik suggested a presentation once in a semester who are taking leave for their PhD to monitor the progress.

Agenda – 12

Any other matter with the permission of the chair

Three points has been discussed.

(i) Beyond curriculum training (BCT)

The council highly applauded the initiative. Prof. Nasipuri proposed to conduct an in-house coding-based competition to develop & nurture coding skill of the students.

(ii) Value added courses (VAC)

Value added courses was noted and appreciated by the Council.

(iii) Industry linkage

The Council appreciated the industry interaction initiative of the Institute. It was suggested to increase the alumni interaction.

Principal Madam informed the consultancy details to the Council which was highly acclaimed. Madam also illustrated different outreach program of the Institute. Prof. Nasipuri suggested more such outreach program.

Prof. Bhowmik suggested to form an interdisciplinary research group in the Institute and that group should submit proposal to the Principal to develop in-house research facilities.

Finally Principal Madam announced the online mode of examination for the odd semester and duly approved by the Council.

The meeting ended with the vote of thanks to the chair and other members.



Mr. Kaushik Sarkar
Secretary
Academic Council



Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
81, Nilgunj Road, Agarpara
Kolkata-700 100

Action Taken Report on the Minutes of the 2nd meeting, 2020 of the Academic Council held on 25/6/2021 at 11.00 AM through online mode.

No action was proposed in the last Academic Council Meeting, held on 25th of June, 2021.

Narula Institute of Technology
81 Nilgunj Road, Kolkata – 700109



MINUTES OF THE 1st MEETING, 2021
OF ACADEMIC COUNCIL HELD ON
25/6/2021 AT 11.00 AM
(Through online mode on Zoom platform)

**MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON
25/6/2021 AT 11:00 AM**

Members present

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Sujit K Biswas	University nominee
3	Prof. (Dr.) Mita Nasipuri	University nominee
4	Prof. (Dr.) Nikhil R Das	University nominee
5	Prof. (Dr.) S R Bhadra Chaudhuri	Academic expert (External)
6	Prof. (Dr.) Subhasis Bhowmik	Academic expert (External)
7	Mr. Sumit Sinha	Industry expert
8	Prof. (Dr.) P.K Banerjee	Advisor
9	Dr. Saradindu Panda	Dean-R&D
10	Prof. (Dr.) Biman Mukherjee	CE
11	Prof. (Dr.) B. K. Medya	IT
12	Dr. Anilesh Dey	ECE
13	Dr. Sumit Nandi	BS & HU
14	Dr. Bishaljit Pal	EE
15	Dr. Sumit Chabri	ME
16	Mr. Jayanta Pal	CSE
17	Dr. Subhram Das	CA
18	Mrs. Bansari Deb Mazumder	EIE
20	Mrs. Nidhi Singh	Registrar
21	Dr. Bikash Panja	Principal nominee
22	Dr. Rupa Bhattacharya	Principal nominee
23	Mr. Kaushik Sarkar	Secretary

Members absent : Nil

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chair person and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the programme elaborately through power point presentation.

The following resolutions were adopted after detail deliberation.

Agenda – 1

Confirmation of the Minutes of last Academic Council meeting.

The minutes of the last meeting held on 8th of December, 2020 which was sent earlier, duly confirmed and approved.

Agenda – 2

Approval of Action taken report of the resolutions taken in the last meeting

The action taken report of the last meeting's resolution held on 8th of December, 2020 was noted.

Agenda – 3

Admission Policy

Admission policies for the year 2021 has been discussed in the council. Principal and Registrar Madam explained the ideas. Council expressed their concern regarding the admission status of the core departments. However, everyone agreed that this is the scenario of all over West Bengal including Govt. Institute.

Agenda – 4

Curriculum & Syllabus

- 1st Revision in 2016 as R16 – online courseware developed and emphasis was on problem-based learning. Total credit – 180.
- 2nd Revision in 2018 as R18 – emphasis has been given on skill development through innovation & entrepreneurship through project-based learning. Total credit - 160. Additional 20 credit for Honors from MOOC Courses.
 - However, every year syllabus is reviewed in BOS of respective department and based on feedback of stakeholders, emerging specialized subjects are incorporated in Electives
- 3rd revision in 2021 as R21 – Revision is made looking at Skill development including Live skill & Blended Learning. Total credit -160. Universal Human values has been included with additional 3 credit. Honors and Minors concept has been incorporated
 - In 2021 a MoU has been done with Coursera - it is made compulsory for every B. Tech student to go through one certificate course from Coursera.

- ✓ For R18 - students are currently studying in 2nd, 3rd & 4th year, Coursera courses would be implemented as mandatory MOOC Course allocating 0.5 Credit to each such course under PRX92 subject code. Students can take any course from the basket of Coursera courses and there would be no restriction on the selection of any courses. For 8th semester, the students will have to choose one course from Coursera, which is mandatory and is relevant to his/her Project Works.
- ✓ For R21 - one course will be selected from Coursera which has maximum match with that subject mentioned in the R21 Curriculum in each semester. For this subject, 30% marks will be allotted to students from Coursera Certification which the students will have to pass and the remaining 70% marks will be allotted by conduction of university style examination.

Agenda – 5

Grant received from funding agency

Grants received from different funding agencies was reported and appreciated by the council.

Agenda – 6

PhD awarded during last academic session

Number of PhD awarded in this academic year was reported and highly appreciated by the council.

Agenda – 7

Increased links with industry

The present activity with the industry of different department has been discussed and noted by the council.

Agenda – 8

Status of NBA & NAAC

Current status of NBA and NAAC of the Institute was reported and noted by the council.

Agenda – 9

Academic calendar

Academic calendar for 2021-22 has been placed and it has been approved. Members suggested to incorporate activities of the new admission batch of 2021.

Agenda – 10

Any other matter with the permission of the chair

Principal, Prof. (Dr.) M. R. Kanjilal explained the online examination system both for end semester examination as well as the slot test. The pattern of the questions was discussed in the council. It was informed that a proper guideline regarding the examination has been framed by the COE which is also available in the Institute website.

The meeting ended with the vote of thanks to the chair and other members.



Mr. Kaushik Sarkar
Secretary
Academic Council



Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
81, Nilgunj Road, Agarpara
Kolkata-700 109

Action Taken Report on the Minutes of the 2nd meeting, 2020 of the Academic Council held on 8/12/2020 at 11.00 AM through online mode.

Agenda notes	Resolution taken	Action taken	Action taken by
Admission status	Council expressed their concern regarding the admission status of the core departments	All the measures have been taken to improve the admission in core department.	Admission cell with the suggestions from core departments.

Narula Institute of Technology
81 Nilgunj Road, Kolkata – 700109



**MINUTES OF THE 2nd MEETING, 2020 OF
ACADEMIC COUNCIL HELD ON**

8/12/2020 AT 11.00 AM

(Through online mode)

MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON 8/12/2020 AT 11:00 AM

Members present

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Sujit K Biswas	University nominee
3	Prof. (Dr.) Mita Nasipuri	University nominee
4	Prof. (Dr.) Nikhil R Das	University nominee
5	Prof. (Dr.) S R Bhadra Chaudhuri	Academic expert (External)
6	Prof. (Dr.) Subhasis Bhowmik	Academic expert (External)
7	Prof. (Dr.) P.K Banerjee	Advisor
8	Prof. (Dr.) Sukumar Chandra Konar	Dean-R&D
9	Prof. (Dr.) Biman Mukherjee	CE
10	Prof. (Dr.) B. K. Medya	IT
11	Dr. Saradindu Panda	ECE
12	Dr. Sumit Nandi	BS & HU
13	Dr. Nabamita Banerjee Roy	EE
14	Dr. Sumit Chabri	ME
15	Mr. Jayanta Pal	CSE
17	Mrs Rupa Saha	CA
18	Mrs. Bansari Deb Mazumder	EIE
19	Mrs. Nidhi Singh	Registrar
21	Dr. Bikash Panja	Principal nominee from the Institute
22	Dr. Rupa Bhattacharya	Principal nominee from the Institute
23	Mr. Kaushik Sarkar	Secretary

Members absent : Nil

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chairperson and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the program elaborately through power point presentation.

The following resolutions were adopted after detail deliberation.

Agenda – 1

Confirmation of the Minutes of last Academic Council meeting.

The minutes of the last meeting held on 6th of May, 2020 which was sent earlier, duly confirmed and approved.

Agenda – 2

Approval of Action taken report of the resolutions taken in the last meeting

The action taken report of the last meeting's resolution held on 6th of May 2020 was noted.

Agenda – 3

Admission status

Admission status of all the streams has been shown for the 2020-2021 admission batch. Council expressed their concern regarding the admission status of the core departments. However, everyone agreed that this is the scenario of all over West Bengal including Govt. Institute.

Agenda – 4

Result Analysis

Result analysis of 2020 pass out batch of all departments has been discussed. It was noted that the average pass% is 99.35. The details are attached as annexure-I.

Agenda – 5

Placement status (2020 passout batch)

Placement scenario of 2020 passout batch was shown. The details are attached as annexure-II. The Council appreciated the status of the placement. It was also noted that 24 students cleared the competitive examination, and 38 students are going for higher studies.

Agenda – 6

Grant received from funding agency

It was sought that ECE, IT, EE, BS & HU, ME and CSE Dept. received grants from AICTE and DSTBT. It was noted and appreciated by the council.



Agenda – 7

PhD awarded during last academic session

The Council was informed that Mrs. Sandhya Pattanayak, ECE Dept., Mr. Subhram Das, CSE Dept., Mrs. Arpita Mondal, CE Dept., Mr. Surajit Bari, ECE Dept. and Mr. Bishaljit Paul, EE Dept. has been awarded the PhD degree in this academic year. The Council highly appreciated their achievement.

Agenda – 8

Approval of the R20 curriculum for MCA (2 years) programme

The proposed curriculum has been shown and approved by the council.

Agenda – 9

Status of NBA & NAAC

The council noted that the NAAC accreditation is valid up to 31st December 2020 and IIQA for the next cycle will be submitted within December 2020. NBA status of all the programs has been shown and noted by the Council. The details of NBA status are attached as annexure-III.

Agenda – 10

Increased links with industry

The present activity with the industry of different department has been discussed and noted by the council.

Agenda – 11

Vision & Mission

Vision and mission of the Institute has been reviewed and found in order.

Agenda – 12

Vision, Mission of the CSE(AI&ML), CST & CSBS departments & Program Educational Objectives (PEO)

The draft Vision and Mission of the CSE(AI&ML), CST & CSBS departments along with PEOs have been presented in the council and after through observations this have been approved.

Lanka

Agenda – 13

Any other matter with the permission of the chair

With the permission of the chair, the achievements of the Institute during the lockdown have been shown. Principal, Prof. (Dr.) M. R. Kanjilal explained in detail about the patents that have been filed and granted as well. Prof. (Dr.) Sujit K Biswas and Prof. (Dr.) S R Bhadra Chaudhuri advised how to prepare placement data for NBA and NAAC.

The meeting ended with the vote of thanks to the chair and other members.



Mr. Kaushik Sarkar
Member Secretary
Academic Council



Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
81, Nilgunj Road, Agarpara
Kolkata-700 109

Action Taken Report on the Minutes of the 1st meeting, 2020 of the Academic Council held on 6/5/2020 at 11.00 AM through online mode.

Agenda notes	Resolution taken	Action taken	Action taken by
Possible methods for conducting final semester examinations	Council proposed the necessary measures to conduct examination	All the measures have been taken and the examination conducted successfully.	COE section

**Narula Institute of Technology
81 Nilgunj Road, Kolkata – 700109**



**MINUTES OF THE 1st MEETING, 2020 OF
ACADEMIC COUNCIL HELD ON**

6/5/2020 AT 11.00 AM

(Through online mode on Zoom platform)

MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON 6/5/2020 AT 11:00 AM

Members present

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Sujit K Biswas	University nominee
3	Prof. (Dr.) MitaNasipuri	University nominee
4	Prof. (Dr.) Nikhil R Das	University nominee
5	Prof. (Dr.) S R Bhadra Chaudhuri	Academic expert (External)
6	Prof. (Dr.) Subhasis Bhowmik	Academic expert (External)
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9	Prof. (Dr.) Biman Mukherjee	CE
10	Prof. (Dr.) B. K. Medya	IT
11	Dr. Saradindu Panda	ECE
12	Dr.Sumit Nandi	BS & HU
13	Dr.Nabamita Banerjee Roy	EE
14	Dr. SumitChabri	ME
15	Mr. Jayanta Pal	CSE
16	Mrs Rupa Saha	CA
17	Mrs. Bansari Deb Mazumder	EIE
18	Mrs. NidhiSingh	Registrar
19	Dr. Bikash Panja	Principal nominee
20	Dr. Rupa Bhattacharya	Principal nominee
22	Mr. Kaushik Sarkar	Secretary

Members absent : Nil

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chairperson and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the programme elaborately through power point presentation.

The following resolutions were adopted after detail deliberation.

Agenda – 1

Confirmation of the Minutes of last Academic Council meeting.

The minutes of the last meeting held on 3rd of December, 2019 which was sent earlier, duly confirmed and approved.

Agenda – 2

Approval of Action taken report of the resolutions taken in the last meeting

The action taken report of the last meeting's resolution held on 3rd of December, 2019 was noted.

Agenda – 3

Academic Calendar

Mr. Sarkar presented the revised Academic Calendar of even semester 2019-20 along with proposed academic calendar of 2020-21.

Agenda – 4

Final semester examination during lockdown

The council discussed the possible method for conducting final semester examinations for the 8th semester students for the session 2019-2020, due to nation-wide lockdown.

After prolonged discussion it was unanimously decided and resolved that the 8th semester examination of the Institute (autonomous) for the session 2019-2020 be conducted ONLINE as a special case for this year only maintaining sanctity of the examination and strictly adhering UGC/AICTE guidelines. Institute is required to make necessary arrangements for smooth functioning of the process taking proper care of the problems the students may face.



Following points are discussed regarding online examination:

- Approval of BOG has to be taken for further processing.
- Written approval from VC, MAKAUT (Affiliating University) should be taken.
- Provision of special examination should be there for those students who are unable to continue online examination. It is decided that, in such cases, separate application has to be made by the student.

- To identify the location of a student, GPS tracking system will be used.
- Each student gets different sequence of question along with scuffled order in answers.
- Several mock tests are proposed for familiarization of the online examination.
- Dedicated multiple help line number are suggested during the examination.
- Facial authentication will be there to start the examination.
- Student could not share their screen during the examination.

It is further resolved that the principal of the Institute authorized to take necessary action in case of exigency. Any action needs to be taken in this regard needs to ratified by Academic Council in the subsequent meeting.

Agenda – 5

Approval for the R-20 Curriculum and syllabus of CA Dept:

R-20 Curriculum and syllabus of MCA Program for CA Department which was approved by the respective BOS held on 28/04/2020 is placed and it is approved by the AC in this meeting.

Agenda – 6

Grant received from funding agency

Grants received from different funding agencies was reported and appreciated by the council.

Agenda – 7

Status of NBA & NAAC

Current status of NBA and NAAC of the Institute was reported and noted by the council.

Agenda – 8

Increased links with industry

The present activity with the industry of different department has been discussed and noted by the council.



Agenda – 9

Any other matter with the permission of the chair

Nil

The meeting ended with the vote of thanks to the chair and other members.



Mr. Kaushik Sarkar
Member Secretary
Academic Council



Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
31, Nilganj Road, Agarpara
Kolkata-700 109

Action Taken Report on the Minutes of the 2nd meeting, 2019 of the Academic Council held on 3/12/2019 at 11.00 AM through online mode.

Agenda notes	Resolution taken	Action taken	Action taken by
Autonomy curriculum and syllabus of 2018 batch	The subject of the open elective must follow the current industry needs.	Based on the opinion of expert from industry , open elective has been framed	Syllabus committee

**Narula Institute of Technology
81 Nilgunj Road, Kolkata – 700109**



**MINUTES OF THE 2nd MEETING, 2019 OF
ACADEMIC COUNCIL HELD ON
3/12/2019 AT 3 PM
Venue: Conference room of NiT**

MINUTES OF THE MEETING OF THE ACADEMIC COUNCIL HELD ON 3/12/2019 AT 3PM**Members present**

1	Prof. (Dr.) Maitreyi Ray Kanjilal	Principal & Chairman
2	Prof. (Dr.) Sujit K Biswas	University nominee
3	Prof. (Dr.) Mita Nasipuri	University nominee
4	Prof. (Dr.) S R Bhadra Chaudhuri	Academic expert (External)
5	Prof. (Dr.) Subhasis Bhowmik	Academic expert (External)
6	Prof. (Dr.) P.K Banerjee	Advisor
7	Prof. (Dr.) Sukumar Chandra Konar	Dean-R&D
8	Prof. (Dr.) Biman Mukherjee	CE
9	Prof. (Dr.) B. K. Medya	IT
10	Dr. Saradindu Panda	ECE
11	Dr. Sumit Nandi	BS & HU
12	Dr. Nabamita Banerjee Roy	EE
13	Dr. Sumit Chabri	ME
14	Mr. Jayanta Pal	CSE
15	Mrs Rupa Saha	CA
16	Mrs. Bansari Deb Mazumder	EIE
17	Mrs. Nidhi Singh	Registrar
18	Dr. Sriparna Guha	Principal nominee
19	Dr. Bikash Panja	Principal nominee
20	Dr. Rupa Bhattacharya	Principal nominee
21	Mr. Kaushik Sarkar	Secretary

Members absent

1	Prof. (Dr.) Shankar Chakraborty	Academic expert (External)
2	Prof. (Dr.) N R Das	University nominee

Prof. (Dr.) M. R. Kanjilal, Principal presides over the meeting as a chairperson and officially welcomed the present members.

As per the request of Principal, Mr. Kaushik Sarkar, Secretary of Academic Council presented the programme elaborately through power point presentation.

The following resolutions were adopted after detail deliberation.

Agenda – 1

Confirmation of the Minutes of last Academic Council meeting.

The minutes of the last meeting held on 20th Feb 2019 which was sent earlier, duly confirmed and approved.

Agenda – 2

Approval of Action taken report of the resolutions taken in the last meeting

The action taken report of the last meeting's resolution held on 20th Feb 2019 was noted.

Agenda – 3

Grant received from funding agency

Prof.(Dr.) M. R. Kanjilal, Principal explained the grants received form DST, AICTE and UGC in details to the council. It is also noted that the audit report of all the grants is maintained by the account section of the institute.

Agenda-4

Status of NBA

Current status of NBA of the Institute was reported. Council expressed their concern about the NBA status of EIE department. Principal pointed out that there is a possibility to merge the EIE department with the ECE. The proposal will be discussed in the next BoG meeting for approval.

Agenda – 5

Result Analysis

Result analysis of different departments has been discussed. Semester wise improvement analysis of each department was shown and noted by the council.

Agenda – 6

Placement Status

Placement scenario of the institute was shown and noted. Council was curious to know the status of non-placed students. Principal Madam informed to the council that all pass out students get the opportunity to attend the campus interview for one year after pass out from the college. It is also noted that a high percentage of students are now interested in start-up and higher studies.

Agenda – 7

Increased links with industry

The present activity with the Industry of different department has been discussed. Department wise Seminars/Workshops/Invited lectures was shown and noted by the council.

Agenda – 8

Report on development of incubation centre

The activity of the incubation center has been discussed and noted by the council.

Agenda – 9

Autonomy curriculum and syllabus of 2018 batch

The concept of open elective was discussed. Open elective should be open to all the department. Students can select any such elective irrespective of their streams. The subject of the open elective must follow the current industry needs.

It was noticed by the council that in our curriculum, the idea of open elective is not conceptualized. Principal Madam and other HODs pointed out that we are following the MAKAUT curriculum structure regarding open elective. Also, the entire process was approved through respective BOS of the department.

For the time being it was approved by the council. Prof. Mita Nasipuri, University nominee, who is also BOS member of the University, stated that she will place the matter to the BOS members of the University and convey the outcome to the Principal.

Agenda – 10

a) IT policy (version-2)

Revised IT policy has been proposed and approved by the council.

b) Grievance Redressal Policy

Grievance Redressal policy has been noted and approved by the council.

c) Restructuring grievance redressal committee according to the amended regulation

Restructuring of Grievance redressal committee according to AICTE regulation has been approved.

d) Approval of the process flowchart of grievance redressal.

The process flowchart of grievance redressal has been proposed and approved.

Agenda – 11

Any other points with the permission of the chair

- (i) Number subjects per faculty must not be more than two in each semester.
- (ii) Each faculty must assigned a subject at least five years to have the clear conception.

The meeting ended with the vote of thanks to the chair and other members.



Mr. Kaushik Sarkar
Member, Secretary
Academic Council
Narula Institute of Technology



Prof. (Dr.) M. R. Kanjilal
Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
81, Nilgunj Road, Agarpara
Kolkata-700 109

Action Taken Report on the Minutes of the 1st meeting, 2019 of the Academic Council held on 20/2/2019 at 3 pm.

Agenda notes	Resolution taken	Action taken	Action taken by
Grant received from funding agency	Audit report regarding the funded project	Audit report is maintained by the account department	Account section
Result analysis	Department wise improvement analysis	Department wise improvement analysis has been done.	COE section
Any other matter with the permission of the chair	The details of the resource persons invited in different workshop/ seminar should be shown	Name with designation has been reported to the council.	Secretary of Academic Council