

**MINUTES** of the 1<sup>st</sup> meeting of 2016 of Board of Governors (BOG) of Narula Institute of Technology held on 12<sup>th</sup> March, 2016 (Saturday) at 11.30 am in the Zodiac Hall in Hotel Hindusthan International, Kolkata – 700020.

**Members Present**

- |   |                                     |
|---|-------------------------------------|
| ✓ Prof. (Dr.) S. M. Chatterjee          | - Chairman                          |
| ✓ Prof. (Dr.) S. Dasgupta,              | - Ex-officio Member                 |
| Prof. (Dr.) Vir Singh,                  | - UGC Nominee                       |
| ✓ Prof. (Dr.) Phalguni Gupta,           | - AICTE Nominee                     |
| ✓ Prof. (Dr.) Tapas Kumar Bhattacharya, | - State Govt. Nominee               |
| ✓ Prof. (Dr.) Manoj Mitra,              | - Invitee - TEQIP Mentor            |
| ✓ Mr. Taranjit Singh, Trust             | - Trust Member                      |
| ✓ Mr. Haranjit Singh                    | - Trust Member                      |
| ✓ Mr. Amrik Singh                       | - Trust Member                      |
| ✓ Mr. S. S. Datta Gupta                 | - Trust Nominee                     |
| ✓ Prof. (Dr.) Asit Guha                 | - Trust Nominee                     |
| ✓ Mr. U S Mukherjee                     | - Trust Nominee                     |
| ✓ Prof. (Dr.) B K Medya                 | - Member (Teacher's Representative) |
| ✓ Mr. Sudhangshu Sarkar                 | - Member (Teacher's Representative) |
| Prof. (Dr.) M R Kanjilal                | - Member Secretary                  |

### Member Absent

- |                            |                        |
|----------------------------|------------------------|
| ✓Prof. (Dr.) Anish Deb     | - WBUT Nominee         |
| ✓Prof. (Dr.) K K Chowdhury | - Member Educationist  |
| ✓Mr. Harsh Kumar Jha       | - Member from Industry |
| Sardar Jodh Singh          | - Trust Member         |
| ✓Mr. Simarpreet Singh      | - Trust Member         |

To start with, the Chairman welcomed the members present and officially commenced the meeting for agenda wise discussion.

He also introduced Prof. Vir Singh, UGC nominee, with all BOG members present.

Leave of absence has been granted to all absentees.

### Mandatory Items

#### Agenda – 1.0 :

To confirm & approve minutes of 4<sup>th</sup> BOG of 2015.

#### Resolution

Minutes of the 4<sup>th</sup> BOG meeting of 2015 was placed and approved.

#### Agenda – 1.1:

To note and ratify action taken report pursuant to proceedings of the 4<sup>th</sup> BOG of 2015.

#### Resolution

After careful observation and discussion in the meeting, the Action Taken Report of the last meeting was approved.

### Regulatory Items

#### Agenda – 1.2:

To report on Anti Ragging Preventive measures and cases registered, if any.

#### Resolution

No anti ragging activity has been registered. Members thanked the Principal in this regard. Regarding anti-ragging documentation members advised that in the minutes of the anti ragging committee meeting student members' signature is necessary and later on if required it would be produced to AICTE.

**Agenda – 1.3 :**

To note the placement record of 2016 pass out batch.

**Resolution**

Placement records for 2016 pass out batch was placed and noted by the Members.

**Agenda – 2 :**

To discuss the forthcoming NBA visit for eligible courses B.Tech CSE, M.Tech CSE, ECE, EE-Power System.

**Resolution**

It has been informed to the BOG members that communication has been made from Institute to NBA authority but they have again asked to submit further five sets of fresh dates for the visit and also a revised soft copy of SAR which already sent to NBA as per their requirement in the month of February 2016.

**Agenda – 3 :**

To note Joining & Resignation since last BOG meeting.

**Resolution**

Report has been placed before the members for notification.

**Agenda – 4:**

Report on different activities under Student Life Center since last BOG meeting.

**Resolution**

Members appreciated the different activities organized under SLC. The details of activities have been placed before the members for notification.

**Agenda – 5:**

To approve the Holiday List, meeting calendar and academic calendar 2016.

**Resolution**

The list of holidays, meeting and academic calendar were placed before the members and approved. But Prof. Vir Singh suggested to modify the academic calendar from the next academic session where the dates of all academic activities like choice of elective, project distribution etc. would be reflected.

**Agenda – 6:**

To discuss the analysis of 1<sup>st</sup> year (B.Tech. M.Tech, MBA & MCA) and B.Tech (Lateral Entry) results under Autonomy.

**Resolution**

Result analysis was presented and noted by the members. Members advised that result analysis should be prepared in the form of Bar Diagram easy. Prof. Vir Singh asked about process of preparation of question, Moderation and also the evaluation process for the examination under Autonomy. Members suggested that Academic council meeting should be arranged before the publication of each semester result.

**Agenda – 7 :**

To note the specific achievements in the current academic year and projection for the next academic year.

**Resolution**

The list of achievements made by students, Faculty and staff members during the mentioned period has been placed before the members for notification. Members appreciated this and also suggested to acknowledge those students, faculty and staff members by providing certificates.

The planning for the next academic year has been placed for notification.

**Agenda – 8:**

Report on reformation in Academic /Administration/Training & Placement/R & D/IRG to overcome poor ambience.

**Resolution**

Report has been placed and members appreciated the effort.

**Agenda – 9 :**

Discussion on tools and technology, syllabus (Beyond syllabus)

**Resolution**

The framed out syllabus under Autonomy has been placed before the members. Prof. Vir Singh, UGC nominee, mentioned that total credit point for B Tech Curriculum should be below 190.

**Agenda – 10:**

Report of removal of obsolescence in faculty/staff/infrastructure/Technology – Learning.

**Resolution**

The report has been placed for notification.

**Agenda – 11:**

Development of compliancy & proficiency in knowledge / information, functional practice skill/professional / corporatization / connectional/relevance accountability of faculty / graduates weak in functional practices.

**Resolution**

The report on soft skill development, Finishing school and other activities to meet the gaps between academia and industry has been placed.

**Agenda – 12:**

Presentation of full fledged budget as significant master budgetary system/policies and notes on accordingly.

**Resolution**

Proposed Budget noted.

**Agenda – 13:**

***Any other point.***

Dr. Sajal Das Gupta, Ex-officio Member, appreciated the style of presentation of the documents to the BOG members in the meeting and it is accepted by all the members.

Next BOG meeting should be held on any Saturday in the Institute premises.