

Narula Institute of Technology
81, Nilgunj Road, Kolkata – 70010



MINUTES OF THE MEETING

BOARD OF STUDIES

B.TECH. IN ELECTRICAL ENGINEERING

HELD ON 09.08.2021 AT 11:00 AM

(Venue of the meeting: Room No. 106 of the Institute)

Narula Institute of Technology, Agarpara, Kolkata

Members Present:

- 1 Dr. Pranab Kumar Chattopadhyay Professor, Dept. of Electrical Engineering, Jadavpur University – VC Nominee.
- 2 Dr. Samarjit Sengupta Professor, Department of Applied Physics, University of Calcutta – Academic Expert.
- 3 Dr. Shib Shankar Saha Principal, Kalyani Govt. Engineering College – Academic Expert.
- 4 Mr. Rupankar Shome Officer on Special Duty (OSD) to Power Minister, Govt. of West Bengal – Industry Expert.
- 5 Bipul Krishna Saha Post Graduate Alumni Member
- 6 Sukumar Chandra Konar Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 7 Amlan Chakrabarti Associate Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 8 Raju Basak Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 9 Raja Roy Chowdhury Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 10 Bishaljit Paul Associate Professor, Head of the Department, Electrical Engineering, Narula Institute of Technology – Chair Person.
- 11 Sudipta Ghosh Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 12 Nabamita Banerjee Roy Associate Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 13 Arkendu Mitra Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 14 Kamalika Banerjee Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 15 Pratyusha Biswas Deb Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 16 Dipu Mistry Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.

17	Anirban Adhikari	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
18	Sudhangshu Sarkar	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
19	Parnab Saha	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
20	Sushovan Goswami	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
21	Shaon Paul	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
22	Subhra Mukherjee	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
23	Sumanta Kundu	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
24	Sumit Chowdhury	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
25	Priyanjali Mukherjee	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
26	Mukul Banerjee	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
27	Susmita Dhar	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
28	Sujit Pani	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
29	Reshmi Chandra	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
30	Sanchari Kundu	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
31	Nirjhar Saha	Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.

Members Absent:

- 1 Kingsuk Halder
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 2 Ushnik Chakrabarti
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 3 Biswajit Halder
Associate Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 4 Kunal Pahari
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 5 Sayantan Adhikary
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 6 Debanjan Chatterjee
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 7 Manojit Kumar Basak
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 8 Pallav Dutta
Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.

Meeting started with the welcome address by the HOD, Department of Electrical Engineering. The discussions took place on the following agendas and resolutions.

Agenda 1: Confirmation of the minutes held on 23.11.2020.

Resolution:

HOD and other members present noted the action taken against the resolutions of last BOS minutes and confirmed.

Agenda 2: Continuation of regular classes through online platform.

Resolution:

HOD was pleased to report that significant number of classes is being conducted through online platform of the institute Learning Management System (LMS). The majority of the lab classes have already been conducted through VIRTUAL LAB applications of pioneer institute like IIT Kharagpur. However, the other online platforms like Google Meet, Google Classroom and Zoom etc is also being used for the benefit of the students during the ongoing COVID 19 situation.

Agenda 3: Examination System held online due to COVID 19 situation

Resolution:

The previous End Semester Examination held under pandemic situation was very distinct terms of theory and laboratory examination. The online laboratory examination conducted on basis of Virtual Lab and viva voce. On the other hand the theory examination was conducted based on Open Book Test. All members present, unanimously agreed upon that provision: conducting laboratory examination by the electrical engineering student is necessary once normal situation is restored.

Agenda 4: Value added courses to be offered.

Resolution:

The members suggested that some courses relevant to recent trends in Electrical Engineering

associated areas that are not included in the curriculum. The suggested value added courses will be offered to the students for the session of Spring and Autumn semester 2019.

Agenda 5: Acknowledgement of feedback taken from all the stakeholders for academic year 2020-2021.

Resolution:

HOD intimated the accomplishment of feedback taken from all the five stack holders on the question framed. He also expressed satisfaction on response of all the stack holders against the brief notification.

Agenda 6: Departmental Achievement.

Resolution:

HOD presented numbers regarding publications by faculty members and students in National and International conferences of repute, book chapter and journals.

Agenda 7: Training needs analysis of Faculty, TAs and students.

Resolution:

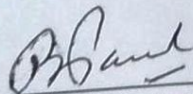
Committee suggests that MOOCS courses are considered for training of faculties, TAs, students. Students should be encouraged to do training on aptitude, soft skills, and technical skills for campus interviews. Faculties are encouraged in doing training on emerging topic from NPTEL etc.

Agenda 8: Any other points with the permission of chair.

Resolution:

Finally, HOD intimated that in the Autumn Semester 2021, Regulation-2018 is being followed for 3rd, 5th and 7th semester course and Regulation-2021 will be followed for the 1st year course.

Meeting is ended with thanks to and from the chair.



Dr. Bishaljit Paul H.O.D. EE Department
HOD, Department of Electrical Engineering, Narula Institute of Technology

Narula Institute of Technology
81, Nilgunj Road, Kolkata – 700



MINUTES OF THE MEETING
BOARD OF STUDIES

M.TECH. IN ELECTRICAL ENGINEERING
WITH SPECIALIZATION IN POWER SYSTEMS
HELD ON 09.08.2021 AT 15:00 HRS

(Venue of the meeting: Room No. 106A of the Institute)

Members Present:

- | | | |
|----|--------------------------------|---|
| 1 | Dr. Pranab Kumar Chattopadhyay | Professor, Dept. of Electrical Engineering
University – VC Nominee. |
| 2 | Dr. Samarjit Sengupta | Professor, Department of Applied Physics
of Calcutta – Academic Expert. |
| 3 | Dr. Shib Shankar Saha | Principal, Kalyani Govt. Engineering Co
Academic Expert. |
| 4 | Mr. Rupankar Shome | Officer on Special Duty (OSD) to Power
Govt. of West Bengal – Industry Expert. |
| 5 | Bipul Krishna Saha | Post Graduate Alumni Member |
| 6 | Sukumar Chandra Konar | Professor, Department of Electrical Eng
Narula Institute of Technology. |
| 7 | Amlan Chakrabarti | Associate Professor, Department of Ele
Engineering, Narula Institute of Techno |
| 8 | Raju Basak | Professor, Department of Electrical En
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Engineering, Narula Institute of Tech |
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- 29 Reshmi Chandra Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 30 Sanchari Kundu Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 31 Nirjhar Saha Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.

Members Absent:

- 1 Kingsuk Halder Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 2 Ushnik Chakrabarti Assistant Professor, Department of Electrical Engineering, Narula Institute of Technology.
- 3 Biswajit Halder Associate Professor, Department of Electrical Engineering, Narula Institute of Technology.
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Meeting started with the welcome address by the HOD, Department of Electrical Engineering. The discussions took place on the following agendas and resolutions.

Agenda 1: Confirmation of the minutes of the BOS meeting held on 23-11-2020.

Resolution:

HOD and other members present noted the action taken against the resolutions of last BOS minutes and confirmed.

Agenda 2: Continuation of the regular classes through online platform.

Resolution:

HOD informed that class conduction has been continued through online platform of the institute Learning Management System (LMS). The majority of the lab classes have already been conducted through VIRTUAL LAB applications of pioneer institute like IIT Kharagpur. However, the other online platforms like Google Meet, Google Classroom and Zoom etc is also being used for the benefit of the students during the ongoing COVID 19 situation.

Agenda 3: Continuation of Examination through online due to COVID 19 situation

Resolution:

The previous End Semester Examination held under pandemic situation was very distinct in terms of theory and laboratory examination. The online laboratory examination conducted on the basis of Virtual Lab and viva voce. On the other hand the theory examination was conducted based on Open Book Test. All members present, unanimously agreed upon that provisions of conducting laboratory examination by the electrical engineering student is necessary once the normal situation is restored.

Agenda 4: Confirmation of Board of Examiners.

Resolution:

HOD of EE Dept. proposes the names of the Board of Examiners including external examiners for practical examination and moderators for semester question papers. Members suggest the names of the external examiners as Dr. Arabinda Das, Dr. Sawan Sen Dr. Partha Bera, Dr. Debasish Chatterjee, Dr. Shibshankar Saha, Dr. Pritam Gayen, Dr. Susanta Ray, Dr. Suddhasatwa Chakraborty, Prof. Basudeb Dey, Prof. Suparna Pal-Deb, Prof. Shyamal Kumar Roy, Prof. Rikta Majumder, Prof. Abhishek Dhar, Prof. Indranil Kushary, Prof. Pratyaya Majumdar and Dr. Ranjit Roy. It has been decided that external examiners and moderators can be appointed from the above mentioned name of external examiners. In case of non availability of any examiner and moderator HOD may call an external expert from reputed Institution through the DAC proceedings. HOD also proposed the name of all course coordinators, internal evaluator and paper setter as discussed in DAC at the commencement of the semester. The board accepted the proposal.

Agenda 5: Stakeholder's feedback for the session 2020-2021.

Resolution:

HOD intimated the accomplishment of feedback taken from all the stack holders on the question framed. He also expressed satisfaction on response of all the stack holders against the brief notification.

Agenda 6: Discussion of Teaching Assistantship of M.Tech students

Resolution:

HOD proposes the names of M.Tech students for the Teaching Assistantship in B.Tech first year laboratory classes in association with existing faculty members. All the Members present unanimously agreed upon the suitability of Teaching Assistantship for the course Basic Electrical Engineering Laboratory.

Agenda 7: Departmental Achievement.

Resolution:

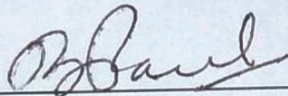
HOD presented numbers regarding publications by faculty members and students in National and International conferences of repute, book chapter and journals.

Agenda 8: Any other points with the permission of chair.

Resolution:

HOD was pleased to inform about departmental activity in terms of faculty achievements including publishing a Patent in this academic year.

Meeting is ended with thanks to and from the chair.



Dr. Bishaljit Paul

HOD, Department of Electrical Engineering
H.O.D. EE Department
Narula Institute of Technology