



**Narula Institute of Technology**

81, Nilgunj Road, Agarpara, Kolkata-700109

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# **Supporting Documents**

## **Extended Profile**

**Metric No 3.3**

**BOG Minutes Allied to Sanctioned Post: 2016-2017**

**Agenda – 12:**

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

**Resolution**

The full fledged budget has been placed and approved.

The policy for maintaining and utilization of sponsorship, audit, fund, and infrastructure along with SOP have been placed and after discussion, have been approved accordingly.

**Agenda – 13: Approval for Sanction Post and to notify and ratify sanction post along with cadre ratio for all programs being run in the institution.**

**Resolution**

Principal is authorized to maintain the number of faculty members as per cadre ratio prescribed by the regulatory body for each program in consultation with chairman of BOG and to be ratified in subsequent meeting.

All posts are approved by members totaling 206 (22 Prof., 31 Associate. Prof. and 153 Assistant. Prof.). The program wise details are attached as Annexure II.

**Agenda –14: Sanction Post for Technical and Non-Teaching Staff**

**Resolution**

All posts are approved by members totaling 105 (54 Technical. and 51 Non-Teaching).

**Agenda – 15: E- Governance of the institute**

**Resolution**

Though the E- Governance exists in the Institute, now The policy has been framed to implement the governance smoothly and the same has been presented before the members and approved.

**Agenda – 16: IT Policy**

**Resolution**

IT policy has been placed before the BOG members and approved.

**Agenda – 17. Principal's Report on different activities.**

**Resolution**

The analysis of feedback on curriculum and syllabus that has been received from stakeholders and actions taken based on the analysis has been presented and noted by the Board of Governors.

List of faculty and staff members attended FDP, Conference, Seminars, Workshop, SDP etc. has been placed.

## Annexure - II

### Programme wise Sanctioned Faculty Number for the Academic Year 2016-2017

Department	Professor	Associate Professor	Assistant Professor
Mechanical Engineering	01	01	08
Information Technology	02	02	08
Electronics and Instrumentation Engineering	00	00	10
Electronics and Communication Engineering	07	04	20
Electrical Engineering	05	05	25
Computer Science and Engineering	01	06	16
Computer Application	00	01	10
Civil Engineering	06	05	19
Basic Science and Humanities	00	07	37
<b>Total</b>	<b>22</b>	<b>31</b>	<b>153</b>