



**NARULA INSTITUTE OF TECHNOLOGY**

**MINUTES** of the 36<sup>th</sup> Meeting of Board of Governors of Narula Institute of Technology held on 19<sup>th</sup> April at 11 am in the Conference room of NIT, 81, Nilgunj Road, Kolkata-700109.

**Members Present**

- Prof. (Dr) S. M. Chatterjee - Chairman
- Dr S. Dasgupta
- Prof. (Dr) Tapas Kumar Bhattacharya
- Mr. R.N.Lahiri
- Mr. Harsh Kumar Jha
- Mr. Taranjit Singh
- Mr. Amrik Singh
- Prof. (Dr.) Asit Guha
- Mr. U. S. Mukherjee
- Prof.(Dr.) M. R. Kanjilal
- Mr. Priyabrata Guha
- Prof. (Dr.) D. Mitra - Member Secretary

**Members Absent**

- Mr S K Jena
- Prof. (Dr) Anish Deb
- Prof. (Dr) S K Bhattacharya
- Prof. (Dr) K K Chowdhury
- Sardar Jodh Singh

*Amrik*

- Mr Haranjit Singh
- Ms Jaspreet Kaur

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

BOG appreciated the audio-video arrangements available in the conference room of NIT, for conducting such important meeting of the Governing Body.

**Agenda - 0 :**

**a) Quorum and welcome address by the Chairman**

**Resolution :**

Chairman BOG confirmed the composition and existence of quorum in the said meeting in consultation with the concerned members and formally welcomed all the present members of the BOG.

Chairman also presented warm welcome to the new member Mr Harsh Kr Jha- Former Director General BCCI & MD - Tata Metallic Ltd.

Leave of absence was granted to all absentees.

**Agenda - 1 : To confirm and approve the minutes of 35<sup>th</sup> meeting of Board of Governors held on 28<sup>th</sup> November, 2013.**

**Resolution:**

To start with the agenda wise discussion BOG confirmed and approved the draft minutes of the last BOG meeting. Chairman opined that from next time Explanatory notes on agenda should also be circulated along with the Notice for BOG meeting.

**Agenda - 2 : To note and ratify the follow up Action taken pursuant to the 35<sup>th</sup> meeting.**

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**Resolution:**

After careful observation and discussion in the meeting the Action Taken Report of the last meeting's resolution was approved and circulated. Chairman suggested mentioning all the agendas in the Action taken report including those pointed out for noting only.

**Agenda - 3 : To discuss the Principal's report on the following:**

- To note on assessment of academic performance of the students based on Odd semester result for the period 2013-14 along with supplementary/ back log/ drop out/ rank in the WBUT examination.
- Placement status for ongoing 2014 pass out batch
- Joining & Resignation since last BOG meeting
- Report on NBA/NAAC accreditation status.
- Report on Anti Ragging measures for current and upcoming session
- Report on development of Student Life Center & approval of extra curricular calendar for the academic year 2014-15.

**Resolution:**

- After careful assessment of the result analysis, BOG noticed and appreciated that in all the departments students' performances were gradually increasing after each passing semester and it was showing upward trend. BOG also noticed that due to the remedial classes' initiative the failure percentage of the students reduced relatively.
- Placement status for ongoing 2014 pass out batch was showed and recorded.
- Joining & Resignation since last BOG meeting were recorded.

*Amish*



- Report on NBA/NAAC accreditation status was placed and BOG noted that Institute has already specified schedule date of visits to NBA and NAAC. NBA has confirmed that they would be visiting as per the plan given by the Institute but NAAC has asked for revised dates due to General elections falling in between.
- Report on Anti Ragging measures for current and upcoming session was placed and BOG appreciated Institute's initiative for making the Institute Ragging Free Campus.
- Report on development of Student Life Center and extra curricular calendar for the academic year 2014-15 was placed and approved. Chairman suggested the Principal to apply for NCC as part of SLC activity.

**Agenda – 4 : To note the approval of Holiday List and academic calendar 2014.**

**Resolution:**

Holiday List and Academic Calendar of 2014 was placed and approved.

**Agenda – 5 : To note the specific achievements in the current academic year and projection for the next academic year.**

**Resolution:**

BOG appreciated the achievement of Dr Tapan Kr. Mukherjee-Assistant Professor, Physics for publishing a paper in the Journal "**Physical Review Letter**". Chairman also cherished undergraduate students' initiative for publication of paper in International Conference.

BOG valued NIT's projection for getting NAAC and NBA accreditation along with Final Conferment of Autonomy by UGC.

*Smit*



**Agenda - 6: Report on reformation in Academic/ Administration/ R & D to overcome poor ambience.**

**Resolution:**

BOG motivated Civil Engineering department's initiative to proceed towards getting its entire lab accredited with ISO 9001 in view of Global recognition and assuring consistency with efficient utilization of resources. Chairman also encouraged NIT's initiative for Reduction of wastage through automation and reduction of paper work, saving electricity and water saving initiatives.

However BOG members unanimously opined that Research and Development activity at NIT has not been explored fully and the same is required to be explored further for holistic development of the Institute.

**Agenda - 7 : To consider the Financial Budget for the year 2014-15.**

**Resolution:**

Financial budget as placed by Finance committee was checked and approved.

**Agenda : 8** To consider the Institute Policy related to HR Recruitment Policy, Publication Policy, Canteen Policy, Library Policy, Purchase Policy and criteria for facilitating professional development program for the faculty.

**Resolution:**

All the Institute's related Policies were placed. Policies like HR Recruitment Policy, Publication Policy and criteria for facilitating professional for facilitating professional development program for the faculty was placed by the Principal and approved. Attached as Annexure-1. Although Chairman opined that Canteen Policy, Library Policy and Purchase Policy needs some revision and should be place in the next BOG meeting. He further suggested Principal to discuss the policies in the Academic Council first before placing the same in the BOG.

*Amir*



**AGENDA 9.1- Action taken report on resolutions taken in the last BOG meeting held on 28-11-2013.**

**Resolution-9.1:** Chairman, TEQIP read out the action taken report of resolutions taken in the last BOG-meeting (TEQIP).

On the same note, Chairman-BOG directed to gear-up and complete the procurement plan as soon as possible. It was also decided that Industry Institute Interaction cell under the aegis of TEQIP must become more active and take proper initiative to send students and faculty members to industry visits on a periodical basis.

Other activities done and actions taken were approved by all.

**AGENDA 9.2- To consider the progress of TEQIP activities as per "8 Key Performance Indicators".**

**Resolution-9.2:** Chairman-TEQIP elaborated the activities done since last BOG-meeting TEQIP under "8 Key Performance Indicators" and the following decisions were taken in this regard:-

- To apply to SPFU-WB for disbursement of the remaining amount of TEQIP fund at an early date.
- To prepare for statutory audit for the year 2013-14.

All other activities as per "8 Key Performance Indicators" were noted and accepted by all.

**AGENDA 9.3- To consider the progress of financial expenditure status along with present status of fund available.**

**Resolution9.3-** Mr.Niladri Dutta explained the financial progress and present status of TEQIP fund to all the members. The revised budget for TEQIP was read out by Chairman-TEQIP and was approved.

**AGENDA-9.4 To plan for utilizing the remaining amount of TEQIP fund.**

**Resolution-9.4:** TEQIP Coordinator explained in detail the plan for utilizing the remaining fund under all the activity heads.

BOG-Chairman directed to stick to the plan and to execute the same.

*Niladri*



**AGENDA-9.5: Collaboration with Industries and Institutes and progress of IIPC cell.**

**Resolution-9.5:** BOG Chairman advised chairman, NIT to look forward for engaging NIT with Industries and Institutes of good repute in terms of collaboration.

**AGENDA-9.6: Student development under Equity Assurance scheme and Finishing school.**

**Resolution-9.6:** TEQIP Coordinator declared that a large number of students from both Under Graduate and Post Graduate streams are attending National and International conferences and applying under TEQIP.

It was resolved to accept such proposals and scrutinize them thoroughly and send for BOG approval.

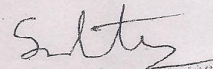
The proposal of conducting aptitude skill development training for B.Tech 3rd and 4th year by Mr. Tapas Mukherjee was accepted.

**AGENDA-9.7: To consider the ratification and approval of all the proposals/activities under Assistantship/FSD/IIIC/Capacity Development/Student Support Reforms and IOC category.**

**Resolution-9.7:** All the proposals submitted under TEQIP since last BOG meeting (TEQIP) held on 28.11.2013 were approved by Chairman-BOG.



Prof. (Dr.) Debojyoti Mitra  
Principal, NIT



Approved by  
Prof. (Dr.) S M Chatterjee  
Chairman-Board of Governor

