



## **NARULA INSTITUTE OF TECHNOLOGY**

**MINUTES** of the 37<sup>th</sup> Meeting of Board of Governors of Narula Institute of Technology held on 30th August, 2014, (Saturday) at 2 PM in the conference room of Dr. Sudhir Chandra Degree Engineering College at 540, Dum Dum Road, Kolkata-64

### **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 Haranjit Singh
- Mr. Amrik Singh
- Ms Jaspreet Kaur
- 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
- Mr. R.N.Lahiri
- Prof. (Dr) Anish Deb
- Prof. (Dr) S K Bhattacharya
- Prof. (Dr) K K Chowdhury
- Sardar Jodh Singh

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

**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.

Leave of absence was granted to all absentees.

**Agenda - 1.0: Status of affiliation from AICTE and WBUT for the academic year 2014-15**

**Resolution:**

Status of affiliation from AICTE and WBUT is noted.

**Agenda - 1.1 : To confirm and approve the minutes of 36<sup>th</sup> meeting of Board of Governors held on 19<sup>th</sup> April, 2014.**

**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 - 1.2 : To note and ratify action report pursuant to proceedings .**

**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 – 1.3 : To report on Anti Ragging Preventive measures and cases registered, if any.:**

**Resolution:**

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. There was no case of Ragging registered.

**Agenda – 1.4 : To note on status of admission, shortfall, and vacancies analysis of merits admitted in HS/WBJEE (Main) / Direct Admission / Management quota and lateral entry.**

**Resolution:**

Admission status of 2014-15 session was placed and observed carefully. Chairman showed concern for B.Tech-EIE, MBA and M.Tech Courses where the admission was declining. Although the members agreed that NIT's overall undergraduate admission was better as compared to the general West Bengal scenario.

**Agenda – 1.5 : To note the Internal Resource Generation**

**Resolution:**

BOG showed concern about the IRG of NIT and suggested the principal to take some fruitful steps in this regard.

**Agenda – 1.6 : To note the placement record of 2013-14 batch.**

**Resolution:**

Placement record of 2013-14 batch was read out by Principal and reported.

**Agenda – 2: To discuss the last NBA visit for the B.Tech courses ECE, EE, CE, IT and status of NBA application of all other eligible courses B.Tech CSE, M.Tech CSE, ECE, EE-Power System**

**Resolution:**

DTE suggested keeping continuous touch with NBA for pending visit result. Principal informed the members about the expected visit dates of NBA for B.Tech CSE, M.Tech CSE, ECE and EE-Power System.

**Agenda – 3 To discuss the preparatory arrangements for NAAC Visit.**

**Resolution:**

Principal briefed the preparatory arrangements for NAAC visit and members appreciated the same.

**Agenda – 4 To submit the Annual Report 2013-14.**

**Resolution:**

Annual Report of 2013-14 was placed by Principal but committee suggested that the report should be thick enough and should contain each and every detail about the institute.

**Agenda – 5 To note on assessment of academic performance of the students based on Even semester result for the period 2013-14 along with supplementary/ drop out/ rank in the WBUT examination.**

**Resolution:**

Result analysis was placed by Principal and it was noted. Mr Jha suggested placing the Lateral Entry progress separately in the meeting and chairman agreed to the same. It was appreciated that Grade point is moving from low to high.

**Agenda – 6 To note Joining & Resignation since last BOG meeting**

**Resolution:**

Joining & Resignation since last BOG was read by the Principal and subsequently noted. It was resolved that the reason of resignation should also be present in the report for proper understanding.

**Agenda – 7 : Report on different activities under Student Life Center since last BOG meeting**

**Resolution:**

Report on development of Student Life Center was placed and noted.

**Agenda : 8 Report on restructuring of different departmental committees**

**Resolution:**

Principal presented the list of all the newly constituted departmental committee in the meeting as per the advice of Chairman. It was resolved that committee list should be revised for proper functioning and should be presented in next BOG.

**Agenda – 9 Report on planning for weaker students and advanced learners**

**Resolution:**

Report on planning for weaker students and advanced learners was presented and appreciated by all. Dr Dasgupta suggested continuing this practice consistently.

**Agenda – 10 Initiation of 2nd shift diploma programme in the stream of CE and EE with intake capacity of 60 each and its admission status.**

**Resolution:**

Principal informed the members about the initiation of 2nd shift diploma programme in the stream of CE and EE with intake capacity of 60 each and its admission status. Committee appraised the diploma admission in the very 1<sup>st</sup> year of initiation.

**Agenda -11 To note the status of forthcoming International Conference on Computational Advancement in Communication, Circuits & Systems**

**Resolution:**

Principal reported the members about the status of forthcoming International Conference on Computational Advancement in Communication, Circuits & Systems. Committee members appreciated the initiative of organizing such conferences in the college.

**Agenda - 12 : Any other point.**

**Resolution:**

- Chairman instructed the principal to discuss the continue downfall of admission of B.Tech-EIE and MBA in the Academic Committee meeting. It was also instructed to take the feedback from the concerned HODs and all the faculty members about their opinion for this continue downfall. BOG wanted to know the exact reason for this downfall.
- Mr Jha suggested making benchmark for our institution with some institution of good repute from both national and international level. He also pointed out that the gap analysis should be made and efforts should be made to reduce the gap. This task was given to the Planning & Evaluation Committee and it was advised to submit the report in the subsequent BOG meeting.

## **Book:2**

### **Agenda 1- Action Taken Report on resolutions taken in the last BOG meeting held on 19.04.2014.**

#### **Resolution:**

Chairman TEQIP read out the action report of resolution taken in the last BOG meeting and it was noted.

### **Agenda 2- To report on the performance Report of TEQIP activities as per "8 key Performance Indicators."**

#### **Resolution:**

TEQIP coordinator informed the members that Narula Institute of Technology has achieved "8 key performance Indicators". Members appreciated the result.

### **Agenda 3- Status Of procurement activity under the aegis of TEQIP Phase II.**

#### **Resolution:**

The procurement plan of E- Journals, software & E Books was presented and accepted by Chairman.

### **Agenda 4- To consider the progress of financial expenditure status along with present status of fund available.**

#### **Resolution:**

Principal informed the members that this year total fund received was Rs 2.40 crores and Institute has utilized Rs. 2.39 crores. Chairman approved the progress status.

### **Agenda 5- Collaboration with Industries and Institutes and progress of IIPC cell.**

#### **Resolution:**

Principal gave a detailed presentation about IIPC activities. Dr Dasgupta, DTE stressed the importance of IIPC functioning in the college and suggested to strengthen its activities.

**Agenda 6- Student development under Equity Assurance Scheme and Finishing School.**

**Resolution:**

Principal pointed out the different activities under Finishing School like aptitude classes, remedial classes, conduct of Industry ready programme that were organized for all final/ pre final year students.

**Agenda 7- Resignation of Mr Niladri Dutta, office staff under TEQIP and appointment of Mr Suvodip Ghosh for the same post.**

**Resolution:**

Principal informed the Board that Mr Niladri Dutta has resigned from the post of office assistant as he got a job in the Govt. Sector. Chairman appreciated his effort and wished him good luck. It was noted that Mr Suvodip Ghosh is appointed for the same post.

**Agenda 8-To Consider the ratification and approval of all the proposals/ activities under Assistantship/FSD/IIIC/Capacity development/Student Support Reforms and IOC Category.**

**Resolution:**

The entire proposal submitted under TEQIP since last BOG meeting was approved by Chairman.

**Agenda 9-To Plan and requisition of fund for extension of TEQIP grant.**

**Resolution:**

It was resolved that new plan for requisition of fund for extension of TEQIP grant should be sent to SPFU urgently.

The meeting ended with vote of thanks to the chair.

*Dmit*

Prof Dr Debojyoti Mitra  
Principal, NIT

*Smd*

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