Minutes of the 4th meeting of 2016 of Board of Governors (BOG), Narula Institute of Technology held on 17th December 2017 (Saturday) at 12 Noon in the Conference Room of JIS Group (Head Office) "Dwarka Building" 7 Sarat Bose Road, Kolkata-700020 to discuss the following agenda :

Members Present

Prof. (Dr.) S. M. Chatterjee	- Chairman
Prof. (Dr.) Phalguni Gupta	- AICTE Nominee
Prof. Sanjit Sethua	- Ex-Officio Member
Mr. Harsh Kumar Jha	- Member from Industry
Prof. (Dr.) K K Chowdhury	- Member Educationist
Prof. (Dr.) S. Dasgupta	- Ex-officio Member
Mr. Taranjit Singh, Trust	- Trust Member
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.) Vir Singh	- UGC Nominee
Prof. (Dr.) Tapas Kumar Bhattacharya	- State Govt. Nominee
Prof. (Dr.) Anish Deb	- WBUT Nominee
Mr. Haranjit Singh	- Trust Member
Prof. (Dr.) Asit Guha	- Trust Nominee
Sardar Jodh Singh	- Trust Member
Mr. Simarpreet Singh	- Trust Member
Mr. Amrik Singh	- Trust Member

Mr. S. S. Datta Gupta	- Trust Nominee
Prof. (Dr.) Manoj Mitra	- Invitee - TEQIP Mentor

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

Leave of absence has been granted to all absentees.

<u>Mandatory Items</u>

Agenda – 1.0
To confirm & approve minutes of 3rd BOG of 2016.
Resolution
Minutes of the 3rd BOG Meeting of 2016 which has been circulated earlier was placed and approved

Agenda – 1.1
To note and ratify action report pursuant to proceedings of the 3rd BOG of 2016.
Resolution
After thorough observation and discussion in the meeting, the action taken report of the last meeting was approved.

<u>Regulatory Items</u>

<u>Agenda – 1.2</u>
To report budget for next financial year.
<u>Resolution</u>
Budget for next financial year has been placed.

<u>Agenda – 1.3</u>
To report Revised budget for current financial year.
<u>Resolution</u>
The report that has been placed earlier has sanctioned with some addition and alteration.

<u>Agenda – 1.4</u>
To note Last year's placement record.
<u>Resolution</u>
Placement record has been placed before the BOG Members' for their verification and record. Some more elaboration about participation of students and selection their off should be mentioned in next report.

<u>Agenda – 1.5</u>

To report on Financial Assistance provided to the student (Full Free/ Half Free-Ship) in the last Academic year.

Resolution
For the verification of student details, it was reported that representatives have been deputed to complete the formalities for taking final decision about scholarship.

Agenda – 1.6
To report on Increase in quality & Senior faculty in most discipline/ accrued in emergence audit and humanity spiritual.
Resolution
We have arranged Faculty Development Programme and other programme outside the campus for increase in quality & senior faculty in most discipline.

Agenda – 1.7
To report on Anti Ragging measures and cases registered if any
Resolution
It was noted that no ragging report has been registered after the completion of the 3rd BOG Meeting

Agenda – 2
To note Joining & Resignation since last BOG meeting
Resolution
Joining and resignation since last BOG was placed and noted.

Agenda – 3
Discussion on increased links with industry and commerce.
Resolution
In this regard we have signed MOU with different industries which was reported in the meeting. In addition, the report of industrial visit, seminar, conference, expert lecture from industry has been placed.

Agenda - 4
Assessment of academic performance based on even Semester Results
Resolution
Even semester result as placed by Academic Council meeting was discussed in brief and noted.

Book: 2

To consider the overall progress of TEQIP phase II Sub-Component 1.1

Agenda -1
Status of procurement activity under the aegis of TEQIP Phase-II.
Resolution
The coordinator informed the BOG members that order for hard copy books and different software have been placed and would be procured very soon.

Agenda - 2
To consider the progress of financial expenditure status along with present status of fund available.

Resolution

The coordinator informed that the total TEQIP expenditure was Rs. 520.05934 Lakh. out of 600 lakh till 30.11.2016. The rest amount includes in committed expenditure and expenditure in pipeline.

Agenda -3

Development activities under TEQIP from the date of the last BOG meeting.

Resolution

Faculty participation in different conferences, seminars and faculty development programs in different institutes have been informed to BOG members. The coordinator also informed about different in house programmes like seminars, conference and staff development programme which was exclusively for technical assistants and accounts staff. Special lectures were arranged for the students by the external experts also.

Agenda -4

To consider the ratification and approval of all the proposals/activities under Assistantship/FSD/lllC/Capacity Development/Student Support Reforms and IOC category.

Resolution

All the pending applications were approved by BOG.

(Dr M R Kanjilal)
Principal