

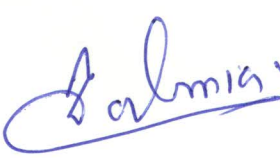




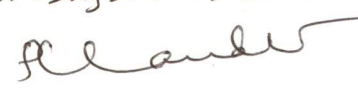


# HERITAGE INSTITUTE OF TECHNOLOGY, KOLKATA

41<sup>st</sup> Meeting of the Board of Governors

Date : Saturday, 19<sup>th</sup> September, 2015. Time : 11.00 a.m.  
Venue: Conference Room (A Building) of the Heritage Campus

## ATTENDANCE SHEET

| Name                              |                  | Signature   |
|-----------------------------------|------------------|---|
| 1. Shri P. R. Agarwala            | Chairman         |    |
| 2. Shri Vikram Swarup             | Vice-Chairman    |    |
| 3. Shri V. Saran                  | Member           |   |
| 4. Shri N. P. Dalmia              | Member           |     |
| 5. Shri H. P. Budhia              | Member           |   |
| 6. Shri Siddharth Swarup          | Member           |    |
| 7. Smt. Madhumita Ray             | Member           |   |
| 8. Prof. (Dr.) Dilip Kr. Pal      | Member           |    |
| 9. Prof. (Dr.) N. P. Nayak        | Member           |    |
| 10. Ms. Satarupa Bagchi Biswas    | Member           |    |
| 11. Prof. (Dr.) Pranay Chaudhuri, | Member Secretary |  |

### Invitees:

12. Shri H. K. Chaudhary
13. Shri Sajjan Bhajanka
14. Shri Jaydeep Chitlangia
15. Prof. (Dr.) Sajal Dasgupta
16. Shri Probir Roy
17. Shri P. K. Agarwal
18. Prof. B. B. Paira
19. Prof. K. K. Chaudhuri
20. Prof. ( Dr.) D. C. Ray
21. Prof. (Dr.) S. Biswas
22. Shri Arvind Srivastava
23. Prof. J. L. Basu
24. Shri Manoj Sengupta









  
19/9/15



**MINUTES OF THE FORTY-FIRST MEETING OF THE BOARD OF GOVERNORS  
HELD ON SATURDAY, THE 19<sup>TH</sup> SEPTEMBER, 2015 IN THE CONFERENCE ROOM  
OF THE INSTITUTE**

**Members Present:**

*Shri Prahlad Rai Agarwala*                      *in the Chair*  
*Shri Vikram Swarup*  
*Shri Siddharth Swarup*  
*Shri N. P. Dalmia*  
*Prof. (Dr.) Dilip Kumar Pal*  
*Prof. (Dr.) N.P. Nayak*  
*Ms. Satarupa Bagchi Biswas*  
*Prof. (Dr.) Pranay Chaudhuri*              *Member-Secretary*

**Leave of Absence was granted to:**

*Shri V. Saran*  
*Shri H.P. Budhia*  
*Smt. Madhumita Ray*

**Special Invitees:**

*Shri Probir Roy*  
*Shri P. K. Agarwal*  
*Prof. B.B. Paira*  
*Prof. K.K. Chaudhuri*  
*Prof. D. C. Ray*  
*Prof. J. L. Basu*  
*Shri Arvind Srivastava*

After granting leave of absence as mentioned above, the Chairman welcomed all the members and invitees present in the meeting.

'OM' was chanted for three times before starting the meeting.

**Agenda Item No. 1: Confirmation of the Minutes of the 40th Meeting of the BOG held on Saturday, 23<sup>rd</sup> May, 2015**

Minutes of the 40<sup>th</sup> Meeting of the BOG held on 23<sup>rd</sup> May, 2015 were duly circulated and since no comments were received, it was confirmed.

**Agenda Item No. 2: Action taken report on the resolutions/decisions made in the last meeting**

The BOG noted and approved the ATR in respect of decisions taken in the previous meeting.

**Agenda Item No. 3: To consider a report on TEQIP-II**

The BOG approved utilization of funds as on 18.09.2015 as under:

| Sl. No. | Head  | Rs. (in Lakhs) |
|---------|---|----------------|
| 1.      | Total sanctioned fund   | 400            |
| 2.      | Bank interest earned as on 18.09.2015                           | 6.65           |
| 3.      | Cumulative Expenditure incurred in the project as on 18.09.2015 | 359.73         |
| 4       | Balance in hand as on today (19.09.2015)                        | 46.92          |

BOG noted that Dr. Rita Goyal, Sr. Consultant (Academic), NPIU has informed Heritage Institute of Technology, Kolkata through a mail dated 4th September 2015, that the Institute is likely to get an additional amount of Rs. 2 Crores for better performance.

BOG also noted the Revised Project Implementation Plan (PIP) with major changes in the following cases:

→ Permissible and Non-Permissible Expenditure

→ Seed grant for research to faculty members / students to venture into innovative research and to strengthen research culture and institutional consultancy activity had been allowed for private unaided institutes. An amount of Rs. 30 lacs is proposed to be allocated for providing seed money for research activities to a maximum of 15 members of faculty (normally up to Rs. 2 lacs per project).

An Internal Committee comprising of the following members have been formed to review and select seed grant project proposals to be submitted by members of faculty. The Committee will also follow-up progress of work and final evaluation of completed projects including monitoring of project expenditure as per World Bank norms. Actual funding and project initiation will be effective only after receiving the additional grant from NPIU. After due deliberations and suggestions, the Board of Governors duly approved the constitution of the Internal Committee with the following members as given below:

1. Prof. Subhabrata Sengupta, Professor & Dean (PG & Research), Dept. of BT – Chairman and Convener
2. Prof. B. B. Paira, Advisor – HE, KBT, Member
3. Prof. Siddhartha Ray, Professor & Dean (UG), Dept. of ME, Member

4. Prof. Probir Banerjee, Professor, Dean (Student Affairs) & HOD, Dept. of ECE, Member
5. Prof. Pinaki Bhattacharya, Professor & HOD, Dept. of Ch.E, Member
6. Prof. Subhashis Majumder, Professor & HOD, Dept. of CSE, Member

Regarding International Travel, two Committees have been constituted to scrutinize the proposals of International Travel.

- (i) **Internal Scrutiny Committee**, proposed members are Dr. S. Sengupta (Dean, PG & Research), Dr. S. Ray (Dean, UG), Dr. S. Majumder (HOD, CSE) and Dr. P. Banerjee (Dean, Student Affairs).
- (ii) **External Screening Committee**, consisting of external experts. Proposed members are Prof. Manoj Mitra, JU, Prof. A.M. Ghosh, Retd. Professor, BESU, Dr. Debasis Dutta, Professor, IEST.

The BOG duly approved the constitution of the above two Committee(s).

The BOG further approved the following:

- 8 (eight) M.Tech. students of current final year have been selected for teaching assistantship for the Academic Year 2015-2016.
- An expenditure of Rs. 14, 88,000/- incurred in connection with Teaching Assistantship being provided to 31 (thirty one) students during the period Jan-June 2015.
- An expenditure of Rs. 43,304/- incurred in connection with various conferences / workshops / seminars / training programs attended by the members of faculty and staff outside the campus.
- An expenditure of Rs. 48,600/- incurred in connection with FDP organized by the Dept. of AEIE in the month of July 2015.
- An expenditure of Rs. 4,614/- incurred in connection with printing charges of Ph.D. thesis in respect of one of our members of faculty.
- An expenditure of Rs. 54,665/- incurred in connection with attending of various conferences / workshops / seminars / training programs.

- An expenditure of Rs. 36,000/- incurred in connection with holding a 4 (four) day FDP on "Presentation Skills" for members of faculty, conducted by The British Council.
- An expenditure of Rs. 10,515/- incurred in connection with an Industry Visit to CESC Ltd. of 29 (twenty nine) students of 2nd year ME.
- An expenditure of Rs. 2,142/- incurred in connection with attending a workshop under the Industry-Institute-Interaction Program by 2 (two) members of faculty in the month of April and August 2015 respectively.
- An expenditure of Rs. 8,513/- incurred in connection with attending a FDP at IIM, Raipur on "Achieving Academic Excellence" by 2 (two) members of faculty in the month of July, 2015.
- An expenditure of Rs. 27,36,000/- (Rs. 12,54,000/- for PG programs and Rs. 14,82,000/- for UG programs) incurred in connection with implementation of Institutional Reforms (as Accreditation Fees for accreditation of 4 (four) M.Tech. programs and 5 (five) B.Tech. programs).
- An expenditure of Rs. 48,380/- incurred in connection with academic support for weak students under the aegis of Finishing School by organizing a workshop on Industry Orientation Program for 3rd year AEIE students organized by AEIE students in the month of April 2015.
- An expenditure of Rs. 28,972/- incurred in connection with paper presentation by a 1st yr student of AEIE and 2 (two) 3rd yr students of CSE. Both the papers were presented at an International Conference viz., Power, Circuit and Information Technologies and Advance Computing, Networking and Informatics respectively.
- An expenditure of Rs. 35,394/- incurred in connection with the training program on e-FMR and Financial Management organized by NPIU at BVB Sardar Patel College of Engineering, Mumbai in the month of June 2015.
- Extension of Services - Services of Mr. Subhajyoti Dutta, Office Assistant, TEQIP-II has been extended for a further period of 6 (six) months w.e.f. 22.07.2015 on a consolidated salary of Rs. 9,000/- p.m. on satisfactory performance.

- Telephone allowance for Office Staff - An amount of Rs. 300/- per month may be extended towards Telephone Allowance of Mr. Kingshuk Ghosh and Mr. Subhajyoti Dutta, Office Staff of TEQIP Unit of the Institute in order to facilitate them for making a large number of telephone calls for official purposes. The said amount is admissible to Nodal Officers only.
- Requirement of Modem QEEE program - An expenditure of Rs. 1900/- has been made for procurement of a modem-type-2-I-Ball to run the QEEE program successfully. Owing to urgency and non-availability of sufficient number of vendors, it had to be procured from a single party.

**Agenda Item No. 4: To consider a report on various activities of the Institute since the last meeting**

The BOG noted the following:

- Result of Even Semester exam held in May-June 2015 under Autonomy and WBUT.
- Admission status for the AY 2015-2016 and the BOG expressed satisfaction.
- Submission of application for NBA of 4 (four) M.Tech. courses for the first time.
- An MOU has been signed between HITK and IEST, Shibpur with the objective of collaborative R&D activities in the area of renewable / green energy. Shri H.K. Chaudhary, Chairman, KBT and Prof. Ajoy Kumar Ray, Director, IEST were present on the occasion at IEST and the Chairman verbally confirmed the approval of funds.
- Award for Excellence for the members of faculty, staff and students.
- Students Achievement / Activities organized during the period under report.
- FDPs / Special Lectures / Seminars / Workshops organized during the period under report.

**Agenda Item No.5: To consider the recommendations of the Academic Council (AC)**

- 6<sup>th</sup> meeting of AC was held on 16.07.2015 in which the following salient recommendations were made:

-- The summary of results, compiled by the Controller of Examinations, was presented by the Chairman.

-- Average pass percentage for B.Tech., M.Tech. is 94.13 and 95.56 respectively and for B.Tech. Lateral is 69.17.

After due deliberations, the results were accepted by the Council and subsequently approved by the Chairman, Board of Governors for timely publication of results. The BOG considered and approved the above recommendations of the Academic Council.

**Agenda Item No.6: To consider a report on training and placement activities**

The BOG considered and approved the report of the Training & Placement Cell. They congratulated the Institute for a record placement of students in TCS and expressed satisfaction. The BOG also noted the placement of Mr. Nitesh Agarwal, final year student of CSE department with an annual package of Rs. 22 lacs at Code Nation, Bangalore. The BOG intimated the Institute to invite Mr. Nitesh Agarwal in the next meeting of BOG to congratulate him for his exceptional achievement.

**Agenda Item No.7: To consider a report on the progress of construction activities**

The BOG expressed satisfaction at the progress of construction activities.

**Agenda Item No.8: To report on HR related matters since the last meeting**

The BOG considered and approved (i) the appointment of 24 (11 on contract) persons on the basis of recommendations of the respective Selection Committee(s) constituted for the purpose (ii) cases of resignation/ retirement of 17 persons (along with reasons for their leaving) and (iii) Career Progression in respect of 3 (three) members of faculty since the last meeting held on 23.05.2015.

**Agenda Item No.9: To consider a report on prevention of ragging**

The BOG appreciated and expressed satisfaction over the report on various Anti Ragging measures.

**Agenda Item No.10: To report on an alleged incident of ragging outside our campus**

The BOG noted an incident of alleged ragging outside HIT campus (near R.R. Plot, 1.5 to 2 kms away from HIT) that was reported by a 1st yr student in the UGC Helpline on 13<sup>th</sup> August 2015 (vide Ref. No. ARCC/WB-2231).


The BOG expressed satisfaction regarding the immediate measures taken by the Institute in compliance with the rule laid down by the Hon'ble Supreme Court of India and also informed to keep a close vigil to ensure that the campus can be maintained as a ragging free campus.

**Agenda Item No.11: Miscellaneous**

- (i) The BOG was concerned regarding students discipline and steps to be taken to improve the performance of backlog students. Prof. Paira suggested that special classes should be organized and students should be motivated to attend classes regularly.
- (ii) Shri Vikram Swarup, Vice Chairman, BOG pointed out the necessity of encouraging students for their self-employment / entrepreneurship.
- (iii) The date of the next meeting of the BOG was tentatively fixed on 12.12.2015.

There being no other item, the meeting ended with a vote of thanks to the Chair.

  
  
**Prahlad Rai Agarwala**  
Chairman  
Board of Governors

  
**Prof. (Dr.) P. Chaudhuri**  
Member Secretary  
Board of Governors