

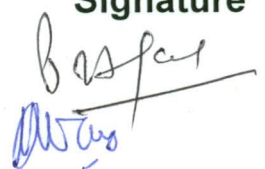
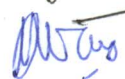



HERITAGE INSTITUTE OF TECHNOLOGY, KOLKATA

42nd Meeting of the Board of Governors










Date : Saturday, 5th December, 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	Leave of absence
5. Shri H. P. Budhia	Member	
6. Shri Siddharth Swarup	Member	
7. Smt. Madhumita Ray	Member	Leave of absence
8. Prof. (Dr.) Dilip Kr. Pal	Member	Leave of absence
9. Prof. (Dr.) N. P. Nayak	Member	
10. Ms. Satarupa Bagchi Biswas	Member	Leave of absence
11. Prof. (Dr.) Pranay Chaudhuri,	Member Secretary	

Invitees:

12. Shri H. K. Chaudhary		
13. Shri Sajjan Bhajanka		Leave of absence
14. Shri Jaydeep Chitlangia		Leave of absence
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. Prof. Ratul Kumar Majumdar		
23. Prof. J. L. Basu		
24. Shri R. P. Sinha		
25. Shri Manoj Saraogi		
26. Shri Arvind Srivastava		

MINUTES OF THE FORTY-SECOND MEETING OF THE BOARD OF GOVERNORS HELD ON SATURDAY, THE 5TH DECEMBER, 2015 IN THE CONFERENCE ROOM OF THE INSTITUTE

Members Present:

Shri Prahlad Rai Agarwala *in the Chair*
Shri Vikram Swarup
Shri H.P. Budhia
Shri Siddharth Swarup
Prof. (Dr.) N.P. Nayak
Prof. (Dr.) Pranay Chaudhuri *Member-Secretary*

Leave of Absence was granted to:

Shri V. Saran
Shri N. P. Dalmia
Smt. Madhumita Ray
Prof. (Dr.) Dilip Kumar Pal
Ms. Satarupa Bagchi Biswas

Special Invitees:

Shri Probir Roy
Shri P. K. Agarwal
Prof. B.B. Paira
Prof.(Dr.) D. C. Ray
Prof. (Dr.) S. Biswas
Prof. (Dr.) R.K. Majumdar
Prof. J. L. Basu
Shri R.P. Sinha
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 41st Meeting of the BOG held on Saturday, 19th September, 2015

Minutes of the 41st Meeting of the BOG held on 19th September, 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 05.12.2015 as under:

Sl. No.	Head	Rs. (in Lakhs)
1.	Total sanctioned fund	400.00
2.	Bank interest earned as on 05.12.2015	6.65
3.	Cumulative Expenditure incurred in the project as on 05.12.2015	373.42
4	Balance in hand as on today (05.12.2015)	33.23

BOG noted that the Institute is likely to receive an additional grant of Rs. 2 Crores for its excellent performance.

The BOG further approved the following:

- 15 (fifteen) students from 1st year M.Tech. and 5 (five) students from 2nd year M.Tech. have been considered for teaching assistantship for the Academic Year 2015-2016.
- Additionally 5 (five) students from M.Tech. 1st year have been selected under Merit-cum-Means assistantship.
- An expenditure of Rs.1.28 lacs incurred in connection with Teaching Assistantship being provided to 8 (eight) M.Tech. students
- An expenditure of Rs.17,515/- incurred in connection with FDP organized outside the Institute.
- An expenditure of Rs.1,83,105/- incurred in connection with FDP organized within the Institute.
- An expenditure of Rs.3,046/- incurred in connection with printing charges of Ph.D. thesis in respect of one of our members of faculty
- An expenditure of Rs.3,37,197/- would be incurred in connection with attending of various conferences / workshops / seminars / training programs
- An expenditure of Rs.52,590/- would be incurred in connection with holding one day Staff Development Programme on "D-Space and KOHA – Open Source Software on 03.02.2016

PC



- An expenditure of Rs.2,500/- would be incurred in connection with research publication charge for the members of faculty
- An expenditure of Rs.99,723/- would be incurred in connection with the industrial visit of 2nd year UG student (ME Dept.) under the supervision of I-I-I Cell
- An expenditure of Rs.2,28,850/- incurred in connection with hospitality for campus recruitment drive (2016 graduates)
- An expenditure of Rs.9,164/- incurred in connection with a lecture organized by ChE Department
- Mr. Pradip Agarwal, CEO, KBT attended the workshop "Leading People in Organization" conducted by Wharton, University of Pennsylvania as a representative of the BOG from 4th November to 7th November 2015. An expenditure shall be Rs.3,40,500/- (approx)
- Principal & TEQIP-Head proposed a budgetary expenditure of Rs.72,000/- for holding the workshop for framing 3rd year B.Tech. courses syllabus of the Institute under autonomy
- An expenditure of Rs.5,400/- incurred in connection with holding remedial classes (English Communication) for all 1st year students
- An expenditure of Rs.50,500/- would be incurred in connection with conducting remedial classes and workshops by various departments under the Equity Assurance and Finishing School activities

Agenda Item No. 4: To consider a proposal on introduction of M.Tech. in Renewable Energy

The Chairman, BOG and Mr. H.P. Budhia pointed out that it is a good proposal in respect of crisis of conventional Energy resources. The proposal for new M.Tech. Programme in Renewable Energy from the Department of Chemical Engineering to be introduced from the academic year 2016-2017 was considered and approved by the BOG.

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Agenda Item No. 5: **To consider amendment of the policy for sponsoring members of faculty for pursuing Ph.D. under QIP**

The clause 4.5.4.2. **Policy for Sponsoring Members of Faculty for pursuing Ph.D. under QIP** (Refer to Statues, Rules and Regulations: Heritage Institute of Technology, Kolkata) and under the heading Leave and salary:

"A member of faculty, who is eligible, will be granted with full pay to pursue Ph.D. in any of the QIP centres, for a maximum period of 36 months. Full pay means the Basic pay, AGP & DA, which the incumbent has been drawing immediately prior to his/her going on leave on sponsorship."

be replaced with

"A member of faculty, who is eligible, will be granted leave for a maximum period of 36 months with full salary and allowances as per service rules of the Institute to pursue Ph.D. in any of the QIP centres,".

Under the same clause mentioned above and under the heading Number of such sponsorship:

"Not more than 10% of the total strength of Faculty in any Department, subject to maximum of 2, would be allowed to go on QIP programme at any point of time. The applications for QIP would be considered on a first-come-first-served basis."

be replaced with

"The number of faculty members to be allowed in QIP programme will be limited to two annually (not more than one from any department in a particular year) on first-come-first-served basis, Institution wise."

The above mentioned amendments were considered and approved by the BOG.

Agenda Item No. 6: **To consider a report on various activities of the Institute since the last meeting**

The BOG noted the following:

→ Application for NBA submitted in respect of 4 (four) P.G courses on 14.09.2015 and 5 (five) UG courses on 07.10.2015.

- Tentative visit dates opted for PG courses (NBA) : (i) 15.01.2016, (ii) 29.01.2016, (iii) 05.02.2016, (iv) 19.02.2016 and (v) 26.02.2016
- Tentative visit dates opted for UG courses (NBA) : (i) 18.03.2016, (ii) 01.04.2016, (iii) 08.04.2016, (iv) 22.04.2016 and (v) 29.04.2016

→ Odd semester Examination for the academic year 2015-2016 starting from 24.11.2015.

→ Students Achievement / Activities organized during the period under report. The Chairman and all other members of the BOG appreciated the team of AEIE for their excellent performance.

→ Student Development Programme during the period under report

→ Special Lectures / Seminars / Workshops organized during the period under report.

Agenda Item No.7: To consider a report on training and placement activities

The BOG considered and approved the report of the Training & Placement Cell. The BOG also noted that to identify the areas of weakness and plan new initiatives for improving the employability of the unplaced students an online skill assessment test was conducted by CII Wheebox covering areas like logical ability, numerical ability, verbal ability, English, domain test and psychometric assessment

Agenda Item No.8: To consider a report on the progress of construction activities

The BOG expressed satisfaction at the progress of construction activities.

Agenda Item No.9: To report on HR related matters since the last meeting

The BOG considered and approved (i) the appointment of 3 (three) members of Staff on the basis of recommendations of the respective Selection Committee(s) constituted for the purpose (ii) cases of resignation/ retirement of 3 (three) persons (along with reasons for their leaving) and (iii) Career Progression in respect of 7 (seven) members of faculty since the last meeting held on 19.09.2015.

Newly appointed members, Prof. (Dr.) Ratul Kumar Majumdar, Registrar, HIT and Professor (IT), Dr. Rajendra Prasad Sinha, Head (H.R.) and Mr. Supriyo Bhattacharya, Sr. Administrative Officer – Higher Education, briefly introduced themselves before the BOG members.

Agenda Item No.10: To consider a report on prevention of ragging

The BOG noted that AICTE Expert Committee visited the campus for inspection in respect of an alleged incident of ragging on 28.09.2015 and put forward their observations.

The BOG also appreciated and expressed satisfaction over additional steps that were recommended in a meeting of Anti Ragging Committee held on 06.10.2015 to further strengthen the Anti Ragging measures which are already in place.

Agenda Item No.11: To report on gift made by Prof. B.B. Paira, Advisor, HE, KBT

Prof. B.B.Paira made a gift of 205 number of his personal books on Science, Engineering and Technology to the Central Library of the Institute. The Chairman and all other members of the BOG expressed appreciation for his valuable gift to the Institute.

Agenda Item No.12: Miscellaneous

- (i) A Proposal for transcript fees for the students under Autonomy (Rupees One Thousand per copy) was placed on the table, which was considered and approved by the BOG.
- (ii) Mr. Probir Roy, Executive Director, KBT suggested that efforts should be made to convey the "Fee Structures Committee" to increase semester fees keeping in view that the last major revision of fee structure for Private unaided colleges was done in the year 2013.

Prof. B.B. Paira pointed out that fee structure negotiation is done by APAI (Association of Professional Academic Institutions), West Bengal. However, he also mentioned that as per MAKAUT, it is unlikely that there will be any increase in fees in 2016.


(iii) Executive Director, KBT also expressed concern about poor class attendance of the students. The Chairman, BOG suggested that a committee be formed to improve student discipline and in particular class attendance. The Principal, HIT suggested the name of the members of the committee as under:

1. Prof. (Dr.) Siddhartha Ray, Dean(UG) -- Chairman
2. Prof.(Dr.) Subhasis Majumdar, HOD, CSE -- Member
3. Prof. (Dr.) Anindya Jyoti Pal, Dy. COE -- Member
4. Prof. (Dr.) N.P. Nayak, HOD, Physics -- Member Secretary
5. Dr. K.K. Chaudhuri, Advisor, HBS (KBT Nominee) -- Member

(iv) Executive Director, KBT also suggested that Institute should apply for NAAC at the earliest.

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