

44th Meeting of the Board of GovernorsDate : Saturday, 4th June, 2016. Time : 11.00 a.m.

Venue: Conference Room of the Institute

ATTENDANCE SHEET

Name		Signature
1. Shri P. R. Agarwala	Chairman	<i>P. R. Agarwala</i>
2. Shri Vikram Swarup	Vice-Chairman	Leave of absence
3. Shri V. Saran	Member	<i>V. Saran</i>
4. Shri N. P. Dalmia	Member	Leave of absence
5. Shri H. P. Budhia	Member	<i>H. P. Budhia</i>
6. Shri Siddharth Swarup	Member	Leave of absence
7. Swami Atmapriyananda	Member	<i>Atmapriyananda</i> 4 June 2016
8. Smt. Madhumita Ray	Member	
9. Prof. (Dr.) Parameswar De	Member	<i>Parameswar De</i> 04/06/2016
10. Regional Officer (ERO), AICTE	Member	
11. Prof. (Dr.) N. P. Nayak	Member	<i>N. P. Nayak</i>
12. Ms. Satarupa Bagchi Biswas	Member	<i>Satarupa Bagchi Biswas</i>
13. Prof. (Dr.) Pranay Chaudhuri,	Member Secretary	<i>Pranay Chaudhuri</i>

Invitees:

- | | |
|------------------------------------|-------------------------------------|
| 14. Shri H. K. Chaudhary | <i>H. K. Chaudhary</i> |
| 15. Shri Sajjan Bhajanka | <i>Sajjan</i> |
| 16. Shri Jaydeep Chitlangia | |
| 17. Prof. (Dr.) Sajal Dasgupta | |
| 18. Shri Probir Roy | <i>PR</i> |
| 19. Shri P. K. Agarwal | |
| 20. Prof. B. B. Paira | <i>B. B. Paira</i>
4/6/16 |
| 21. Prof. K. K. Chaudhuri | <i>K. K. Chaudhuri</i> |
| 22. Prof. (Dr.) D. C. Ray | <i>D. C. Ray</i> |
| 23. Prof. Bimalendu B Bhattacharya | <i>B. B. Bhattacharya</i>
4/6/16 |
| 24. Prof. (Dr.) S. Biswas | <i>S. Biswas</i>
4.6.2016 |
| 25. Prof. B. R. Saha | <i>B. R. Saha</i> |
| 26. Dr. R. P. Sinha | |
| 27. Shri Manoj Saraogi | <i>Manoj Saraogi</i> |
| 28. Shri Arvind Srivastava | <i>Arvind Srivastava</i> |
| 29. Dr. Siddhartha Ray | <i>Siddhartha Ray</i> |

CHAIRMAN'S
INITIALS

MINUTES OF THE FORTY-FOURTH MEETING OF THE BOARD OF GOVERNORS HELD ON SATURDAY, THE 4TH JUNE, 2016 IN THE CONFERENCE ROOM OF THE INSTITUTE

Members Present:

Shri Prahlad Rai Agarwala *in the Chair*
Shri V. Saran
(represented by Ms. Bhawna Agarwal)
Shri H.P. Budhia
Swami Atmapriyananda Maharaj
Prof. (Dr.) Parameshwar De
Prof. (Dr.) N.P. Nayak
Ms. Satarupa Bagchi Biswas
Prof. (Dr.) Pranay Chaudhuri Member-Secretary

Leave of Absence was granted to:

Shri Vikram Swarup
Shri N. P. Dalmia
Shri Siddharth Swarup
Smt. Madhumita Ray

Special Invitees:

Shri H.K. Chaudhary
Shri Sajjan Bhajanka
Shri Probir Roy
Prof. B.B. Paira
Prof. K.K. Chaudhuri
Prof. (Dr.) D. C. Ray
Prof. Bimalendu B. Bhattacharya
Prof. (Dr.) S. Biswas
Prof. B.R. Saha
Prof. (Dr.) Siddhartha Ray
Shri Manoj Saraogi
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 43rd Meeting of the BOG held on Saturday, 12th March, 2016

Minutes of the 43rd Meeting of the BOG held on 12th March, 2016 were duly circulated. Prof. Parameshwar De pointed out that names of Prof. Bimalendu B. Bhattacharya and Prof. B.R. Saha should be included in the Invitees present list and in the table showing utilization of TEQIP-II fund "Balance in hand as on 12.03.2016" should be replaced by "unspent balance as on 12.03.2016".

The minute was confirmed with these corrections.

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. However, Shri H.K. Chaudhary suggested that the application for introduction of differential fee structure to the Fee Structure Committee of Govt. of West Bengal should be followed up with appropriate authority.

Agenda Item No. 3: To consider the recommendation of the Academic Council

8th meeting of the Academic Council was held on 27.05.2016 in which the following recommendations were made.

- The curricular structures for B Tech 3rd year and MCA programmes and detailed syllabi for B.Tech. 3rd year and MCA 1st year as proposed by the respective Board of Studies be adopted with following changes:

(a) B Tech for CSE Department: Computer Networks [CSEN3102] and Computer Networks Lab [CSEN3112] papers should be moved to 6th Semester while Database Management Systems [CSEN3201] and Database Management Systems Lab [CSEN3211] papers should be moved to 5th Semester. The respective paper codes should also be changed accordingly.

(b) MCA Programme: Contact Hours for all papers should be in line with the respective Credit Points, by including necessary Lecture and/or Tutorial hours for the concerned papers.

- Modification of Examination Rules under Operational Guidelines:

As proposed by the Controller of Examinations (COE) the Academic Council recommended the following:

the Operational Guidelines (i) under Section 5.4.2.3(a) of Examination Rules should read as "Based on the recommendations of the respective HOD's and approved by the Principal, the COE will appoint two paper setters for independently framing two sets of question paper and also at least one moderator, who should be an external subject expert, for each course code. However, for Supplementary examinations, the moderator may be an internal subject expert."

- Change in BOS External Member for BT Department:

In place of Late Dr Lalitagauri Ray (Professor, Department of Food Technology and Biochemical Engineering, Jadavpur University) as Member of the Board of Studies in Biotechnology department, Dr Sriparna Dutta (Professor, Department of Chemical Technology, University of Calcutta) will be the External Member in BOS for Biotechnology Department.

The BOG considered and approved the above mentioned recommendations of the Academic Council

Agenda Item No. 4: To consider a report on TEQIP-II

The BOG approved utilization of funds till 30.04.2016 as under:

Sl.No.	Head	Rs. (in Lakhs)
1a.	Total Sanctioned Fund	500
1b.	Bank Interest as on 30.04.2016	7.32
	Total	507.32
2.	Cumulative Expenditure incurred in the project as on date 30.04.2016	412.86*
3.	Unspent balance as on 30.04.2016	94.46
4.	Committed expenditure for the month of May, 2016	62.56

The BOG also approved the budget allocation of additional grant of Rs. 2.0 crore as under:

BUDGET OF TEQIP-II FUND FOR APRIL' 2016 TO OCTOBER, 2016 FOR THE ADDITIONAL FUND OF RS. 2 CRORE WITH INTEREST ACCRUED SO FAR		
Sl.No.	Activities	(Rupees in Lakhs.)
1.	Acquiring text books, e-journals and software	42.35
2.	Providing Teaching and Research Assistantships to increase enrolment in existing and new PG Programmes in Engineering disciplines	24.00
3.	Enhancement of R&D and institutional consultancy activities	25.00
4.	Faculty and Staff Development (including faculty qualification upgradation. Pedagogical training, and organizing/participation of faculty in workshops, seminar, and conference) for improved competence based on TNA	40.00
5.	Enhanced Interaction with Industry	29.50
6.	Institutional management capacity enhancement	5.00
7.	Implementation of Institutional Reforms	10.00
8.	Academic support for weak students under the aegis of Finishing School	15.00
9.	Technical Assistance for Procurement and academic activities	0.00
10.	Incremental Operating Cost	16.47
	Total	207.32

The BOG further approved the following :

- An expenditure of Rs. 35.2788 lac for procurement of fourteen software for department of AEIE, BT, Ch.E., CSE, ECE, EE, IT & ME
- An expenditure of Rs. 7.07657 lac for procurement of seventy-five different titles of books
- An expenditure of Rs. 11.28 lacs for providing teaching assistantship to twenty-four students for the period of October 2015 to March 2016
- An expenditure of Rs. 1.92 lac for providing teaching assistantship to eight students for the period of January 2016 to March 2016
- An expenditure of Rs. 2.75 lac for providing seed grants for eleven faculty members of the Institute
- An expenditure on project work of B.Tech and M.Tech students will be made from TEQIP fund under activity head "enhancement of R & D and Institutional Consultancy Activities". Maximum grant for each B.Tech student will be Rs. 2500/- or the actual expenditure which ever is less and grant for each M.Tech student will be Rs. 5,000/- or the actual expenditure which ever is less
- Procurement of training materials and consumables for students will be made by utilizing TEQIP fund
- An expenditure of Rs. 1900/- for publishing a Research Paper in "International Journal of Latest Technology in Engineering Management and Applied Science (Volume V, issue IV, page 14-16, April 2016 by Prof. Bibvash Mondal, Asstt. Prof. Dept. of Electrical Engineering"
- An expenditure of Rs.2.93328 lac for attending various conferences/ workshops/ seminars and training programme outside the campus
- An expenditure of Rs. 2.4967 lac for organizing five number Faculty Development Programme
- An expenditure of Rs. 84400/- for Ph.D. Registration Fees of six Faculty Members
- An expenditure of Rs.11294/- as printing charges of Ph.D. thesis of two Faculty Members
- An estimated expenditure of Rs. 6.25 lac for attending various conferences / workshops / seminars and training programmes by sixteen faculty members



- Budge estimate of Rs. 9.96 lac for organizing four different workshops / conferences / seminars / FDP
- An expenditure of Rs. 2.04839 lac for organizing plant visit by students of various department
- An expenditure of Rs.45179/- for organizing four Industry-Institute Interactive programme
- Financial support to a maximum extent of Rs. 3000/- will be provided to each undergraduate student for internship in industry
- An expenditure of Rs.0.22 lac for revision of syllabus of Electronics & Communications Engineering, Biotechnology, Humanities and Mechanical Engineering
- An expenditure of Rs. 1.13 lac for organizing workshops and student development programmes by various departments under "Equity Assistance and Finishing School"
- An expenditure of Rs. 6850/- for presentation of paper in IEEE Indiacon 2015 Conference held from 17th December to 20th December 2015 at Jamia Millia University, New Delhi by Mr. Sambarta Ray, a 4th year student of ECE Department.

The BOG noted and expressed satisfaction for HITK being declared as Partner (the highest rank) of QEEE Programs of TEQIP-II along with 36 other institutions of the country.

Agenda Item No. 5: To consider a report on various activities of the Institute since the last meeting

The BOG noted the following:

- Result of Odd Semester Examination 2015 under MAKAUT
- AICTE has accorded extension of approval of all existing B.Tech. and M.Tech. courses
- AICTE has accorded extension of approval of MCA course
- AICTE has accorded approval for introduction of a new M.Tech. programme in Renewable Energy to be offered by the Dept. of Chemical Engineering from the Academic Session 2016-2017. At this point members discussed at length the possibility of introducing various new courses like Environmental Engineering and Disaster Management, Water Management etc. Shri H.K. Chaudhary suggested that a Committee be constituted to explore such possibilities.
- MAKAUT has conferred autonomous status to our MCA course from the Academic Year 2016-2017 for a period of 4 (four) years
- Funding of Rs. 4.68 crores was granted for a multi-institutional research project (HIT's component Rs. 30.00 lac) for "Detection and quantification of pollutants in aquatic eco system" from ITRA, Min. of Commerce and IT, Govt. of India (PI: Prof. (Dr.) A. Sen, Co-PI: Prof. (Dr.) P. Banerjee and Prof. S.Raj of Dept. of ECE)

→ Research funding of Rs. 9.43 lacs from DST, West Bengal for the project "Herbal agents for anti-inflammatory actions" (PI: Prof. (Dr.) Soma Banerjee, Dept. of BT)

→ Mr. Debjyoti Chowdhury, ex-student and currently member of faculty of AEIE Dept., along with his guide Dr. Madhurima Chattopadhyay, HOD, AEIE Dept. received prestigious Gandhian Young Technological Innovation Award at Rastrapati Bhawan, New Delhi on 13.03.2016 for development of cost-effective self stabilizing smart platform (spoon/pen) for bringing stability to the hands of elderly persons or for patients with Parkinson's disease using MEMS triaxial accelerometer

→ Collaboration with UMC (United Microelectronics Corporation) and IMEC through EUROPRACTICE IC Service which is a milestone in VLSI Domain. With the help of this collaboration the Institute started a feasibility study on Micro Chip Development for India Chip Program (InChiP), a make in India Initiative by NETRA (National ESDM Technology Research Academy).

→ Students Achievement / Activities organized during the period under report

→ Student Development Programme during the period under report

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

→ ISI entrance test 2016, was held on 08.05.2016 at the Institute. A total of 1584 candidates were allotted seats to appear for the examination in the Institute campus and 1008 no. of candidates appeared for the same.

→ WBJEE 2016 was held on 17.05.2016 at our Institute. A total no. of 1095 candidates were allotted seats to appear for the said examination and 819 no. of candidate appeared for the same.

→ EntreSpark – 2016 : The Entrepreneurship Development Cell of HITK organized a 3-day Entrepreneurship Summit (EntreSpark-2016) from 20, 22 & 23 April, 2016. The Summit featured seminars by established entrepreneurs in and around the city, and workshops to motivate the students and to inculcate an entrepreneurial mindset.

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.

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 1 (one) member of Faculty, 1 (one) TA and 3 (three) Admin Staff on the basis of recommendations of the respective Selection Committee(s) constituted

for the purpose and (ii) cases of resignation/ retirement of 6 (six) persons (along with reasons for their leaving) since the last meeting held on 12.03.2016.

BOG also noted the following :

→ Promotion of Prof. B.R. Saha from Assoc. Prof. to Professor in the Dept. of ChE and appointment of Prof. B.R. Saha as Registrar.

→ Appointment of Prof. (Dr.) Siddhartha Ray, Dean (UG) as Controller of Examinations in place of Prof. B.R. Saha

→ Promotion of additional 7 members of administrative staff

Agenda Item No.9: Miscellaneous

- (i) The BOG noted the ragging complaints received from National Anti Ragging Helpline UGC, subsequent visit of Expert Committees, one from AICTE and the other one from MAKAUT and action taken by the Disciplinary Committee of the Institute after getting concurrence from the University.

At this point Prof.(Dr.) Pranay Chaudhuri, Principal suggested that the Anti Ragging Committee and Anti Ragging Squad for the Academic Year 2016-2017 and the Disciplinary Committee of the Institute be reconstituted. The composition of the Anti Ragging Committee, Anti Ragging Squad and composition & terms of reference of the Disciplinary Committee are proposed in Annexure – IX. BOG noted and approved the same.

- (ii) Prof. Swami Atmapriyananda Maharaj suggested that all publications by members of faculty and UG & PG students should be reported under highlights of activity on a regular basis.

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



Vikram Swarup
Vice Chairman (in the Chair)
Board of Governors



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