

DRAFT

Proceedings of the 3rd Meeting of the Board of Governors of 2015 of JIS College of Engineering held on 26.09.2015 at City Office, 7 Sarat Bose Road, 1st Floor, Kolkata – 20 to discuss the following agenda :

Members Present:

1. Prof. (Dr.) S.M. Cahtterjee - Chairman, BOG, JISCE
2. Dr. S. Dasgupta, Director, Technical Education- Member
3. Mr. Taranjit Singh , Managing Trustee- Member
4. Mr. Haranjit Singh, Trustee- Member
5. Prof.(Dr.) A. Guha, Advisor, JIS Group- Member
6. Mr. U.S.Mukherjee, Dy. Director, JIS Group- Member
7. Ms. Sila Singh Ghosh, GM-CR, JIS Group- Member
8. Dr. S.K. Mitra, Professor & HOD , EE -Teacher representative.
9. Dr. S.S. Gupta, Asst. Professor & HOD, CSE and IT- Teacher representative
10. Mr. S.S.Dutta Gupta, Director, JIS Group- Special Invitee
11. Prof. (Dr.) Bhabes Bhattacharya, Principal- Member Secretary

The leave of absence of the following members were granted.

1. Dr. S.Srinivas Kumar, UGC Nominee
2. Dr. B.K.Sriwastava- State Govt. Nominee
3. Mr. S.Radhakrishnan- Industry Member
4. Mr. Amrik Singh, Trustee- Member
5. Mrs. Jaspreet Kaur, Trustee- Member
6. Regional Director AICTE or his nominee
7. Dr. Souren Mitra -WBUT Nominee
8. Mr. Tejomoy Das - Industry Member
9. Mr. Amit Das - Industry Member
10. Mr. Anmol Singh Narula - Director, JIS Gr. Educational Initiatives- Member
11. 8. Mr. Harjot Singh - Director, Corporate Office, JIS Group- member

The proceedings of the meeting initiated with a review of the exiting composition of the BOG by the Chairman, as per the norms outlined by AICTE/UGC.

Chairman enquired about the absence of the some of the members in general and the UGC nominee in particular. It was indicated that on account of compelling reasons the meeting had to be called on a short notice and the conveniences of Prof. Srinivas the UGC nominee in the Board, could not be formally accommodated. It was resolved that in consideration of the

requirement of his long trip to attend the meeting, the Institute would henceforth request for two convenient slots from Prof. Srinivas before deciding on a date of BOG meeting.

The Chairman also indicated that the exiting BOG had been restructured, keeping the guidelines of the above regulating authorities in mind and the same would be adopted for the subsequent BOG meetings.

With the permission of the Chair, the Principal JISCE started the deliberations through an agenda wise presentation.

Agenda 3.01

Confirmation of the minutes of the proceedings of last BOG Meeting

The minutes of the last meeting of BOG, as presented to members with the Agenda Document, was taken up for discussion. The Principal indicated that in accordance with one of the resolutions of last BOG meeting to present various Actionable Agenda in the form of “Action Taken Report”, most of the resolutions of the last BOG meeting had been included in his presentation. After going through the presentation slides under “Action Taken Report” and content of the proceedings, members confirmed the minutes of the last BOG meeting without modification.

Agenda 3.02

Action Taken Report (ATR) on the resolutions taken at the last BOG Meeting.

The Significant actionable resolutions pertaining to the last BOG meeting, in the form of an Action Taken Report was presented to the members present.

The report contained mention of affirmative actions taken on most of the actionable resolutions, in exception of issue like identification of experts for establishment of Centre of Excellence (COE) on Medical Electronics, where the initiative was at infancy. It was also mentioned that decisions on closure of course and reduction of intake, as resolved in the last meeting could not be formally submitted to AICTE for approval, on account of paucity of time. It was indicated that such decisions would be reviewed and would be implemented with the approval of BOG

during Academic Year 2016-17. While reviewing the Action Taken Report, the Board of Governors made the following suggestions;

- The Board of Governors suggested to apply for projects of high value which encompasses higher physical and fiscal targets.
- It was advised to keep in touch with the concerned person /in-charge to achieve the above, primarily with respect to the DST Projects.
- Board suggested to arrange for a whole day lecture session and invite the DST Project in-charge in that session to get more information.

The Action Taken Report in conjunction with the proceedings were noted by the members with general satisfaction.

Agenda 3.03

***Placing of AICTE's and WBUT's Extension of Approval letter
And
steps taken by Institute to overcome AICTE indicated shortfall / deficiencies***

The approval letters from AICTE and the affiliation letter from the University for the academic session 2015-16, as received for various courses were presented along with Agenda Document. It was informed that no shortfall / deficiency was indicated by AICTE. Members noted the same.

Agenda 3.04

***Report on extension of existing Intake or introduction of new courses as approved by
AICTE***

The document related to the existing courses along with their respective intakes were made available as a part of presentation document. It was reiterated that while the decision of BOG for closure of course(EIE) and reduction of intake could not be implemented for reason indicated earlier, a new course, diploma in EE, with intake of 60 was started from Academic Year 2015-16. In view of the decision of closure of EIE Dept. (B.Tech), Board suggested to plan for faculty and staff members of EIE department. Deliberating on various academic issues Board of Governors made the following additional suggestions.

- To explore the possibility of renaming the existing M.Tech courses to increase the admission. To rename the M.Tech courses Board suggested to conduct a Workshop or form a taskforce.
- To form a committee to review the functioning of the Autonomous Status.
- The Chairman advised to establish 7 nos. labs for MBA which would help to enhance the admission.

Agenda 3.05

Anti Ragging measures taken for the Academic Year 2015-16

Documents related to the constitution of the Anti-ragging Committee(ARC) and the anti-ragging measures adopted for the Academic Year 2015-16 were presented along with the agenda document. It was accentuated that for the present Academic Year the ARC was constituted with religious compliance of the compositional requirement of AICTE and the ARC meeting was conducted with wide participation from different categories. Some of the members enquired about any incidence of ragging during the period. The Head of the Institute replied in the negative.

Agenda 3.06

Admission Status for the Academic Year 2015-16

A graphical comparative chart of admission data with an analysis of the “rank band intensity data” for the last three years under various “Band categories” of rank of admitted students were made available as a part of the presentation. While declining trend in quantity of admitted student during the earlier years could be arrested for B. Tech. and MBA courses during the Academic Year 2015-16, number of student admitted under BBA, BCA and MCA courses were significantly less. The admission data analysis also revealed a significant waning in the rank of students being admitted over the last three years. This trend was more significant for the students admitted under on-line counseling process.

Agenda 3.07

Assessment of academic performance based on Even Semester Results, Academic Year 2014-15

The results of the even semester (2014-15), with a graphical comparative analysis for the last three years were made available to the members along with the agenda document. Analysis of results of individual branches through a few representative slides revealed that while for lower semester (2nd semester), the spectrum of result over SGPA range had been more or less similar during the last three years, for higher semesters (6th and 8th), larger sections of student scored higher SGPAs during 2013-14 and 2014-15. While deliberating the issue, it was thought appropriate to make a serious review to make an objective assessment of the examination and evaluation process, particularly important under the framework of Autonomy.

Commenting on the avenues of improving teaching-learning process, the Board suggested the following;

- To arrange diagnostic test and identify the weak students to train them and make a standard level. Principal assured to take responsibility to review the teaching-learning process in future.
- To present the analysis of academic performances, Board suggested to report mentioning that the issue was reviewed in the Academic Council meeting.
- In order to acclimatize teaching-learning process for Industry oriented approach, Board suggested to send the faculty members to various industries to get industry oriented training.

Agenda 3.08

Discussion and necessary approval for significant resolutions of various statutory committee meetings

Significant resolutions adopted in the Academic Council Meetings (dated 26th June and 19th Sept, 2015) were placed before the members for review and comment. Some of the actionable agendas were made as part of the presentation. One of the primary focus areas for the Academic Council was putting in place an attendance monitoring mechanism. Issues like adoption of interdisciplinary research culture, organization of International Conference during 2016, conduction specialized GATE classes for final and pre-final year students, suggestions made during last BOG meeting with respect to functioning of Academic Committee were elaborately discussed in those Academic Council meetings. Action plan for implementation of the same were also outlined. Members noted the above resolutions.

Agenda 3.09

Principal's Report

The report presented by the Principal contained information on the conduction of a week long orientation program, incorporating components like guidance lectures by eminent personalities from industry and counseling by spiritual luminary. Diagnostic tests were also carried out on basic subjects like Physics, Chemistry, Mathematics and English to categorize the new students for appropriate future grooming programs. The report of the principal also contained the following important activities/events taken place subsequent to the last BOG meeting.

- Visit by Members of Joint Review Mission (MHRD - Govt. of India and World Bank) held On 8th July, 2015.

Followed by an Institutional presentation, members of the visiting team inspected various facilities and procedures created under TEQIP II, primarily with an objective to review their utilization. The Principal also reported that JISCE had been honoured as one of the 51 high performing Institutes with an additional grant(Rs. 2.0 crores) under TEQIP II.

- A report on the Project grants of close to Rs 45 lakhs received and 26 new project applications made under UGC minor scheme.
- A report on the co-curricular activities in collaboration with IIT, Bombay and IIT, Kharagpur.

Members reviewed the report and suggested for further implementation, in line with the various other issues discussed during the meeting.

Agenda 3.10

Miscellaneous

No separate issue was raised under the above agenda

Agenda 3.11

Report on TEQIP and approvals.

Activity wise physical and fiscal achievement made under the project was elaborated by the Principal during the presentation, with further details made available along with the Agenda Document. Fund utilization of more than 93% could be achieved as on date. In case of Activity wise Achievement, Board advised to mention the target for the next quarter for subsequent meetings.

The Director of Technical Education, West Bengal enquired about outcome of the training on Pedagogy received by the Institute with respect to the following;

- Relevance and quality of the training being provided.
- Status of implementation of the same at Institute level.

Responding to the above the Principal and the Faculty Representatives present in the meeting indicated that the training proved by both the agencies, VIZ, IIT, KGP and NITTR, Kolkata had been very useful. In respect of status of implementation, the Principal assured the Board to place a status report in the next meeting of the BOG. Emphasizing on the requirement of adoption of

the various components of Pedagogical Training for class room teaching, the Board suggested to put in place a monitoring mechanism through the meeting of the HODs. In respect of publication, the Board opined to incorporate the following in the report.

- The index No/ impact factor in case of Publications.
- Reference details in case of Patents.

A few approvals required in future for time bound execution of remaining components under TEQIP project were placed before the Board of Governors.

In respect of putting in place a procedure for approval of International Travel under TEQIP, as per the stipulated guidelines, Board was requested to form an approving committee. This was to be done in addition to the screening committee at the Institution level. Responding to the requirement, members advised to form a panel for such a committee and authorized the Chairman to accord approval for the same. Additionally, the following actions were taken by the Board related to TEQIP.

- The Board accorded ratification on the Revised IDP, incorporating additional fund requirement of Rs.297.10 lakhs (as detailed in the Agenda Document) which was submitted with approval of the Chairman, BOG.
- Perspective Action Plan Submitted to NPIU for Oct 2015-Oct 2016 with provision for reallocation as per TEQIP norms, was also reviewed and approved by the Board.

The meeting ended with a vote of thanks to the chair.

(Bhabes Bhattacharya)
Principal, JISCE
Member-Secretary, BOG.