

**Proceedings of the 3<sup>rd</sup> Meeting of 2016 of the Board of Governors of JIS College of Engineering held on 22.10.2016 at Meeting Room (Room No. 110) of JIS College of Engineering to discuss the following agenda :**

**Members Present:**

1. Prof. (Dr.) S.M. Cahtterjee - Chairman, BOG, JISCE
2. Mr. Taranjit Singh – Trustee Member
3. Dr. Gautam Majumdar - AICTE Nominee
4. Mr. Tejomoy Das- Industry Member
5. Dr. B.K.Sriwastava- State Govt. Nominee
6. Prof.( Dr.) A. Guha, Advisor, JIS Group- Member
7. Mr. U.S.Mukherjee, Dy. Director, JIS Group- Member
8. Ms. Sila Singh Ghosh, VP-CR, JIS Group- Member
9. Dr. S.S. Gupta, Dean- Academic Affairs & Associate Professor - Teacher representative
10. Dr. S.K. Mitra, Professor, EE- Teacher representative
11. Dr. K.C.Patra- Mentor, TEQIP
12. Dr. Malay R Dave- Principal, Member Secretary

**The leave of absence of the following members were granted.**

1. Dr. S. Dasgupta, Director, Technical Education- Member
2. Dr. S.Srinivas Kumar- UGC Nominee
3. Mr. Haranjit Singh, Trustee Member
4. Mr. Amrik Singh, Trustee Member
5. Mr. S.Radhakrishnan- Industry Member
6. Mrs. Jaspreet Kaur, Trustee Member
7. Mr. Simarpreet Singh, Trustee Member
8. Mr. S.S.Dutta Gupta, Director, JIS Group- Member
9. Dr. Souren Mitra -WBUT Nominee
10. Mr. Amit Das - Industry Member

<b>Agenda</b>	<b>Resolutions</b>
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<b>Mandatory Items</b>	
Agenda 3.00 Introduction of the Meeting: <ul style="list-style-type: none"> <li>• Welcome address by the Chairman</li> <li>• Quorum of the Meeting</li> <li>• Meeting called in order</li> <li>• Leave of absence be granted on request</li> <li>• Composition of BOG meeting as per guide line of AICTE/UGC.</li> <li>• Welcome to new members.</li> <li>• Permission to start the meeting Agenda wise</li> </ul>	1.The meeting initiated with a review of the composition of the BOG by the Chairman, as per the norms outlined by AICTE / UGC. 2. Leave of absence granted 3. 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	Noted & approved.

Agenda	Resolutions
Agenda 3.02 Action Taken Report (ATR) on the resolutions of the last BOG Meeting.	Noted & approved.
<b>Regulatory Items</b>	
Agenda 3.03 Admission Status for the Academic Year 2016-17	Noted & accepted.
Agenda 3.04 Assessment of academic performance based on Even Semester Results, Academic Year 2015-16	Noted & accepted.
Agenda 3.05 Principal's Report:  The report presented by the Principal, contained information on the <ul style="list-style-type: none"> <li>• Outcome of Creation of Frameworks for Job specifications for Faculty and implementation status</li> <li>• Outcome of Creation of Frameworks for Students' Attendance Regulations &amp; Code of Conduct framework</li> <li>• Follow up actions on Code of Conduct framework for Faculty</li> </ul>	<p>Board suggested to form standard syllabus committee with the experts from other Universities.</p> <p>Board asked for online attendance system. It was reported that Online Attendance System implementation under process.</p> <p>Reported that online attendance system for final year students will be calculated in a different way as they have several other activities like campus interview, training etc.</p> <p>Mentor, TEQIP advised to include the special classes for final year students with their regular classes</p> <p>Chairman enquired about the termination of 03 Nos. employees.</p> <p>It was informed that the behavior and attitude of those staff &amp; faculty members were vitiating climate at the institution. So based on the recommendations of the enquiry committee actions have been initiated against the erring employees</p> <p>Board asked if any opportunities given them or not.</p> <p>Informed that they have given enough</p>

<ul style="list-style-type: none"> <li>• Reforms for Administrative Decentralization</li>   <li>• Outcome – Value Additions Centers</li> </ul> <p>It was informed that our students are going for Tata Motors training at Jamshedpur. Informed that our students are going to Asian Institute of Technology, Bangkok for Education Camp &amp; Study Tour</p> <p>.</p> <p>It was informed that a MoU has been signed on 25<sup>th</sup> July, 2016 between British Council Examinations Division of English Language Service and JIS College of Engineering for the British Council certification programme called APTIS as well as IELTS aimed at enhancement of communication skills and soft skills of both the faculty and the students.</p> <ul style="list-style-type: none"> <li>• Orientation programme for Freshers (1<sup>st</sup>-5<sup>th</sup> August, 2016)</li> </ul> <p>It was informed that one week orientation programme for the newly entrant B. Tech. / BCA / BBA students was hosted by the institution in the first week of August, 2016. The event covered number of career centric session for the freshers.</p> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> Convocation and 16<sup>th</sup> Foundation Day (1<sup>st</sup> September, 2016)</li> </ul>	<p>time and opportunities to change themselves.</p> <p>Board asked for faculty structure related to decentralization of Administrative Power.</p> <p>It was reported that BOG approved Organogram has already amended.</p> <p>Board appreciated that.</p> <p>.</p> <p>Board appreciated that.</p> <p>Board asked for FSD and advised to make a month wise activity chart of faculty development program. Industry Member suggested to present a ppt on performance appraisal based development of faculty in next meeting.</p> <p>Board appreciated the APTIS Program</p> <p>Board advised to arrange Parent-Teacher meeting.</p> <p>.</p> <p>Reported and noted. Board advised to invite the Industry Persons in Convocation from next time.</p> <p>Chairman appreciated the felicitation program of alumni in Foundation day.</p> <p>Industry member advised to enhance the no of the women graduate as JIS has</p>
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