JIS College of Engineering

An Autonomous Institute

Proceedings of the 1ˢᵗ Meeting of the Board of Governors of 2013 of JIS College of Engineering held on 11.05.2013 at 2:00 p.m. at Meeting Room of the Corporate Office, 7, Sarat Bose Road, Kolkata-100 020.

Members Present:

1. Prof. (Dr.) S.M.Chatterjee	-	Former V.C., BESU - **Chairman**
2. Dr. S. Dasgupta	-	Director of Technical Education, Govt. of W.B.
3. Sardae Jodh Singh	-	Chairman, JIS Group
4. Mr. Taranjit Singh	-	Managing Trustee, JIS Group
5. Smt. Sudipta Chatterjee	-	WBUT Nominee
6. Mr. Amrik Singh	-	Trustee, JIS Group
7. Ms. Jaspreet Kaur	-	Trustee, JIS Group
8. Dr. Asit Guha	-	Director, JIS Group
9. Mr. U S Mukherjee	-	Dy. Director, JIS Group
10. Dr. S.K.Mitra	-	Professor, Dept. of EE, JISCE
11. Mr. S.S.Gupta	-	Asst. Professor, Dept. of IT, JISCE
12. Ms. S.S.Ghosh	-	GM-Corporate Relation
13. Dr. U. Bandyopadhyay	-	Principal, JISCE - **Member-Secretary**.

The leave of absence of the following members are granted.

1. Regional Director, AICTE or his nominee		
2. Prof. Brijesh Kumar Sriwastava	-	State Govt. Nominee
3. Prof. S.Srinivas Kumar	-	UGC Nominee, Jawaharlal Nehru Technological University, Kakinada-533 003
4. Mr. Haranjit Singh	-	Trustee, JIS Group
5. Mr. S. Radhakrishnan	-	Managing Director, Descon Limited

Agenda No. 1.01:   **WELCOME ADDRESS BY THE CHAIRMAN**

Prof. (Dr.) S.M.Chatterjee, Chairman welcome the members present in the meeting. He introduced all the members of the Board. The leave of absence of the absentee members was granted. The Principal informed that one of our faculty member Dr. Somsubhra Gupta was awarded by Kalyani University with Ph.D Degree. The Chairman congratulated him.

Agenda No. 1.02:   **CONFIRMATION OF THE MINUTES OF THE PROCEEDINGS OF 25th MEETING HELD ON 18.12.2012.**

The proceedings of the 25th BOG meeting were circulated; and it was discussed. Smt. Sudipta Chatterjee wanted to know about the basic criteria for PG Assistantship for Non GATE students. The Principal clarified the matter. She enquired about the training programmme under TEQIP fund; and suggested that after the training the concerned person should submit a report through presentation for sharing knowledge with others. After discussion Board confirmed the proceedings.

Agenda No. 1.03:   **ACTION TAKEN REPORT (ATR) ON THE RESOLUTION TAKEN AT THE 25th MEETING OF BOG.**

The Action Taken Report on the suggestions made in the 25th Meeting was presented; and the Board approved the same after discussion.

The Chairman congratulated the plan of JISCE as Nodal Centre, based on the agreement with Senior Experten Service (SES).

He suggested to explain in detail hardware investments for the experiment before the students during practical classes of finishing school for clear knowledge.

Agenda No. 1:04:   **PRINCIPAL'S REPORT**

The Principal placed his report and discussed.

- Mrs. Sila S. Ghosh informed that NBA awarded JIS College under TIER-I accreditation.
- The Chairman enquired about the expenses of TEQIP fund for training and the Principal replied.
- He suggested to include columns as "OUT COME" in the seminar and conference in details; and the expenses incurred.
- Smt. Chatterjee advised to prepare a FEED BACK Form to know the suggestions or ideas of the participants in the Seminar / Conference/ Workshop and 10 points should be there which will be filled up by the participants; and these points will be analysed to develop the conference level.
- The Chairman suggested to include another column to inform the "STATUS" of the received grants for RPS from AICTE, DST, CSIR etc.
- He suggested to submit the summary of the result with backlog from next meeting.
- He also suggested to submit the students attendance report as Code I, Code II, Code III.
- He further advised to submit the result of one batch from 1st to 8th semester to analyse the result and to mention the number of unsuccessful students.
- He advised to inform the Rank of the students in WBUT Exam (overall and subject wise) which is uploaded at the time of Convocation only.

Agenda No. 1:05:   **Report on TEQIP and approvals**

Achievements: Achievements in different component of activities under the program as was placed were discussed and approved by the members. The Chairman suggested to mention outcome of FSD training program. Regarding academic support for weak students he advised to start tutorial classes immediately for them as remedial measure. Further the MD advised to submit in every BOG meeting the achievement and updated status under Enhanced Interaction with Industry.

The suggestions made by the Mentor Prof. K. C. Patra in his report on 1st mentoring were placed and discussed. The Chairman advised to fulfill the suggestions made by the Mentor immediately.

Approval: The following matters have been approved after discussion:

- ☐ Annual Work Plan and Budget requirements for 2013-14.
- ☐ FSD plan for 2013-14 (both National & International).
- ☐ Revised Plan for Consultancy Services.
- ☐ Revised IDP prepared as per revised project allocation.
- ☐ Honorarium:
  - (i) For External Experts for R&D, for delivering expert lectures under FSD, etc. – Rs. 3000/- per day (As per order of NPIU).
  - (ii) For Experts in BOS for Curriculum Dev./Revision/Restructuring etc. - Rs. 1000/- per day.
  - (iii) For external faculties for remedial teaching – Rs. 1000/- per class subject to Rs. 3000/- per day.
  - (iv) For External Experts for Special training in Technical Skill Development and Soft Components including Communication and Presentation Skills – Rs. 3000/- per day.
  - (v) For delivering expert lectures and training in Continuing Education (CE) programs – Rs. 1000/- per day.
- • **FSD - International Training:** The proposals relating to (i) Mrs. S S Ghosh, Nodal Officer, IIIPC & (ii) Dr. S S Gupta, Nodal Officer (Academic) & HOD (IT) for international travel to USA to attend International Conference 'NAFSA-2013' from 21-31 May 2013 involving cost of Rs. 3.13 lakh each have been approved subject to clearance of the Steering Committee at SPFU-WB level.

- ☐ Proposal for placement of fund in 4 Funds viz. (i) Corpus Fund, (ii) Faculty development Plan, (iii) Equipment Replacement Fund & (iv) Maintenance Fund as per guideline has been approved and fund would be placed @ 0.5% for each fund (total 2%) of annual total recurring expenditure 2011-12 before the next Performance Audit.

Proposal for Two-Days' Workshop on Curricula Revision involving an expert has been approved. For this purpose one expert **Prof. N J Rao**, former professor of IISc, Bangalore has agreed to conduct the workshop. He has claimed honorarium @ Rs. 10,000/- per day for two days along with cost of travel from Bangalore, boarding and lodging, transport etc. Though allowable limit of NPIU for honorarium is Rs. 3000/- Prof. Rao's claim was approved as a very special case considering his credential/expertise in the matter.

 Petty Cash: Enhancement of the amount of petty cash from Rs. 10,000/- to Rs. 40,000/- for meeting emergent expenditures was approved.

Agenda No. 1:06:   **Miscellaneous**

The Director informed about the implementation of NCC as an elective subject in Autonomous college through UGC. The members approved the same.

He informed about the EETP program under AICTE-BSNL MoU; and also informed that AICTE shortlisted JISCE for that training programme at BSNL. At the first round JISCE will send 50 students as per merit. BOG approved it.

The meeting ended with vote of thanks to the Chair and the participants.

Urmibrata Bandyopadhyay.

(Dr. U.Bandyopadhyay)
Principal, JISCE
Member-Secretary, BOG.