

MCKV Institute of Engineering

243 G.T. Road (N), Liluah, Howrah - 711204

Minutes of the 2016-III (54th) Meeting of the Governing Body held on
10th Nov, 2016 at 10:30 a.m. at the Institute Campus, 243, G.T. Road(N),
Liluah, Howrah - 711204

Members Present :

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| 1. Shri Kishan Kr. Kejriwal | : Managing Trustee: Trust Nominee |
| 2. Mr. S.C. Dugar | : Member: Trust Nominee |
| 3. Prof Sajal Dasgupta | : Member: Director of Technical Education
(Ex-Officio Member) |
| 4. Prof. Parasar Bandyopadhyay | : Member : Chairman's Nominee (Educationist) |
| 5. Dr. Tapan Kr. Ghoshal | : Member : Chairman's Nominee (Educationist) |
| 6. Col. A.K. Nath | : Member : Chairman's Nominee (Technologist) |
| 7. Prof. R.C. Bhattacharya | : Member : Chairman's Nominee (Educationist) |
| 8. Prof. B.B. Paira | : Member Nominee of MAKAUT |
| 9. Dr. Paramita Chatterjee | : Member Nominee of AICTE |
| 10. Prof. Ajoy Ghose | : Invited Member (Mentor TEQIP-II) |
| 11. Prof. Arghya Sarkar | : Member: Principal's Nominee |
| 12. Prof. Bitasta Chanda | : Member: Principal's Nominee |
| 13. Prof. Asok Kumar, Principal | : Member Secretary (Ex-Officio Member) |

In the absence of the Chairman of BOG, Prof. Asok Kumar, Principal proposed the name of Dr. Tapan Kr. Ghoshal to Chair this meeting, Mr. Kishan Kr. Kejriwal, Managing Trustee seconded the proposal. Therefore, under the Chairmanship of Dr. Tapan Kr. Ghoshal 2016-III (54th) meeting of the BOG was conducted.

The meeting noted that Trust Nominees Sri Basu Deo Tikmani, Mr. M.C. Saha, Chairman's Nominee, State Govt. Nominee, Mr. Kartick Ch Basak and the Regional Director, Eastern Regional Office, AICTE, could not make it convenient to attend the meeting due to their unavoidable preoccupations. The GB granted their leave of absence.

1) Disciplinary Committee –

BOG recommended adopting “Dot” system for recording no. of times a student identified to break discipline of the College. Every time a student is involved in breaking the discipline one “Dot” is awarded/given to him. After two dots a warning letter will be issued and after next incident the student will be rusticated.

2) BOG recommended the following actions to be taken against thirteen students involved in the incident occurred on 29th August, 2016 outside the college campus.

- The concerned students who are boarders of the hostel must vacate the hostels immediately and would not be permitted to stay in the Hostel in future.
- Guardians and students should sign and accept the involvement of the wards in the incident. They should agree for a punishment in the category of two “Dot”s specified by BOG for the offence committed. The students would be recommended for rustication on commencing similar offence in future without further intimation to the guardians.
- No special classes or facilities will be provided by the Institute to such students.
- The total amount spent to meet the expenses towards medical treatment for Mr. Shubham Shekhar would be recovered equally from all identified students immediately.

3) Placement Status:

- Co-ordinating Committee for placement activities to be constituted immediately. Principal will be the Chairman, HOD-CRTTC will be the Convener and two faculty members for each department including MCA, Basic Sc. and HSS. Students also should be involved in this activity.
- Placement Policy to be decided by discussing in the above Committee.
- A yearly Calendar to be prepared for various types of training to be provided to the students

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4) IQAC :

BOG members appreciated the formation of IQAC and advised to build quality culture at the institute level. Also BOG suggested including TSS/ LI to meet diverse need of all the stake holders.

TEQIP Matters:

1) Procurement

BOG approved procurement of Text Book through PMSS to the extent of Rs. 3.90 lakhs taking into account 25% of interest accrued on TEQIP fund as per recent guidelines.

2) Teaching Assistantship

BOG approved grant of Teaching Assistantship @ Rs.12,400/- to the eligible non GATE M.Tech Students as per guidelines upto 31st March, 2017.

3) Institutional Reforms

a) NBA & NAAC ACCREDITATION

- i) BOG noted that pre-qualifiers for extension of accreditation of AUE & IT beyond 30.06.2016 and also for ECE & CSE accredited for 2 years w.e.f 1st July, 2016 for another year have been submitted and advised to pursue with NBA
- ii) BOG also directed to submit pre-qualifiers for Accreditation of UG courses EE & ME at the earliest. BOG also advised to arrange in-house hands on training on SAR preparation for all the faculty of both the departments by hiring outside experts.
- iii) BOG also advised to apply for NAAC Accreditation under TEQIP-II to facilitate the scope of obtaining Autonomous Status.

b) R & D Activities

BOG approved estimated expenditure of Rs.15.00 lakhs for organizing a three day International conference during March, 2017 to be held in Kolkata and advised to ensure participation of dignitaries from abroad and also from in- country.

4) Faculty and Staff Development

- a) BOG noted with satisfaction that an interactive 5 days training programme on “Creating an Impact” has been organized for all faculty and staff members of the Institute in batches by outside experts and approved approx. expenditure of Rs. 8.00 lakh towards honorarium for experts and hospitality for participants etc.
- b) BOG advised to arrange training of Library Staff in state of the art software to increase efficiency in Library Management within approx. cost of Rs. 3.00 lakh.
- c) BOG approved proposed training of faculty of ECE Deptt. on DSP Stater Kit and of EE Deptt. on PSIM Software in the respective firm’s premises at the estimated expenditure of Rs. 3.5 Lacs and Rs. 5.5 lacs respectively.

Principal

Chairman