

**MINUTES OF THE THIRTYNINTH MEETING OF THE BOARD OF
GOVERNORS HELD ON SATURDAY, THE 21 FEBRUARY, 2015
IN THE CONFERENCE ROOM OF THE INSTITUTE**

Members Present:

Shri Prahlad Rai Agarwala *in the Chair*
Shri Vikram Swarup
Shri H.P. Budhia
Shri Siddharth Swarup
Prof. (Dr.) Dilip Kumar Pal
Ms. Satarupa Bagchi Biswas
Prof. (Dr.) Pranay Chaudhuri *Member-Secretary*

Leave of Absence was granted to:

Shri Vishambhar Saran
Shri N.P. Dalmia
Prof. (Dr.) N.P. Nayak

Special Invitees:

Shri Probir Roy
Shri P. K. Agarwal
Prof. B.B. Paira
Prof. (Dr.) Sambhunath Biswas
Prof. (Dr.) Sobhen Ray
Shri Manoj Saraogi

After granting leave of absence as mentioned above, the Chairman welcomed all the members and invitees in the second meeting after acquiring autonomous status. 'OM' was then chanted for three times.

**Agenda No. 1: Confirmation of the Minutes of the 38th Meeting of the
BOG held on 01.11.2014**

Minutes of the 38th Meeting of the BOG held on 01.11.2014 were duly circulated and since no comments were received, it was confirmed.

**Agenda 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.

The BOG further noted that the uniform policy for promotion of various categories of staff other than faculty would be placed in totality in the next meeting of the Board of Governors.

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Agenda No. 3:

To consider a report on TEQIP-II

The BOG approved utilization of funds as on 31.01.2015 as under:

Sl. No.	Head	Rs. (in Lakhs)
1.	Unspent Balance as on 31.01.2015	46.250
2.	Cumulative Expenditure incurred till 31.01.2015	293.750
3a.	Committed expenditure for the month of February, 2015	17.274
3b.	Expenditure on pipeline from February to March, 2015	14.208

The BOG approved the following :

→ **Procurement of E-Journals** :Rs.6,51,000/-,
Software : Rs. 1,80,000/-

→ **Teaching Assistantship**

-- 8 (eight) 1st year students and 27(twenty seven) 2nd year students (all pursuing M.Tech.) have been selected for Teaching Assistantships for the academic year 2014-15

-- As per provision of TEQIP-II Teaching Assistantships were provided to 57 students amounting Rs. 20.96 Lakhs for the period of May, 2014 to December, 2014

→ **Participation in Conferences / Workshops etc.**

-- 52 members of faculty & staff and 5 students attended various conferences / workshops / seminars and training programmes outside the campus involving a total expenditure of Rs. 2,98,075.00

→ **Expenditure incurred in connection with:**

-- Organizing FDP, Rs. 4,837.00 (No. of participants : 08)

-- Organizing Industrial visits, Rs. 56,079.00 (No. of student participants : 155)

-- Institutional Management Capacity Enhancement : Rs. 20,792.00 (No. of participants : 02)

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-- Implementation of Institutional Reforms : Rs. 0.72 lacs (for holding workshops for framing syllabus for courses under autonomy)*

(* The BOG also approved the Budgetary Expenditure of a total of Rs. 1.08 lacs for this purpose.)

-- Payment of Registration Fees & publication charges for members of faculty: Rs. 33,777/- (No. of faculty members : 03)

-- Providing academic support to weak students under the aegis of Finishing School: Rs. 75,025.00 (No. of students : 365)

-- Organizing remedial classes for Lateral Entry students : Rs. 30,600.00

The Chairman advised to put more emphasis should be given on organizing remedial classes.

Now that the tenure of the TEQIP project would continue till October 2016, services of Mr. Subhajyoti Dutta, Office Assistant, TEQIP Cell were extended for a further period of 6 months w.e.f. 22.01.2015

Agenda No. 4 : **To consider a report on various activities of the Institute since the last meeting**

The BOG noted that application for extension of approval in respect of all B.Tech., M.Tech. and MCA programs, along with increase in intake in B.Tech. in CSE from 120 to 180, was duly submitted to AICTE.

The BOG noted with satisfaction that the First Semester Examinations (2014-15) of Heritage Institute of Technology under Autonomy was conducted very smoothly and congratulated the Controller of Examinations as also members of faculty and staff for their efforts. This was a milestone in the history of the Institute. The results of this examination were uploaded in the Institute website, the link for which was inaugurated by Shri P.R. Agarwala, Chairman, Board of Governors during the meeting. Results were available online at the Institute website : www.heritageit.edu.

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The BOG also noted the following :

→ Signing of MOU with Knowledge Incubation for Technical Education (KITE) Centre, IIT Kharagpur for academic collaboration that would be of mutual benefit and would provide strength in research and education

→ Signing of MOU with Sankalp Semiconductor Pvt. Ltd. Kolkata for bringing the Industry and the Academia as an I-I-I activity and conduct collaborative R&D programs on topics relevant to both the organizations

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

→ The BOG congratulated Mr. Anirban Roy, 2007 graduate in Chemical Engineering, presently undergoing research in the Dept. of ChE, IIT Kharagpur in for his outstanding achievement in Technology Innovation and it was decided to felicitate him in a befitting manner.

→The BOG also appreciated the excellent performance of students in various extra-curricular as well as social activities.

Agenda No.5 :

To consider the recommendations of the Academic Council (AC)

→ 4th meeting of AC was held on 11.02.2015 in which the following salient recommendations were made:

-- Approval of the Curricula and syllabi for lateral entry students admitted and registered in 2014-2015.

-- Consideration of results of Odd Sem 2014-2015 for B.Tech. 1st semester, M.Tech. 1st semester and B.Tech. 3rd semester (Lateral Entry)

-- Approval of guidelines for 'Award of Excellence' for members of faculty and staff (modification of Categories 1 & 2)

-- Recommendation to the BOG for adoption of Annual Report (2013-2014)

The BOG considered and approved the above recommendations of the Academic Council and adopted the Annual Report for 2013-2014. While adopting the Annual Report, Prof. Dilip Kumar Paul, WBUT nominee, mentioned that while departments like ECE had wonderful research

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publications, it did not have any funded research projects. In this context, Mr. Probir Roy, Executive Director, KBT, pointed out that UGC funding would have been possible if we had recognition u/s 12 (B) of the UGC Act, 1956 which was held up just because the Institute did not have permanent affiliation from WBUT for reasons not quite clear. He requested Prof. Pal as WBUT nominee to look into the matter and do the needful.

It was also decided that the Annual Report should be communicated to Trustees.

Agenda No.6 : **To consider a report on training and placement activities**

The BOG considered and approved the report of the Training & Placement Cell. In response to a query made by Prof. Dilip Kr. Pal, WBUT nominee, as to why TATAs are not coming for campus interview, the problem was explained by the Training & Placement Officer.

Agenda No.7 : **To consider a report on the progress of construction activities**

The BOG expressed satisfaction at the progress of construction activities.

Agenda No.8 : **To report on HR related matters since the last meeting**

The BOG considered and approved (i) the appointment of 07 persons on the basis of recommendations of the respective Selection Committee(s) constituted for the purpose (ii) cases of resignation/ retirement of 07 persons (along with reasons for their leaving) and (iii) Career Progression in respect of 01 person since the last meeting held on 01.11.2014.

Agenda No.9 : **To consider a proposal for revision of Vision & Mission Statements for the Institute**

The BOG noted that Vision and Mission Statements of an Institution / Organization are required to be reviewed with the passage of time, as the same was informally suggested by the Hon'ble Trustees on various occasions. The BOG further noted that the issue had become all the more relevant because the Institutions seeking NBA accreditation for their programs should relate their Missions to Programme Outcomes (Pos) and Programme Educational Objectives (PEOs) as per new guidelines.

In view of the above, the following modified Vision and Mission Statements were recommended by the Board of Governors for consideration of the Board of Trustees.

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VISION

Current	Recommended
To prepare dynamic and caring citizens to meet the challenges of global society while retaining their traditional values	'No Change'

MISSION

Current	Recommended
To be a "Centre of Excellence" in education which, in keeping with the rich heritage of India, will stress on the simultaneous development of body, mind and soul and endeavour to create compassionate, responsible and innovative global citizens, who are committed to the development of India	<ol style="list-style-type: none">1. To prepare students with strong foundation in their disciplines and other areas of learning2. To provide an environment for critical and innovative thinking, and to encourage life-long learning3. To develop entrepreneurial and professional skills4. To promote research & developmental activities and interaction with industry5. To inculcate leadership qualities for serving the society

Agenda No.10 : **Miscellaneous**

(i) The Executive Director reported that WBJEE examination had been rescheduled and would now be held on 5-6.05.2015. He apprehended that this might result in delay in the whole admission process, which might affect the quality of intake.

(ii) Resolved that revised Institutional Development Proposal (IDP) for 2016 with updated target indicators be submitted to the Competent Authority (N.P.I.U., New Delhi) for their consideration.

(iii) The date of next meeting of the BOG was tentatively fixed on 16.05.2015

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

Confirmed -

P. R. Agarwala -

Prahlad Rai Agarwala
Chairman
Board of Governors

23/5/2015

P. Chaudhuri

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