MINUTES OF THE FIRST MEETING OF THE ACADEMIC COUNCIL HELD ON THURSDAY, THE 10th JULY, 2014 AT 11:30 A.M. IN THE CONFERENCE ROOM OF THE INSTITUTE

Members Present:

List attached

Leave of Absence was granted to:

Mr. Ivan Saha

Special Invitees:

Shri Probir Roy
Shri P. K. Agarwal

After granting leave of absence as mentioned above, the agenda items were taken up for consideration as follows:

Agenda No. 1:   **Welcome by the Chairman**

At the outset, the Chairman informed the house that the UGC, vide its notification bearing F.No. 22-1/2014(AC) dated 19.06.2014, granted autonomous status to Heritage Institute of Technology and had instructed WBUT to issue necessary orders in this regard. He also informed that although the Academic Council of WBUT in its meeting held on 04.07.2014 had given necessary concurrence, as reported, no official communication was received till date. Since the Academic Session already started from July 2014 and commencement of new classes would be from 01/08/2014, prior to which the first year curriculum would have to be finalized by the Academic Council on recommendation of the Board(s) of Studies – to be constituted with nominees of the Academic Council of HITK – the present meeting had to be convened on an emergency basis, in anticipation of receipt of the official communication from WBUT.

The Chairman, Academic Council then heartily welcomed all the members to the first meeting of the newly constituted Council. He hoped that he would receive cooperation and guidance from all the distinguished members with high academic standing in transacting the business of the Council.

Agenda No. 2:   **Self introduction of the members**

The Chairman requested all the members for self introduction.

| Agenda No. 3: | **To appraise the members about Composition, Powers and Functions of the Academic Council** |

The Chairman explained the composition of the Academic Council as per UGC guidelines. He mentioned that the Board of Governors (BOG) of the Institute, in its 37th meeting held on 05.07.2014 had nominated the following members to the Academic Council :

1. Professor (Dr.) Ananda Mohan Ghosh, Ex-Professor & HOD, Dept. of CST, BESU (now IIEST), Shibpur, Howrah

2. Professor Manoj Kumar Mitra, Former Dean, FET, JU

3. Mr. Ivan Saha, President & Chief Technical Officer, Vikram Solar Pvt. Ltd., Kolkata

4. Professor Bibhuti Bhusan Paira, Advisor- HE, KBT

He further mentioned that the BOG approved appointment of the following 3 (three) Deans, all of whom are Ex-Officio Members of the Academic Council

1. Dean (PG & Research) – Professor (Dr.) Subhabrata Sengupta, D.Sc., Professor, Dept. of BT

2. Dean (UG) – Professor (Dr.) Siddhartha Ray, Professor & HOD, Dept. of ME

3. Dean (Student Affairs) – Professor (Dr.) Prabir Banerjee, Associate Professor & HOD, Dept. of ECE

He then explained the powers and functions of the Academic Council, a copy of which was distributed amongst all the members present.

| Agenda No. 4 : | **Nomination of 2 (two) experts in each BOS** |

The Academic Council nominated the following members in each Departmental BOS:

(i)   Department of AEIE

1. Prof. Rajib Bandhopadhyay, Dept. of Instrumentation & Electronics Engg.,   JU, 2nd Campus, Sector -III, Salt Lake City, Phone: 9331038954

2. Prof. Sunit Kr. Sen, Dept. of Applied Physics, Section-in-Charge of Instrumentation Section, University College of Science & Technology, 92 APC Road, Kolkata – 700009, Phone: 9433020527.

(ii)   Department of BT

1. Prof. Lalitagauri Ray, Professor, Department of Food Technology & Biochemical Engineering, Jadavpur University, 188 Raja S C Mallik Road, Kolkata 700032, Phone: 9433986497

2. Prof. Maitreyee Dasgupta, Professor, Coordinator DBT-CU-IPLS, Department of Biochemistry, Univeristy of Calcutta, 35, Ballygunje Circular Road, Kolkata 700019, Phone : 9830776131

(iii)   Department of CE

1. Prof. Saibal Kumar Ghosh, Former Professor & Head, Department of CE and presently Bijoy-Ashu Chair Professor, IIEST, Shibpur, Howrah – 711103, Phone: 9433589011

2. Prof. Shibapriya Mukherjee, Professor & Former Head, Department of CE, Jadavpur University, Kolkata – 700032, Phone : 9831194637

(iv)   Department of ChE

1. Prof. Basudeb Barman, Former Vice Chancellor, Kalyani University, Phone : 9432673939

2. Prof. P.S. Ray, Former Head, Department of Chemical Engineering, University of Calcutta, Phone : 9433252005

(v)   Department of CSE

1. Prof. Bhargab B. Bhattacharya, Professor and HOD ACMU Unit, Indian Statistical Institute, 203, B. T. Road, Kolkata - 700 108, Phone : 98314 25585

2. Prof. Anup Sen, Professor, Management Information Systems, IIM Calcutta, Joka, Diamond Harbour Road Kolkata – 700104, Phone: 98302 68925

(vi)   Department of ECE

1. Prof. D. Mukherjee, Adjunct Professor, Department of E&TC, IIEST, Shibpur, Howrah – 711103, Phone : 9007618243

2. Prof. Iti Saha Mishra, Professor & Head, Department of E&TE, Jadavpur University, Kolkata – 700032, Phone : 9433083799

(vii)   Department EE

1. Prof. Sugato Munshi, Professor, Department of EE, Jadavpur University, Kolkata – 700032, Phone : 9830588893

2. Prof. Goutam Bandyopadhyay, Professor, Department of EE, IIEST, Shibpur, Howrah – 711103, Phone : 9433819668

(viii)   Department of IT

1. Prof. Rajat Kumar De, Professor, Machine Intelligence Unit, ISI Kolkata, Phone : 9433008009

2. Prof. Samar Sen Sarma, Professor, Department of Computer Science & Engineering, Calcutta University, Phone : 9163673588

(ix)   Department of ME

1. Prof. Sankar Dhar, Professor & HOD, Dept. of ME, Jadavpur University, Kolkata – 700032, Phone : 9830302776

2. Prof. Bijan Kumar Sarkar, Professor, Production Engineering Dept., Jadavpur University, Kolkata – 700032, Phone : 9831795761

(x)   Computer Application Centre

1. Prof. Atal Chaudhuri
   Professor, Department of Computer Science & Engineering Jadavpur University, Kolkata – 700032, Phone : 9830182762

2. Prof. Sipra Das Bit
   Professor and Head, Computer Science & Technology, IIEST, Shibpur, Howrah – 711103, Phone: 9830569210

Agenda No.5 :   **Miscellaneous**

(i) As the process of admitting students for the current academic session 2014-2015 would commence immediately, the house unanimously resolved to adopt the WBUT admission norms, rules and regulations for the Academic Session 2014-2015 in HIT as an autonomous institute.

(ii) It was further resolved that the policy for admission for next academic session 2015-2016 should be worked out by the Academic Council and forwarded to the BOG for its approval. As such, the Departmental Boards of Studies should start framing the admission norms, rules and regulations and put it up for approval of the

Academic Council at the earliest. This admission policy should also spell out reservation policy and other specific admission criteria, if any, amongst others.

(iii) The Academic Council requested the Dean (Student Affairs) to frame regulations for Sports, Extra Curricular activities and proper maintenance and functioning of the playgrounds and hostels and put it up before the Council for consideration.

(iv) The Academic Council advised that regulations regarding institution of scholarship / studentship / fellowships / prizes and medals should be framed and placed before the Academic Council for recommendation to the Board of Governors for its institution.

(v) The Executive Director brought out that the Trustees wished to include values and ethics as a regular course in the curriculum. The issue was discussed at length. The Principal suggested that since 20% students are admitted through Lateral Entry in the 2nd year, such course should be introduced from 2nd year onwards. It was also decided that the course content should be carefully designed and there is should be more of application of ethics and values in the engineering profession. In this context, Prof. M.K. Mitra suggested that the professional ethics should be used for conflict resolution.

It was finally decided that the course would be introduced from 2nd year with 1 (one) credit point per year from the academic session 2015-2016. While the 2nd year curriculum should be more of theoretical in nature, it should be more of project and colloquium oriented in the final and pre-final years. The Boards of Studies should be instructed to frame the curriculum accordingly. For the academic year 2014-2015, it was decided to introduce values and ethics as an audit course as a Pilot Project.

(vi) It was decided that the next meeting of the Academic Council will be held on 25.07.2014 at 11:00 a.m.

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

Prof. (Dr.) P. Chaudhuri
Chairman
Academic Council

Prof. (Dr.) Prosenjit Gupta
Member Secretary
Academic Council

Powers and Functions of the Academic Council

The Academic Council has powers to :

(i) scrutinise and approve the proposals of the Board of Studies with regard to courses of study, academic regulations, curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., provided that where the Academic Council differs on any proposal, it will have the right to return the matter for reconsideration to the Boards of Studies or reject it, after giving reasons to do so

(ii) make regulations regarding the admission of students to different programmes of study in the Institute

(iii) make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels

(iv) make proposals to the Board of Governors for establishment of a new department / centre for study and research

(v) recommend to the Board of Governors proposals for institution of new programmes of study

(vi) recommend to the Board of Governors institution of scholarships, studentships, fellowships, prizes and medals, and to frame regulations for the award of the same

(vii) submit each year its Annual Report to the Board of Governors

(viii) perform such other functions as may be assigned by the Board of Governors.

Meeting and quorum

(i) The Academic Council should meet at least four times a year

(ii) 3/5th of the members including any two of the Chairman, Dean (UG) and Dean (PG & Research) shall form the quorum for a meeting

(iii) In absence of the Chairman, Dean (UG) shall preside over the meeting.

Academic Council

Chairman

Prof. (Dr.) Pranay Chaudhuri, Principal, Chairman

Members :

1. Prof. (Dr.) Madhurima Chattopadhyay, HOD, AEIE
2. Prof. (Dr.) Srabanti Basu, HOD, BT
3. Prof. (Dr.) Amalendu Ghosh, HOD, CE
4. Prof. B.R. Saha, HOD, ChE
5. Prof. (Dr.) Subhashis Majumder, HOD, CSE
6. Prof. (Dr.) Prabir Banerjee, HOD, ECE
7. Prof. (Dr.) Samiran Choudhuri, HOD, EE
8. Prof. (Dr.) Tapan Chakrabarti, HOD, IT
9. Prof. (Dr.) Siddhartha Ray, HOD, ME
10. Prof. (Dr.) Siuli Ray, Director (CAC)
11. Prof. (Dr.) Pinaki Bhattacharya, Professor, ChE
12. Prof. (Dr.) N.P. Nayak, Associate Professor, Physics
13. Prof. Sreeparna Dasgupta, Assistant Professor, AEIE
14. Prof. Nirman Ganguly, Assistant Professor, Maths
15. Prof. (Dr.) A.M. Ghosh, Former Professor & HOD, Dept. of CST, BESU,
    Email: ghosh.ananda@gmail.com
16. Prof. Manoj Kumar Mitra, Former Professor & Dean, FET, Jadavpur Univ.,
    Email: manojmitra@live.in
17. Mr. Ivan Saha, President & Chief Technical Officer, Vikram Solar Pvt. Ltd., Kolkata,
    Email : ivan.saha@vikramsolar.com
18. Prof. B.B. Paira, Advisor, HE, KBT, Email: advisor@heritageit.edu
19. Dr. Syed Rafikul Islam, Registrar, WBUT, Nominee of WBUT,
    Email : registrar@wbut.ac.in, srislam56@yahoo.co.in
20. Prof. (Dr.) Prasid Syam, Professor, Dept. of EE, IIEST
    Email : prasidsyam@yahoo.co.uk
21. Prof. (Dr.) Raja Datta, Associate Professor, Dept. of Electronics & Electrical
    Communication Engg., IIT, KGP, Email: rajadatta@ece.iitkgp.ernet.in
22. Prof. (Dr.) Prosenjit Gupta, Professor, CSE, Member Secretary

Permanent Invitees

1. Mr. Probir Roy, Executive Director, KBT
2. Mr. P.K. Agarwal, Chief Executive Officer, KBT