

ACADEMIC COUNCIL

HERITAGE INSTITUTE OF TECHNOLOGY, KOLKATA-700107

MINUTES OF THE FIFTH MEETING OF THE ACADEMIC COUNCIL HELD ON

TUESDAY, 21st APRIL, 2015 AT 11:00 AM AT "A" BUILDING CONFERENCE ROOM

Members Present:

1. Prof. (Dr.) Pranay Chaudhuri	Chairman
2. Prof. (Dr.) Madhurima Chattopadhyay, HOD, AEIE dept.	Member
3. Prof. (Dr.) Srabanti Basu, HOD, BT dept.	Member
4. Prof. (Dr.) Debarati De, HOD, Chem dept.	Member
5. Prof. (Dr.) Tapas Sadhu, HOD, CE dept.	Member
6. Prof. (Dr.) Subhashis Majumder, HOD, CSE dept.	Member
7. Prof. (Dr.) Satadal Mal, HOD, EE dept.	Member
8. Prof. (Dr.) Prabir Banerjee, HOD, ECE dept.	Member
9. Prof. (Dr.) Suparna Chakraborty, HOD, Hum dept.	Member
10. Prof. (Dr.) Tapan Chakrabarti, HOD, IT dept.	Member
11. Prof. (Dr.) Sukanta Sarkar, HOD, ME dept.	Member
12. Prof. (Dr.) Siddhartha Ray, Dean (UG)	Member
13. Prof. (Dr.) Subhabrata Sengupta, Dean (PG & Research)	Member
14. Prof. (Dr.) A M Ghosh, Nominee BOG	Member
15. Prof. Manoj Kumar Mitra, Nominee BOG	Member
16. Prof. B B Paira, Nominee BOG	Member
17. Prof. (Dr.) Raja Datta, Nominee WBUT	Member
18. Prof. Krishanu Datta, Faculty Representative	Member
19. Prof. Kalarab Ray, Member Secretary	Member

Leave of Absence was granted to:

1. Prof. (Dr.) Pinaki Bhattacharya, HOD, ChE dept.	Member
2. Prof. (Dr.) Anindita M. Bhattacharya, HOD, Maths dept.	Member
3. Prof. (Dr.) N P Nayak, HOD, Phy dept.	Member
4. Mr. Ivan Saha, Nominee BOG	Member
5. Dr. Syed Rafikul Islam, Nominee WBUT	Member
6. Prof. (Dr.) Prasad Syam, Nominee WBUT	Member
7. Prof. Sreeparna Dasgupta, Faculty Representative	Member
8. Prof. Nirman Ganguly, Faculty Representative	Member

Special Invitees Present:

1. Prof. (Dr.) Sambhunath Biswas, Dy. Director
2. Prof. B R Saha, Controller of Examinations
3. Prof. (Dr.) Sobhen Ray, Registrar
4. Prof. Jaharlal Basu, Head HR

After granting leave of absence to members as mentioned above, the meeting started.

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Welcome by the Chairman

The Chairman welcomed all members to this Fifth Academic Council meeting.

Agenda No. 1: Confirmation of the minutes of the last meeting held on 11-Feb-2015

The minutes of the fourth meeting of the Academic Council held on 11.02.2015 were confirmed incorporating the following omission:

It was proposed that a separate file for the resolutions to be maintained year-wise and archived. It was also suggested that rules of business for the Academic Council should be at par with the provisions of the statutes.

Agenda No. 2: Action Taken Report for the last meeting held on 11-Feb-2015

The action taken report (attached as Appendix-I) was presented and the Council approved the same.

Agenda No. 3: Consideration of the recommendations of the Boards of Studies of the Departments of Applied Electronics and Instrumentation Engineering, Biotechnology, Civil Engineering, Chemical Engineering, Computer Science and Engineering, Electronics and Communication Engineering, Electrical Engineering, Information Technology and Mechanical Engineering, regarding curricula and syllabi for B Tech 2nd Year and M Tech 2nd Year

The curricular structures for B Tech 2nd Year and M Tech 2nd Year programmes were presented in PowerPoint form. After due deliberations, the curricular structures and detailed syllabi both for B Tech 2nd Year and for M Tech 2nd Year programmes were approved by the Council.

The following suggestions were placed before the Council by various members:

- (a) It was proposed that the specific changes made in the new detailed syllabi as compared to the corresponding WBUT curricular structures should be highlighted by each concerned department, and be presented to the Council in its next meeting.
- (b) It was also resolved that each department concerned should re-check their respective curricular structure / detailed syllabi thoroughly before uploading them to the Institute's website.

Agenda No. 4: Conduct of Supplementary Examinations

The note compiled by the Controller of Examinations (COE) regarding conduct of supplementary examinations immediately after publication of results (attached as Appendix-II) was presented. After due deliberations, the proposal as outlined in the note was accepted by the Council.

In view of above, it was agreed to continue, for the time being, to follow the same rule as followed by the parent University of holding separate supplementary examination for final year (7th & 8th semester) after publication of results of final semester. If infrastructural and logistic support improves in future, supplementary examinations could be arranged for all semesters with kind approval of Academic Council.

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Agenda No. 5: Miscellaneous

A note on additional requirements for lateral entry B Tech 2nd year students with B Sc degree (attached as Appendix-III) was presented. After due deliberations, the proposal as outlined in the note was accepted by the Council.

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



Prof. (Dr.) Pranay Chaudhuri
Chairman
Academic Council



Prof. Kalarab Ray
Member Secretary
Academic Council



Appendix-I

Action Taken Report for the Fourth meeting of the Academic Council held on 11-Feb-2015

Serial No.	Agenda No.	Agenda Item / Decisions Taken	Action Taken
1	3	Consideration of the results of the Odd Semester 2014-2015 for B Tech 1st Semester, M Tech 1st Semester and B Tech 3rd Semester (Lateral Entry) students	Odd Semester 2014-2015 result approved by the Academic Council was placed and subsequently approved in the 39 th BOG Meeting held on 21.02.2015. The same day the result was declared and made available to students on-line at www.heritageit.edu .
2	3(a)	The distribution of marks should be presented in future along with pass rates.	This will be implemented from next semester examination onwards.
3	3(b)	100% pass rates in most M Tech papers to be probed.	This has been discussed with the HOD's and the concerned examiners and nothing unusual was found about M Tech result.
4	3(c)	Summary of results for sessional papers should also be presented.	This will be implemented from next semester examination onwards.
5	3(d)	Moderators might be asked to finalize two sets of question papers instead of one.	This will be implemented from next semester examination onwards.
6	3(e)	Supplementary examinations might be conducted in the beginning of the academic year in July / August for the students who failed in courses in the previous two semesters. If logistics do not permit holding supplementary examinations for all batches, it may initially be done at least for the final year students. Students failing in supplementary examinations may be asked to write the same again in the following year.	This matter is brought as a separate agenda item (vide Agenda Item No. 4 for the 5 th Academic Council Meeting).
7	5	Annual Report for 2013-2014	Annual Report, 2013-2014, approved by the Academic Council, was placed and subsequently approved and adopted by the BOG in its 39 th Meeting held on 21.02.2015.

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Appendix-II

A note on suggestion of the honourable members of the Academic Council regarding conduct of supplementary examinations immediately after publication of results:

In the last meeting of Academic Council held on 11.02.2015, the honourable members suggested that one supplementary examination for the candidates failing in some paper(s) in regular examinations should be arranged immediately after (within 15 days) publication of results of the regular examination. The suggestion appears to be academically sound, as this would eliminate the enhanced burden of backlog papers on the students in subsequent semester(s). But considering the infrastructure and logistic support presently available with the office of COE, it appears to be very difficult to organize one additional supplementary examination over and above two class tests, one end semester examination and evaluating answer scripts of all these examinations including PPR during a semester.

In view of above, it is proposed, for the time being, to follow the same rule as followed by the parent University of holding separate supplementary examination for final year (7th & 8th semester) after publication of results of final semester. If infrastructural and logistic support improves in future, supplementary examinations could be arranged for all semesters with kind approval of Academic Council.

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Appendix-III

A note on additional requirements for lateral entry B Tech 2nd year students with B Sc degree:

Lateral entry B Tech 2nd year students, admitted with B Sc degree, will have to qualify in the following two papers as audit course in their 2nd year:

1. Engineering Mechanics [MECH1101]
2. Engineering Drawing [MECH1012]

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