

## ACADEMIC COUNCIL

### HERITAGE INSTITUTE OF TECHNOLOGY, KOLKATA-700107

MINUTES OF THE SIXTH MEETING OF THE ACADEMIC COUNCIL HELD ON  
THURSDAY, 16<sup>th</sup> JULY, 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.) Pinaki Bhattacharya, HOD, ChE 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.) Tapan Chakrabarti, HOD, IT dept.	Member
10.	Prof. (Dr.) Sukanta Sarkar, HOD, ME dept.	Member
11.	Prof. (Dr.) Debarati De, HOD, Chem dept.	Member
12.	Prof. (Dr.) Anindita M. Bhattacharya, HOD, Maths dept.	Member
13.	Prof. (Dr.) N P Nayak, HOD, Phy dept.	Member
14.	Prof. (Dr.) Siddhartha Ray, Dean (UG)	Member
15.	Prof. (Dr.) Subhabrata Sengupta, Dean (PG & Research)	Member
16.	Prof. B B Paira, Nominee BOG	Member
17.	Mr. Ivan Saha, Nominee BOG	Member
18.	Prof. Manoj Kumar Mitra, Nominee BOG	Member
19.	Prof. Nirman Ganguly, Faculty Representative	Member
20.	Prof. Kalarab Ray, Member Secretary	Member

#### Leave of Absence Granted:

1.	Prof. (Dr.) Suparna Chakraborty, HOD, Hum dept.	Member
2.	Prof. (Dr.) A M Ghosh, Nominee BOG	Member
3.	Prof. (Dr.) Prasad Syam, Nominee MAKAUT (WBUT)	Member
4.	Prof. (Dr.) Raja Datta, Nominee MAKAUT (WBUT)	Member
5.	Dr. Syed Rafikul Islam, Nominee MAKAUT (WBUT)	Member
6.	Prof. Krishanu Datta, Faculty Representative	Member
7.	Prof. Sreeparna Dasgupta, Faculty Representative	Member

#### Special Invitees Present:

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

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

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16/7/15

### **Welcome by the Chairman**

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

#### **Agenda No. 1: Confirmation of the Minutes of the last Academic Council Meeting held on 21-Apr-2015**

Minutes of the fifth meeting of the Academic Council held on 21.04.2015 were confirmed with the following correction:

#### **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 resolution which was inadvertently omitted:

*“A separate file for the resolutions is 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 Academic Council Meeting held on 21-Apr-2015**

The action taken report (attached as Appendix-I) was presented and the Council approved the same incorporating the following change suggested:

The numbering scheme for each resolution in the Year-wise Academic Council Resolutions file is to follow the convention <Meeting Number>.<Serial Number>, instead of only a running serial number (a sample attached as Annexure-III)

#### **Agenda No. 3: Consideration of the Results of: (a) B Tech 2<sup>nd</sup> Semester Examination 2015, (b) B Tech 4<sup>th</sup> Semester Examination 2015 (for Lateral Entry Students), and (c) M Tech 2<sup>nd</sup> Semester Examination 2015**

The summary of results, compiled by the Controller of Examinations (COE), was presented in PowerPoint form (attached as Appendix-II) by the Chairman of the Council. After due deliberations, the results were approved by the Council for necessary ratification by the BOG.

In this context, the following possibilities were talked about:

- (a) To introduce, from next year, a new set of supplementary examinations based on 1<sup>st</sup> and 2<sup>nd</sup> semester results for 1<sup>st</sup> year B Tech students, following a round of 2-3 weeks of remedial classes, and within a month of beginning of subsequent academic year (in addition to the existing supplementary examination for B Tech 4<sup>th</sup> year students)
- (b) To adopt online examination system for supplementary examinations to minimize administrative and/or logistics overhead

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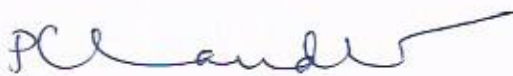


- (c) To tag campus-based placement assistance with class attendance record for students to encourage more regular attendance possibly resulting in lower failure rate in examinations
- (d) To introduce, some subject-specific well-monitored mentoring mechanism by concerned Faculty Members for failing students
- (e) It was suggested that the COE should compile a note on modified examination rules for supplementary examinations for consideration of the Council's review / approval / recommendation in light of points (a) and (b) above
- (f) It was suggested that the Council convene a special meeting to discuss only matters pertaining to improvement for failing students and conduct of supplementary examinations in light of points (c), (d) and (e) above

**Agenda No. 4: Miscellaneous**

It was approved by the Council that Dr A R Ghosal, Director, Development Consultants Pvt. Ltd. would replace Mr Sukheshwar Mondal, General Manager (Operations), Haldia Petrochemicals Ltd. as Member of the Board of Studies in Chemical Engineering department.

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 fifth meeting of the Academic Council held on 21-Apr-2015

Serial No.	Agenda No.	Agenda Item / Decisions Taken	Action Taken
1	1	Maintaining a year-wise separate file for the resolutions made by the Council	All the resolutions made by the Council during the period from July-2014 to June-2015 have been documented and are compiled in a separate file for easy maintenance / archival.
2	3(a)	Highlighting of the specific changes (carried out by each concerned department) made to the new curricular structures (as compared to the corresponding WBUT curricular structures), and presentation of the same to the Council	This will be implemented from the next curricular structure change onwards.
3	3(b)	Uploading of the curricular structure to the Institute's website after thorough re-checking by the respective departments	This has been done and all the concerned curricular structures have been uploaded to the Institute's website <a href="http://www.heritageit.edu">www.heritageit.edu</a>
4	4	Conduct of supplementary examinations immediately after publication of results	Supplementary examinations for the final year (7th & 8th semester) would be conducted after publication of results of the final semester and COE has been informed accordingly.

## Appendix-II

### Presentation of Summary of Results of B Tech 2<sup>nd</sup> Semester Examination 2015, B Tech 4<sup>th</sup> Semester Examination 2015 (for Lateral Entry Students), and M Tech 2<sup>nd</sup> Semester Examination 2015

#### Summary Results of 2<sup>nd</sup> Sem B.Tech Exam (2014-2015) (Total No. of Students Appeared = 847)

Subject Code	Subject Name (Theory Papers)	Pass Rate (%)
CSEN 1201	Introduction to Computing	83.47
MATH 1201	Mathematics II	87.6
MECH 1201	Engineering Thermodynamics & Fluid Mechanics	86.66
ELEC 1001	Basic Electrical Engg.	87.05
CHEM 1001	Chemistry I	90.17
ECEN 1001	Basic Electronics Engg.	94.65
PHYS 1001	Physics I	92.09

#### Summary Results of 2<sup>nd</sup> Sem B.Tech Exam (2014-2015) (Total No. of Students Appeared = 847)

Subject Code	Subject Name (Practical Papers)	Pass Rate (%)
CSEN 1211	Introduction to Computing Lab	98.7
MECH 1011	Workshop Practice	100
MECH 1012	Engineering Drawing	99.28
ELEC 1011	Basic Electrical Engg. Lab	99.04
CHEM 1011	Chemistry I Lab	100
ECEN 1011	Basic Electronics Engg. Lab	99.77
PHYS 1011	Physics I Lab	99.3

% of students failing in 1 paper 11.45  
% of students failing in 2 papers 5.67  
% of students failing in 3 papers 4.13  
% of students failing in 4 papers 3.30  
% of students failing in 5 papers 2.12

### Summary Results of 2<sup>nd</sup> Sem M.Tech Exam (2014-2015)

(Total No. of Students Appeared = 90)

Discipline	No. of Students	Success Status
CSE	33	only 4 students failed in paper CSEN 5102
ECE	16	All students passed in all papers
VLSI	13	All students passed in all papers
BT	12	All students passed in all papers
AEIE	16	All students passed in all papers

### Summary Results of 4<sup>th</sup> Sem B.Tech Exam (2014-2015) for Lateral Entry Students

(Total No. of Students Appeared = 120)

Discipline	No. of Students	No. of students passed in all Papers	No. of students failed in 1 paper	No. of students failed in 2 papers	No. of students failed in 3 or more papers
CSE	23	9	6	3	5
IT	9	3	6	0	0
ECE	33	31	2	0	
AEIE	10	9	1	0	0
CHE	10	5	1	0	4
ME	12	8	3	1	0
CE	11	8	2	1	0
EE	12	10	1	1	0
TOTAL	120	83 (69%)	22 (18%)	6 (5%)	9 (7.5%)



## Comparison of Summary Results of 2<sup>nd</sup> Sem B.Tech Exam 2013-14 & 2014-15 Academic Sessions

(Total No. of Students Appeared in 2013-14 : 748 & 2014-15 : 847)

Subject Code	Subject Name (Theory Papers)	Pass Rate (%) (2013-14)	Pass Rate (%) (2014-15)
CS 201 / CSEN 1201	Basic Computation & Principles of Computer Programming / Introduction to Computing	96.93	63.47
M 201 / MATH 1201	Mathematics 2 / Mathematics II	95.32	87.6
ME 201 / MECH 1201	Engineering Thermodynamics & Fluid Mechanics	95.86	86.66
ES 201 / ELEC 1001 & ECEN 1001	Basic Electrical & Electronics Engineering II / Basic Electrical Engineering & Basic Electronics Engineering	93.72	87.05 / 94.65
CH 201 / CHEM1001	Chemistry I	93.58	90.17
PH 201 / PHYS1001	Physics I	92.63	92.09

## Comparison of Summary Results of 2<sup>nd</sup> Sem B.Tech Exam 2013-14 & 2014-15 Academic Sessions

(Total No. of Students Appeared in 2013-14 : 748 & 2014-15 : 847)

Subject Code	Subject Name (Practical Papers)	Pass Rate (%) (2013-14)	Pass Rate (%) (2014-15)
CS 291 / CSEN 1211	Basic Computation & Principles of Computer Programming Lab / Introduction to Computing Lab	99.6	98.7
CH 291 / CHEM1011	Chemistry I Lab	99.54	100
PH 291 / PHYS1011	Physics I Lab	99.68	99.3
ES 291 / ELEC1011 & ECEN1011	Basic Electrical & Electronics Engineering II Lab / Basic Electrical Engineering Lab & Basic Electronics Engineering Lab	99.73	99.04 / 99.77
ME 291 / MECH1011	Workshop Practice	98.62	100
ME 292 / MECH1012	Basic Engineering Drawing & Computer Graphics / Engineering Drawing	100	99.28

Academic Session 2013-14	Academic Session 2014-15
% of students failing in 1 paper 5.35	% of students failing in 1 paper 11.45
% of students failing in 2 papers 2.41	% of students failing in 2 papers 5.67
% of students failing in 3 papers 2.27	% of students failing in 3 or more papers 4.13
% of students failing in 4 papers 0.94	% of students failing in 4 or more papers 3.30
% of students failing in 5 papers 1.07	% of students failing in 5 or more papers 2.12

### Appendix-III

#### HIT-Kolkata / Year-wise Academic Council Resolutions File / July-2014 to June-2015

Ref. No.	Academic Council Meeting Reference	Agenda No.	Resolution
02.1	2 <sup>nd</sup> Meeting dated 25-Jul-2014	#3	It was resolved to adopt the existing policy and guidelines formulated for Awards of Excellence for the Members of Faculty and Staff, which had the approval of the BOG.
02.2	-do-	#4	It was resolved to adopt the proposed revised policy for awarding student medals with following suggestion and recommended forwarding it to the BOG for approval: <ul style="list-style-type: none"><li>• It was suggested that one medal be awarded for each M Tech discipline rather than one covering all M Tech programmes.</li></ul>
03.1	3 <sup>rd</sup> Meeting dated 19-Sep-2014	#5	It was resolved to include the Controller of Examinations (COE) and the Head HR as Special Invitees to the Academic Council meetings, since it was felt that their presence would be helpful.
04.1	4 <sup>th</sup> Meeting dated 11-Feb-2015	#1	It was resolved that a separate file for the resolutions to be maintained year-wise and archived.
04.2	-do-	#2	It was resolved to approve the procedure that in case an urgent matter is pending and meeting cannot be held immediately, then a resolution may be adopted by circulation through e-mail to the Academic Council members.
04.3	-do-	#3	It was resolved to implement the following suggestions from the next semester examination (i.e., Even Semester 2014-2015) onwards: <ul style="list-style-type: none"><li>• The distribution of marks should be presented in future along with pass rates.</li><li>• Summary of results for sessional papers should also be presented.</li><li>• Moderators should be asked to finalize two sets of question papers instead of one.</li></ul>
04.4	-do-	#4	It was resolved to include, in the guidelines for 'Award of Excellence' for the Members of Faculty and Staff, a new eligibility criteria stating that the awards for outstanding teaching and outstanding research accomplishments are specifically meant for the Members of Faculty.

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Ref. No.	Academic Council Meeting Reference	Agenda No.	Resolution
04.5	-do-	#5	It was proposed that a Publication Committee should be set up for the purpose of editing and preparing the Annual Report in future.
05.1	5th Meeting dated 21-Apr-2015	#3	It was proposed that the specific changes made in the new detailed syllabi for B Tech and M Tech programmes as compared to the corresponding WBUT curricular structures should be highlighted by each concerned department.
05.2	-do-	#4	It was resolved to continue, for the time being, following the same rule as followed by the parent University of holding separate supplementary examination for final year (7 <sup>th</sup> & 8 <sup>th</sup> 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.
05.3	-do-	#5	It was resolved that lateral entry B Tech 2 <sup>nd</sup> year students, admitted with B Sc degree, will have to qualify in the following two papers as audit course in their 2 <sup>nd</sup> year: <ul style="list-style-type: none"> <li>• Engineering Mechanics [MECH1101] and Engineering Drawing [MECH1012]</li> </ul>

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