

HERITAGE INSTITUTE OF TECHNOLOGY  
KOLKATA

63<sup>rd</sup> Meeting of the Board of Governors

Date: Saturday, 31.07.2021 at 11.00 A.M.

The Meeting was conducted online using Zoom platform

MEMBERS' ATTENDANCE SHEET

1.	Shri P. R Agarwala	Chairman	Present
2.	Shri Vikram Swarup	Vice Chairman	Present
3.	Shri H.P. Budhia	Member	Present
4.	Shri N.P. Dalmia	Member	Present
5.	Shri Siddharth Swarup	Member	Present
6.	Shri Sanjay Agarwal	Member	Leave of Absence
7.	Prof. (Dr.) C. Vishnuvardhan Reddy	Member	Present
8.	Prof. (Dr.) Somdatta Chakravorty	Member	Present
9.	Smt. Chandani Tudu	Member	Leave of Absence
10.	Regional Officer (ERO), AICTE	Member	Present
11.	Prof. (Dr.) Dinabandhu Bhandari	Member	Present
12.	Prof. (Dr.) Mousiki Kar	Member	Present
13.	Prof. (Dr.) Basab Chaudhuri	Member-Secretary & Principal	Present

CHAIRMAN'S  
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MINUTE  
BOOK

HERITAGE INSTITUTE OF TECHNOLOGY  
KOLKATA

63<sup>rd</sup> Meeting of the Board of Governors

Date: Saturday, 31.07.2021 at 11.00 A.M.

The Meeting was conducted online using Zoom platform

INVITEES' ATTENDANCE SHEET

1. Shri H.K. Chaudhury	Present
2. Shri Jaydeep Chitlangia	Present
3. Shri Pranabesh Das	Present
4. Shri Probir Roy	Present
5. Shri P. K. Agarwal	Present
6. Prof. (Dr.) K. K. Chaudhuri	Present
7. Prof. (Dr.) Pinaki Bhattacharya	Present
8. Dr. Sujit Kumar Barua	Present
9. Shri Kaushik Bhattacharya	Present
10. Shri Manoj Saraogi	Present
11. Shri Debjit Adhikari	Present
12. Shri Amitava Ghosh Dastidar	Present
13. Shri Arvind Srivastava	Present
14. Prof. (Dr.) Sandip Chatterjee	Present

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**MINUTES OF THE SIXTY-THIRD MEETING OF THE BOARD OF GOVERNORS OF HERITAGE INSTITUTE OF TECHNOLOGY HELD ON SATURDAY, THE 31<sup>st</sup> JULY, 2021. THE MEETING WAS CONDUCTED ONLINE USING ZOOM PLATFORM**

**Members Present:**

<i>Shri Prahlad Rai Agarwala</i>	<i>in the Chair</i>
<i>Shri Vikram Swarup</i>	<i>Vice Chairman</i>
<i>Shri H.P. Budhia</i>	
<i>Shri N. P. Dalmia</i>	
<i>Shri Siddharth Swarup</i>	
<i>Prof.(Dr.) C.Vishnuvardhan Reddy</i>	<i>Nominee of the UGC, New Delhi</i>
<i>Prof. (Dr.) Somdatta Chakravorty</i>	<i>Nominee of MAKAUT, WB</i>
<i>Regional Officer (ERO), AICTE</i>	
<i>Prof. (Dr.) Dinabandhu Bhandari</i>	
<i>Prof. (Dr.) Mousiki Kar</i>	
<i>Prof. (Dr.) Basab Chaudhuri</i>	<i>Member-Secretary &amp; Principal</i>

**Leave of Absence was granted to:**

*Shri Sanjay Agarwal*  
*Smt. Chandani Tudu*

**Permanent Invitee:**

*Shri H. K. Chaudhary*

**Special Invitees:**

*Shri Pranabesh Das*

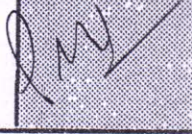
**In Attendance:**

*Shri Jaydeep Chitlangia*  
*Shri Probir Roy*  
*Shri P.K. Agarwal*  
*Prof. (Dr.) K.K.Chaudhuri*  
*Prof. (Dr.) Pinaki Bhattacharya*  
*Dr. Sujit Kumar Barua*  
*Shri Kaushik Bhattacharya*  
*Shri Manoj Saraogi*  
*Shri Debjit Adhikari*  
*Shri Arvind Srivastava*  
*Shri Amitava Ghosh Dastidar*  
*Prof.(Dr.) Sandip Chatterjee*

Shri Prahlad Rai Agarwala, Chairman, BOG, HIT, took the Chair and called the meeting to order after granting leave of absence as mentioned above and welcoming all the members and invitees present in the meeting.

'OM' was chanted three times before starting the meeting.

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BOG observed Condolence of Prof.(Dr.) Pranay Chaudhuri, formerly Principal, HITK and Member Secretary, Board of Governors, HITK. To pay respect to the departed soul of Prof.(Dr.) Pranay Chaudhuri, one minute silence was observed.

Chairman welcomed and introduced Prof.(Dr.) Vishnuvardhan Reddy, Dept. of Physics, College of Science, Osmania University as a member of the BOG as nominated by the UGC for a period of five years, 2020-2021 to 2024-2025.

Chairman also welcomed and introduced Prof.(Dr.) Basab Chaudhuri, Senior Director, KBT who has taken charges of the Principal of HITK on 07.05.2021.

Agenda Item No. 1:

**Confirmation of the Minutes of the 62<sup>nd</sup> Meeting of the BOG held on Saturday, March 13, 2021**

Minutes of the 62<sup>nd</sup> Meeting of the BOG held on March 13, 2021 were duly circulated. As there was no comment from the members, the minutes were confirmed.

Agenda Item 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.

Agenda Item No. 3:

**To consider resolutions adopted through online meeting of Academic Council using Zoom Platform**

BOG noted and approved the resolutions adopted by the Academic Council in its 29<sup>th</sup> meeting held on June 21, 2021 through online using Zoom Platform.

Agenda Item No. 4:

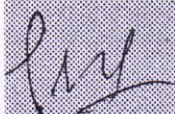
**To consider a report on various activities of the Institute since the last meeting**

The BOG noted the following:

4.1 The Institute received recommendation letter from the Online Scrutiny Committee of AICTE with respect to application for introduction of two new UG courses namely B.Tech. (Artificial Intelligence & Machine Learning) and B.Tech. (Data Science) and reduction in intake for B.Tech.in ME. and CE from AY 2021-2022.

4.2 As recommended by the Inspection Committee of MAKAUT, WB in respect of approval of two new UG courses namely B.Tech. (Artificial Intelligence & Machine Learning) and B.Tech. (Data Science) and reduction in intake for B.Tech.in ME and CE, the Institute has taken necessary action to fulfill the Faculty Cadre Ratio and infrastructure, as much as practicable.

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- 4.3 The Institute received Extension of Approval letter from AICTE for all UG and PG programmes for the Academic Year 2021-2022. The AICTE has also approved introduction of two new UG courses namely (i) B.Tech. in Computer Science and Engineering (Artificial Intelligence and Machine Learning) and (ii) B.Tech. in Computer Science and Engineering (Data Science) with 60 intake each AND reduction in approved intake from 120 to 60 for B.Tech. in ME and CE.
- 4.4 The Institute successfully conducted online Odd/Even Semester Theory/Practical/Sessional Examination for the AY 2021-2022 for B.Tech/M.Tech. students during the period under review.
- 4.5 The Institute published B.Tech. 7<sup>th</sup> Semester results on 21.06.2021 and B.Tech. 5<sup>th</sup> Semester results on 12.07.2021.
- 4.6 The face-to-face academic activities for all B.Tech., M.Tech. and MCA students in the campus have been suspended since 16.03.2020 due to Novel Corona Virus (COVID-19) pandemic. However, academic activities and classes are continuing for all theory, practical and seminar papers through online mode.
- 4.7 The Institute celebrated World Environment Day through virtual mode on 02.06.2021. The theme of the programme was Restoration of Ecosystem. The welcome address was delivered by Prof.(Dr.) Basab Chaudhuri, Principal, HITK followed by the introductory speech by Shri Pradip Agarwal, CEO, KBT and Prof.(Dr.) Sulagna Chatterjee , HOD, ChE.

Three technical lectures were delivered by the eminent scientist from across the country.

Prof. (Dr.) Ravindra D. Gudi, Professor, Dept. of Chemical Engineering, IIT Bombay and Head, IIT Bombay Research Park discussed the 'Role of Green Engineering / Chemistry in Prompting Sustainability Practices'.

Prof.(Dr.) V.S.Moholkar, Professor & Former Head Centre of Environment and Chemical Engineering, IIT Guwahati discussed the Green Electrical Process and Dr. S. Sidhar Senior Principal Scientist CSIR-Indian Institute of Chemical Technology, Hyderabad discussed the various issues and its solutions related to the drinking water and Covid-19 protecting equipments.

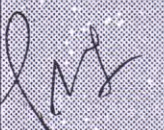
Around 350 participants participated in the programme.

The BOG also noted:

- 4.8 Activities of Rotaract Club
- 4.9 Major events held at the Institute
- 4.10 Achievements and Activities of Members of Faculty
- 4.11 Conduct of two external examinations namely West Bengal Joint Entrance Examination 2021 on 17.07.2021 and ISI Entrance Test 2021 on 18.07.2021

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4.12 The present status of number of Book Titles (8266), number of Book Volumes (58564) and number of Journals (153) in the Central Library of HITK.

4.13 Various Conferences/Symposium/Workshop/Webinar/FDPs/Short Term Courses etc. attended by Members of Faculty/Staff.

4.14 Assigning Members of Faculty and Staffs as In-Charge of various Club Activities.

Agenda Item No. 5:

**To consider a report on R&D activities**

The BOG noted the report on R&D activities and expressed its satisfaction on the same.

Agenda Item No. 6:

**To consider a report on training and placement activities**

The BOG noted the report from Training & Placement Cell and approved the same.

Agenda Item No.7:

**To consider a report on HR related matters since the last meeting**

The BOG noted/considered/approved

(i) New Joining

Name	D.O.J	Department	Designation	Qualification
Mr.Sudip Dutta	14.04.2021	Maintenance	Assistant Manager	BBA
Dr. Souvik Ghosh	27.04.2021	Mathematics	Assistant Professor	Ph.D

(ii) Demise

Name	Designation	Department	Date of demise
Prof.(Dr.) Pranay Chaudhuri	Principal	HIT	26.04.2021
Dr. Rajib Biswas	Assistant Professor	Information Technology	16.05.2021

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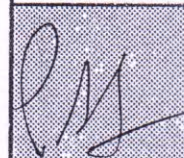
(iii) BOG noted and congratulated 03(three) Member of Faculty for obtaining their Ph.D. degree during the period under report:

Name	Designation	Dept.	Degree	Date of Award
Dr. Sujay Saha	Assistant Professor	CSE	Ph.D. (University of Calcutta)	2021
Dr. Nilina Bera	Assistant Professor	CSE	Ph.D (Jadavpur University)	2021
Dr. Sayantani Datta	Assistant Professor	ECE	Ph.D. (University of Calcutta)	2021

(iv) Promotion from Assistant Professor to Associate Professor w.e.f. 01.06.2021

Sl. No.	Name	Department	Designation on promotion
1.	Dr. Riddhi Goswami	Biotechnology	Associate Professor
2.	Dr. Tapan Kumar Ghosh	Biotechnology	Associate Professor
3.	Dr. Nandan Kumar Jana	Biotechnology	Associate Professor
4.	Dr. Soma Banerjee	Biotechnology	Associate Professor
5.	Dr. Diptendu Dutta	Chemical Engineering	Associate Professor
6.	Dr. Mohuya Byabartta Kar	Computer Science & Engineering	Associate Professor
7.	Dr. Poulami Das	Computer Science & Engineering	Associate Professor
8.	Dr. Atanu Kundu	Electronics and Communication Engineering	Associate Professor
9.	Dr. Mousiki Kar	Electronics and Communication Engineering	Associate Professor
10.	Dr. Arup Jyoti Bhowal	Mechanical Engineering	Associate Professor
11.	Dr. Ajanta Das	Physics	Associate Professor
12.	Dr. Abhijit Mandal	Chemistry	Associate Professor
13.	Dr. Sandip Chatterjee	Mathematics	Associate Professor
14.	Dr. Suparna Chakraborty	Humanities	Associate Professor
15.	Dr. Souvik Basu	Computer Application	Associate Professor
16.	Dr. Jyotirmoy Ghosh	Computer Application	Associate Professor

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Agenda Item No.8:

**To consider a report on Anti Ragging measures**

The BOG noted and expressed satisfaction on Anti Ragging measures taken by the Institute.

Agenda Item No.9:

**To consider a report on Internal Complaints Committee (ICC)**

The BOG noted the same.

Agenda Item No.10:

**Formation of various Statutory & Non-Statutory Committees**

The BOG approved the proposed Statutory Committees – (i) Disciplinary Committee (ii) Anti Ragging Committee (iii) Anti Ragging Squad (iv) Internal Complaints Committee and (v) SC/ST Committee of Heritage Institute of Technology.

BOG also approved the proposed Non-Statutory Committees – (i) Planning & Evaluation Committee (ii) Grievance Redressal Committee (iii) Examination Committee (iv) Admissions Committee (v) Library Committee (vi) Student Welfare Committee (vii) Sports & Extra Curricular Activities Committee and (viii) Academic Audit committee of Heritage Institute of Technology.

Composition of different Committees are annexed

Agenda Item No. 11:

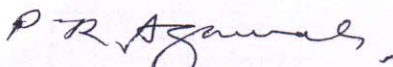
**To consider proposed Budget for the FY 2021-2022**

The BOG noted and considered the same.

Agenda Item No. 12:

**Any other matter with the permission of the Chair**

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



**Prahlad Rai Agarwala**  
Chairman  
Board of Governors



**Prof. (Dr.) Basab Chaudhuri**  
Member Secretary  
Board of Governors

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