

EXTRACT OF RESOLUTIONS TAKEN BY THE BoG ON ITS 38TH MEETING HELD ON 25TH JANUARY, 2012.

1. Introduction of New M.Tech course under TEQIP – II Programme :

BoG expressed its satisfaction to the introduction of two M.Tech courses in CSE & Automotive Technology in academic year 2011-2012 and approved introduction of another M.Tech course in Microelectronics & VLSI Design from the academic year 2012-13, all covered under TEQIP – II programme.

2. Creation and establishment of Four Funds :

BoG unanimously approved (a) the creation and establishment of (i) Corpus Fund, (ii) Maintenance Fund, (iii) Faculty Development Fund and (iv) Equipment Replacement Fund as required under TEQIP II in four separate bank a/c at Panjab National Bank (PNB), Lilloah, Howrah, (b) to build up these Funds with the Institutional share of IRG etc. as per Project Guidelines with lock-in period as prescribed, and (c) to make additional contribution from annual savings of the Institute to Corpus Fund.

3. Training Programme for the entire period :

BoG approved preparation of training plan for the entire TEQIP-II period strictly on the basis of TNA coupled with Objectives and Priorities of the Institute & as per the TEQIP-II Guidelines and advised to put some tentative timeframe in the plan for the period for which no training calendar is available adhering to the Budget for FSD allocated in the Project.

BoG also resolved that all faculties undergoing training should give an experience sharing seminar to other faculty of the institute. All faculty and staff after returning from training should submit a Report on the experience gained through such training and its effectiveness in improving teaching learning process and to host it in the Institute web-site.

4. Procurement Plan for the entire period :

BoG while approving the Procurement Plan for the entire period upto 31.03.2014 emphasized to ensure strict compliance of Procurement guidelines, transparency in Procurement Management as well as its effectiveness so that maximum benefit in quality improvement could be achieved.

5. Formation of Academic Council :

BoG approved the constitution of an Academic Council and authorized the Principal to adhere to the norms prescribed by the UGC in this regard.

6. Delegation of Powers to the Principal and to the HODs :

BoG after serious consideration agreed to introduce financial reforms as per TEQIP Guidelines and approved delegation of financial powers to the senior functionaries to the following extent:

- a) Principal – Up to Rs.50.00 lakh for single purchase order.
- b) HODs - Up to Rs.1.00 lakh for single purchase order.

All expenditure above Rs. 50.00 lakh should be approved by the BoG.

All expenditure above Rs.1.00 lakh need to be approved by the Principal

BoG also resolved that the Principal should report to the BoG all decisions/actions relating to IRG activities such as Continuing Education Programme, Consultancy, Faculty and Staff Development, Organising of Seminars/Workshops/Conferences etc. under the Project.

7. Introduction of Teaching Assistantship :

BoG approved introduction of Teaching Assistantship for Non-GATE M.Tech students in all the courses being offered/ to be offered by the institution with TEQIP – II fund subjects to taking 8 to 12 hrs. classes in a week by the beneficiaries. Amount of assistantship will be Rs.8,000/- p.m.

BoG authorized the Principal to constitute a committee as proposed in order to introduce this assistance ships from academic year 2012-2013 strictly as per TEQIP-II Norms.

**ACTION TAKEN ON THE RELEVANT PROCEEDINGS OF THE
38TH MEETING OF THE BoG HELD ON 25 JANUARY, 2012.**

While relevant actions have been taken as a routine matter on the over all deliberations of the meeting, some action-taken report are recorded below:

Item No. 3 : The appointment of New BoG Members:

Report : The appointments of Dr. Pawan Kupur, Director of CSIO, Chandigarh as Chairman's nominee as under Technologist Category and Prof (Dr.) Premananda Jana, Dept. of Computer Science and Engineering, MCKVIE as a member of Principal's nominee have been made.

In addition, Prof. Kartik Ch. Basak's nominations by the State Govt. accepted by the Chairman and appointed as the member of BoG.

Item No. 4 : Institutional Matters :

(i) Application for M.Tech in Microelectronics & VLSI Design :

Report : AICTE already approved the introduction of this M.Tech course with 18 intake during the academic year 2012-2013. WBUT affiliation is now in process.

(ii) Proposal for Sanctioning of Posts for recruitment :

Report : Detail proposal is prepared and given in ATR – I for the approval.

Item No. 5 : Various Issues pertaining to the Implementation of TEQIP-II :

(i) Creation of Four Funds:

Report : As required under TEQIP – II, four separate funds at PNB, Liluah Branch, Howrah have been opened with initial contribution of the institute as approved in the 38th Meeting of the BoG.

(ii) Training Programme :

Report : TNA has been revised considering deletion/ addition of staff members as on date and planned for the entire duration of TEQIP-II programme. It is planned to conduct in-house faculty and staff development programme on domain knowledge upgradation as permitted in PIP to start with. During this summer vacation (2012) the institute is organizing three in-house programme jointly for Faculty & Lab. Instructor, one programme each for Lab. Instructor & Support Staff have been approved by the BoG. Approval is requested from SPFU regarding payment of honorarium for conducting training programmes. BoG, however, authorized to go ahead with the programme pending receipt SPFU-WB's approval to the above issue.

(iii) Procurement Plan for the Entire Project Period :

Report : Uploaded to PMSS and awaiting NPIU's approval for processing the order.

(iv) Budget for the entire period :

Report : Earlier budget submitted to SPFU was revised due to non-starting of activities under TEQIP-II programme prior to March, 2012. Therefore, as required by SPFU, Budget Plan is now submitted for the current financial year; i.e. 2012 – 2013 for approval.

(v) Formation of Academic council :

Report : Academic council in accordance with the guidelines prescribed by the UGC has been constituted to look into the academic activities of the College.

ATR - I

PROPOSAL FOR SANCTIONING OF POSTS					
SL. NO.	DEPARTMENT	DEPARTMENTAL REQUIREMENTS			
		AS PER AICTE NORMS.			FOR 1st YEAR STUDENTS
		P	ASP	AP	AP
1	AUE-UG	1	2	9	1
2	AUE-PG (Ist Year)	1	NIL	1	NIL
3	ECE-UG	1	2	9	2
4	ECE-PG (COMM.)	1	1	1	NIL
5	ECE-PG (VLSI) (Ist Year)	1	NIL	1	NIL
6	CSE-UG	1	2	9	1
7	CSE-PG	1	1	1	NIL
8	EE-UG (3rd Year)	1	2	5	2
9	ME-UG	1	2	9	2
10	IT-UG	1	2	9	1
11	MCA-PG	1	2	9	NIL
12	BASIC SCIENCE & HSS (includes reqts. of all semesters of all streams)	3	6	21	NIL

NOTE : TO COMPLY AICTE NORMS. OF TEACHER : STUDENTS RATIO FOR UG & PG COURSES, IF SUITABLE CANDIDATE NOT FOUND THEN RECRUITMENT IS PERMITTED FOR THE LOWER POST.