

Bankura Unnayani Institute of Engineering

Bankura – 722 146

Minutes of meeting of the Board of Governors

Meeting No : 62

Venue : Conference Room, Hotel Stadel

Date : 23rd Dec, 2015

Members Present :

1. Prof Nihar Hazra : Chairman
2. Sasanka Dutta : Secretary
3. Prof (Dr.) Sajal Dasgupta : Member, Director of Technical Education
4. Prof (Dr.) P B Dutta Gupta : Member
5. Prof Alope Roy : Member, (Teacher In Charge)
6. Prof (Dr.) Haripada Satpathi : Member
7. Prof (Dr.) T Kumar : Invitee Member
8. Mr Ramananda Mukherjee : Member, (Registrar)
9. Prof (Dr.) Krishnendu Adhvaryu : Invitee Member
10. Prof Subhajit Roy : Invitee Member (TEQIP Co-ordinator)
11. Mr Kajal Kundu : Invitee Member (Finance)

Prof Nihar Hazra, Chairman, B.O.G. presides over the meeting.

Agenda No – 1 : Confirmation of the last meeting held on 26th August, 2015 :

Proceeding of the B.O.G meeting No-61 held on 26th August, 2015 comes up for discussion to be confirmed. The Director of Technical Education, Prof (Dr.) Sajal Dasgupta takes exception to various issues that the Institute was to perform were not addressed properly not even the Action Taken Report(ATR) were written in proper format. After a prolonged discussion with a caution to be more alert while implementing the resolution, Prof (Dr.) Sajal Dasgupta gives his approval for confirmation. The meeting no. 61 thus confirmed unanimously.

Agenda No – 2. Present status of TEQIP-II Project

The TEQIP Coordinator presents the activities that have taken place till November 2015 and highlights the important ones.

The member's after careful consideration observes the following:

- i) The DTE informs the meeting that the Institute had secured satisfactory or highest marks in all the previous performance assessment's being made by NPIU. To keep consistency the Chairman should look after the activities and take necessary measure for the next performance assessment to be held on February, 2016. Among the nine key performance indicators the Chairman shall have to take special care such as the total fund received should be reflected 100% in actual and committed expenditure.
- ii) One faculty member Prof. Krishnendu Mondal applied for attending international conference ICME – 2015 and publication at Dhaka, Bangladesh as per norms the application has been scrutinized by expert committee (with TEQIP guideline). The BOG approves his visit with a caution that afterwards the concerned faculty shall inseminate his experience and skill so acquired to the students of his own Institution. BOG also suggests to monitor the process of knowledge sharing acquired from such programme.
- iii) The Governing body noted and appreciated the conduct of skilled development programme by finishing school for aspiring B. Tech. students during the academic year 2014-2015 and appreciates the effort. BOG approved the training proposal in academic session 2016. The following planning for skill development programme for January, 2016 to June, 2016 is presented:

Training/course name	Stream	Number of trainer	No. of student benefited	Budget(approx.)
PLC	4 th year- EE,ECE,AEIE	3	70	270000/-
Soft-skill	4 th year- All	5	200	300000/-
.NET	CSE,IT,ECE-4 th year	2	60	150000/-
PHP/Android	CSE,IT-4 th year	2	60	150000/-
STADD PRO	CE-3 rd year	2	60	150000/-
PRO-E	ME-3 rd year	2	60	150000/-

BOG approves the above budget and also empowers the Chairman to approve allied approvals with modal code of approval which shall be required to be ratified in the next BOG meeting.

iv) The BOG notes that PMSS is non-functioning since September, 2015. In this situation the NPIU has directed to continue the rest procurement job manually. In this context based on institutional requirement the following packages is ratified in this meeting:

SL. NO.	PKG. CODE	REF. NO.	MODE OF PROCUREMENT	ESTIMATED VALUE
1	QEEE-Component	TEQIP-II/2015/BUIE/QEEE-COMPONENT/01	Shopping	182000.00
2	Computer Component	TEQIP-II/2015/BUIE/COMPUTER COMPONENT/03	Shopping	173000.00
3	Computer Accessories	TEQIP-II/2015/BUIE/COMPUTER ACCESSORIES/02	Shopping	198000.00
4	ASTM-Online Journal	TEQIP-II/2015/BUIE/ASTM/04	Direct Contract	85000.00
5	JGATE-Online Journal	TEQIP-II/2015/BUIE/JGATE/05	Direct Contract	70000.00
6	Seminar Room	TEQIP-II/WB/WB1G03/192	Shopping	993000.00
7	STAAD PRO	TEQIP-II/WB/WB1G03/185	Direct Contract	340000.00

v) Keeping in mind the power back-up provision for various class rooms, the BOG advises the Chairman to complete the pending job in no time as discussed in the earlier meeting and the fund shall be accommodated within the IOC following the World Bank norms.

Resolution: After a careful consideration of all issues of TEQIP-II being appraised by TEQIP C0-ordinator, the BOG approves of all expenditure incurred and also of those under proposal.

Agenda – 3 : NBA & Autonomy status of BUIE & the steps taken since 2013.

The NBA Co-Ordinator, Prof Alope Roy explained that the Institute had already applied for Autonomy. The preconditions for achieving Autonomy are as follows:

1. No Objection from Affiliating University- Already received
2. No Objection from State Government – Already received
3. 50% of all eligible courses should be NBA Accredited – Applied and expected visit in the month of February, 2016

He also apprises the members of the status of NBA Activities and the actions taken by the Chairman after the meeting of the Chairman with the DTE. Prof Alope Roy and Prof Subhajit Roy were instructed to visit New Delhi to pursue the NBA visit and to meet Dr. Rabjeet Singh, Consultant. Feeling our urgency and agreed to organize the NBA visit in the month of February. He also provided an email id in which we can submit updated information of SAR as early as possible.

He also reports that all the three departments CSE, ECE & EE are working rigorously to prepare the updated SAR of NBA. They had targeted to submit on 23.12.15.

The DTE suggests to organize a preparatory visit within 20th January, 2016 for self appraisal of the preparation of NBA.

Resolution: The Teacher-in-Charge will take all necessary initiatives to submit the updated SAR to NBA giving immediate effect.

Agenda – 4 : Quality Improvement of the faculty through TEQIP-II and its objective assessment report.

The governing body suggests mandating all faculties to participate in pedagogy training organized by IIT, Kharagpur and also monitor that after the training the knowledge should be inseminated to all student and faculties of their department. Regarding management capacity and enhancement training the Chairman has to take special care to ensure the participation of all senior faculties and key persons of administration as organized by NPIU.

Resolution: The BOG resolves that the program of insemination of knowledge so acquired from outside be made to the stakeholders and its objective assessment report of such insemination be taken care of, so that teachers in general and student in particular be benefitted.

Agenda – 5 :Present Status of Training & Placement

Agenda No.5 is taken up for discussion. The Teacher In Charge elaborated the need of combined effort of the faculties and staff in placements. Elaborating the matter The Teacher In Charge explains that almost all companies were brought through Consultants. The meeting takes it with grave concern and suggests that nonperformers be summoned and be taken to task for

their being non performers. The TIC mentions that a group of dedicated faculties along with Registrar and the staff members have been collaborating with the Placement cell with utmost care and sincerity. The BOG expresses with satisfaction over the measures taken by the Institute and needed effort to streamline the placement cell with immediate effect.

Resolution : The BOG is satisfied with measures of the placement activities with a caution since it is a concerted effort of the employees of the Institute but the Placement Cell. Resolved that non-performance in the cell be summoned and to be taken to notice with appropriate measures.

Agenda -6: Approval of audited accounts for the financial year 2014-15:

The Secretary could not present the budget for it is being incomplete. He apprises the member that Audited accounts will be presented in the next meeting of the BOG.

Resolution: Resolved that the Secretary, BUIE shall submit the Audited Accounts as soon as it is done.

Agenda -7: To approve the name and the name of the firm of the Auditor for the financial year 2015-2016.

The Name of the Auditor is CA. Sunil Surana

The name of the firm is Surana Sunil & Co., Chartered Accountants

Agenda -8: To discuss about the annual increment for all staff.

Agenda -9: To discuss about the Change of Pay Scale & Grade Pay for all staff.

About the Agenda No. 7, 8 and 9(to be noted above), the DTE bestows on the Chairman, BOG the power to form committees and sub-committees and the committees/ sub-committees shall place report to the Chairman. The DTE proposes that all committees and sub-committees be revived and reconstituted and Academic committee be comprised of HODs of all disciplines.

10) Miscellaneous :

- A) Chairman places the letter of resignation of the Principal, Dr.Shubhabrata Datta who asked asking for his immediate release. The DTE read the content of the resignation letter. The BOG notes that after receiving the resignation letter of the Principal, The Secretary and the Chairman met President of the Bankura Unnayani and an emergency meeting of the Unnayani was held. It was decided to release the Principal as he has asked release citing his personal reasons. The Chairman of Unnayani asked the Chairman of BUIE to appoint senior most Teacher of the Institute as such the Chairman appointed Prof Alope Roy as the Teacher In Charge of the BUIE.

The members feel that the Institute shall go for an advertisement asking for a qualified Principal giving immediate effect along with necessary faculties having PhD degrees. The BOG ratifies the action taken by the Chairman and the Secretary.

- B)** In this regard it is implied that Teacher- In –Charge would be the next TEQIP Head and in accordance with the rules be made one signatory of Cheques and of all financial transaction of the BUIE. It is also resolved that Prof. Alope Roy, the TIC be given sanction to continue as the Dean of the Institute.
- C)** Prof P B Dutta Gupta proposes the name of Prof Siddharth Bandhopadhyya as an Academic expert to oversee the NBA preparedness of the teachers and students.
- D)** Mr. Gunamoy Kundu(ONGC General Manager) and Mr. Aswani Mondal(DGM Bhillai Steel Plant) have already consented to the Chairman, BOG. As such officially they are to be made known that they have to become members of the BOG.
- E)** i.)Earlier in response to the application Ref. No.-IE/12/ii/15 dated: 10.02.2015 made by the Principal for closure of course in B.Tech in IT due to shortfall or absence in roll call and subsequently NOC received from Department of Higher education, Government Of West Bengal, vide Ref no. ;71-Edn(T)/10M-20/40.
- ii.)As per the AEIE department the meeting of the BOG considering the factual position very carefully of its student intake capacity and actual position of admission which stands as the following:-

Admission status of IT and AEIE

	IT Paid seat	IT TFW	AEIE Paid seat	AEIE TFW
2015	1	3	0	3
2014	2	2	3	3
2013	0	0	4	3
2012	7	1	3	3
Total student	10	6	10	12

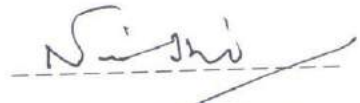
The BOG notes with grave concern that these two departments are not viable. The DTE suggests that the Departmental faculties of IT & AEIE be asked to come forward with suggestion for improvement in the prospect of the roll strength. The DTE also suggests the department needs to be given the coming session for improving their roll strength.

F) DTE suggested a new format of Action Taken Report (ATR).

Resolution : Resolved that two HOD's of the respective departments of IT & AEIE be summoned and be told to find out measures to improve the intake of the students and study the measures taken by nearby colleges on how they are tackling this problem. BOG will keep in observation for next 6 months how the improvement is being done.

It is also resolved that the ATR should have at least 3 no. of columns where names of the members of the subcommittee should be properly enumerated and proper resolution should be taken and should be placed before BOG for consideration.

Meeting ended with a vote of thanks to the chair.



Prof. Nihar Hazra

Chairman, B.O.G