

Minutes of the 11th meeting of Academic Council held in Conference room at 2.30 p.m. on 17.05.2019 (Friday) to discuss important issues and transact the views for the academic interest of the Institution.

Members present:

1. Prof. (Dr.) Amitava Ray, Principal, JGEC & Chairman- Academic Council: Present
2. Prof.(Dr.) Goutam Bairagi, Secretary, Academic Council, Prof. & HOD,CE, Member: Present
3. Prof. (Dr.) Goutam Kumar Panda, Prof. & HOD,EE, Member: Present
4. Prof. (Dr.) Sudip Mukherjee, Prof., ME & COE, Member: Present
5. Prof. (Dr.) Jishan Mehedi, Associate Prof. & HOD, ECE, Member: Present
6. Prof. Dhiman Mondal, Assistant Prof. & Head, CSE, Member: Present
7. Prof. (Dr.) Dipak Kumar Kole, Associate Professor, CSE, Member:Absent
8. Prof. Aditya Kumar Samanta, Assistant Prof. & HOD, IT, Member: Present
9. Prof. Swapan Kumar Roy, Associate Prof. & HOD, Mathematics, Member: Present
10. Prof. (Dr.) Nripati Chakravorty, Associate Prof. & HOD, Physics, Member: Present
11. Prof. (Dr.) Shyamapada Shit ,Associate Prof. & HOD, Chemistry, Member:Absent
12. Prof. (Dr.) Arindam Saha, Assistant Prof., Physics & HOD, Humanities, Member:Absent
13. Prof (Dr.) Soupayan Mitra, Associate Professor, ME, Member:Absent
14. Prof. Ashim Roy, Supt. of Workshop, Member:Absent
15. Prof.(Dr.) Santanu Das, Associate Professor, EE, Member: Present
16. Prof. Subrata Bhattacharya, Head, ME, Member: Present
17. Prof. Nakul Chandra Sadhukhan, Retd. Professor, JGEC, External expert member: Present
18. Prof. (Dr.) Pujan Sarkar, Principal, Jalpaiguri Polytechnic Institute, External expert member: Present
19. Mr. Debasish Chaki, Additional Engineer, WBSEDCL, External expert member:Absent
20. Prof. (Dr.) Susovan Chatterjee, Associate Professor & Head, ME, CGEC, MAKAUT nominee: Present
21. Prof. (Dr.) Goutam Das, Prof. & Head, ECE,CGEC, MAKAUT nominee: Present
22. Prof. Sukhendu Mandal, Assistant Prof., CSE, CGEC,MAKAUT nominee: Present
23. Mr. Sridip Dutttagupta, Deputy Registrar, Special Invitee: Present
24. Prof. Subhranta Roychowdhury, Associate Professor, ME, Special Invitee: Present
25. Prof. (Dr.) Pradip Kumar Saha, Prof., EE, Special Invitee: Present
26. Prof.(Dr.) Utpal Kumar Mondal, Prof., CE, Special invitee: Present
27. Prof.(Dr.) Nimai Mukhopadhyay, Assistant Prof., ME, Prof.-in-Charge, T&P, Special invitee: Absent

Minutes:

11.1 Dr. Amitava Ray, Principal welcomed the members present in and requested the Member-Secretary to start the discussion as per Agenda. Dr. Goutam Bairagi, Member-Secretary introduced the members present.

Proceedings: With the permission of the Chair, the minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am (also circulated earlier) was read out fully by the Member-Secretary and the Chairman invited annotations or suggestions from the members present.

Resolution: the minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am was confirmed.

11.2: Action taken on the minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am .

Proceedings: Member-secretary apprised the members in details about the Action Taken Report (ATR) in respect of the Minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am as follows:

- i. In respect of 10.2 of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am
 - a. MAKAUT is approached again for setting up PhD Cell.
 - b. Te Institute Disciplinary Committee considering the reference 6.6a of rules and regulations of the College under Autonomous Status is framed and it is in operation.
 - c. Details of Departmental Committee from different departments are received and meetings held.
 - d. Details of Board of Studies from different departments are received and meetings held.
 - e. The Board of Examinations is formed by the Academic Council and it is in operation.
 - f. The PG programs in other departments (CE,CSE,ECE,IT) could not be started due to the lack of NBA accreditation.
 - g. Initiation of Condensed B E Courses is yet to be taken.
 - h. The involvement of PG students for classroom teachings/ tutorials /lab work is initiated.
 - i. Internship: Internship program already started.
 - j. Amendment works on "The Rules and Regulations relating to Academic activities of Jalpaiguri Govt. Engg. College" are to be taken up.
 - k. Creation of Non-Government fund for the research and other welfare activities of the students: Action in process.

ii. In respect of 10.3 of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am : Introduction of Induction Program: As per AICTE & MAKAUT guidelines the program held in 2018 and has to be continued in future.

iii. In respect of 10.4 of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am : Introduction of Mandatory Additional Requirements to Earn B.Tech. degree Program: As per MAKAUT guidelines the program is initiated and to be continued in future.

iv. In respect of 10.5 of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am : New syllabus from 2018-19 both for B.Tech. & M.Tech. degree: Syllabus for B.Tech. 1st year and Full syllabus for M.Tech. degree are introduced for the students admitted in 2018-19

v. In respect of 10.6 of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am : Academic issues / constraints as reported by HODS. COE section etc: All the resolutions taken in this respect are introduced.

vi. In respect of 10.7(i) of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am : Enhancement of Examination & result related fees in tune of MAKAUT: The revised rates are introduced from the odd semester 2018.

vii. In respect of 10.7(ii) of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am : Enhancement of remunerations in relation of Examination: The revised rates are introduced from the odd semester 2018

viii. In respect of 10.8 of minutes of the 10th Academic Council held on 09.08.2018 in Collegiate Conference room at 11.00 am :

Misc.

- a. Members attending the meeting of Academic Council / Board of Studies / Governing body will be paid Rs. 2000.00(Consolidated) as honorium. : It is introduced from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines.
- b. Special Lectures are arranged by the experienced persons for the benefit of the students with an amount of Rs. 3000/- (for maximum 2 days at a stretch and for maximum 3 times in a semester), from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines
- c. "Award Giving ceremony" held in 14th December, 2018 as an alternate arrangement to distribute the degree certificates for the benefit of the students. The amount of expenses incurred from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines.
- d. Prof. Bidyut Baran Chowdhury , Professor & Head, Computer Vision & Pattern Recognition Unit, ISI is being appointed as Visiting Professor for CSE department sponsored by INAE.
- e. The Principal proposed that Hostel no. 2 may be used for Internship Candidates for staying in summer: Action has been taken.
- f. Some of the members present in the meeting placed the point regarding the pending backlog till date and to eradicate the complicity arising. They also suggested to constitute a committee with all the HODs to investigate the matter and to place the draft recommendations for further action , may be taken: Action has to taken.
- g. Members present in the meeting suggested to arrange it in afternoon session: Action has been taken.
- h. Special Back Examinations for the 7th & 8th semester of the student appeared for final examination (8th semester) in May-June, 2018: Action has been taken.
- i. Secretary, Academic Council placed the minutes of BOS for different departments as follows:
 - After autonomous status, the institution adopted the parent university syllabus and after that a revised syllabus was adopted. The board resolved to initiate for adopting modified syllabus with the guidelines given by AICTE and a draft proposal having relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution will be sent to The Academic Council for further action.
 - Some courses already having focus on employability/ entrepreneurship/ skill development and we are always in a tune of that. Alumni association and some reputed companies are providing and guiding the students in various ways. The board resolved that it will continued and more such type activities will be initiated.
 - Students are encouraged for undertaking field projects / internships. The board resolved to initiate the more internship programs in the department to accommodate more internal as well as external students.
 - The board resolved to initiate Feedback Systems from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents, for design and review of syllabus.
 - The board resolved to initiate more coverage of teaching using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. Department will prepare an exhaustive list of requirement for the academic development and research activities
 - The board resolved to initiate more capability enhancement program and development schemes.
 - The board resolved to apply for projects and research activities: The board resolved to increase the following activities: Guidance for competitive examinations , Career Counselling, Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga and Meditation, Personal Counselling
 - The board advice the department to assess the learning levels of the students, after admission and organizes special programs for advanced learners and slow learners.

- The board suggest the department to initiate the Student centric methods, such as experiential learning,
- Participative learning and problem solving methodologies are used for enhancing learning experiences.
- The board suggest the department to integrates cross cutting issues relevant to Gender, Environment and Sustainability,
Human Values and Professional Ethics.

Resolution: Members unanimously appreciated the drive action taken by the college on the minutes of the last meeting of Academic Council held on 9th August, 2018 and encouraged the authority to move forward further to improve the image of the college. ATR has been confirmed unanimously as is being presented. a special drive should be taken for different important post like Registrar, PA to Principal, Care Taker, Professor (T & P), faculty in the Department of Humanities, IT, ECE etc. to maintain regular academic activities.

11.3: Report of present Autonomy Status and Visit of UGC Team held in 12th & 13th November, 2018 for review of Autonomy: Principal Dr. Amitava Ray informed the house in this matter.

Proceedings: Members placed their views on report of Prof. Amitava Ray informed the house in those regards. Discussion held for further course of action are to be taken in this regard.

Resolution: Members unanimously welcomed the drive & its execution and deliver all the responsibilities to the authority to go forward.

11.4: Report of present status regarding introduction of New Syllabus with various activities as per AICTE norms:

Syllabuses: New syllabus from 2018-19 both for B.Tech. & M.Tech. degree: Syllabus for B.Tech. 1st year and Full syllabus for M.Tech. degree are introduced for the students admitted in 2018-19. Remaining parts of the syllabuses have to be introduced. According to AICTE norms, New syllabi have been executed from 2018-19 session.

21 Days induction program for the first year students executed. Arranged special lectures in Yoga, Social Activist, Alumnus, Red cross Society Jalpaiguri, Industrial visit Student related extracurricular activities have been arranged to satisfy the Mandatory Additional Requirements. Prof. Roychowdhury explained about induction program. Honourium of Rs.500/day paid to Yoga trainer and this amount may be extended to other trainers. Principal explained about the Mandatory Additional Requirements to earn the B.Tech. degree.

Proceedings: Members exchanged their views on report regarding the remaining parts of the syllabuses. Discussion held for further course of action are to be taken in this regard.

Resolution: Members unanimously welcomed the drive & its execution and deliver all the responsibilities to the authority to go forward keeping the relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes (as far as practicable). In addition to the last year's program, members advises to put stress on (i) Geography, Culture, Heritage of Jalpaiguri (ii) Communities in Jalpaiguri (iii) Students' expectation (iv) Home feeling in the college for incoming activities. All the expenses for induction program may be paid from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines. It is also resolved that a separate certificate /Marksheet as per the convenient of COE for Mandatory Additional Requirements with obtained marks will be issued to the students completed (passed) all the examinations as per syllabus to obtain the degree.

11.5: Present status of Exam related issues & result from COE including Performance analysis of the students in semester examinations & Ensuing Semester examination schedule: Prof. Sudip Mukherjee, COE, placed the draft the schedule of ensuing semester Examination .

Proceedings: Members put their views on this matters & discussion held in this regard.

Resolution: Members unanimously proposed and approved the engagement of External Agency for smooth conduction of Examination and record keeping. The charges may be paid from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines. Members approved the proposed schedule of ensuing semester Examination . External Paper setter and moderator may be introduced. Amendments in Academic Statute are to be initiated for the betterment of the academic environment. Academic calendar for the session 2019-2020 is accepted. Post facto approval is given for the remuneration (as prepared by the Board of Examinations) for the persons involved in conducting the semester examination.

11.6: Internship, Mandatory additional requirements to earn B.Tech. Degree, Mentorship: Principal informed the house in those regards.

Proceedings: Members placed their views on report placed in the house in those regards. Discussion held for further course of action are to be taken in this regard.

Resolution: Members unanimously welcomed the drive & its execution and deliver all the responsibilities to the authority to go forward .

11.7: Award ceremony, RSTC, Mathematics for all & FDP:

Proceedings: Principal informed the house in those regards: (i) College organized Award ceremony on 14th December,2018. Approx 140 students participated in the program. Certificates was awarded to 2017 &2018 pass out batches by Hon'ble VC, MAKAUT. Prof. Goutam Sutradhar, Director, NIT Manipur was the Special guest. (ii) College organized RSTC. Received Rs.19.85 Lakhs for organizing RSTC. Recd. 215 research papers, 165 Papers were accepted, 127 participated, 25 papers from JGEC faculty and students (iii) Dept of CSE & Dept of IT organized the workshop on "Mathematics for all", Received Rs.35000/- to organize it. Dr. Apurba Sarkar, CSE, IEST (iv) Two weeks FDP organized by ME dept, Sponsored by DST-WB on 17th Dec-28th Dec,2018. Prof. Swarnendu Sen, JU & Dr. Arup Kumar Das, IIT Roorkee were the key speakers.

Resolution: Members applauded the drive unanimously with the expectations of more such event in future.

11.8: Three DST-WB projects & two AICTE project:

Proceedings: Principal informed the house that the college received the following projects: : (a) WB-DST : (i) Dr. Arghadip Biswas & Dr. Utpal Mandal Dept. of CE. Sanctioned amount: Rs 15.16 Lakhs (ii) Dr. Arijit Kundu & Dr. Nripen Mandal, Dept. of ME Sanctioned amount:Rs.14.08 Lakhs (iii) Dr. Amitava Ray & Mr. Madhab Mandal, Dept. of ME. Sanctioned amount:14.3 Lakhs (b) AICTE: (i) MODROB- Dr.Santanu Das, Dept. of EE. Sanctioned amount: Rs.15.52 Lakhs (ii) Skill Development Cell for SC/ST students- by Dr.Amitava Ray, Principal. Sanctioned amount: Rs.12.36 Lakhs

Resolution: Members applauded the drive unanimously with the expectations of more such event in future.

11.9: Deficiencies in AICTE approval, NBA:

Proceedings: Principal informed that AICTE indicated the following deficiencies in the yearly approval process: (i) nos. of faculty (ii) Fire certificate (iii) Insurance for the students (iv) e-journals (v) e-books. . Principal also informed that AICTE instructed the college to get accredited by 2020. Issues are taken up with the higher authority mitigate those.

Resolutions: Members requested to take up the matters with the higher authority for implementation.

11.10: Scholarship, Placement, Visiting teachers, Special lectures, Backlogs:

Proceedings: Principal informed regarding (i) the scholarships offered to the students by the college, Alumni Association & others (ii) Placement status of the outgoing students (iii) Three Visiting teachers to be engaged in Mathematics Dept. (iv) Special lectures in Dept. of IT, Dept. of ECE, Dept. of Mathematics (v) Students' Backlog status

Resolutions: Members welcomed and requested to carry on.

11.11: New subjects in new syllabus:


Proceedings: The Principal informed that the following subjects are introduced in the New syllabus:

The following subjects are incorporated in the new syllabus and teachers are required to teach those subjects::

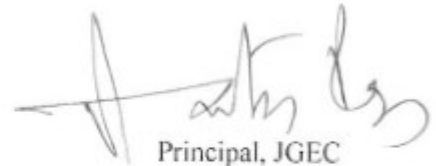
B.Tech.: Biology, Constitution of India, Essence of Traditional Knowledge

M.Tech.: Business Analytics, Industrial Safety, Operations Research, Cost Management of Engineering Projects, Composite Materials, Waste to Energy, English for Research Paper Writing, Disaster Management, Sanskrit for Technical Knowledge, Value Education, Constitution of India, Pedagogy Studies, Stress Management by Yoga, 8. Personality Development through Life Enlightenment Skills

Resolutions: **Members requested to take immediate action with the higher authority for post creation for the new subjects. Before sanctioning the post Special Classes may be arranged. The amount of expenses incurred from the interest of the corpus fund [vide G.O. No. 649-Edn(t)] or from the Examination Fund as per UGC Guidelines**



Secretary, Academic Council



Principal, JGEC