



Minutes of the meeting of the 16th Academic Council Meeting held on 14.08.2021 through Google meet at 8.00 pm. (Saturday) to discuss important issues and transact the views for the academic interest of the Institution.

Members present:

1. Dr. Amitava Ray, Principal, JGEC & Chairman- Academic Council: Present
2. Dr. Goutam Bairagi, Secretary, Academic Council, Prof. & HOD,CE, Member: Present
3. Dr. Santanu Das Prof. & HOD,EE, Member: Present
4. Dr. Sudip Mukherjee, Prof., ME & COE, Member: Present
5. Dr. Jishan Mehedi, Associate Prof. & HOD, ECE, Member: Present
6. Prof. Subrata Bhattacharya, Associate Prof. & Head, ME, Member: Present
7. Dr. Pujan Sarkar, Principal, Jalpaiguri Polytechnic Institute, External expert member: Present
8. Dr. Susovan Chatterjee, Associate Professor & Head, ME, CGEC, MAKAUT nominee: Present
9. Dr. Goutam Das, Prof. & Head, ECE,CGEC, MAKAUT nominee: Present
10. Prof. Sukhendu Mandal, Assistant Prof., CSE, CGEC,MAKAUT nominee: Present
11. Dr. Dipak Kumar Kole, Associate Professor, CSE, Member: Present
12. Dr. Arindam Saha, Assistant Professor & Head, Humanities, Present
13. Dr. Nripathi Chakraborty, Associate Professor, Physics, Present
14. Dr. Swapan Kumar Roy, Associate professor, Present
15. Dr. Pradip Kumar Saha, Prof., EE, Special Invitee: Present
16. Dr. Goutam Kumar Panda, Prof., EE, Special invitee, Present
17. Prof. Aditya Kumar Samanta, Assistant professor, Absent
18. Prof. Debamita Saha, SACT, Special invitee, Absent
19. Mr. Sridip Duttagupta, Deputy Registrar, Present

Minutes:

16.1. Dr. Amitava Ray, Principal welcomed the members present in the meeting. He informed the members that the Institution received the NAAC accreditation till Feb,22, 2026 and continuation of Autonomous status from the session 2021-22 to 2025-26 including ex-post-facto approval from 2018-19 to 2020-2021. He 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 15th Academic Council held on 10.10.2020 through Google meet at 8.00 pm. (Friday) was read out fully by the Member-Secretary and the Chairman invited annotations or suggestions from the members present.

Resolution: The minutes of the 15th Academic Council held on 10.10.2020 through Google meet at 8.00 pm was confirmed.

16.2: Action taken on the minutes of the 15th Academic Council held on 10.10.2020 through Google meet at 8.00 pm .

Proceedings: Member-secretary apprised the members in brief about the Action Taken Report (ATR) in respect of the minutes of the 15th Academic Council held on 10.10.2020 through Google meet at 8.00 pm . Member Secretary , placed the relevant documents and explained the matter in details as follows:

- i. On the basis of the resolutions taken in the 14th Academic Council held on 12.09.2020 through Google meet at 8.00 pm, the evaluations of final year Students were executed. As per the guidelines of UGC, the alternate evaluation evaluations for the Intermediate Semesters (i.e. B.Tech. 6th, 4th and 2nd semester, and M.Tech. 2nd semester) in view of present Covid-19 situation were executed following the under mentioned process:



Evaluation of regular students of 2nd Semester, 4th Semester & 6th Semester students (B.Tech.) and 2nd Semester (M.Tech):

- a. Internal marks-30 Marks as per Academic statute of JGEC.
 - b. Internal evaluation adopted by Autonomous College-20 Marks as per UGC guidelines.
 - c. Performance in previous semester: 50 marks (50%) will be awarded on the basis of performance in previous semester earned by the students as on 10.10.2020.
 - d. If a student wishes to improve grade, he/she may appear in special examinations during next semester.
- ii. Evaluation for Backlog papers of Theoretical Subjects, (for B.Tech.): It is also executed as per the guidelines of UGC.
- iii. The online FDP under AICTE Training and Learning (ATAL) Academy program could not be organised by the department of EE in November,2020. Sanctioned fund: Rs.93000/- is returned.
- iv. Dept. of ME organized the International conference on thermal engineering and management advances in December,2020
- v. Dr. G K Panda received an MODROB project for Electric Drives Laboratory from AICTE amounting Rs.13.6 Lakhs, which is in process.
- vi. Utilization certificate for SKILL & Personality Development program for SC/ST students, 2019-20 have been submitted to AICTE, Co-ordinator: Dr.Amitava Ray, Sanctioned fund: Rs.6.18 Lakhs, Utilized: Rs.2.11 lakhs
- vii. Utilization certificates of three DST projects (2019-20) have been submitted to DSTBT, West-Bengal. Honorarium of the research scholars have been stopped as JGEC is yet to receive the fund for 2020-2021.
P.I: Dr.Amitava Ray, Sanctioned fund: Rs.2.86 lakhs (2019-20), Utilized: Rs.2.85 Lakhs
P.I: Dr. Arghadip Bswas, Sanctioned fund: Rs.2.69 Lakhs (2019-20), Utilized: Rs. 3.29 Lakhs with unspent balance.
P.I: Dr.Arijit Kundu, sanctioned fund: Rs.2,11,374/- (2019-2020) , Utilized:Rs.3,50,666/- with unspent balance.
- viii. Arindam Majumdar, a first year student could not appear Dec,2019 examination because of illness. Since he has completed all formalities like MAKAUT registration etc, he was allowed to take readmission in first year, 1st semester in 2020-21 sessions

Resolutions: Members unanimously appreciated the drive action taken by the college on the minutes of the 15th Academic Council held on 10.10.2020 through Google meet at 8.00 pm and encouraged the authority to move forward further to improve the image of the college. ATR has been welcomed unanimously as is being presented..

16.3: Discussions in respect of the minutes of the meetings of BOEs held after last Academic council meetings.

Proceedings: The Member-Secretary placed all the minutes of the meetings of BOEs held after last Academic council meetings and inform the members as follows:

- a. All the results of even semesters (2020) published.
- b. Review of all the odd semesters (2020) subjects are completed.



- c. Special supplementary examinations of 7th (2019) & 8th (2020) semesters, conducted through online mode under the direct supervision of COE section through Video camera. Question papers will be designed in such a way that the parity of marks must be maintained with the quality of those students. The examination will be conducted by 1st week of January,2021
- d. Degree certificate of 2019 batch & corrections of degree certificates etc. are completed from college side As soon as it is available from MAKAUT , it will be handed over to the students at the earliest.
- e. **Evaluation of theoretical subjects-Odd semester (UG/PG), 2020-2021:**
In view of present situation of Covid-19 Pandemic, Off-line examinations was not possible. Keeping in mind the Academic calendar Odd semester examinations conducted in March onwards. The pattern of odd semester examinations were be as follows:
- i. MCQ types questions-40 marks (20 questions 02 marks each)- 60 minutes
- ii. Descriptive questions-30 Marks (Attempt three questions out of five questions 10 marks each)
- f. Keeping in mind the academic calendar of AICTE & placement issues of 8th semester (2021) students, the tentative slot for the examinations were scheduled on 20th July,2021 to 26th July,2021 and executed accordingly through online mode following MCQ question patterns of 20 questions with 02 marks each and 30 questions with 01 marks each.
- g. Applications of the students who missed online examination(2019-20, even semester, and 2020-21,odd semester due to network failure or pandemic or other issues will be verified by COE section and their **special examination** may be conducted in due courses.
- h. The ensuing Even (2nd , 4th , 6th Sem. B.Tech. and 2nd Sem. M.Tech.) semester examination, 2021 for Regular papers will be maintained as per the UGC Guidelines on Examinations and Academic Calendar in view of the COVID-19 Pandemic published on 16.07.2021.
The evaluation will be done as follows:
- i. Evaluation of regular Papers of 2nd Semester, 4th Semester & 6th Semester students (B.Tech.) and 2nd Semester (M.Tech):
- Internal marks-30 Marks (30%) as per Academic statute of JGEC.
 - Internal evaluation adopted by Autonomous College- 20 Marks (20%) as per UGC guidelines, which may be continuous evaluation, prelims, mid-semester, internal evaluation or whatever name is given for student progression
 - 50 marks (50%) will be awarded on the basis of performance in previous semester earned by the students as on 11.08.2021.
 - If a student wishes to improve grade, he/she may appear in special examinations during next semester.
- ii. Evaluation for Backlog papers of Theoretical Subjects, (for B.Tech.): It is resolved that the back paper examinations will be held as per UGC guidelines, which will be decided later on.

Resolutions: Members discussed all the points in details and approved all the decisions taken in BOE meetings.

16.4: Report of the 10th IQAC meeting held on 5th April,2021:

Proceedings: Secretary-Academic council placed the report of the 10th IQAC meeting held on 5th April,2021 and discussion held.

Resolution: Members discussed all the points in details and welcomed all the decisions taken in IQAC meetings.

16.5 : Report on the waive off seat rent & electricity bill and 50% reduction of examination fees for even semester.

Proceedings: Secretary-Academic council informed the members that in view of the guidelines of UGC / AICTE / MAKAUT and others in relevance to present COVID-19 pandemic situations, the



college took the decision to waive off seat rent & electricity bill and 50% reduction of examination fees for even semester.

Resolutions: Members appreciated the matter and asked to execute at the earliest.

16.6: proposal of student to continue their studies after a certain gap.

Proceedings: Secretary-Academic council placed the issue of re-continuation of the students after a certain gap of time.

Resolution: Members resolved that the students may be continued maintaining Academic Regulation and guidelines of the college.

16.7: Report on the placement status of 2021 batch & current 3rd year students.

Proceedings: Secretary-Academic council placed the report placement status of 2021 batch & current 3rd year students .

Resolution: Members highly appreciated the matter and asked the authority to maintain it.

16.8: To report on the special FDP (NBA awareness program) by NITTTR.

Proceedings: Secretary-Academic council placed the report on the special FDP (NBA awareness program) by NITTTR

Resolutions: Members appreciated the efforts and asked the authority to maintain it to get NBA accreditation.

16.9: To report on the academic development/FDP/STTP/R&D projects and publications of research papers.

Proceedings: Secretary-Academic council placed the report on the academic development/FDP/STTP/R&D projects and publications of research papers.

Resolutions: Members appreciated the efforts and asked the authority to maintain it.

16.10 : Any other miscellaneous issue as may be permitted by the Chair.

16.10.1: Academic calendar of 2021-2022.

Proceedings: Secretary-Academic council placed the draft Academic calendar for 2021-22 for approval.

Resolutions: Members approved the Academic calendar for 2021-22

16.10.2: Extension of Approval, 2021-22, AICTE & MAKAUT.

Proceedings: Secretary-Academic council informed the members regarding the Extension of Approval, 2021-22, AICTE & MAKAUT

Resolutions: Members appreciated it.

16.10.03: Reporting regarding BOS meeting:

Proceedings: Secretary-Academic council informed the members that minutes of BOS meeting for Electrical Engineering is received and asked Dr. Santanu Das , HOD,EE to highlight the minutes. Dr. Das reported as follows:

- a. Departmental Mission and Vision are redefined
- b. Proposed first year B.Tech. new syllabus are accepted.
- c. Proposed B.Tech. Common new Structure are accepted
- d. B.Tech. new Structure for Electrical Engineering are proposed and approved.
- e. M.Tech. new Structure for Electrical Engineering are proposed and approved.

Resolutions: Members highly appreciated it.



16.10.04: Syllabus & Amendment of Academic statute.

Proceedings: Secretary-Academic council informed the members about the Syllabus & Amendment of Academic statute.

Resolutions: Members discussed the matters and suggest the authority to place the issue in the next meeting keeping in the main agenda. They also advised that issues should be routed through relevant BOS.

16.10.05: Information in different issues:

Proceedings: Secretary-Academic council informed the members about the followings:

- a. Remedial classes for weak students
- b. Celebration of World No tobacco Day, 31st May
- c. Celebration of world environment Day, 6th June
- d. HFS/FFS
- e. Achievements of the Faculty members
- f. News letter
- g. Technical magazine
- h. Feedback analysis
- i. AICTE-INAE Distinguished Visiting Professorship Scheme - Extension of Tenure
- j. INAE Fellowship (Prof.Swalpa Kumar Roy)
- k. INAE Fellowship by a student of CSE
- l. MAKAUT Nomination-I
- m. MAKAUT Nomination-II
- n. MOU

Resolutions: Members appreciated the efforts and asked the authority to maintain it

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