Guru Nanak Institute of Technology

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Supporting Documents Extended Profile Metric

Criterion 3.3:

BOG Minutes Allied to Sanctioned Post: 2018-2019

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Date: 18/06/2018

Minutes of 2nd (2018) meeting of Board of Governors (BOG) held on 09/06/2018

The 2nd (2018) meeting of the Board of Governors of Guru Nanak Institute of Technology was held on 09/06/2018 at Regency, Hotel Hindustan International, Kolkata. Following members were present:

1.	Prof.(Dr.) S.M. Chatterjee	Chairman
2.	Mr. Taranjit Singh	Managing Trustee
3.	Mr. Simarpreet Singh	Director-JIS Group
4.	Mr.Amanjot Singh	Director-JIS Group
5.	Dr. AmalenduBasuDTE,	Member
6.	Dr. SouravDutta	Industry Representative (Payback, In)
7.	Mr. JagadishChanda	Govt. Nominee
8.	Mr. U.S. MukherjeeDy.	Director, JIS Group, Nominated by Trust
9.	Prof.(Dr.) Asit Guha	Advisor, JIS Group, Nominated by Trust
10.	Dr. Adhish Kumar Chakrabarty	Teacher Representative
11.	Prof.(Dr.) Arun Kumar Mandal	Teacher Representative
12.	Prof.(Dr.) Santanu Kumar Sen	Member Secretary

The following members were absent:

1. Mr. Haranjit Singh, Trustee, Member
2. Mr. Amrik Singh, Trustee, Member
3. Mr.Harjot Singh, Members nominated by Trust
4. Prof.(Dr.) Annapurna Das, Director, GNIT, Educationist
5. Mr. S.S.Duttagupta, Director JIS Group
6. Prof.(Dr.) Malay Chatterjee, University Nominee
7. AICTE nominee

1

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Agenda 1:

Composition of BOG as per guide line of AICTE, list of BOG members as approved, schedule of BOG meeting in each quarter, quorum of the meeting in order, welcome address to BOG members, introduction of new members, permission to start proceedings of BOG meeting, notice of meeting granted as read, leave of absence granted:

Resolution:

i) The members were welcomed by the Chairman

ii) Quorum was declared

iii) Leave of absence was granted to the members not present

Agenda 2:

To confirm and approve the minutes of the last meeting of Board of Governors (BOG) held on 24th February, 2018

Resolution:

Some of the points raised by Dr. Sourav Dutta based on the last minutes of meeting were placed and discussed and subsequently resolved. The minutes of the last BOG meeting were confirmed

Agenda 3:

To note and ratify action/follow up pursuant to proceedings of the last meeting

Resolution:

i) Weaker category of students are to be identified from their marks in the internal examinations

ii) Attendance of students is to be improved. Students having less than 75% attendance in theoretical classes should not be allowed to attend practical classes.

2

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iii) Students are to be given at least 3 notices per semester regarding the status of their attendances. The guardians are to be formally informed about the status of attendance of the student.

iv) The restriction of not allowing some students for poor attendance in the last semester examinations was appreciated by the board.

v) The students who did not appear in the end semester examination, should not be considered while preparing the result analysis

vi) The list of projects, which have been submitted to different funding agencies, and the industry visits by different department, which were not in the handouts, are to be sent through email to all the members of BOG.

Agenda 4:

Placing of AICTE's Extension of Approval letter and steps taken by the Institute to overcome AICTE indicated shortfalls/deficiencies

Resolution:

Board noted that renewal of approval from AICTE and renewal of affiliation from MAKAUT have been received

Agenda 5:

Report on Extension of Intake or Introduction of new courses as approved by AICTE

Resolution:

The Board noted that application has been made for starting B.Voc courses at GNIT. However, the affiliation from MAKAUT is yet to be received due to difference of opinion between AICTE and MAKAUT.

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3

Agenda-6:

Anti ragging measures taken

Resolution:

i) Board appreciated the anti-ragging measures taken

ii) Board also appreciated the installation of 136 new CCTV cameras all throughout the college campus. However, the board suggested to display signage at different locations to make people aware of that theyare under CCTV surveillance

iii) Board suggested using the free software developed at MIT, USA to monitor the behavior of students and any unwanted/ uncommon incident happening in the college

Agenda-7:

To confirm and approve of appointment, confirmation and resignation of staff

Resolution:

The appointments and resignations were confirmed

Agenda-8:

Report of Principal on status of different important activities and common issues of the Institute.

Resolution:

i) The Board appreciated the recipient of QS GOLD Ranking by the Institute in the year 2018

ii) The Board congratulated the students who have qualified for competing in the Grand Finale of Hardware Edition of Smart India Hackathon 2018

iii) The Board appreciated that two students from AEIE Department who have secured good All India Rank in GATE 2018

iv) The Board suggested to invite Alumni of the Institute to conduct Seminars

v) The Board requested to send the Research Directory to all the members of the BOG

vi) Any achievement or special events type of news could be sent to all members of BOG through Email as FYI

vii) Amendment of Green Campus policy approved thereof.

4

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Agenda-9: Sanctioned posts and cadre ratio: Status of faculty and staff recruitment

Resolution:

Number of faculty members as per cadre ratio, prescribed by the regulatory body for each program in consultation with chairman of BOG and to be ratified.

The Principal informed the board that interview for the required 157 teaching posts (15 Prof., 27 Assoc. Prof. and 115 Asst. Prof.) was scheduled. The selection procedure is completed. Appointment letters have been issued to the selected candidates. All joined before the Academic year started. All posts are approved by the members totaling 157, keeping the Student-Faculty ratio as per AICTE. Program wise details are given in Annexure I.

Agenda 10: Report on different activity under Institution Innovation Council, GNIT (IIC-GNIT) since the last BOG

Resolution: Different activity reports under IIC-GNIT were placed before the committee. Members appreciated the initiatives taken by the cell.

Agenda 11: Approval of academic calendar and meeting calendar for AY of 2018-19

Resolution: The academic calendar and the meeting calendar were placed in the meeting. The board scrutinized the calendar and given their approval.

Agenda 12: Identification of Key Responsibility Area (KRA) of Teaching and Non-Teaching Staff members and implementation of the same in the institute

Resolution : A policy has been framed and regularized in the institute with effect from the next academic year. The board noted with appreciation.

Agenda 13: Revision of Curriculum

Resolution: Feedback Analysis on Curriculum Structure and syllabus has been placed along with recommendation of Academic Council for revision of Curriculum from 2018-2019 sessions. This is noted and accepted by the members present

Agenda 14: IQAC activity

5

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Resolution: The activity report has been placed and the analysis report of feedback from different stakeholders has been presented before the board and all the members noted the report.

The meeting ended with vote of thanks by the Chairman.

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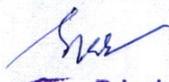
Prof(Dr.) Santanu Kumar Sen

Member Secretary, BOG

Principal, GNIT

ANNEXURE I

Programme wise Sanctioned Faculty Number for the academic year 2018-19.

Sl. No	Branch	Professor	Associate Professor	Assistant Professor
1	Computer Science Engineering (CSE)	2	3	23
2	Electronics and Communications Engineering (ECE)	4	5	18
3	Applied Electronics & Instrumentation Engineering (AEIE)	1	3	5
4	Electrical Engineering (EE)	3	3	21
5	Food Technology (FT)	1	3	11
6	Information Technology (IT)	0	1	8
7	Master's in Computer Applications (MCA)	0	1	8
8	Applied Science and Humanities (ASHU)	4	8	21
Total		15	27	115

6

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