

GURUNANAK INSTITUTE OF TECHNOLOGY

**Approved by A.I.C.T.E., New Delhi
Affiliated to MAKAUT, West Bengal**



Supporting Document

**MINUTES OF THE MEETING, 2016 OF BOARD OF STUDIES OF ELECTRICAL ENGINEERING
DEPARTMENT HELD
ON
16/11/2016 AT 11 A.M.**

Department of Electrical Engineering
GNIT
Minutes of the BOS meeting

Date: 16/11/2016

Venue: HOD Room, Department of Electrical Engineering

Time: 11 A.M.

As per the notice dated 03.11.2016 with Ref. No. GNIT/EE/BOS/2016/02, a BOS meeting was held on 16/11/2016 in presence of following experts and members:

Members present (Internal):

1. Dr. Prabal Deb : Head and Chairman
2. Dr. Shyamal kumar Ghosh : Professor, Member
3. Dr. Subir Ray : Professor, Member
4. Mr.Kalyan Kumar Chakraborty : Associate Professor, Member
5. Mr. Sisir Mazumder : Assistant Professor, Member
6. Mr. Suman Ghosh : Assistant Professor, Member
7. Ms. Rituparna Mukherjee : Assistant Professor, Member
8. Mr. Susovan Dutta : Assistant Professor, Member
9. Ms. Rikta Majumder : Assistant Professor, Member
10. Mr. Shyamal Kumar Roy : Assistant Professor, Member
11. Mr. Arindam Roy : Assistant Professor, Member
12. Mrs. Madhumita Chakraborty : Assistant Professor, Member
13. Mr. Suman Majumder : Assistant Professor, Member
14. Mr. Bikram Dutta : Assistant Professor, Member
15. Mr. Utpal Kumar Mandal : Assistant Professor, Member

External Members Present:

1. Dr. Shib Sankar Saha : Professor, EE Dept., Kalyani Govt.Engg. College, Kalyani, Nadia,
2. Dr. Shilpi Deb :Associate Professor, EE Dept.,RCCIIT,Kolkata

Members Absent:

1. Mrs. Reshmi Banerjee : Assistant Professor, Internal Member
2. Miss Pritha Roy : Assistant Professor, Internal Member
3. Mr. Krishnendu Sarkar : Assistant Professor, Internal Member
4. Ms. Sreeja Nath : Assistant Professor, Member

The discussion was based on the following agenda:

Agenda:

1. Confirmation of Minutes of last BOS Meeting
2. Extension for NBA ACCREDITATION
3. Beyond Curriculum Training for EE students.
4. Participation of students in Extra Curricular Activities.
5. Industry interface
6. Industry Visit
7. Aptitude Classes and Soft skill development for Placement
8. Miscellaneous

Resolution:

After rigorous discussion and exchange of ideas, the following resolutions were taken:

Agenda 1: Confirmation of Minutes of last BOS Meeting

The minutes of last BOS meeting was duly confirmed and approved

Agenda 2: Extension for NBA ACCREDITATION

Discussion is being done to carry out the NBA accreditation for next coming years. All planings and new ideas are discussed in this meeting

Agenda 3: Beyond Curriculum Training for EE students.

Topics on which Beyond Curriculum Training will be conducted for 2nd, 3rd and 4th year students have been discussed in the meeting.

Agenda 4: Participation of students in Extra Curricular Activities.

Coordinators are being congratulated for arranging extracurricular activities throughout the year and also appreciate the student participation very nicely.

Agenda 5: Industry interface

More industry interaction is needed for the students to make them industry ready. In this year the department has arranged Industry Mentor Meet and other training programs for B.Tech students.

Agenda 6: Industry Visit

External Members of BOS emphasize more on industrial visit for the students especially for 3rd year student to make them more compatible with industries.

Agenda 7: Aptitude Classes and Soft skill development for Placement

Special classes need to be arranged for aptitude and soft skill development keeping the view of Placement for Final year students.

Agenda 8: Miscellaneous

In this context several suggestions are listed below depending upon the importance of departmental activities:

- (i) Patent should be filed for the development of any kind of innovative product
- (ii) Faculty members should be encouraged for PhD enrollment in the reputed university
- (iii) Faculty members should be encouraged for publish indexed journal paper.

Lastly the meeting was ended with vote of thanks to the Chairman BOS.


Head of the Dept.
Electrical Engg.

Head and Chairman
Dr. Prabal Deb

External Member

Name	Designation	Signature
Dr. Shib Sankar Saha	Professor, EE Dept., Kalyani Govt. Engg. College, Kalyani, Nadia	S. S. Saha
Dr. Shilpi Deb	Associate Professor, EE Dept., RCCIIT, Kolkata	Shilpi Deb.

Internal Member

Name	Designation	Signature
Dr. Prabal Deb	Head and Chairman	[Signature]
Dr. Shyamal kumar Ghosh	Professor, Member	S. K. Ghosh
Dr. Subir Ray	Professor, Member	S. Ray
Mr. Kalyan Kumar Chakraborty	Associate Professor, Member	K. K. Chakraborty
Mr. Sisir Mazumder	Assistant Professor, Member	[Signature]
Mr. Suman Ghosh	Assistant Professor	Suman Ghosh.
Ms. Rituparna Mukherjee	Assistant Professor	R. Mukherjee
Mr. Susovan Dutta	Assistant Professor	S. Dutta
Ms. Rikta Majumder	Assistant Professor	[Signature]
Mr. Shyamal Kumar Roy	Assistant Professor	S. Roy
Mr. Arindam Roy	Assistant Professor	Arindam Roy
Mrs. Madhumita Chakraborty	Assistant Professor	[Signature]
Mr. Suman Majumder	Assistant Professor	Suman Majumder
Mr. Bikram Dutta	Assistant Professor	Bikram Dutta
Mr. Utpal Kumar Mandal	Assistant Professor	Utpal Kumar Mandal