

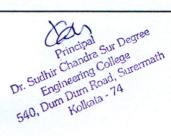
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Minutes of the 13th Board of Governors (BoG) meeting held on 17th December 2018

The 13th Board of Governors (BoG) meeting vis-à-vis the academic session 2018-2019 of Dr. Sudhir Chandra Sur Degree Engineering College, Dum Dum, was held on 17th December, 2018, 11:30 AM onwards at the Regency-1 Hall of the Kenilworth Hotel, Kolkata-700071.

Aembers Present			
Serial No.	Name	Designation	
1.	Dr. S. M. Chatterjee, Ex-Vice Chancellor, IIEST, Shibpur	Chairman	
2.	Mr. Partha Ghosh, State Govt. Nominee, Govt. College of Engineering & Ceramic Technology	Member	
3.	Prof. Narayan Banerjee, MAKAUT Nominee, MAKAUT, West Bengal	Member	
4.	Mr. Taranjit Singh, Managing Trustee, JIS Foundation	Member	
5.	Mr. Simarpreet Singh, Member, JIS Foundation	Member	
6.	Mr. Amanjot Singh, Member, JIS Foundation	Member	
7.	Mr. U. S. Mukherjee, Deputy Director, JIS Group	Member	
8.	Dr. Asit Guha, Adviser, JIS Group and Educationist	Member	
9.	Mr. Amit Srivastava, Managing Director, Hash Technology	Industrial Representative	
10.	Dr. Dipankar Das, Professor & HoD, Dept. of Basic Science and Humanities, Dr. Sudhir Chandra Sur Degree Engineering College	Faculty Member	







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11.	Mr. Biswabandhu Chatterjee, Assistant Professor, Department of Civil Engineering and Convener, R&D, Dr. Sudhir Chandra Sur Degree Engineering College	Faculty Member
12.	Ms. Amrita Chadha, Department of Administration, Dr. Sudhir Chandra Sur Degree Engineering College	Administrative Representative
13.	Dr. Om Prakash Sharma , Principal, Dr. Sudhir Chandra Sur Degree Engineering College	Member Secretary

Members	Members Absent			
Serial No.	Name	Designation		
1.	The Regional Director, AICTE, Eastern Regional Office	Member		
2.	Mr. Haranjit Singh, Trustee Member, JIS Foundation	Member		
3.	Mr. Amrik Singh, Trustee Member, JIS Foundation	Member		
4.	Mr. Harjot Singh, Trustee Member, JIS Foundation	Member		

Some of the BoG members could not attend the meeting due to prior preoccupation(s)/medical reason(s)/unavoidable circumstances. As such, the leaves of absence of all those members, as mentioned below, were granted by the Chairman.

Introduction

At the outset of the meeting, the Chairman, Prof. S. M. Chatterjee started the meeting with the welcome address followed by the welcome address of the member secretary to all the members of the Board. With permission from the chair, Prof. (Dr.) Om Prakash Sharma, Member Secretary, started the presentation by mentioning all the meeting agendas.



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Agenda 13.1	To confirm the minutes of the last (12 th) BoG meeting held on 24.02.2018.
Resolution 13.1	Members of the BoG concurred that the 12 th BoG meeting was held on 24 th February 2018, 11:00 AM onwards at the Regency-1 Hall of the Kenilworth Hotel, Kolkata-700071. There were no comments on the minutes of the meeting. The Chairman instructed the Member Secretary to move ahead with the next agenda.
Agenda 13.2	Action Taken Report against various issues raised in the last BoG meeting held on 24.02.2018.
Resolution 13.2	The Action Taken Report on the suggestions made against the minutes of the last held meeting was presented for consideration, and, subsequently, was noted and approved by the Chair and other members.
Agenda 13.3	To consider the report of the Member Secretary
Resolution 13.3	The Head of the Institute (Principal)/Member Secretary presented the annual progress of the institute vis-à-vis the major achievements and developments. The BoG members duly considered the report presented and discussed at length all the highlighted points. The Chair along with all the members present expressed their satisfaction with the performance of the institute – as reflected in the report.
Agenda 13.4	To approve the revised Mission and Vision of all the Engineering Departments.
Resolution 13.4	The Head of the Institute presented the Mission and Vision of all the engineering programs – proposed by the Academic Committee. Members of the BoG, following deliberation, unanimously approved the Mission and Vision statements of all the engineering programs offered by the institute. The BoG members thanked the Member secretary for considering their feedback while developing the Vision-Mission statements of the individual departments. The newly approved Mission-Vision statements are attached herewith as Annexure I.







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Agenda 13.5	To report on institutional research activities vis-à-vis publication of journal articles, book chapters, conference proceedings, and patents.
Resolution 13.5	The Member Secretary presented the publication details of faculties and students (SCI, SCOPUS and WOS, Book Chapter, Proceedings from renowned conferences). The BoG members appreciated the work done and further emphasized on the need to devise strategies towards product design/development and, subsequently, filing of patents.
Agenda 13.6 Approval regarding the sanctioned post of faculties for all departments, as a during the upcoming Academic Year 2019-20	
Resolution 13.6	The Principal briefed the board on the faculty needs for each department, in line with the student-faculty ratio set by AICTE for the upcoming Academic Year 2019-20. The board sanctioned a total of 117 faculty positions as recommended in the Institutional Academic Council for the same academic year. Details of faculty allocations for each department are outlined in Annexure II. Furthermore, the Board granted authority to the Principal to oversee the faculty count in accordance with the approved positions, in consultation with the Board of Governors.
Agenda 13.7	To approve the no. of reserved seats to be admitted through WBJEE for the AY 2019-20
Resolution 13.7	As per the Section 5.1 of the WBJEE Bulletin published on 12th December, 2018, the reservation of seats for SC/ST/OBC candidates in a self-financing private institution depends on the decision of the institution. Quoting the same, the Member Secretary proposed for the department specific reserved seats for the candidates to be admitted through West Bengal Joint Entrance Examinations . The reserved seats were allocated in such a way so that it doesn't exceed 10% of the Total Intake. The decisions were approved by the Chairman and the members of the BoG. The department-wise and category-wise details of seats reserved are provided on Annexure-III.
Agenda 13.8	Other matter if any
Resolution 13.8	Since there were no other matters to discuss, the meeting was concluded after the Member Secretary's vote of thanks to the Chair and all other dignitaries.



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The Chairman in his closing remarks expressed his sincere thanks to all the members present in the meeting for their valuable presence, participation, and constructive criticism with meaningful contributions. The meeting concluded with the vote of thanks to the Chair by Prof. (Dr.) Om Prakash Sharma, Member Secretary, BoG.

Prof. (Dr.) S.M Chatterjee Chairman, BoG

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Prof. (Dr.) Om Prakash Sharma Member Secretary, BoG

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Annexure-I Mission-Vision Statements of the Departments

Department of Automobile Engineering

Vision Statement

To be recognized as a space of excellent education and quality research in the field of Automobile Engineering by adapting transformative teaching-learning process to produce ethical professionals, innovators and entrepreneurs capable of developing the society.

Mission Statements

DM1. To provide the students an excellent academic environment where ethical values will be disseminated along with leadership skills, leading to meaningful contributions towards our society.

DM2. To develop a comprehensive R&D Ecosystem so that the students, faculties can innovate as per societal needs.

DM3. To continuously upgrade the excellence of faculties through Workshops, FDPs, Seminars with the objective to connect with the rapidly changing technologies.

DM4. To collaborate with Industries, Professional Societies and Educational Institutions for the continuous betterment of the students to become Industry-Ready/ Entrepreneurs.

DM5. To practice updated teaching-learning methodologies where fundamental engineering concepts will be blended with different project experiences at all levels of the curriculum to generate new knowledge for the society.



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Department of Computer Science and Engineering

Vision Statement

To be a department of high repute focused on quality education and innovative research in Computer Science & engineering that prepares professionals and entrepreneurs to lead technical, economic and social development of the society.

Mission Statements

DM1: To provide academic environment for the development of skilled professionals empowered with knowledge, skills, values, and confidence to take a leadership role in the field of Computer Sc. & Engineering.

DM2: To cultivate research culture resulting in knowledge and innovative technologies that contributes to sustainable development of the society.

DM3: To inculcate work ethics and commitment in students for their future endeavours to serve socio-economic needs.

DM4: To produce graduates with personal and professional responsibilities with dedication to lifelong learning.



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Department of Electronics and Communication Engineering

Vision Statement

To create an educational environment to mould the students to meet the modern Electronics & Communication industry's challenges through state- of-the-art technical knowledge and innovative approaches. Our fundamental tenets are quality, equity, morality, environmental sustainability, energy- saving, and a strong dedication to the cause of technical education and service.

Mission Statements

DM1: To provide State-of-Art Technical Education.

DM2: To conduct research and innovation that will result in the manifestation of knowledge intellectual property.

DM3: To instill in students a sense of professional ethics and societal responsibility.

DM4: To inculcate teamwork and leadership skills in students to be industry-ready and employable.

DM5: To assist graduates in becoming an entrepreneur.



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Department of Mechanical Engineering

Vision Statement

To become a top teaching-cum-research Department in Mechanical Engineering in the country through an exemplary system that leads to entrepreneurship, innovation, values and quality.

Mission Statements

DM1: To impart total quality education through effective hi-tech teaching-learning techniques and department-industries collaboration.

DM2: To mold the young dynamic potential minds to emerge as full-fledged future professionals so as to achieve top ten ranking status in the national level.

DM3: To achieve international standards to fulfill the Government's "Make In India" industrial policy through innovation and research

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Department of Electrical Engineering

Vision Statement

To create an ethical human resource proficient in domains related to Electrical Engineering, for a successful career in the service of society in terms of entrepreneurship, research or innovation.

Mission Statements

DM1. To impart quality education and training in Electrical Engineering with an innovative mind suitable for making a successful engineer in industry, researcher in higher education or entrepreneur having startup.

DM2. To develop life-long learning skills that allows them to be adaptive and responsive to changes in society, technology and the environment, as well as career demands.

DM3. To provide an accredited dynamic scholarly environment wherein students learn to develop communications and leadership abilities to blossom as a professional.

DM4. To ensure that every graduate is aware of the roles and responsibilities of the professional engineer in society through exposure to ethics, equity, safety and health considerations.



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Annexure-II Department wise details of sanctioned faculties Academic Year: 2019-20

			ioned faculties		
Serial No.	Department	Professor	Associate Professor	Assistant Professor	Total
1	AUE	1	2	7	10
2	CE	2	2	6	10
3	CSE	1	2	12	15
4	ECE	3	5	12	20
5	EE	1	1	9	11
6	ME	2	1	18	21
7	BSH	4	8	18	30
	Total	14	21	82	117

Note:

AUE: Department of Automobile Engineering

CE: Department of Civil Engineering

CSE: Department of Computer Science and Engineering

ECE: Department of Electronics and Communication Engineering

EE: Department of Electrical Engineering **ME:** Department of Mechanical Engineering

BSH: Department of Basic Science and Humanities

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Annexure-III Department wise Details of Reserved Seats Academic Year: 2019-20

	Department w	vise details o	f Reserved Se	eats	
Serial	Name of the Department	Distribution of Reserved Seats			T. 4 - 1
No.	Name of the Department	SC	ST	OBC	Total
1	Department of CSE (B. Tech)	2	1	1	4
2	Department of ECE (B. Tech)	5	1	2	8
3	Department of ME (B. Tech)	5	1	2	8
4	Department of CE (B. Tech)	2	1	1	4
5	Department of EE (B. Tech)	2	1	1	4
6	Department of AUE (B. Tech)	2	1	1	4
	Total	18	6	8	32

Apart from the department wise reserved category seat break-up, the selected and relevant pages of the WBJEE Bulletin is attached herewith for the detailed description of the Reservation Policies adopted by the WBJEE authorities for private or self-financing institutions.



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INFORMATION BULLETIN

WEST BENGAL JOINT ENTRANCE EXAMINATION-2019

(WBJEE-2019)

Date of Examination 26.05.2019 (Sunday)

(Tentative and may be changed in extraordinary circumstances)



West Bengal Joint Entrance Examinations Board

AQ-13/1, Sector V, Salt Lake City, Kolkata – 700 091 Toll free phone Nos.: 1800-1023-781, 1800-3450-050

Release date: 12th December 2018

Revision-01, 19/12/2018



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IMPORTANT INSTRUCTIONS FOR ON LINE APPLICATION

Candidates are required to go through the Information Bulletin carefully before applying for the examination.

Once an application is received, it will be construed that the candidate agrees to all terms & conditions, rules & regulations stipulated in the Information Bulletin and notices published by the Board for the said purpose.

Any application not in compliance with the conditions specified in the Information Bulletin is liable to be rejected.

- **1.** Application for WBJEE-2019 must be done online only. There is no printed application form available.
- 2. Ensure filling genuine application form available on line at www.wbjeeb.nic.in
- 3. It is essential to have a mobile number and a unique email ID.

All future communications will be sent to the registered mobile number and email ID. WBJEEB will not be responsible for non-receipt of any communication by the candidates if the mobile number and/or the email ID are wrong/non-existing/non-functional/changed.

4. Once the registration details i.e. name, father's name, mother's name, gender and date of birth are entered and submitted, they cannot be changed/modified/edited under normal circumstances.

Also the information must match exactly with the school admit cards, mark sheets, certificates, photo identity cards, caste/category certificates etc. which a candidate has to produce at the time of entering the examination hall, during counselling, during admission and during registration with the University.

- **5.** Do not attempt to make any duplicate application.
- **6.** Do not share your application number; pass word, security question/answer with anyone.
- 7. Upload **scanned** copy of photograph and signature as instructions provided in the Information Bulletin.
- **8.** If any information **other than** name, father's name, mother's name and date of birth given in the application needs to be corrected then do the correction within the given period of correction. The Board will not allow any correction thereafter.
- 9. If any candidate receives any SMS/email regarding discrepancy in photograph/signature uploaded by him/her, he/she must take corrective action immediately within one day.
- Application fees for WBJEE-2019 is ₹500 (Rupees five hundred only) plus the Bank's Service Charges, as applicable, payable by Net Banking/ Debit Card/ Credit Card.

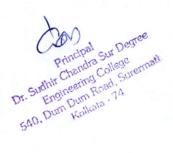
Payment status is updated automatically and hence should show 'OK' immediately after the payment. But in some rare cases it may be delayed due to



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delay/failure in the Bank's network or transaction failure at the Electronic Payment Gateway (EPG). If the payment status does not show 'OK' immediately after making the payment, then the candidates are advised to make payment once again. Do not wait for the last day to make fee payment in order to avoid payment failure by Bank or EPG. Keep copies of confirmation page, admit card in safe custody. It is not possible 11. to generate any duplicate copy. 12. For any query regarding the examination, contact: **Controller of Examinations West Bengal Joint Entrance Examinations Board** AQ-13/1, Sector -V, Salt Lake City, Kolkata-700091 Examination Helpdesk: -1800-1023-781, 1800-3450-050 Email: Link <Contact Us> in www.wbjeeb.in





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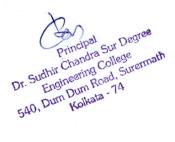
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	b) The fees for study in such Institutions shall be guided by relevant Fee-Structure as may be defined by the Department of H. E., Govt. of W. B.		
4.4	Private & Self-Financing Universities (PU)		
	 List of private Universities offering Degree Level Engineering/ Technology/ Pharmacy/ Architecture Courses run on self-financing basis along with the list of courses offered is given in APPENDIX-5. 		
	 Number of seats available for admission in such courses through WBJEE-2019 will be given in the Seat Matrix to be published before counselling and admission. 		
	Separate Fee-Structures are available for study in such Private & Self-Financing Universities as may be defined by the respective Universities of by the State Government in the Higher Education Department through relevant Government Orders.		
4.5	Private & Self-Financing Engineering & Technology Colleges (P)		
	90% of the Seats shall be available for admission through the WBJEE-2019 and remaining 10% seats shall be available for admission through the All India Engineering Entrance Examination-2019 i.e. the JEE-Main-2019.		
	However, there may be some institutes allowed to admit students under management quota. Admission to such seats is not through WBJEEB-2019.		
	Separate Fee-Structures are available for study in such Private & Self-Financing Institutions as may be defined by the Department of H. E., Govt of W. B.		
4.6	Private & Self-Financing Engineering & Technology Colleges- Minority Institutions		
	50% of approved seats shall be open to all categories of candidates and is available for admission through the WBJEE-2019.		
5.0	Reservation of seats for students under Reserved Category		
5.1	Reservation of Seats for SC/ST/OBC-A/OBC-B/PwD category of students		
	Depending on the category of participating institutions, reservation of seats for such category of students shall be available following the guidelines as provided below:		
	Nature of Institutions Applicability of Reservation Rules		





	1 State University/University Departments	Reservation rules of concerned University		
	2 Government Engineering/ Technology / Pharmacy Colleges	Reservation rules of the State Government		
	3 Private & Self-Financing Engineering / Technology / Pharmacy Colleges	As per the decision of the concerned Institution		
	4 Private & self-Financing Universities	As per decision of the concerned Authority		
	a) However, availability of such reserved or restricted to students domiciled in West Bengarian actions.			
	b) Candidates claiming such seats must sub issued from either of the competent Authorit			
	f) The certificate is to be produced during councertificate is then found to be invalid, the opportunity of admission in reserve cautomatically put him in general categoravailable from 2 nd round of counseling onwards.	he candidate will lose the ategory. The system will y and the facility will be		
5.1.1	Competent Authorities for the issuance candidates claiming under such reserve categories.			
	SC/ST Certificates are to be issued by any of the following authorities:			
	(i) Sub-Divisional Officers for all districts e (ii) District Welfare Officer, Kolkata & E. B.C.W. in case of Kolkata Municipal Ar (9) of Section 2 of K.M.C Act, 1980	x-Officio Joint Director,		
5.1.2	Competent Authorities for the issuance of O for candidates claiming under such reserve co			
	As per Notification vide No. 374(71)-T 27/7/1994, read with Memorandum No. 120 27/7/2015 issued by Backward Classes Welfare	04-SBCW/MR-67/10 dated		
	the Sub Divisional Officer of a Sub- Division certificate issuing authority. In Kolkata such coan officer as the State Government by modification the District Welfare Officer, Kolkata and Ex-office been notified to act as the certificate issuing authorizing the jurisdiction of the Kolkata Municipal	ertificate is issued by such on authorizes. Accordingly, cio Joint Director, BCW has hority in respect of Kolkata		
5.1.3	certificate issuing authority. In Kolkata such co an officer as the State Government by modificati the District Welfare Officer, Kolkata and Ex-office been notified to act as the certificate issuing authority.	ertificate is issued by such on authorizes. Accordingly, cio Joint Director, BCW has hority in respect of Kolkata		





all activities related to theory and practical work as applicable to B.E/B. Tech/B. Arch/B. Pharm courses without any special concession and exemption.

- A. Locomotor disability
- B. Visual Impairment
- C. Hearing impairment
- D. Speech and language disability

PwD certificates are to be issued by any of the following authorities

Officer-in-Charge/ Head of Department/ Head of the institute of Sub-Divisional Hospitals, District Hospitals, Govt. Medical Colleges run by the Govt. of West Bengal.

5.1.3.1 Special concessions to PwD candidates

- a) PwD candidates are eligible for 40% reduction on application fees. To avail the same, the candidate must formally apply in writing (enclosing a copy of his/her confirmation page and PwD certificate) to the Chairman, WBJEEB and send/submit the application to the Board office by 31.01.2019.
- b) PwD candidates are entitled for 20 minutes extra time in each paper, for which the candidate must sit for the examination in the Board's office in Kolkata. To avail the concession, the candidate must formally apply in writing (enclosing a copy of his/her confirmation page and PwD certificate) to the Chairman, WBJEEB and send/submit the application to the Board office by 31.01.2019.
- c) Visually impaired PwD candidates are entitled to use a scribe/writer having less/lower academic qualification than the candidate. Highest qualification of such scribe/writer will be passed/appeared in 10th standard examination in 2019. To avail such facility, the candidate must sit for the examination in the Board's office in Kolkata. The candidate must formally apply in writing (enclosing a copy of his/her confirmation page and PwD certificate) to the Chairman, WBJEEB and send/submit the application to the Board office by 31.01.2019.
- d) The Board's decision in this regard will be final and binding on the candidate.

5.2 Reservation of Seats for admission of the wards of Defense Personnel (Defense Quota Seats)

As per the Govt. Order vide No. 406(T), Dated, 09.06.2016 of the Higher Education Department, Govt. of West Bengal 13(thirteen) seats are available for admission of the wards of Defense Personnel through WBJEE-2019.



Principal
Principal
Sur Degree

Dr. Sudhir Chandra Sur Degree
Engineering College
Engineering Road, Surermath
Kolkala - 74

Those seats are supernumerary in nature and separate allotment is done by the West Bengal Joint Entrance Examinations Board as per the following guidelines:

- A. For consideration under Defense Quota, intending candidates registered for the WBJEE-2019 will have to apply to the Rajya Sainik Board, Home Department, Government of West Bengal, Writers' Buildings, Kolkata 700001 through the concerned Zila Sainik Board, W.B. (for ex-servicemen) and Units (for serving soldiers) in the prescribed form with an attested copy of WBJEE 2019 Admit Card.
- B. Based on the recommendation of the said Rajya Sainik Board, a separate list shall be published by the WBJEEB for subsequent offline counselling and allotment of seats inter-se merit basis. Securing a General Merit Rank (GMR) is mandatory for such category of seat.
- C. Allotment of seats under Defense Quota is not through ecounseling.
- D. Institution-wise and course-wise availability of such seats under Defense Quota for 2018 is given below. List for 2019 shall be published before counseling.

Sl. No.	Name of the Institution	Name of the available course(s)	No. of seats
1.	Jadavpur University	As decided by the University Authority	2
2.	Jalpaiguri Govt. Engg. College	 Mechanical Engg. Information Tech. 	1 1
3.	Kalyani Govt. Engg. College	Electrical Engineering	1
4.	Purulia Govt. Engg. College	 Comp. Sc. & Engg. Electronics & Comm. Enggg. 	1
5.	Coochbehar Govt. Engg. College	 Comp. Sc. & Engg. Electronics & Comm. Engg. 	1
6.	Govt. College of Engg & Leather Tech., Kolkata	Leather Technology	1
7.	Govt. College of Engineering & Ceramic Tech., Kolkata	Information Tech.	1
8.	Govt. College of Engineering & Textile	Information Tech.	1

