



Dr. Sudhir Chandra Sur Degree Engineering College

540, Dum Dum Road, Suremath, Kolkata 700 074

Website: www.dsec.ac.in Email: info@dsec.ac.in

Affiliated to MAKAUT and Approved by AICTE

Minutes of the 12th Meeting of Board of Governors held on 3rd July, 2018

The 12th meeting of the Board of Governors (BoG) of Dr. Sudhir Chandra Sur Degree Engineering College, Dum Dum, Kolkata was held on 3rd July, 2018 from 11:30 AM onwards at Regency-1 Hall of the Kenilworth Hotel, Kolkata -700071.

Members Present		
Serial No.	Name	Designation
1.	<i>Dr. S. M. Chatterjee, Ex-Vice Chancellor, IEST, Shibpur</i>	Chairman
2.	<i>Prof. Partha Ghosh, State Govt. Nominee, Govt. College of Engineering & Ceramic Technology</i>	Member
3.	<i>Dr. Amalendu Basu, Representative of Director of Technical Education, Govt. of West Bengal</i>	Member
4.	<i>Prof. Narayan Banerjee, MAKAUT Nominee, MAKAUT, West Bengal</i>	Member
5.	<i>Mr. Taranjit Singh, Managing Trustee, JIS Foundation</i>	Member
6.	<i>Mr. Simarpreet Singh, Member, JIS Foundation</i>	Member
7.	<i>Mr. Amanjot Singh, Member, JIS Foundation</i>	Member
8.	<i>Mr. S. S. Duttgupta, Director, JIS Group</i>	Member
9.	<i>Mr. U. S. Mukherjee, Deputy Director, JIS Group</i>	Member



[Signature]
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10.	<i>Dr. Asit Guha, Adviser, JIS Group and Educationist</i>	Member
11.	<i>Mr. Amit Srivastava, Managing Director, Hash Technology</i>	Industrial Representative
12.	<i>Dr. Ranjit Roy, Professor & HoD, Dept. of Electrical Engineering, Dr. Sudhir Chandra Sur Degree Engineering College</i>	Faculty Member
13.	<i>Ms. Anuva Ganguly, Assistant Professor Department of Electronics and Communication Engineering Dr. Sudhir Chandra Sur Degree Engineering College</i>	Faculty Member
14.	<i>Dr. (Col.) Probhas Bose, Principal, Dr. Sudhir Chandra Sur Degree Engineering College</i>	Member Secretary

Members Absent

Serial No.	Name	Designation
1.	<i>The Regional Director, AICTE, Eastern Regional Office</i>	Member
2.	<i>Dr. Vir Singh, Professor, Dept. of Physics, Indian Institute of Technology, Roorkee</i>	Member
3.	<i>Mr. Kallol Datta, Chairman & Managing Director, Andrew Yule & Company Ltd. (Industrialist)</i>	Member
4.	<i>Ms. Jaspreet Kaur, Trustee Member, JIS Foundation</i>	Member
5.	<i>Mr. Haranjit Singh, Trustee Member, JIS Foundation</i>	Member
6.	<i>Mr. Amrik Singh, Trustee Member, JIS Foundation</i>	Member
7.	<i>Mr. Harjot Singh, Trustee Member, JIS Foundation</i>	Member
8.	<i>Dr. T.S. Lamba, Director, Dr. Sudhir Chandra Sur Degree Engineering College, Dum Dum</i>	Member



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Introduction

At the start of the meeting, Dr. S. M. Chatterjee, the Honorable Chairman, extended a cordial welcome to all the esteemed guests.

The Chairman acknowledged the absence of some members due to unavoidable circumstances. Following this, the meeting progressed according to the predetermined agenda items. Dr. (Col.) Probhas Bose, acting with the Chair's consent, began the presentation, outlining the meeting's detailed agendas.

Agenda 12.1	To confirm the minutes of the last (11th) BoG meeting held on 16.12.2017.
Resolution 12.1	The minutes from the previous Board of Governors (BoG) meeting, dated December 16th, 2017, received unanimous approval and confirmation from all BoG members. Subsequently, the meeting progressed in accordance with the predetermined agenda items.
Agenda 12.2	Action Taken Report (ATR) on the points raised during 11th meeting of BoG held on 16th December, 2017
Resolution 12.2	The Action Taken Report regarding the suggestions raised concerning the minutes of the previous meeting was presented for review, and subsequently, it was acknowledged and approved by both the Chair and the other members present.
Agenda 12.3	To consider the report of the Member Secretary.
Resolution 12.3	The Member Secretary presented the institute's annual progress report, showcasing its notable achievements and advancements. The Board of Governors thoroughly examined the report, engaging in detailed discussions on its key points. The Chair, along with all present members, expressed satisfaction with the institute's performance as detailed in the report.
Agenda 12.4	To provide an update on the enrollment of students for the ongoing academic year.
Resolution 12.4	The Member Secretary presented the Admission Status for the Current Academic Year. Members expressed contentment with the admission records and directed the Member Secretary to proceed with the remaining agenda items.
Agenda 12.5	Feedback Analysis regarding the Departmental PEO-PSO-CO statements.
Resolution 12.5	The Member Secretary along with the Institutional members presented the feedback analysis regarding the formation of the Departmental PEO and PSO statements. Member Secretary informed the BoG that, the Departments have



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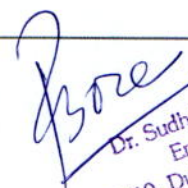
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	prepared the Course Outcome statements following the principles of Bloom's Taxonomy. BoG members apprehended the status and asked the Member Secretary to show the Individual departmental PEO-PSO statements in the next BoG meeting.
Agenda 12.6	To provide an update on the publication of journal and conference papers.
Resolution 12.6	The Member Secretary presented a comprehensive overview of the faculty members' achievements in peer-reviewed publications, including journals, book chapters, and prestigious conference proceedings. After the presentation, the Chair and other members of the Board of Governors recognized and praised the faculty members' contributions. They suggested developing strategies and initiatives to increase the publication output, such as engaging students and establishing collaborations with State and Central Technical Institutes.
Agenda 12.7	To provide an update on Anti-Ragging Measures & Cases Registered.
Resolution 12.7	<p>The Member-Secretary provided an update to the Board regarding Anti-Ragging Measures & Cases Registered, highlighting the role of Ms. Dazy Rani, Assistant Registrar and Member Secretary of the Anti-Ragging Squad, in overseeing the anti-ragging efforts. Ms. Dazy Rani briefed the Board on the institute's initiatives to prevent ragging, which included several key measures:</p> <ul style="list-style-type: none">• Placement of large Anti-Ragging Posters across the campus.• Reconstitution of the Anti-Ragging Committee and Squad, with regular monitoring and inspections.• Collection of written undertakings from students and their guardians during admissions.• Introduction of an online undertaking post-registration.• Inclusion of anti-ragging messages in the college's student handbook.• Organization of regular meetings with the anti-ragging squad and committee to plan and implement anti-ragging measures.• Implementation of CCTV monitoring on the premises. <p>The Member-Secretary also informed the Board that there have been no reported incidents of ragging within the college campus. The efforts of the institution were appreciated by the BoG Members.</p>
Agenda 12.8	To report on Training & Placement.
Resolution 12.8	<p>The Member-Secretary presented the ongoing batch report for all departments to the Board. Additionally, the Member-Secretary informed the Board about various measures implemented by the institute to improve employability, including:</p> <ul style="list-style-type: none">• Grooming• Soft Skill Development and assessment• Software Trainings• Domain Knowledge




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	<ul style="list-style-type: none"> • Technical Knowledge beyond Syllabus • Participation in Seminars & Workshops • Career Counseling • Mentoring <p>The Chairman commended the institute's efforts and requested the Member-Secretary to present separate records regarding the placement status of on-campus and off-campus drives at the next meeting.</p> <p>Furthermore, the Chairman advised inviting industry experts from nearby companies to participate in various institute programs to enhance students' domain knowledge.</p>
Agenda 12.9	To report the Academic Performance based on Even Semester Results
Resolution 12.9	The Member-Secretary provided a detailed analysis of the even semester 2017 results for various programs offered by the institute. The Chairman commended the students' performance in the results.
Agenda 12.10	To update the Board of Governors on faculty appointments and resignations since the 11th BoG meeting.
Resolution 12.10	The Member-Secretary presented the current status. All BoG Members acknowledged the information regarding faculty joining and resignations.
Agenda 12.11	Specific Achievement and future activities
Resolution 12.11	<p>The Member-Secretary briefed the Board about the upcoming activities planned by the institute, which include:</p> <ul style="list-style-type: none"> • Establishment of a Centre of Excellence • Organizing a Blood Donation Camp • Arranging a Dental Checkup Camp • Hosting a Health Check-up Camp • Installation of an Automatic Napkin Vending Machine • Conducting a Coast Guard Seminar • Initiating NSS Activities • Hosting Cultural & Tech Fests • Organizing a Farewell for Passing Out Students • Hosting a Football Tournament • Establishing an NCC Unit <p>The Board acknowledged the outlined activities.</p>
Agenda 12.12	Approval of the modified Institutional Policies and newly defined Service Rule for the faculties.
Resolution 12.12	The Member Secretary presented the newly modified Institutional Policies and the Service Rule Book for the employees of Dr. Sudhir Chandra Sur Degree Engineering College. The BoG members had some specific queries regarding



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	the Service Rule Book and the policies. However, upon deliberation and discussion, the members unanimously approved the Institutional Policies and the Service Rule Book.
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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 Dr. (Col) Probhas Bose, Member Secretary, BoG.

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Dr. S. M. Chatterjee
Chairman

