



**Minutes of the 17th BoG Meeting held on
Saturday, 27th February 2021**

The 17th Meeting of the Board of Governors (BoG) of Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex (DSCSITSC), Dum Dum, Kolkata was held on Saturday, 27th February, 2021 from 11:30 AM onwards in the Virtual Platform.

Members Present		
Serial No.	Name	Designation
1	Prof. (Dr.) S. M. Chatterjee , <i>Ex-Vice Chancellor, IEST</i>	Chairman
2	Prof. Partha Ghosh , <i>State Govt. Nominee, Govt. College of Engineering & Ceramic Technology</i>	Member
3	Prof. Narayan Banerjee , <i>MAKAUT Nominee, MAKAUT, West Bengal</i>	Member
4	Prof. (Dr.) G.L Datta , <i>Former Dean, IIT, Kharagpur</i>	Special Invitee
5	Mr. Taranjit Singh , <i>Managing Trustee, JIS Foundation</i>	Member
6	Mr. Simarpreet Singh , <i>Trustee Member, JIS Foundation</i>	Member
7	Mr. Harjot Singh , <i>Trustee Member, JIS Foundation</i>	Member
8	Mr. U. S. Mukherjee , <i>Deputy Director, JIS Group</i>	Member
9	Dr. Asit Guha , <i>Adviser, JIS Group and Educationist</i>	Member
10	Mr. Amit Srivastava , <i>Managing Director, Hash Technology</i>	Industry Representative
12	Dr. Sushovan Sarkar , <i>Professor & HoD, Dept. of CE, DSCSITSC</i>	Faculty Member
13	Mr. Biswabandhu Chatterjee , <i>Assistant Professor, Department of Civil Engineering and Convener, R&D, DSCSITSC</i>	Faculty Member
14	Ms. Amrita Chadha , <i>Department of Administration, DSCSITSC</i>	Administrative Representative
15	Dr. Om Prakash Sharma , <i>Principal, DSCSITSC</i>	Member Secretary

As some of the members were absent due to their preoccupied schedule/ unavoidable circumstances, leave of absence for them was granted by the Honourable Chairman of BoG.




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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. Amanjot Singh, Trustee Member, JIS Foundation	Member


Introduction

The Chairman thanked Hon'ble Managing Director, Mr. Taranjit Singh for sparing his valuable time for the growth of the institute. He suggested the Member Secretary and his team focus on placement of core companies for students of Civil Engineering, Mechanical Engineering, Electrical Engineering and Automobile Engineering. He further added that Beyond Curriculum Training on advanced topics should be imparted to the students as per need. He further insisted on having a good bond between mentors and students to further enhance the placement and quality of education.

Since notice of the meeting had already been served in advance, Dr. Om Prakash Sharma, Member Secretary requested permission to start the business of the meeting. With the permission of the Chair, Dr. Om Prakash Sharma, Member Secretary started the presentation and brought out the agenda of the meeting.

Agenda 1	To confirm the minutes of the meeting held on Saturday, 4th July 2020.
Resolution 1	The Minutes of the 15 th BoG held on Saturday 4 th January 2020 were confirmed. As there were no comments on the previous Minutes of the Meeting, the Chairman instructed the Member Secretary to move ahead with the next agenda.
Agenda 2	Action Taken Report on the proceedings of the last meeting held on Saturday, 4th July 2020.
Resolution 2	The Action Taken Report for the proceedings of the last meeting held on Saturday, 4 th July 2020 was presented by the Member Secretary and thereafter the committee members approved the presented Report.
Agenda 3	To report joining & resignation since the last BoG meeting held on Saturday, 4th July 2020.




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
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Resolution 3	Member Secretary reported the new joining and resignation of faculties and staff members. All members present noted the status of new joining and resignation of faculty and staff members.
Agenda 4	To report on Financial Assistance provided to the students (full free / half free ship) in the last Academic year.
Resolution 4	The Member Secretary presented the status of Financial Assistance (full free/half free ship) provided to the students. All BoG Members appreciated the Financial Assistance provided by the Management.
Agenda 5	To report on ragging preventive measures and cases registered if any.
Resolution 5	Members Secretary highlighted the planning made and presented the Preventive measures taken to make the Campus ragging free. He added that there were no ragging cases till date. Prof G.L. Datta suggested that the closure report/minutes of the meeting should be given to a nearby police station for information. Chairman and BoG Members were very happy to note that there were no ragging cases.
Agenda 6	To report on Training & Placement
Resolution 6	The Member Secretary presented the status of placement of Batch 2019. He highlighted the sector wise companies that came for recruitment along with maximum numbers of opportunities given to individual students of different UG Program. He further explained how Aptitude, Technical and Pre Assessment along with soft skill training were carried out for improving the placements. Chairman and BoG Members noted the status of placement and appreciated the progress and planning of placement for upcoming session 2020-21.
Agenda 7	To report an audited statement (Statutory Audit) of the college for the financial year 2018-19 and approval of budget for session 2019- 2020.
Resolution 7	Chairman and BoG Members noted the status of the audited statement of the college for the financial year 2018-19 and approved the proposed Budget for the session 2019-20.
Agenda 8	To approve the no. of reserved seats to be admitted through WBJEE for the AY 2021-22




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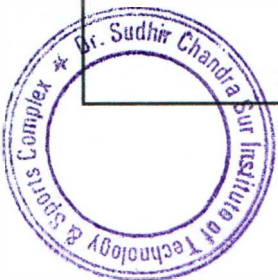
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Resolution 8	Following the reservation rules published by the West Bengal Joint Entrance Examination Board, the private self-financed institutes have the governing rights to decide the number of reserved category seats. The Member Secretary, referring to the Section 5.1 of the WBJEE Bulletin, released on 18 th February, 2021 proposed the department specific details of the reserved seats for the candidates to be admitted through West Bengal Joint Entrance Examinations and the Board of Governors approved the decision. The department-wise and category-wise details of seats reserved are provided on Annexure-I.
Agenda 9	Discussion on Finance and Accounts related matters.
Resolution 9	<p>A discussion was done with regards to the Finance and Accounts related matters and thereafter:</p> <ul style="list-style-type: none">• The minutes of the previous Finance Committee Meeting were confirmed.• The Audited statement along with the Balance Sheet for the FY 2019-20 was submitted. <p>The proposed budget of the Institution and the respective departments was shared and discussed for the Financial Year 2021-22.</p>
Agenda 10	To approve sanctioned post of faculties as required for the Academic Year 2021-22
Resolution 10	<p>The principal informed the board about the department wise faculty requirement in-line with the AICTE guidelines for the coming Academic Year 2021-22.</p> <p>The board approved the total post of 122 faculties as per the requirement stated in the Institutional Academic Council for the Academic Year 21-22. The department-wise break-up is presented in Annexure II. Further, the Board authorized the Principal to maintain the faculty count as per the sanctioned post in consultation with the BoG.</p>
Agenda 11	To report specific achievement and upcoming activities.
Resolution 11	<ul style="list-style-type: none">• The Member Secretary highlighted Curricular/Co-curricular and Extra-Curricular activities conducted /held since the last BoG meeting i.e., 13th September 2019.• New technology seminar/FDP/Workshop on Autodesk REVIT Software MS Project for Department of Civil, Embedded Systems and IoT for Department of EE and ECE, Advanced Machining Technology for Department of ME, Python Django for Department of CSE were conducted for enhancing the skill and placement.• Two MOUs were signed in the Department of ECE & CSE with Ardent




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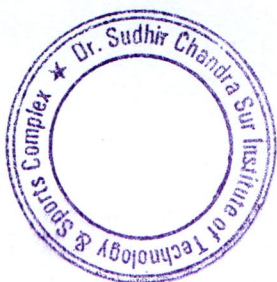
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	<p>Computech Private Limited.</p> <ul style="list-style-type: none">• To investigate the physical health of the students and to uphold Social Service Responsibilities, a Diabetic Health Check-up Camp and Blood Donation Camp was also organized.• One International Conference on Sustainable Environmental Engineering and Science 2019 was also conducted on 29th & 30th November 2019. Some key achievements briefly presented by Member Secretary were:• IETE Student forum (ISF) consists of 41 students from the Department of ECE from 2nd to 4th year by registering for student Membership on 15th November 2019.• IGBC Student Chapter consisting of 55 students started in Dept of Civil Engineering.• There were 66 registrations under NPTEL Online Examination from July till November 2019 out of which 35 participants are certified after successfully completing the assignment and given the End Term Proctored Exam.• Upcoming International Conference on Recent Trends and Technologies in Engineering and Science proposed in the month of March 2020.• Prof. (Dr.) Om Prakash Sharma, Department of ECE as faculty is amongst the 5% topper and received Elite Silver Certification in NPTEL, exam held in the month of November 2019.
Agenda 12	To approve the modified and revised Institutional Policies.
Resolution 12	All the existing Institutional Policies were modified and revised as the Institutional name was changed. The Member Secretary produced the policies and requested the approval from the Chairman, BoG and other members. After a careful observation, all the policies were modified. The Chairman requested the Member Secretary to ensure that these policies are displayed on the Institutional Website
Agenda 13	Any other matter with permission of the Chair.
Resolution 13	<ul style="list-style-type: none">• Prof. G.L Datta insisted that Career counseling in reference to the National Level exam GATE should be encouraged and ways and means should be evaluated /identified.• Once a year a meeting of Alumni should be conducted and their inputs to be inculcated for the growth of the organization. <p>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.</p>

The meeting concluded with the vote of thanks to the Chair, Hon'ble MD sir and all other dignitaries by Member Secretary.

Dr. Om Prakash Sharma
Member Secretary




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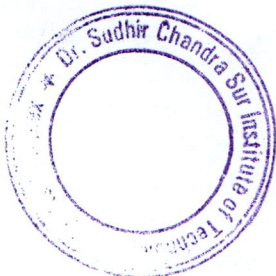
Annexure-I


Department wise and Category wise details of reserved seats to be admitted from West Bengal Joint Entrance Examination

Academic Year: 2021-22

Serial No.	Name of the Department	Details of Reserved Seats			Total
		SC	ST	OBC - A	
1.	Department of CSE (B. Tech)	8	2	4	14
2.	Department of Robotics (B. Tech)	2	0	1	3
3.	Department of ECE (B. Tech)	3	1	2	6
4.	Department of ME (B. Tech)	2	0	1	3
5.	Department of CE (B. Tech)	3	1	2	6
6.	Department of EE (B. Tech)	3	1	2	6
7.	Department of AUE (B. Tech)	3	1	2	6
Total		24	6	14	44

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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**Annexure-II
Department wise details of sanctioned faculties
Academic Year: 2021-22**

Serial No.	Department	No. of sanctioned faculties			
		Professor	Associate Professor	Assistant Professor	Total
1	AUE	1	2	7	10
2	CE	2	2	7	11
3	CSE	3	3	17	23
4	ECE	3	5	10	18
5	EE	1	1	9	11
6	ME	1	1	15	17
7	BSH	4	8	20	32
Total		15	22	85	122

Note:

AUE: Department of Automobile Engineering

CE: Department of Civil Engineering

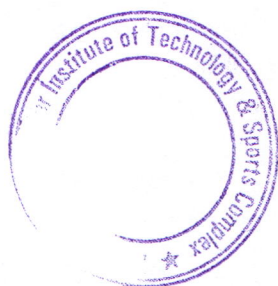
CSE: Department of Computer Science and Engineering

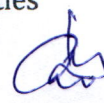
ECE: Department of Electronics and Communication Engineering

EE: Department of Electrical Engineering

ME: Department of Mechanical Engineering

BSH: Department of Basic Science and Humanities




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INFORMATION BULLETIN

WEST BENGAL JOINT ENTRANCE EXAMINATION-2021 (WBJEE-2021)

Date of Examination
17.07.2021 (Sunday)
(Tentative and may be changed in
extraordinary circumstances)




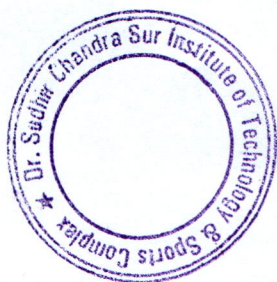
West Bengal Joint Entrance Examinations Board


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

Release date: 18th February 2021

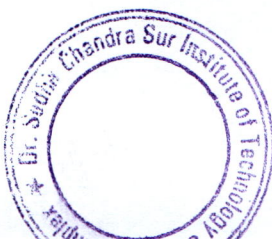




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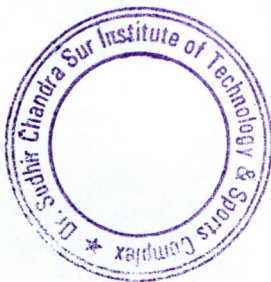

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IMPORTANT INSTRUCTIONS FOR ON LINE APPLICATION	
Candidates are required to go through the Information Bulletin carefully before applying for the examination.	
Once an application is received, it will be construed that the candidate agrees to all terms & conditions, rules & regulations stipulated in the Information Bulletin and in the relevant 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 the examination must be done online only. No printed application form is available.
2.	Ensure filling genuine application form available online 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 due to the mobile number and/or the email ID being wrong/non-existing/non-functional/changed or due to network condition.
4.	Once the registration details i.e., name, father's name, mother's name, gender, domicile and date of birth are entered and submitted, this information cannot be changed/modified/edited under any circumstances. Also, the information must match exactly with the school/college admit cards, mark sheets, certificates, photo identity cards, caste/category/income/EwS certificates etc. which a candidate has to produce at the time of entering the examination hall, during counselling/admission and registration with the University.
5.	Do not attempt to make any duplicate application.
6.	Do not share your application number; password, security question/answer with anyone.
7.	Upload scanned copy of photograph and signature as per the instructions provided in the Information Bulletin. If any candidate receives any SMS/email regarding discrepancy in photograph/ signature, he/she must take corrective action immediately within one day . Admit cards will not be issued if these images are illegible and thus not acceptable.
8.	If any information other than name, father's name, mother's name, gender, domicile and date of birth given in the application needs to be corrected, the rectification can be done by the candidate only within the notified ' Correction Period '. The Board cannot and will not make or allow any correction thereafter.
9.	The Examination Fees can be paid by Net Banking/ Debit Card/ Credit Card only. Application fee for the examination is Rs 500 (Rupees five hundred only) for General candidates and Rs 400 (Rupees four hundred only) for SC/ST/OBC-A/OBC-B candidates, plus the Bank's service charges as applicable.




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	<p>SC/ST/OBC-A/OBC-B candidates availing of the concession will have to upload respective certificates in given formats at the time of counselling, failing which his/her candidature will be cancelled.</p> <p>The fee once paid is not refundable under any circumstances.</p> <p>Do not wait for the last day to make fee payment to avoid payment failure by Bank or EPG.</p>
10.	Keep copies of confirmation page, admit card in safe custody.
11.	Candidates are requested to go through the Board's website (www.wbjeeb.nic.in/wbjeeb.in) regularly to update themselves for the latest information.
12.	For any information on required Academic Qualification in respect to admission into different University/Institution and in respect to other specific criteria issued by the Government/Regulatory bodies from time to time, the candidates are requested to regularly go through the websites of the respective University/Institution/Regulatory body and the Board's website. Board will not be held responsible by any way, if any candidate fails to aware himself/herself regularly on any updated information.
13.	<p>For any query regarding the examination, contact:</p> <p style="text-align: center;">The Controller of Examinations West Bengal Joint Entrance Examinations Board AQ-13/1, Sector -V, Salt Lake City, Kolkata-700091</p> <p style="text-align: center;">Examination Helpdesk: -1800-1023-781, 1800-3450-050 Email: info@wbjeeb.in</p>



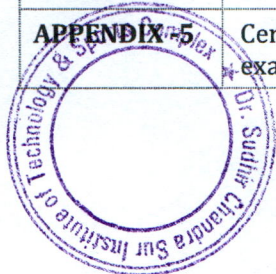

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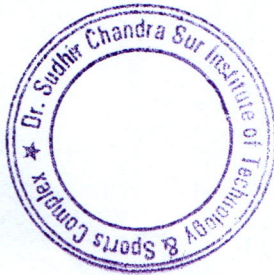

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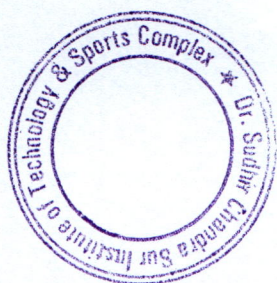

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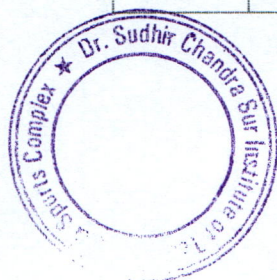
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	<p>available.</p> <p>C. Note: Domicile certificates issued by any elected people's representative such as municipal commissioner, Councillor of Municipal Corporation/ Municipality, Member of three-tier Panchayat system or GTA, MLA or MP are not acceptable.</p> <p>D. Proforma 'a2' must be signed and certified by the Head of the Institution from which the candidate has passed or will appear in 10+2 examination. Such certificate must be issued after verification of the school education record of the candidate.</p>
4.0	<p>Seat matrix.</p> <p>The seat matrix for last year i.e., for the academic session 2020-21 is given in Board's website.</p> <p>Seat matrix for the academic session 2021-22 will be declared by the office of The Director of Technical Education, Govt. of W.B. in due course of time and will be published at Board's web site before counselling.</p> <p>Note that there may be other seats available in some institute/course which are not offered through e-counselling and hence are not shown in the seat matrix.</p>
5.0	Reservation of seats for students under Reserved Category
5.1	<p>a) Reservation of Seats will be available for SC/ST/OBC-A/OBC-B/PwD/TFW category of candidates as per applicable rule depending upon the type of institute.</p> <p>b) Such reservation shall be restricted to candidates who are Indian citizen and domiciled in West Bengal.</p> <p>c) Candidates claiming such reservation must submit relevant Certificate issued from any of the competent Authorities as given below.</p> <p>d) The certificate is to be produced during counselling, admission etc. If the certificate is then found to be invalid, the candidate will lose the opportunity of admission in reserved category.</p> <p>e) OCI candidates will be eligible for only Unreserved seats in All India quota.</p>
5.2	<p>Competent Authorities for the issuance of SC/ST Certificate for candidates claiming under such reserve category of seats.</p> <p>SC/ST Certificates are to be issued by any of the following authorities:</p> <p>(i) Sub-Divisional Officers for all districts except Kolkata</p> <p>(ii) District Welfare Officer, Kolkata & Ex-Officio Joint Director, B.C.W. in case of Kolkata Municipal Area (as defined in clause (9) of Section 2 of K.M.C Act, 1980</p>



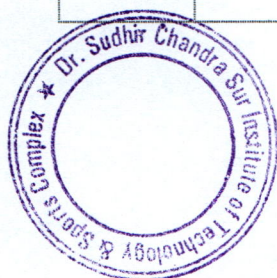

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5.3	<p>Competent Authorities for the issuance of OBC-A / OBC-B Certificate for candidates claiming under such reserve category of seats:</p> <p>As per Notification vide No. 374(71)-TW/EC/MR-103/94 dated 27/7/1994, read with Memorandum No. 1204-SBCW/MR-67/10 dated 27/7/2015 issued by Backward Classes Welfare Department. Govt. of W.B., the Sub Divisional Officer of a Sub- Division in a District is the certificate issuing authority. In Kolkata such certificate is issued by such an officer as the State Government by modification authorizes. Accordingly, the District Welfare Officer, Kolkata and Ex-officio Joint Director, BCW has been notified to act as the certificate issuing authority in respect of Kolkata covering the jurisdiction of the Kolkata Municipal Corporation.</p>
5.4	<p>Reservation of seats for PwD candidates</p> <p>As per Section 2(t) of the RPwD Act, “Persons with Disability (PwD)” means a person with long term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others.</p> <p>According to Section 2(r) of the RPwD Act, 2016, “persons with benchmark disabilities” means a person with not less than forty percent (40%) of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.</p> <p>Accordingly, reservation in PwD seats will be available for the following types of disabilities, percentage of disability being not less than 40%.</p> <ol style="list-style-type: none"> 1. Locomotor disability as specified in the Schedule of RPwD Act, 2016 2. Visual impairment as specified in the Schedule of RPwD Act, 2016 3. Hearing impairment as specified in the Schedule of RPwD Act, 2016 4. Speech & language disability as specified in the Schedule of RPwD Act, 2016 5. Intellectual disabilities as specified in the Schedule of RPwD Act, 2016 6. Mental illness. 7. Disabilities caused due to chronic neurological conditions and blood disorder. 8. Multiple disabilities including deaf blindness. <p>The “specified disabilities”, which are included in the Schedule of the RPwD Act, are given in APPENDIX-10.</p> <p>PwD certificates are to be issued by any of the authorities as given in the Order No. 289-HF/O/PHP/IR-05/2017 dated 29.08.2018 by the Government of West Bengal, Health & Family Welfare Department (PHP Branch)</p>
5.5	<p>Special facilities to PwD candidates for appearing in the examination.</p>



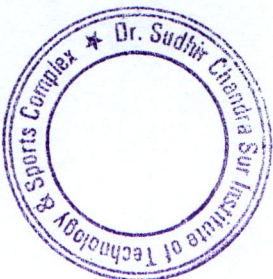

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	<p>a) Concessional application fees: PwD candidates are eligible for 40% concession on application fees. To avail the same, the candidate must formally apply in writing (enclosing a copy of his/her confirmation page and PwD certificate) to the Chairman, WBJEEB and send/submit the application to the Board office within the last date of online application.</p> <p>b) Compensatory time: Twenty minutes per hour compensatory time as per duration of examination (On pro-rata basis) will be allowed to the PwD candidates with benchmark disabilities. 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 within the last date of online application. Special arrangement will be made in the office of the Board in Kolkata for such candidates to sit for the examination.</p> <p>c) Scribe/reader: Facility of own Scribe/Reader will be allowed to a candidate with benchmark disability and has limitation in writing including that of speed if so desired by him/her. To avail this facility, the candidate must formally apply in writing (enclosing a certificate in the format as given in appendix-5 and a letter of undertaking in the format as given in appendix-6) to the Chairman, WBJEEB and send/submit the application to the Board office within the last date of online application. Special arrangement will be made in the office of the Board in Kolkata for such candidates to sit for the examination.</p> <p>d) The Board's decision in this regard will be final and binding on the candidate.</p>
5.6	<p>Reservation of Seats for admission of the wards of Defense Personnel (Defense Quota Seats)</p> <p>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-2021.</p> <p>Those seats are supernumerary in nature and separate allotment is done by the West Bengal Joint Entrance Examinations Board as per the following guidelines:</p> <p>A. For consideration under Defense Quota, intending candidates registered for the WBJEE-2021 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 - 2021 Admit Card.</p> <p>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.</p> <p>C. Allotment of seats under Defense Quota is not through e-counseling.</p> <p>D. Institution-wise and course-wise seats under Defense Quota for academic session 2020-21 is given in appendix-11. The list for academic session 2021-22 shall be published before counselling.</p>




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5.7	<p>Seats for admission through JEE (Main) 2021</p> <p>Seats are available for student's merit listed in JEE (Main) 2021 up to the extent of 10% of the approved seats in all Self-Financed Engineering & Technology Colleges of West Bengal.</p> <p>The eligibility and other criteria described in section 3 for admission to degree level Engineering / Technology /Pharmacy / Architecture courses, will be applicable for JEE (Main) 2021 merit listed candidates also.</p>
6.0	<p>Tuition Fee Waiver (TFW) Scheme</p>
6.1	<p>Availability of seats under the Tuition Fee Waiver (TFW) Scheme</p> <p>a) The Tuition Fee Waiver Scheme (TFW) has been implemented by the Government of West Bengal for meritorious and economically backward students.</p> <p>b) The student must be domiciled in West Bengal and his/her total annual Family Income from all sources must be less than Rs. 2.50 lakhs (Rupees two lakhs and fifty thousand only).</p> <p>c) The waiver is limited to the Tuition Fee only. All other fees will have to be paid by the student.</p>
6.2	<p>Submission of Income Certificate in availing seat under the TFW Scheme</p> <p>a) Candidates must produce the Income Certificate as per the proforma provided in APPENDIX-4 of this Information Bulletin.</p> <p>b) Candidates claiming such seats must submit relevant Certificate issued by the competent authorities as enlisted below.</p> <ol style="list-style-type: none"> i. An officer in the rank of Assistant Secretary or above in State or Central Govt. ii. District Magistrate iii. Additional District Magistrate iv. Sub-Divisional Officer v. Block Development Officer <p>Note: Income certificate issued by any elected people's representative such as Municipal Commissioner, Councillor of Municipal Corporation/Municipality, Member of three-tier Panchayat system or GTA, MLA or MP are not acceptable.</p>
7.0	<p>Legal jurisdiction</p> <p>a) All matters pertaining to conduct of the examination and counselling</p>




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