

**Minutes of the meeting of 20th BoG meeting
 held on Saturday, 22nd July, 2022**

The 20th meeting of the Board of Governors (BoG) of Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex, Dum Dum, Kolkata was held on Saturday, 22nd July, 2022 from 4 PM onwards in the Regency Hall at Hotel Hindustan International, Kolkata-700020.

Members Present		
Serial No.	Name	Designation
1	Prof. (Dr.) G.L Datta , Former Dean, IIT Kharagpur	Chairman
2	Prof. Partha Ghosh , State Govt. Nominee, Govt. College of Engineering & Ceramic Technology	Member
3	Prof. Narayan Banerjee , MAKAUT Nominee, MAKAUT, West Bengal	Member
4	Mr. Simarpreet Singh , Trustee Member, JIS Foundation	Member
5	Mr. Haranjit Singh , Trustee Member, JIS Foundation	Member
6	Mr. Taranjit Singh , Trustee Member, JIS Foundation	Member
7	Mr. U. S. Mukherjee , Deputy Director, JIS Group	Member
8	Mr. Amit Srivastava , Managing Director, Hash Technology	Industrial Representative
9	Mr. Amanjot Singh , Trustee Member, JIS Foundation	Member
10	Mr. Harjot Singh , Trustee Member, JIS Foundation	Member
11	Dr. Biswabandhu Chatterjee , Assistant Professor and R&D Convener, DSCSITSC	Faculty Member
12	Dr. Shefalika Ghosh Samaddar , Professor Dept. of CSE, DSCSITSC	Member
13	Ms. Amrita Chadha , Department of Administration, DSCSITSC	Administrative Representative



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14	Dr. Saradindu Panda , Principal, DSCSITSC	Member Secretary
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Some of the BoG members could not attend the meeting owing to their preoccupied schedule/medical reason/unavoidable circumstances. Leave of absence of the below members was granted by the Chairman.

Members Absent		
Serial No.	Name	Designation
1	The Regional Director , AICTE, Eastern Regional Office	Member
2	Dr. Asit Guha , Adviser, JIS Group and Educationist	Member
3	Mr. Amrik Singh , Trustee Member, JIS Foundation	Member

Introduction


The Chairman confirmed the quorum of the meeting and called the meeting to order. He welcomed all the members of the Board and thanked them for sparing their valuable time to attend the BoG meeting.

Since notice of the meeting had already been served in advance, Prof. (Dr.) Saradindu Panda, Member Secretary requested permission to start the business of the meeting. With the permission of the Chair, Dr. Saradindu Panda, Member Secretary started the presentation and brought out the agenda of the meeting

The following discussions were done:

Agenda 1	Confirmation of Minutes of Last BoG meeting held on 8th January 2022
Resolution 1	The committee members confirmed that the Minutes of the 19 th BoG held on 8 th January 2022 has been resolved.
Agenda 2	Action Taken Report on the points raised during 19th BoG meeting held on 8th January 2022




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Resolution 2	<p>The action taken report for the 19th BoG meeting are as follows:</p> <ul style="list-style-type: none">● Minutes of the Meeting (MOM) to be circulated with the notice of BoG.● Anti-ragging Measures:<ul style="list-style-type: none">❖ Minutes of all meetings to be documented.❖ Ragging Free Campus posters to be displayed in Campus.❖ Reports on Anti-ragging measures to be sent to the Director of Technical Education.● College Hostels:<ul style="list-style-type: none">❖ As the college hostels are outside the campus, the nearest Police Station should be informed about the details of the students staying in the hostel.❖ Undertaking regarding non-participation in ragging to be submitted by boarders. <p>Apart from the above-mentioned details, the following details were shared:</p> <ul style="list-style-type: none">❖ Outcome of industry visits are being documented.❖ Drinking water has been tested for potability.❖ Alumni feedback has been analyzed and the action taken has been shared.❖ SWOC of each Dept. is done.❖ A Student Welfare Committee has been constituted and thereafter, measures have been taken for the development of the students.❖ Faculty members and students are being encouraged to participate in NPTEL.
Agenda 3	To report on joining and resignation since the last BoG meeting.
Resolution 3	The Member-Secretary presented the status of appointment and resignation of faculty members since the meeting. BoG Members noted the status of joining & resignation.
Agenda 4	To report on Anti Ragging Measures and cases registered.
Resolution 4	❖ Member Secretary informed the Board about the zero-tolerance policy adopted by the institute to curb ragging in the Institution. Major steps include:



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	<ul style="list-style-type: none">❖ A good No. of Anti Ragging & CCTV Posters have been printed and displayed throughout the Campus.❖ The Anti-Ragging Committee and Anti-Ragging Squad were reconstituted.❖ Written undertaking from students and their guardians have been taken at the time of admission like previous years❖ The students' handbook of the college carries anti-ragging messages.❖ Several meetings with anti-ragging squad and committee have been organized to plan and act for counter ragging measures
Agenda 5	To approve the E-Governance report for the year 2021-22
Resolution 5	The member secretary presented the details of the E-Governance Report of the institution for the year 2021-22. The board members raised queries, which were debriefed and resolved by the Member Secretary. The members were satisfied and therefore approved the submitted E-Governance report for the year 2021-22.
Agenda 6	Report on Training & Placement.
Resolution 6	<p>The Member-Secretary presented the training & placement report in respect of the ongoing batch of 2022. Further, it was informed of the various measures taken by the institute to enhance employability. Some of the measured are as given below:</p> <ul style="list-style-type: none">❖ Grooming classes embedded in the semester routine❖ Classes on Soft Skill Development and assessment❖ Software Trainings❖ Domain Knowledge enhancement❖ Imparting Beyond Syllabus knowledge❖ Participation in Seminars & Workshops❖ Career Counseling❖ Mentoring <p>The Chairman appreciated the efforts made by the institute and also requested the Member Secretary to present the records separately about the placement status of on-campus drive and off-campus drive.</p> <p>The Chairman desired that the industry experts to be invited for various programs of the institute to upgrade the domain knowledge of the students</p>
Agenda 7	To present the Principal's Report



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Resolution 7	<p>The Member Secretary presented the report of Institutions covering the following points:</p> <ul style="list-style-type: none">❖ Academic Achievement❖ Odd Sem Result Analysis❖ Award of Grant❖ Submission of application for project grants❖ Major Academic Activities & Industry Visits❖ Sports and Cultural Activities❖ Visits of Dignitaries❖ Facilities Improvement❖ Library Book Purchase❖ Installation of Hydel Turbine❖ Installation of Solar Pump❖ Upkeep & Maintenance of Furniture❖ Installation of Iron Guard❖ Repair of elevator❖ Improvement of Food Quality❖ Conclusion of AMC❖ Automation of Student Attendance System❖ Availability of Sports Complex <p>BoG Members appreciated the efforts put in by every one for growth of the Institution.</p>
Agenda 8	Chairman requested the Hon'ble members for comments & suggestion
Resolution 8	There were no such suggestions or further points to discuss.



(Dr. Saradindu Panda)

Member Secretary

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