

SILIGURI INSTITUTE OF TECHNOLOGY


GOVERNING BODY MEETING-2019

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COMPOSITION OF GOVERNING BODY

			E-mail
1.	Prof. S.M. Chatterjee, Eminent Educationist	Chairman	Nominee of the Trust dr.smchatterjee@gmail.com
2.	Mr. G. Roy Chowdhury or his nominee Mr. Pradyut Biswas	Trust's Chairman	Nominee of the Trust grccal@gmail.com
3.	Mrs. M. Roychowdhury or her nominee	Member	Nominee of the Trust mrc.tigps@gmail.com
4.	Mr. S. Roychowdhury or his nominee	Member	Nominee of the Trust srctechno@gmail.com
5.	Mr. T. K. Ghosh or his nominee (Mr. Bhaskar Roy)	Member	Nominee of the Trust tkgtig@gmail.com bhaskar.roy8@gmail.com
6.	Prof. (Dr.) P. Das, D.T.E or his Nominee	Member (Ex-Officio)	Director of Technical Education, Govt. of West Bengal dtewbgovt@gmail.com
7.	Nominee of AICTE	Member	Regional Officer: Ex-Officio
8.	Nominee of MAKAUT, (Dr. Subhas Chandra Pal, Deptt. of Computer Sc. & Application, NBU)	Member	Representative from MAKAUT schpal@rediffmail.com
9.	Mr. Milan Sarkar	Member	Advocate milansarker_adv@yahoo.co.in
10.	Mr. Arun Ghosh	Member	Administration
11.	Dr. A. Ray	Member	Administration dr.arindamray@gmail.com
12.	Mr. J. Guha	Member	Administration guhatamal@yahoo.com
13.	Dr. Banani Adhikari (Das)	Member	Asso. Professor nominated by the Institute banbuin@yahoo.com
14.	Mr. Mitul Chakraborty	Member	Asst Professor nominated by the Institute mitulchakraborty@gmail.com
15.	Dr. P.K. Adhvaryyu	Member-Secretary	Administration dean@sittechno.org


19/08/19

Dr. P. K. Adhvaryyu
Dean (E & T)-SIT
&
Member Secretary,
Governing Body-SIT

SILIGURI INSTITUTE OF TECHNOLOGY

Proceedings of the Meeting of Governing Body vide Ref. No. SIT/GB/2018/01, Dated: 26/05/2018 held in the Conference Room of Siliguri Institute of Technology (SIT) on 14 June, 2018 at 2:30p.m.

The nominee of DTE could not be present in the meeting due to pre-scheduled meeting of RUSA.

The nominee of MAKAUT, Dr. Subhas Chandra Paul could not be present in the meeting due to medical reasons.

The nominee of AICTE, Mr. G. Roy Chowdhury, Trust's Chairman, Mrs. M. Roy Chowdhury-Member, Mr. S. Roy Chowdhury-Member and Mr. Arun Ghosh-Member also could not be present in the meeting.

Dr. S.M. Chatterjee, Chairman Board of Governors, TIG Colleges and former Vice-Chancellor, BESU chaired the session.

Agenda 0.01:

Composition of the BOG, Approved list of BOG, Schedule of BOD meeting as per guidelines of UGC, AICTE, Society/ Government.

Composition of the BOG as per guidelines is submitted in the meeting. Hon'ble Chairman suggested that as per the AICTE guideline letter to be submitted to the Additional Chief Secretary for nomination of the member. Director-SIT informed that we have already sent the letter to the Additional Chief Secretary for nomination of the member for the Governing Body of SIT, vide Ref. No: Admin/2018/01/296, Dated: 27th January, 2018. The approved the composition of BOG as submitted in the meeting.

The House approved the list of BOG proposed in the meeting.

Quorum, Opening of the meeting, Welcome address

The meeting started with the Hon'ble Chairman, BOG welcoming all the members and calling the meeting in order, since the quorum for the meeting was fulfilled. Leave for the absentee members were granted. The business of the house begins with the presentation given by Dr. J. Jhampati, Member Secretary.

Agenda 1: Status of Re-affiliation from AICTE/UGC/UNIVERSITY/Application for NAAC.

Report regarding the Extension of Approval from AICTE, Affiliation from MAKAUT and UGC 2 (I) placed in the meeting and the same has been noted.

Proposed organogram of the Institute was prepared and submitted by the Member Secretary to the Chairman BOG for approval. After a long discussion the organogram was approved by the house for submitting to the NAAC.

A report regarding requirement of faculty to bridge the gap between faculty and students for application of NAAC was placed in the meeting and the same has been approved by the house.

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Agenda 1.01: To note and approve proceedings of last Meeting

The Members confirmed the minutes of the last meeting.

Agenda 1.01: To note and ratify Action Taken Report & follow-up pursuant to the proceedings of last Meeting.

The Action taken on the recommendation of the Governing Body Meeting is enclosed with the minutes.

Agenda 1.03: Details of Court Cases, if any:

There was no such incident reported. The same has been noted by the Board members.

Agenda 1.04: Year APAI/DPAI Index:

Report submitted to the APAI this year presented in the meeting and the same has been noted by all the members.

Agenda 2.01: To report on Prevention/Adoption/Compliance/Measures of Regulatory Acts/ Code & Professional Ethics for Faculties/Ordinance on Ragging/ Women & Girls harassments etc. and Insurance for students & Group Insurance for Employees.

Summary report regarding the agenda submitted in the meeting. Chairman, BOG suggested that ragging banners are present in the camps but some more banners of Ragging Free Campus are to be installed for more awareness among the students. Regarding women's safety in the educational institution Chairman, BOG suggested to frame some committees including the students for mentoring the juniors students then the incidents of ragging and women grievances should be eradicated. The same has been agreed and noted by the house.

Agenda 2.02:

To note on Surveillance, Safety checks, Fire Prevention, Electrical earthing system and Safety Measures taken

It is noted - all statutory and safety measures are to be followed as per guidelines.

Agenda 3.01:

To Note Academic Calendar of University/ Government of West Bengal/ Institutional changes required for the session and compliance. Utilization of Teaching days, both Even & Odd semesters. Class attendance, curriculum and syllabus

Academic Calendar of the institute was already prepared as per the guidelines published by the University.

Agenda 3.02:

To Note & approve Holidays List as per University/ Government/NIT Act suitably modified for Academic Interest.

Holiday List of the institute was already prepared as per the guidelines published by the University.


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Agenda: 3.03

Discussion on attracting students for Full Admission / Innovative approach for leveraging good students/ Goal Settings/ Potential Discovery Tests/ Viability Gap and TCM/ FMR/ PPP specified roles. Risks and gains

Advertisement in Newspapers, Banners, Flex has been installed in different places for full admission. Necessary measures had already been taken to improve the admission status in comparison to the previous year.

Agenda: 3.04

Domicile Status, Male/Female

Report regarding the agenda submitted in the meeting and same has been noted by all the Members.

Agenda: 3.05

To note on status of Minorities (Muslim/ Christian/ SC/ST/OBC/ Linguistics).

Report regarding the agenda submitted in the meeting and same has been noted by all.

Agenda: 3.06

To Note & Ratify TFW/ Full Free-ship and Half Free-ship

Report regarding the agenda submitted in the meeting and same has been noted by all

Agenda: 3.07

To note on scholarships / Bank Loans and other monetary benefit for scholars/ economically backwards/ minorities

Report regarding the agenda submitted in the meeting and same has been noted by all

Agenda: 4.01

To note on review, ratify recommendations pursuant to proceedings of the students by Academic Committee. Analysis of deficiencies, suggestions, Recommendations of Even/Odd semesters for the session along with status of supplementary / drop-outs and Rank of University Examinations

Discussion regarding the agenda was held in the meeting and it was resolved that close monitoring was required by the respective HODs to improve the academic ambience of the institute as a whole.

Agenda: 4.02

To review remedial measures to weak students.

Member Secretary informed that the same has already been implemented in the institute and we are extending all sorts of cooperation to the departments in this regard.

Agenda: 4.03


Teaching - Learning, Research & Development, Technical skill Development, Specialized Soft Skill Development, Start-up Development

Report regarding the agenda submitted in the meeting and same has been noted by all.

Agenda: 4.04

To review Industry Participation

- Dr. Banani Adhikari Dr. informed that we have already signed a MoU with Global Wadhvani Foundation for NEN and they have already arranged awareness programmes and technical trainings to the students become an entrepreneur. Few students have


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already trained and they have placed themselves a successful entrepreneur. This appreciated by all the members.

- Member Secretary also informed that we have already signed a industry collab with Altemetrik.

Agenda: 4.04

To Review on Institutional Management capacity enhancement.

Report regarding the agenda submitted in the meeting and same has been noted by all the Members.

Agenda: 5.01

Faculty Achievements

Report regarding the agenda submitted in the meeting and same has been noted by all the Members.

Agenda: 5.02

Students Achievements

Report regarding the agenda submitted in the meeting and same has been noted by all the Members.

Agenda: 6.00

Important Initiatives, If any

Report regarding the agenda submitted in the meeting and same has been noted by all the Members.

Agenda: 7.00


Request to the Honourable Members for comments/ suggestions.

No such specific comments were originated.

Since no other issue to transact, the meeting ended with a vote of thanks to the Chair.

Dr. S. M. Chatterjee
Chairman

Dr. J. Jhampati
Director


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