

MINUTES OF THE 42nd MEETING OF THE GOVERNING BODY OF THE COLLEGE OF ENGINEERING & MANAGEMENT, KOLAGHAT HELD ON SATURDAY, 14th MAY 2016 AT 2:30 P.M. AT IA - 209, SECTOR-III, SALT LAKE CITY, (NEAR TANK NO.13), KOLKATA 700 097

Members present:

- | | | |
|-----------------------------|---|------------------------------|
| 1. Prof Sujay Basu | - | Chairman |
| 2. Mr. S. Mahapatra | - | Member |
| 3. Mr. P K Chakraborty | - | Member |
| 4. Mr. Birenjit Paul | - | Member |
| 5. Prof. Saibal Kr. Pradhan | - | Member (CEMK Representative) |
| 6. Prof. Tapas Kr. Maity | - | Member (CEMK Representative) |
| 7. Prof. Jaydeb Biswas, F&A | - | Invitee |
| 8. Prof. N N Jana | - | Director & Member Secretary |

1. Confirmation of the 41st Minutes of Meeting held on 27.02.2016

- **Resolution:** Minutes were read out and Director apprised the members about the action taken. The same was confirmed by the house.

2. Review of the letter received from DTE, WB regarding DA(13%) paid to the employees.

The college employees have been paid the DA as per the Govt of WB Notification till 31 Dec. 2013. However, due to extreme financial constraints, the same could not be maintained in the following years. Main reasons are as follows:

- (i) Admission from the A/Y 2013-14 onwards became dismal.
- (ii) Expenses have been sky rocketed, payment towards new constructions of two buildings in the tune of Rs. 9.0 crores. WBPDCCL long pending loan alongwith lease rent have been repaid.
- (iii) The intake is reduced by 25% (for A/Y 2016-17) leading to a loss in the tune of Rs. 1.0 crore per annum for the next 4 years.

The college management has periodically interacted with the employees about the above mentioned critical situations and thereby expressed their inability for the payment. In spite of the constraint, the management has further decided to pay DA @ 13% with effect from January 2016 for keeping the morale of the employees high.

- **Resolution:** The board deliberated upon the above and decided to send a communication to the DTE, WB accordingly.

Action: Communication no. CEM/BoG/01/2016 dated 20th May 2016

3. . Review of the letter received from DTE, WB regarding Ranjan Chakraborty, Ex - Faculty of ECE of CEMK

The issue with all its chronological events regarding various acts of indiscipline and thereby his termination has been recorded in the communication sent to various authorities, like AICTE/NBA, University, SPFU-WB, BDO-Kolaghat etc. Copy of the aforesaid communication is enclosed for ready reference.

The above mentioned issue was also taken up in the 32nd Meeting dated 3rd Sep. 2013 vide Agenda 4.1.

BoG is requested to suggest future course of action

- **Resolution:** All documents reviewed by the members. After careful perusal of all documents, namely (i) extension of probation (ii) various communications from Head to Sri Ranjan Chakraborty, (iii) Termination Letter (iv) Release Order and others, the Governing Body finds no merit to open the above issue. This may be further mentioned that his communication to various authorities including foreign delegates in last two years defamed our institution. The board resolved to send a communication mentioning above to the DTE, WB.

Action: No.CEM/BoG/02/2016 dated 25th May 2016

4. Revision of Service Rules.

The service rule was formulated at the time of inception and the same is in vogue now. Since then lot of changes have occurred with respect to rules and regulations of different statutory authorities as well as addition of new branches of Engineering. In view of this the existing service rules need to be reviewed and suitable modifications / incorporations have to be carried out to make it relevant as per the present situation.

Sri B K Basu Roy Chowdhury, Ex-Registrar of the college has been entrusted with the aforesaid job.

- **Resolution:** Members have been apprised the progress of the preparation of documents. The documents are being taken up for legal opinion.

5. Proposal of opening a course (Non-AICTE) of 2 year MSc in Applied Mathematics.

It is heartening to note that BSH dept has taken special initiatives to start a new course as mentioned above. Detail survey regarding various aspects of the course has been carried out with eminent academicians of different universities. The potential of this course has been established.

The course cannot be started from the A/Y 2016-17 as the last date of submitting proposal is already over. However, the same can be started from the A/Y 2017-18.

The above mentioned course require some infrastructural facility in the form of separate building as well as Hostels. This needs to be discussed in the BoG meeting and if feasible needs approval in principle.

- **Resolution:** Board agreed in principle. Detailed Project Report to be presented on the aforesaid proposal in the future Governing Body meeting for final approval.

6. Reporting/Review of TEQIP-II Activities

6.1 Reporting of Alumni Meet 2016

It was proposed by BoG to activate Alumni Association of the college. However, Alumni Meet is regularly organized in the sideline of cultural/Technical Festival, which did not have proper impact. In view of this, a grand Alumni meet was organized on 30th April 2016 at the Stadel, Salt Lake, Kolkata with a Theme **“Preparing students for Enhanced Employability and Higher Education”**. The meet was attended by Secretary, VSIL, 2nd /3rd year students, Faculty & Staff Members and around 30 Alumnus.

The highlights of the future course of action are given below:

- Communication and presentation skill of the students has to be strengthened
- In domain area, clarity of concepts and basics is to be given priority for enabling the students to solve real life technological/business problems.
- Emphasis is to be given on applied knowledge along with theoretical emphasis to avoid a disconnect between the two which is prevalent now.
- Students are to be encouraged for entrepreneurial thinking.
- More project based work is to be carried out by the students.
- An approach of multi-disciplinary is to be encouraged amongst the students.

- **Resolution:** The above meet was appreciated by the members. However they were equally concern that most of the faculty and staff members were not present. Such meet would bring more benefit to the students, if there is a larger participation of faculty and staff members.

6.2 Reporting of installation of 25kWp Solar Panel

A proposal was made to install a solar panel on the roof top of academic building (East Block). The work order with an amount of Rs. 20.85 lacs has been placed on M/s Palmary Energy following the guidelines/norms of NPIU, New Delhi.

- **Resolution:** The Board appreciated the decision of above. The offer documents have been reviewed by the members. The Board has finally approved the Order after interaction with the personnel of M/s Palmary Energy.

Action: Order No. TEQIP-II/2016/WP1G02/Shopping/Additional/25 dated 29.4.2016 has been placed.

6.3 Seeking approval of Governing Body for International Travel

Three proposals for international travel have been received and following is the details.

6.3.1 Dipak Kumar Mandal

Paper Title: *Analysis of Wall Shear Parameters of Physiological Pulsatile Flow through Mild and Severe Arterial Stenosis and Correlation to Atherosclerosis*

Paper ID: GICICRST1604055

Conference Name: 3rd International Conference on Researches in Science and Technology (ICRST)

Conference Dates: June 30- July1, 2016

Conference Venue: Nanyang Technological University, Nanyang Executive Centre, Singapore

Organizing Association: World Association for Scientific Research and Technical Innovation (WASRTI)

Professional Conference Organizer: Global Research & Development Services

Name of Person Attending: Dipak Kumar Mandal

Affiliation: Mechanical Engineering Department, Jadavpur University, Kolkata, India

Participation Category: Oral Presenter

Authors: Partha Goswami, Dipak Kumar Mandal, Nirmal Kumar Manna, Somnath Chakrabarty

6.3.2 Tarun Kanti Pal

Paper Title: *Numerical Investigation of Heat Transfer under Impinging Annular Jets*

Paper ID: GICICRST1604054

Conference Name: 2nd International Conference on Researches in Science and Technology (ICRST)

Conference Dates: June 30- July1, 2016

Conference Venue: Nanyang Technological University, Nanyang Executive Centre, Singapore

Organizing Association: World Association for Scientific Research and Technical Innovation (WASRTI)

Professional Conference Organizer: Global Research & Development Services

Name of Person Attending: Tarun Kanti Pal

Affiliation: Department of Mechanical Engineering, College of Engineering & Management, Kolaghat, West Bengal, India

Participation Category: Oral Presenter

Authors: Tarun Kanti Pal, Himadri Chattopadhyay, Dipak Kumar Mandal, Suvanjan Bhattacharyya

6.3.3 Prof. Sabitabrata Dey, Associate Professor-AEIE has been invited to deliver a talk for the **EMN (Energy Material Nanotechnology) Meeting on Photonics-2016** being held at Barcelona, Spain from 19-23 September 2016.

Now BoG has been entrusted by NPIU to accord permission. An Internal screening Committee has been constituted to review the application and recommendation was made.

Recommendation of Internal Committee is placed for BoG's approval.

➤ **Resolution:** The Board approved the above proposals.

Action: Memo has been issued dated 1st June, 2016. Prof. Mandal & Prof. Tarun Kanti Pal attended the above said conference in Singapore.

7. Reporting status of construction of college main gate under MPLADS.

Out of Rs. 20,45,381 sanctioned amount on the project, allotted Rs. 12,27,229 as the first installment was fully utilized to complete 65%(approx) of the work. First R/A bill of amount 7.0 lacs already been paid. Fund UC is being issued. The project is likely to be completed by 15th June 2016. A communication has been made to Regional Officer, SBI to install an ATM counter at an ear marked space within right flank structure of aforesaid gate. It is expected that the ATM Counter will start functioning in the beginning of the next academic session (i.e. July 2016)

- **Resolution:** The Progress regarding construction of Gate was discussed in detail. The Board expressed satisfaction in the aforesaid progress of work and resolved to send a communication along with UC of the present fund, for release of the balance amount to the appropriate authority.

Action: UC along with the photograph of the gate under construction submitted to the authority. Last Installment of the Grant have been received.

8. Reporting of Incidence of Ragging, if any

There was no report of ragging from Jan 2016 to till date.

- **Resolution:** The Board noted the above. The Board requested to present a brief account of the activities of the Anti Ragging Committee in future meetings.

9. Approval for upward revision of rate of the vehicle hired by the college.

The commercial permit of the existing vehicle has expired and accordingly a new vehicle (Suzuki Tour Model, AC version) has been put to service w.e.f 15th April 2016. The revised rate @ Rs. 630/- (AC) or @ Rs. 435/- (Non-AC) as per the notification of WBSEDCL/WBPDCL) may be approved.

- **Resolution:** Normally the vehicle is to be operated in Non-AC mode. The board approved the revised rate as Rs 560/-.
- Action : Memo dated 1st June, 2016 has been issued

10. Approval Budget for the F.Y 2016-17

Details are being made ready and would be made available during meeting.

- **Resolution:** The board approved the budget with minor changes. Director was asked to incorporate the changes following the discussion with Registrar and AR(ECS).

11. Reporting of AICTE Decision regarding reduction in on Intake for A/Y 2016-17.

As discussed in the last BoG Meeting, an appeal was made to the Chairman AICTE, New Delhi for reconsideration about reduction in Intake, However, this has not been approved by AICTE.

- **Resolution:** The Board noted the above. It has been stressed that the Anti Ragging activities are pursued seriously, strictly adhering to the AICTE norms.

12. Reporting the Status of Placement of 2016 Passout Batch

Branch	Total	Eligible	Nos Placed	%	Actual Nos	Company wise breakup
CSE	64	58	45	77.59	42	TCS-30, Infosys-7, Kirat IT Solutions-3, P C Technology-3, IndoGenius Group-1, Palmary-1
ECE	68	57	39	68.42	37	TCS-34, Infosys-4, P C Technology-1
AEIE	62	49	26	53.06	24	TCS-11, Infosys-6, Johnson Controls-1, Tech Mahindra-1, P C Technology-1, Infoway Tech. Sol.-1, Pfizer-1, Palmary-4
EE	64	56	40	71.43	37	TCS-24, Infosys-3, Tech Mahindra-1, Essel Kitchenware-10, Infoway Tech. Sol.-1, Palmary-1
ME	69	48	23	47.92	23	TCS-11, Infosys-2, Tech Mahindra-1, Essel Kitchenware-6, P C Technology-1, Jiwanram Group-1, Palmary-1
IT	53	39	33	84.62	31	TCS-18, Infosys-7, Excellence Tech-3, P C Technology-5
Overall				67.10%		

- **Resolution:** The Board took note of it. The placement percentage with respect to total students is found to be 51%.

13. Seeking Approval for extension of the Contractual faculty/staff

The following is the list of faculty/staff (contractual) whose contracts are expiring as mentioned below.

Sl. No.	Name	Designation	Dept.	Date of Joining	Contract period Expired Date	Consolidated Remuneration
1	Mr. Animesh Karmakar	AP	EE	17/07/2013	30/06/2016 (AN)	Rs. 22250.00
2.	Mr. Sanat Adhikary	TA	EE	01/10/2015	30/06/2016(AN)	Rs. 12750.00
3.	Mr. Uttam Kumar	TA	ECE	13/08/2015	30/06/2016(AN)	Rs. 12750.00
4..	Mr. Biswajit Roy	Advisor	BSH	24/08/2012	30/06/2016(AN)	Rs. 50000.00
5.	Mr. Partha Pratim Mitra	AP	BSH	17/07/2012	30/06/2016(AN)	Rs. 25000.00
6..	Mr. Suman Achar	AP	BSH	01/04/2016	31/05/2016(AN)	Rs. 21600.00
7.	Mr. Samir Patra	TA	BSH	18/09/2013	31/05/2016(AN)	Rs. 7210.00
8.	Mr. Dulal Maji	TA	CSE	11/02/2014	30/06/2016(AN)	Rs. 13140.00
9.	Mr. P.C. Pramanik	Person-in-Charge-Sports	Admn .	03/09/2004	30/06/2016(AN)	Rs. 12780.00
10.	Mr. N.K. Das	Telephone Mechanic	Admn .	15/01/2005	30/06/2016(AN)	Rs. 10820.00
11.	Ms. Sushama Majumder	Matron	Admn .	01/07/2010	30/06/2016(AN)	Rs. 5150.00
12.	Ms. Pratima Mondal	Matron	Admn .	01/07/2010	30/06/2016(AN)	Rs. 5150.00

The services of the above mentioned faculty and staff members are further required for smooth execution of the activities of the college. Hence, the contract period of the above mentioned members may kindly be extended by one year. As it was decided in the 39th meeting dated 10th October, 2015 it is proposed to have annual increment @ 3% which is as per the existing practice for permanent faculty and staff members.

- **Resolution:** The Board approved the above for next one year i.e. upto 30th June 2017. The annual increment @ 3% was also approved.

Action: Memo dated 1st June, 2016 has been issued.

14. Seeking Approval for participation in Pre-Counseling Event outside Bengal.

Looking into the admission scenario of last three years, it is hereby proposed to participate in Pre-Counseling Event Patna (28-29th May 2016), Ranchi(23-24 May 2016) and Jamshedpur(20-21 May'16). The participation fees would be Rs. 1, 25,000/- .

➤ **Resolution:** The Board approved the above initiatives.

Action: The event of Patna was successful in comparison to the same of Jamshedpur & Ranchi.

15. Review of Annual Increment in respect of Prof. Shankar Prasad Ghosh, Asst. Prof. & Head-EE

Prof. Shankar Prasad Ghosh was promoted to Asst. Prof.(earlier scale) with a condition that he has to obtain PhD degree within 7 years from the date of joining as Asst. Prof failing which the annual increment shall be stopped until PhD is earned. The relevant documents (Appointment letter , AICTE norms) shall be made available during presentation. However, other six faculty members as shown below are of the same category. The issue is placed for further course of action.

Sl. No.	Name	DOJ	DoA as Asst. Prof.	Expiry of 7 years	PhD Status
1	Prof. Shankar Prasad Ghosh-EE	01/07/2002	01/09/2008	31/08/2015	Not obtd.
2	Prof. Tapas Kumar Maity, -CSE	30/07/1999	09/12/2003	08/12/2010	07/08/2015
3	Prof. Jaydev Mishra-CSE	12/07/2000	01/11/2006	31/10/2013	16/01/2015
4	Prof. Biswajit Dutta,-ECE	10/03/2004	10/03/2004	09/03/2011	Not obtd.
5	Prof. Pallab Mondal,-CSE	02/07/2001	01/11/2006	31/10/2013	Not obtd.
6	Prof. Chinamay Maity-CSE	09/09/2008	09/09/2008	08/09/2015	Not obtd.
7	Prof. Suman Bhowmick -CSE	02.02.2010	02.02.2010	01.02.2017	Not obtd.

- **Resolution:** The Director was asked to make a communication to the Chairman, AICTE and reply/feedback is to be taken in the next meeting for further action.

16. Regularization of legal expenses.

A Writ petition was filed before Hon'ble Calcutta High Court for waving the reduction in Intake by 25% for A/Y 2015-16, imposed by AICTE, NewDelhi with the prior approval of the BoG. The expenditure incurred [Annexure-16.pdf](#) is placed for approval.

- **Resolution:** The Board approved the above expenses.

17. Miscellaneous with the permission of the Chair, if any

17.1 Seeking approval for upward revision of Mess Fees.

Existing Rate – Rs.1800/- pm since Jul 2013

Proposed Rate – Rs.2000/- pm

- **Resolution:** The Board approved the above.

17.2 Coverage of employees under EPF Scheme.

A few contractual employees having salary below Rs. 15000/- per month are not covered under EPF Scheme till date. As per the stipulated norms, the aforesaid employees have to be covered by EPF. The BoG may kindly approve the same

- **Resolution:** The Board approved the above.

17.3 Collection of Fees

Imposition of Financial discipline regarding collection of fees is required for better financial management. Timely payment of fees will enable the college to earn more in the form of interest. Additionally, it is also being proposed to collect the fees (both Mess and Tuition Fee) semester-wise instead of quarterly which is to be made effective from the session 2016-17.

- **Resolution:** The Board approved the above. A suitable notification to the students is to be issued accordingly.

17.4 Salary Disbursement

Present practice of salary disbursement is the last working day of the month. Instead, it is proposed to disburse the salary on the 1st working day of the next month to facilitate tax related issues. It is being placed for BoG's approval.

- **Resolution:** The Board approved the above.

17.5 Representation Of Putul Manna- Service Supporting Staff in Library

She is suffering from terminal illness for which she made an appeal for approval of Extraordinary leave.

- **Resolution:** Appeal of Mrs Putul Manna for Extraordinary leave for her terminally illness is declined by the board.

There being no other issues the meeting ended with a vote of thanks to the Chair.

(N N Jana)
Member Secretary

(Sujoy Basu)
Chairman