Minutes of the 70th Meeting of the Board of Governors (BOG) of Institute of Engineering & Management, Kolkata was held on November 17, 2021 from 12.00 p.m. onwards via Google Meet

INSTITUTE OF ENGINEERING & MANAGEMENT, KOLKATA

November 17, 2021

Minutes of Meeting

Call to Order: The 70th Meeting of the Board of Governors of Institute of Engineering & Management, Kolkata, was called to order by Shri Amit Kiran Deb, Chairman on **November 17, 2021** at 12:00 pm.

Quorum: 14 out of 15 members were present, so quorum was achieved. Those in attendance and constituting the quorum were:

1. Shri Amit Kiran Deb, IAS (Retd.)
2. Shri Pranabesh Das
3. Prof. Dr. Satyajit Chakrabarti
4. Prof. GoutamPohit
5. Prof. Dr. S. Chakrabarti
6. Dr. Sukhendu Samajdar
7. Prof. Dr. Atul M Gonsai
8. Prof. Banani Chakrabarti
9. Prof. Manoj Mitra
10. Prof. Ashoke Kumar Dutta
11. Shri Aloke Mookherjea
12. Prof. Ashok Pundir
13. Shri Samarendu Sarkar
14. Shri M. K. Pathak

The chairman permitted leave of absence to:

1. Dr. M. C. Seal

Agenda 1. To approve the Minutes of the 69th Meeting of the Board of Governors of the Institute held on July 2, 2021 (Copy of Minutes attached).

The minutes of the 69th Meeting of the Board of Governors is circulated to all members.
To read out and confirm

BOG members confirmed the Minutes of the 69th Meeting of the Board of Governors of the Institute held on July 2, 2021

Agenda 2. To place the Action Taken Report on the resolutions of the 69th Meeting of the Board of Governors of the Institute held on July 2, 2021.

The Action Taken Report to be read out and confirm.

BOG members enquired about preventive measures taken for of non- conforming students based on the result analysis, who are not eligible to get the placements; to which director informed the board members about the trimentoring system where mentoring is done by faculty, alumni and industry. BOG members confirmed the Action Taken Report on the resolutions of 69th Meeting of the Board of Governors.

Agenda 3. To approve and report on the Recognitions, Accreditations, Inspections and Statutory Compliances of the college by the Regulatory Authorities

Accreditations:

- **AICTE:** Received approval for the introduction of new courses:
  - New Courses of B. Tech CSE (AI) – 60 seats & B. Tech CSE (IOT) – 60 seats.
  - New programme – MCA – 60 seats.

- **Accreditations:** Will be applied for NBA accreditation for Mechanical and MBA department.
  Will be applying for NAAC accreditation on February, 2022
  Will be applying for ABET accreditation April, 2022.

- **Recognitions:**
  a. Institute of Engineering & Management, Kolkata received the IETE- Smt. Manorama Rathore Memorial Award (2021) and Gold Medal for contribution to the field of Electronics and Communication.
  b. IEM has been ranked in NIRF All India Ranking 169.
  c. IEM has achieved the 3rd Place in the All India AICTE Vishwakarma Awards 2020 and has been felicitated by the AICTE in New Delhi.
  d. IEM Kolkata ranked 39 in top 100 BBA Institution in India by prestigious Times Ranking for B – Schools (For BBA Schools).
  e. IEM ranked All India Rank 73 and Eastern 4th by The Week Magazine in the All India Private Engineering College Survey 2021.
  f. IEM Kolkata ranked 1st in West Bengal by Times Engineering Ranking 2021.
  g. IEM Kolkata Ranked 45 in top 100 private Engineering Institute by Outlook – ICARE Rankings 2021.
  h. Dr. Satyajit Chakrabarti, Director, IEM, received the certificate of appreciation for his outstanding dedication and commitment towards his exemplary service and support to build New India by Times Nation Builders.
  i. IEM received ZEE 24 Ghanta Education Excellence Award 2021 - The Best Engineering & Management College for Placement.
  j. IEM received the Education Eminence 2021 award for Excellence in Placements for Engineering by the News18 group.

BOG members confirmed the agenda.

Agenda 4. To approve and report on the meetings of the Board of Studies, Academic Council and Exam Committee related to autonomous status of the Institute.
Board of Studies: The board of the studies committee of each department has been formed post autonomy and the meeting of each department has also been successfully held.

MEETING	DEPT.	DATE & TIMINGS	MINUTES ENCLOSED
Board of Studies	BSH	1st November, 2021 at 11.00 AM (ONLINE)	Annexure I
	BBA	29th June, 2021 at 11 am (ONLINE)	Annexure II
	BCA & MSc	28th June, 2021 at 01.00 pm (ONLINE)	Annexure III
	MBA	9th July, 2021 at 4:00 pm (ONLINE)	Annexure IV
	CSE	6th August, 2021 at 11 am (ONLINE)	Annexure V
	ECE	16th July, 2021 at 11.00 am (ONLINE)	Annexure VI
	IT	29th September, 2021 at 12.00pm	Annexure VII
	EE	29th July, 2021 at 2.00 pm (ONLINE)	Annexure VIII
	EEE	9th November, 2021 at 3.00 pm(ONLINE)	Annexure IX
	ME	9th November, 2021 at 11.00 am(ONLINE)	Annexure X
Academic Council	Institute Specific	2nd November, 2021 at 11 a.m (ONLINE)	Annexure XI
Exam Committee	Institute Specific	14th July, 2021 at 11 a.m. (ONLINE)	Annexure XII
		1st November, 2021 at 10 a.m. (ONLINE)	Annexure XIII

i. **Academic Council:** The 6thMeeting of the Academic Council of Institute of Engineering & Management, Kolkata, held via Google Meet on 2nd November, 2021 at 11 a.m. via online mode. The Agenda of the meeting was

- Confirmation of Minutes of 5th (V/20-21) Academic Council Meeting held on 6th January, 2021.
- To read the Action Taken Report on 5th (V/20-21) Academic Council Meeting held on 6th January, 2021.
- Implementation of Choice Based Credit System in Curriculum.
- Conduction of physical classes from 16th November, 2021 as per Government directives.
- 2nd mid semester examination and End semester examination conduction in offline mode.
- Agenda 6.6: Any other matter with the permission of the chair.

i. **Exam Committee:** The 4thmeeting of the Board of Examinations of Institute of Engineering &Management, Kolkata was held in online mode on 14th July, 2021 at 11 a.m.

The 5th meeting of the Board of Examinations of Institute of Engineering & Management, Kolkata was held in online mode on 1st November, 2021 at 10 a.m.

BOG members confirmed the agenda.

Agenda 5. To approve and report on Exams conducted, Results, Curriculum Development and adoption of Choice Based Credit System (CBCS), NPTEL & Moocs in the curriculum of the Institute.

➲ **Exams conducted:**

Examination schedule of ODD Semester, 2021

Examination	Date
1st mid semester examination of autonomous batch 2019, 2020, 2021students (except 1st year B.Tech)	1st October, 2021-8th October,2021
1st mid semester examination of 2018 batch of students under MAKAUT (only B.Tech 4th year)	13th December,2021 – 22nd December, 2021
2nd mid semester examination of autonomous batch 2019, 2020, 2021 students (except 1st year B.Tech)	13th December,2021 – 22nd December, 2021
1st mid semester examination of autonomous batch 2021 students (1st year B.Tech)	6th December,2021 – 10th December, 2021
2nd mid semester examination of autonomous batch 2021 students (1st year B.Tech)	10th January,2021 – 14th January, 2021
1st Mid semester examination of lateral entry students batch 2020 (admission 2021)	13th December,2021 – 22nd December, 2021
2nd Mid semester examination of lateral entry students batch 2020 (admission 2021)	4th January,2021 – 11th January, 2021
End semester examination of autonomous batch 2019, 2020,2021 students (except 1st year B.Tech)	17th January,2021 – 31st January, 2021
Backlog examination of autonomous batch 2019, 2020 students	17th January,2021 – 31st January, 2021
End semester examination of autonomous batch 2021 students (1st year B.Tech)	1st February,2021 – 11th February, 2021

➲ **Results:** Semester results analysis and approval from the Board members.

➲ **NPTEL:**July to December 29 students registered for the NPTEL courses and 8 students appeared for the exam.

BOG members suggested to show the CO mapped question to the students for better understanding of the subjects. BOG members confirmed the agenda.

Agenda 6. Director's Report on various academic activities, including MHRD thrust areas, since the 69th Meeting of the Board of Governors
   a. Training, Placement, Internship, Higher Studies and Entrepreneurship activities of outgoing batches, stream-wise.
   b. Stream wise admission position of the Institute
   c. HR related activities:
      1. Joining
      2. Confirmations
      3. Promotions, if any
      4. Resignations/Terminations
   d. Incentive schemes for faculties and students of the Institute

    e.   MHRD thrust areas include the following:
1. Research Projects & Consultancies
2. Patents
3. Faculty Development Programmes by HRDC
4. Seminars & Conferences organized and attended
5. Books & Journals Published
6. Distinguished Lecture Series – India
7. Distinguished Foreign Professor Lecture Series
8. Workshops organized and attended
9. Industrial Visits
10. Olympiads
11. Poster Competitions
12. Project Competitions

    f.   Tri-mentoring, Alumni Interaction activities and counseling in the institute

    g.   Startups and Entrepreneurship activities

    h.   Awards, Recognitions and Scholarships received by IEM Faculty & Students.

    i.   Events organized by the Student's Gymkhana of the Institute and other student chapter and club activities of the Institute.

    j.   National & International Collaborations and activities.

    k.   To report on various activities and actions by the various committees of the Institute.
1. Internal Quality Assurance Cell
2. Internal Complaints Committee
3. Grievance Redressal Committee
4. Disciplinary Committee
5. Anti-Ragging Committee
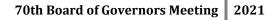
    l.   Updates on MBA course.

A short presentation on the Director's report pertaining to the Training & Placement, admission position of the institute, HR related activities, MHRD thrust areas and other activities of the institute will be presented during the meeting.

BOG members suggested that pension scheme should be based on the number of years the faculty members have served the institute.

BOG members suggested that a consolidated report on activities done during Covid pandemic can be prepared and can be highlighted to various government agencies.

BOG members confirmed the Director's Report.

Agenda 7. To approve and report on the progress of constructions and new infrastructure / facilities at IEM, Kolkata after the 69th Meeting of the Board of Governors of the Institute held on July 2, 2021.

The following progressions have been made at IEM campus since the last Board Meeting:
- Laying of paver block in D1 APPROX AREA 6600 Sq.Ft.
- Laying of floor tiles at Gurukul approx. area 2000sqft
- Fixing of wind vane at Gurukul rooftop
- Fixing of iron staircase from ground to roof top for fire exit

- Laying of paver block in ashram campus 6100 sq.ft.
- Renovation of two floors at ashram campus

New construction or infrastructure done in last one year

IEM Gurukul Campus
- Paver block fixing in entire parking lot in ground floor
- Boundary wall entry gates painting and beautification.
- Floor tiles fixing in corridor

IEM Management House
- Iron stair case for fire exit (grd to roof)
- Boundary wall entry gates painting and beautification
- Basketball court beautification
- Outside painting of building
- Paver block fixing in parking area

IEM Ashram Campus
- Boundary wall painting and beautification
- Paver block fixing in parking area
- 4th ,5th floor class room construction work in progress with toilet block
- 4th floor exam control room construction

BOG members confirmed the agenda.

Agenda 8. IEM Convocation.

IEM Convocation is proposed to be organized on 27th November, 2021.

BOG members suggested the ceremony can be thought as a certificate distributing ceremony. Also this ceremony can be called as commencement. BOG confirmed the agenda.

Agenda 9: Submission of Research Proposal by faculty members.
Submission of Research Proposal by faculty members is proposed within next three months to the higher authorities so that institute will provide seed money for submitted project after detailed verification.

BOG members confirmed the agenda.

Agenda 10:Any other matter with the permission of the Chair.
- **Vaccination Drive: Free vaccination drive with Covishield was organized by IEM in association with Rotary Club of Salt Lake Silicon Valley at IEM Gurukul campus on various days: The report is as follows:**

Date	Members	Count
26th August, 2021	Staff members, MAKAUT members & Corporate partners	242
31st August, 2021	Staff Members & their family members	132
6th September, 2021	Alumni & Corporate partners	132
20th September, 2021	Students	77

- **Full scholarships by IEM-UEM group to students who lost their parent in the pandemic:**
  This semester, we have given full tuition waiver scholarships to 76 students (in addition to normal scholarship grants and fellowships/assitanceships) who have lost one or both parents in the Covid-19 pandemic. This much needed financial support from IEM & UEM will help the students complete their degree course and fulfill their parent's dreams.

Year : 2020-21		
	No.of Students	**Amount (Rs.)**
Freeship	76	6146000.00
Covid	23	1486900.00
TFW	36	3168000.00
Total		**10800900.00**

Placed before the Board for approval.

BOG members suggested for an annual report which can be uploaded in the institute website. Also BOG members enquired about the rain water harvesting system. Director informed that the institute has rain water harvesting system which is primarily used for cleaning and gardening purposes. A report on how much rainwater is being collected and reused can be shown. BOG members suggested informing the students to apply for scholarship to government portal. BOG members informed Director to implement NEP in the system. BOG members confirmed the agenda.

Institute of Engineering & Management
Kolkata
November 17, 2021