

MCKV Institute of Engineering

243, G.T. Road (N), Liluah, Howrah-711204

Minutes of the 2021-I (65th) Governing Body Meeting of the MCKV Institute of Engineering (an Autonomous Institute) held on 4th September, 2021 at 7:00 pm online, through Zoom Webinar Platform.

Members Present: -

1. Prof. (Dr.) Sajal Dasgupta, Former DTE, Govt. of West Bengal, **Member** (Trust Nominee)
2. Mr. Ravi Sehgal, MD, Carnation Industries Ltd., **Member** (Trust Nominee as Industrialist)
3. Prof. (Dr.) Amitava Sarkar, Former Director, SOM, Maulana Abul Kalam Azad University of Technology, Former Director, IISWBM, **Member** (Trust Nominee)
4. Prof. (Dr.) Suman Chakraborty, Professor, Mechanical Engineering, Dean, SRIC, IIT Kharagpur, **Member** (Trust Nominee)
5. Prof. (Dr.) Pradip Kumar Ray, Dean, VG SoM, Professor, Dept. of I & SE, IIT Kharagpur, **Member** (Trust Nominee)
6. Dr. Paramita Chatterjee, Associate Professor, EE Dept., IEST (Shibpur), **Member** (AICTE, ERO Nominee)
7. Prof. (Dr.) Sujit Mukherjee, **Member** (Nominee of Maulana Abul Kalam Azad University of Technology).
8. Prof. (Dr.) Abhijit Lahiri, Principal, MCKV Institute of Engineering, Ex-Officio **Member**
9. Prof. (Dr.) Arghya Sarkar, Dean-Academics & Administration, MCKV Institute of Engineering, **Member** (Teachers' Representative)
10. Dr. Shampa Sengupta, Asst. Prof., IT Department, MCKV Institute of Engineering, **Member** (Teachers' Representative)

Special Invitees: -

1. Mr. Abhay Kejriwal, Trustee Member
2. Prof. (Dr.) Partha S. Chakraborty, CEO, MCKV Group (Trust Nominee)
3. Dr. Kalyan Biswas, Assistant Professor (ECE), MCKV Institute of Engineering

Leave of absence granted: -

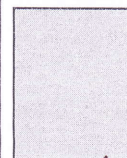
1. Mr. Kishan Kumar Kejriwal, **Chairman of the Trust, Chairman GB**
2. Prof. (Dr.) Suresh Kumar, Prof. Kurukshetra University, **Member** (UGC Nominee)
3. Mr. Pranabesh Das, DTE Govt. of West Bengal, **Member** (State Govt Nominee, Higher Education Dept. (Tech.) Govt. of West Bengal)
- **Composition:** Trust(6)+College(3)+State Govt. (1) + University(1) + AICTE(1) + UGC(1); Total:13 {Ref.UGC Official Gazette notification on 12th Feb 2018 in the Gazette of India, New Delhi.

Agenda:

1. To confirm the draft minutes of the 2020-I (64th No) meeting of the Governing Body held on 6th October, 2020 at 7:00 p.m. and Extra-ordinary meeting held on 27th November, 2020 at 7:00 p.m.
2. Introduction of New Members: The Governing Body as per UGC Guidelines, Feb'18 regulation has been constituted. Two members positions were vacant, new members are inducted.
3. To consider the report of the Principal
4. The MoM of the Academic Council Meetings held on 27/02/2021, 26/03/2021 and 24/07/2021
5. The introduction of New academic Programs from the academic session (2021-2022)
6. Report of Finance Committee Meeting
7. Any other item that may be taken up with the permission of the Chair.

Contd.....P/2

CHAIRMAN'S
INITIALS



::2::

Proceedings: - Mr. Abhay Kejriwal, Trustee Member, informed the house that Mr. Kishan Kumar Kejriwal, Chairman of the Trust & Chairman of the Governing Body was unable to attend the meeting due to some unavoidable circumstances. Principal requested Prof. Sajal Dasgupta, Renowned Academician & Former DTE, Govt. of West Bengal, the Hon'ble Chairman of the past Board of Governors of the College to Chair the meeting. Prof. (Dr.) Sajal Dasgupta agreed to chair the meeting with consent from all the committee members.

At the outset, a moment of silence was observed to pay respect to the departed soul of our beloved Madam, Sr. most faculty, **Dr. Lina Saha Chakraborty** (age: 49), founder teacher. Principal narrated the contribution of Dr. Lina in brief. Dr. Lina Saha Chakraborty, a Presidency Alumni had served the institute since July'1999 and was instrumental for the development and growth of the college. She had served as GB member, HoD of Basic Sc, HSS and MSH dept for more than 2 terms. Her untimely departure from this world on 12th May, 2021 after fighting with Covid-19 is a great loss for the organization.

Prof. (Dr.) Sajal Dasgupta suggested that a formal condolence letter should be sent by the College to the family members of Late Dr. Lina Saha Chakraborty on behalf of the Governing Body. All Members endorsed the suggestion.

The following resolutions were unanimously adopted thereafter in the meeting.

Resolutions: -

1.1 Minutes of the 2020-I (64th) meeting of the Governing Body held online on 6th October, 2020 at 7:00 p.m. and subsequent Extra-ordinary meeting of the Governing Body held online on 27th November, 2020 at 7:00 p.m were confirmed.

1.2 Principal introduced and welcomed Hon'ble new Members of the Governing Body

- (a) **Prof. (Dr.) Suman Chakraborty**, Professor, Mechanical Engineering Department, Dean, SRIC, IIT Kharagpur, an eminent Researcher,
- (b) **Prof. (Dr.) Arghya Sarkar**, Dean-Academics & Administration, MCKV Institute of Engineering
- (c) **Dr. Shampa Sengupta**, Assistant Professor, IT Department, MCKV Institute of Engineering

The progress report of the college from August'2020 to July'2021 was presented by the Principal to the Governing Body Members. Based on the Principal's report, Honourable members of the Governing Body made following suggestions:

- (a) All achievements of the Students and Faculty members must be uploaded in the website of the Institute.
- (b) All the statutory, non-statutory committees and student chapters of the Institute must have their periodic meetings once in every quarter and important features of those meetings should be placed before the Governing Body.
- (c) A Research Board should be constituted immediately for the Institute. Governing Body will decide the course of action and constitution of the committees in appropriate time. In this context, Prof. (Dr.) Suman Chakraborty highlighted some avenues for obtaining funds for research projects. A detailed report based on his views for research projects writing and existing scopes of funding should be prepared separately and appropriate actions should be taken.

CHAIRMAN'S
INITIALS

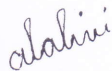


Contd.....P/3

::3::

- 1.3 The Governing Body approved all the MoM of the Academic Council Meetings held on 27/02/2021, 26/03/2021 and 24/07/2021 respectively.
- 1.4 The Governing Body ratified the commencement of One (1) new B.Tech course namely, B. Tech in Artificial Intelligence & Machine Learning with 60 intake and three (3) B.Voc courses namely Software Development (30 Seats), Automobile Servicing (30 Seats) and Automotive Manufacturing Technology (30 Seats) approved by AICTE and MAKAUT from (2021-2022) Academic session.
- 1.5 The Governing Body approved the report of the Finance Committee as presented by the Principal in the meeting.
- 1.6 Governing Body suggested few points for the betterment of the Institute
- (a) To look into the existing **incentive policy** for the loyal and performance oriented employees of the Institute. If required, it should be re-designed so that it can be effective immediately.
 - (b) To implement an **exit feedback** form for the employees leaving the Institute as it is observed that many employees have left the Institute in recent times. Anyone resigns from the institute, must submit a feedback preferably before leaving (or after leaving, if not possible) the Institute. These feedbacks will help the Institute to assess the requirements of any other measures that need to be taken to make the Institute attractive to the employees.
 - (c) Inferences on the basis of raw data analysis should be done meticulously and accordingly Principal should submit a report on the problems the Institute, which has been already resolved or the problems still remaining for smooth running of various UG/PG programs.
 - (d) Proper care should be taken to make the Teaching-Learning, Examination and Evaluation Process an exemplary in nature for the excellence of the autonomous institute.

With no other points to discuss, the meeting ended with the vote of thanks to the Chair.



Principal



Chairman

CHAIRMAN'S
INITIALS