

Minutes of the 8th General Council Meeting held on 24th February, 2011
at 12 noon at the Meeting Room of WBUT

The following Members were present:

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| 1. | Prof. Sabyasachi SenGupta | Vice-Chancellor, Vice-Chairman |
| 2. | Prof. P. K. Mahapatra | Pro-Vice Chancellor |
| 3. | Smt. Madhumita Roy | Jt. Secretary, HED, Nominated GoWB |
| 4. | Shri Subhrojyoti Roy | Dy. Secretary, Fin Dept, nominated, GoWB |
| 5. | Dr. S. S. Vernekar | Director, BVMC, New Delhi – nominated, UGC |
| 6. | Prof. Amitabha Sinha | Director, So E&T, WBUT |
| 7. | Prof. Subrata Kr. Dey | Director, SoBT, WBUT |
| 8. | Shri R. N. Lahiri | Vice President, TCS , nminated???? (by govt or Chancellor) |
| 9. | Dr. Jaya Bandyopadhyay | Teacher Representative, WBUT |
| 10. | Dr. Debashis De | Teacher Representative, WBUT |
| 11. | Shri Surajeet Ghosh | Teacher Representative, WBUT |
| 12. | Shri Devmalya Banerjee | Teacher Representative, affiliated colleges |
| 13. | Shri Atri Sanyal | Teacher Representative, affiliated colleges |
| 14. | Shri Sagar Sengupta | Teacher Representative, affiliated colleges |
| 15. | Dr. Swapan Kr. Maity | WBUT Officer Representative |
| 16. | Dr. Abir Chattopadhyay | Principal elected of affiliated colleges |
| 17. | Dr. Supriya Mukherjee | Principal elected of affiliated colleges |
| 18. | Shri Kaushik Roy | Non-teaching employee of affiliated colleges |
| 19. | Shri Abhirup Barai | Representative of undergraduate students of WBUT |
| 20. | Ms Sayanti Chakraborty | Representative of postgraduate students of WBUT |
| 21. | Sk. Muddassar Hassan | Postgraduate student representative of affiliated colleges |
| 22. | Dr. Syed Rafikul Islam | Registrar, WBUT & Member Secretary |
| 23. | Prof. A. K. Guha | Controller of Examinations, WBUT - Invitee |
| 24. | Shri Atri Bhowmik, | Finance Officer, WBUT - Invitee |

The following members could not attend the meeting and were granted leave of absence :

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| 1 | Prof. K.L. Chopra | Former Director, IIT, Kharagpur, Nominated ??? |
| 2 | Prof. Samir Kr. Brahmachari | Director General, CSIR HQ, Nominated ??? |
| 3 | Prof. Ashoke Nath Basu | Former VC, JU – Nominated ??? |
| 4 | Dr. V. M. Katoch | Director General, ICMR – Nominated ??? |
| 5 | Prof. P. N. Ghosh | Vice Chancellor, JU – Nominated ??? |
| 6 | Prof. Shekhar Chaudhuri | Director, IIM, Kolkata – Nominated ??? |
| 7 | Dr. S. G. Bhirud | Director, AICTE – Nominated, AICTE |
| 8 | Prof. Amitava Sarkar | Director, SoM, WBUT |
| 9 | Shri Ranjan Mondal | Representative of WBUT Non-teaching employees |
| 10 | Shri Jahirul Islam | Undergraduate student representative of affiliated colleges |

His Excellency Sri M. K. Narayan, the Chancellor of the University and the Governor of West Bengal could not attend the meeting owing to his pre-occupation and nominated the Vice-Chancellor to preside over the meeting in terms of Sec-10(3) of "West Bengal University of Technology Act, 2000" vide his memo No. 676-G dated 07.02.2011.

Prof. Sabyasachi SenGupta, Vice Chancellor took the chair and presided over the meeting.

Item No. 8.1

Self introduction of the newly elected/nominated members

All members present in the 8th General Council Meeting introduced themselves in the house.

The Vice Chancellor explained various activities and powers of different councils, viz. General Council, Executive Council and Academic Council, as to how each of these Councils act and function in the interest of the University. He greeted and welcomed all members.

Item No.8.2

To confirm the minutes of the 7th General Council meeting held on 24.11.2009

Resolved to confirm the minutes of the 7th General Council meeting.

Item No. 8.3

To confirm Action Taken Report arising out of the previous GC meeting

Resolved to accept the ATR with the following observations:

7.1 Item No.6.3 – The Higher Education Department had provided the list of auditors and accordingly necessary action has been taken in this regard.

7.2. Necessary alteration had been made in the budget for the year 2009-10 and all the directions were followed in toto.

7.3 The University had already issued letters for re-designation of the posts on receipt of the Govt. order as per AICTE norms; also re-designated the previously termed 'Adjunct Professor' to 'Visiting Fellow'.

Resolved to follow all AICTE norms regarding implementation of the promotional procedures in consultation with the State Higher Education Council and the Higher Education Department, GoWB.

It was suggested at a State Higher Education Council meeting that the WBUT should be guided by AICTE norms, while for most other Universities UGC norms were applicable. The HEC is still discussing the issue. For issues regarding appointments and CAS the AICTE guidelines were applicable to this University. Non-AICTE courses will be guided by UGC norms even if affiliated to WBUT.

Item No.7.3c – In view of the past procedures of purchase, which was not very systematic, the total procedures of purchase of the University had been redefined and a new Purchase Committee had been formed with the following members:

- Pro-Vice Chancellor, Chair
- 3 Directors
- Information Scientist
- 1 member from amongst the teachers
- 1 member from amongst the non-teaching employees
- Finance Officer – Convener, and

The concerned Department/Section Head, whose purchase is to be made.

The purchase committee has adopted government norms of purchase to the strictest extent possible. Presently it is a centralised purchase committee. All purchases including those from the project grants, etc are also to be made through this Purchase Committee.

Concurrence of the statutory bodies are necessary where ever relevant.

Item No.7.5 – Re: appointment of 3 Research Scholars and 3 Lecturers – No action could be taken in this regard as yet. This is because we are expected to advertise for the research positions once the new Doctoral regulations are approved. We have also been permitted a few teaching positions by the UGC. We are awaiting necessary permission to advertise. Consequently the Lecturers may not be inducted now.

Item No. 8.4

To consider the revised budget for the year 2010-2011 and proposed budget for the year 2011-2012

The Finance Officer placed the revised budget for the year 2010-2011 and proposed budget for the year 2011-2012.

Resolved that the Budget for the year 2010-11 be accepted.

Item No. 8.5

To consider the status of workload, available manpower and proposed positions and to make suitable recommendations

In view of various work of the University pending for long, like writing of Service Books, work in the academic sections, library, etc., there are various constraints and the most crucial one is meager manpower. The Registrar explained about the total staff strength in the University that includes regular staff, teaching staff, consolidated & contractual staff, Project officers & others.

The Directors of the University have said that to cope up with the tremendous workload and to fulfil the condition of DBT, GOI, they need manpower and since some posts are lying unfilled as it lying with new departments, the process of recruitment may be hastened.

Resolved to accept Resolution 24.14 (a) (b) and (c) of the 24th Executive Council meeting held on December 16, 2010 regarding compensation of all categories of contractual employees.

RESOLVED that the workload of the University is growing manifold and to cope up with the same, there would be the following committees, who will evolve an academic plan for short term and long term manpower requirement, recruitment process, assess the need of manpower with justification, its financial burden to the University, etc. :

Academic Planning Committee for Short Term & Long Term

Pro-Vice Chancellor as Chairman

All Directors & Heads

Eminent Academicians of the State as Invitee member (To be nominated by the Vice Chancellor)

Two faculty members from affiliated colleges – Sri Debmalya Banerjee & Sri Sagar Sengupta

Scope of Academic Planning Committee – They will propose plan for future academic departments, schools and centre, as the case may be, for undergraduate and postgraduate departments; also for research work, area of activities, type of manpower, financial requirements for short term plan (below four years) and for long term plan (above ten years). Optimum utilisation of academic manpower and to speculate the scope of introducing need based courses.

Administrative Planning Committee for Short Term & Long Term

Pro-Vice Chancellor as Chairman
Registrar, Finance Officer, Controller of Examinations, Inspector of Colleges
Two members of the affiliated colleges – Sri Kaushik Ray & Sri Ramananda Mukherjee
One in-house employee – Sri Sommauli Adhikary
Eminent Person of the State as Invitee member (To be nominated by the Vice Chancellor)

Scope of Administrative Planning Committee – They will define the administrative function and provide minimum standard of administrative requirement, manpower, source of finance (like Govt./non-govt/UGC/AICTE)& inspection. Effective utilisation of available manpower and the scope for reshuffling for utmost utilisation of available spaces.

Resolved that these two committees will give their report as early as possible, which will be placed in the subsequent Executive Council meeting.

Item No. 8.6

To approve the format of the Annual Report:

It has decided that the annual report should be made with the report of the individual heads, departments and also contain statistical information. A format (Appendix-I) with the points that will be incorporated in the Annual Report elaborately has been accepted. (APPEND FORMAT)

Resolved that a team comprising Pro-Vice Chancellor, Prof. P.K. Dan, Prof. Indranil Mukherjee and Dr. Jaya Bandyopadhyay will draw out the report in line with the above format.

Item No. 8.7

To report about the status of B. Optometry course

The Vice Chancellor pointed out that the B.Optomety course is a paramedical course and requires clinical exposure to the students; it is a four year course but the graduates face problems in independent practice as they do not have a central regulatory authority. The University was informed by the West Bengal University for Health Sciences of its desire to affiliate this course. They would affiliate this course from 2011-12. The colleges will heneforth have to approach The West Bengal University of Health Sciences for affiliation.

The Vice Chancellor also proposed that, in line with its Act, at the undergraduate level, the University should offer and affiliate only AICTE recommended courses and the two non-AICTE courses – BBA and BCA which are also described as 'technical' by the UGC.

Resolved to accept the proposal.

Item No. 8.8

To report on the 6th Annual Convocation to be held on 8th March, 2011

Reported that the 6th Annual Convocation will be held on 8th March, 2011 at EZCC auditorium. It will start at 9.30 a.m. and end at 11.30 a.m. when the Hon'ble Chancellor will give certificates to Ph.D. Scholars (09) and also award gold & silver medals to the students. Thereafter, the convocation will be closed by the Hon'ble Chancellor. Dr. S.K. Gupta, an eminent Metallurgical Engineer will be the Chief Guest.

Item No. 8.9

To report about the making of modified rules for M.Tech/M.Pharm and new regulations Doctoral Degrees

Reported that draft rules governing postgraduate degrees (M.Tech and M.Pharm) in Pharmacy and Engineering and Technology have been placed and approved by the last Academic Council at its meeting held on 14th February, 2011. The **new regulations Doctoral Degrees** has also been proposed at the same AC meeting, and made at the 24th Executive Committee meeting held on Dec 16th, 2010. The same would now require the approval of the Hon'ble Chancellor.

Item No. 8.10

To report about the odd Semester Examination,2010

The Controller of Examinations reported that the odd semester examinations were held in time and peacefully. There were 17 RA cases, of which one was exempted and for the rest 16, their respective papers were cancelled.

It was suggested to find out as to how the process of moderations and evaluation of answer scripts can be improved, preferably through ICT as it was reported that there were mistakes in the question papers.

Resolved that for improving the quality of evaluation, the ACoE, Dr. D. Konar will organise a meeting of the examiners to apprise them on the modern techniques and guidelines of evaluation process and its effect on the students.

Also resolved that a workshop may be organized to apprise the teachers of affiliated colleges about the norms and best practises of undergraduate education system across the country like number of papers, percentage of failure, percentage of pass etc. Sri Debmalaya Banerjee would be the Convener for of this meeting.

Information Kiosk of the University (Plasma TV installed at the entrance) – To percolate information needed by the students and visitors, Dr. Aftabuddin and Sri Abhirup Barai are entrusted to look into the matter.

Item No. 8.11

To report about the progress of work at the Haringhata campus

Reported Mackintosh Burn Ltd. was appointed as the construction contractor being a State Govt. empanelled contractor and DAPL was appointed as the Architect through tendering. At present the construction work is in full swing. The Engineer (Civil), Sri Debkumar Mitra presented the details of the progress of the work and reported that the 1st phase of construction work is scheduled to be completed by March, 2012 when the University may shift its main activities to its new campus.

Item No 8.12

To consider a proposal for augmentation of the medical unit

The University has a medical unit where a medical practitioner is attending twice a week. Resolved to constitute the following Committee to examine its status and suggest measures to improve its functioning:

Pro-Vice Chancellor
Registrar
Sri Surajit Ghosh

The meeting ended with vote of thanks to the chair.

Sabyasachi SenGupta
03.05.11
(Sabyasachi SenGupta)
Vice-Chancellor & Chairman
Date: February 24, 2011

(Signature)
(Syed Rafiqul Islam)
Registrar & Secretary
03/05/11