

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP –III)

Indian Institute of Engineering Science and Technology, Shibpur

(Formerly Bengal Engineering and Science University, Shibpur)

P.O. Botanic Garden, Howrah – 711 103, INDIA.

(Tel: 91-33-2668 4561 Extn 456; Telefax: 91-33-2668 5186)

Memo No. IESTS/TEQIP-III/AC/03/2017

Date: 16/08/2017

Minutes of the 1st Meeting of the Academic Committee, TEQIP – III, IEST Shibpur held August 16, 2017 at 3:00 pm at the Old Board Room, Main Building, IEST Shibpur

Since, the Chairman of the Academic Committee, Prof. Amit Kumar Das was not present due to personal reason, Prof. Monojit Mitra, Head, Department of Electronics and Telecommunication acted as the Chairman of the meeting.

Agenda 1: Reporting and Implementation of Action Plan under TEQIP - III

At the beginning, Prof. Gopal Chandra Roy, Coordinator, TEQIP – III, IEST Shibpur briefly discussed about the silent points related to TEQIP III. The IEST Shibpur is the mentor Institute of Bhagalpur College of Engineering, Bhagalpur. Prof. G. C. Roy also mentioned that the payment of TEQIP – III will be made to the incumbent/vendor directly by NPIU. For this PFMS software will be used.

Then, Prof. Asok Adak, Nodal Officer (Academic), TEQIP – III mentioned about eleven different academic activities of TEQIP – III. These have been approved by the Director, IEST Shibpur and submitted to NPIU, New Delhi.

The members of the house then were requested to propose the implementation plan of the academic activities. Finally, the following resolutions were taken.

Research project taken by UG, PG and Research Scholars

- Maximum limit of the fund to individual student is Rs. 5000/- (only one time in a year).
- The bills will be reimbursed on first come first serve basis.
- Bills will be carried forward from one quarter to another.
- Expenditure will be incurred for photocopy (max. 200 pages), chemicals, glassware, low cost spare parts of equipment; consumables etc.
- The supervisor and Head of the department should certify the need of the items to be purchased.

Internship, industrial training and tour for UG/PG students

- The UG/PG students will be given conveyance amount as per institute norms and partial amount of internship payment amount (max Rs. 10000).
- Group tour for industrial visit will also be funded.

In house and off campus training for UG and PG students to improve soft skills (to improve employability)

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- Course in collaboration with British Council may be conducted.
 - HRM department will be requested to conduct course to improve soft skills.

Remedial classes for weaker group of UG students

Like previous years remedial classes will also be conducted for weaker group of students.

To attend national/international conference, seminar, symposium within India for PG and Research Scholars

- The students should have to apply in the prescribed format.

Organizing short term course and training programme

- Minimum duration of course to be conducted is 5 days.
- Minimum student should be 20.
- Partial support (Approx. Rs. 1 Lakh) will be made.

Organizing national and international conference, seminar, symposium etc.

- Partial support (Approx. Rs. 1 Lakh) will be made.

Funding patent applications for faculties

Funding will be done for applying patent through the approved committee of the institute.

Attending Pedagogical training

Like previous years, funding will also be made for attending pedagogical training.

Twinning arrangements with institutions under sub-component 1.1 to build capacity and improved performance (exchange of faculty, officers and technical staffs)

- Major focus has been given to improve the quality of Bhagalpur College of Engineering, Bhagalpur.
- Four level of improvement is required.
- This budget will be incurred for the visit of faculty, officers and technical staffs.

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Individual institutional mentors

- This will be used for the attending meeting by TEQIP - III officials at Bhagalpur or other places.

It was also decided that the notification along with the formats of application will be circulated shortly.

Agenda 2: Miscellaneous, if any, with the permission of the Chair

There was no miscellaneous item to discuss.

As there was no other agendum the meeting then ended with a vote of thanks to the Chair.

1. Dean (Academics)	Chairman	<i>Anil Kumar Das</i>
2. Coordinator, TEQIP-III	Member	<i>Biswal Chandra Roy</i>
3. Nodal Officer (Finance), TEQIP-III	Member	<i>[Signature]</i>
4. HOD, Aerospace Engineering and Applied Mechanics	Member	<i>K. Subramanian</i>
5. HOD, Civil Engineering	Member	<i>S. S. Saha</i>
6. HOD, Computer Science and Technology	Member	<i>Sulata Mishra 06/09/17</i>
7. HOD, Electrical Engineering	Member	<i>[Signature] 06/09/17</i>
8. HOD, Electronics and Telecommunication Engineering	Member	<i>[Signature]</i>
9. HOD, Information Technology	Member	<i>[Signature] 06/09/17</i>
10. HOD, Mechanical Engineering	Member	<i>[Signature] 06/09/17</i>
11. HOD, Metallurgy and Materials Engineering	Member	<i>[Signature] 06/09/2017</i>
12. HOD, Mining Engineering	Member	<i>[Signature]</i>
13. Dy. Controller of Examinations	Member	<i>[Signature] 06/09/17</i>
14. Deputy Librarian	Member	<i>[Signature]</i>
15. Ex-Coordinator, TEQIP-II	Member	<i>[Signature] 06/09/2017</i>
16. Ex-Nodal Officer (Academics), TEQIP-II	Member	<i>[Signature]</i>
17. Nodal Officer (Procurement), TEQIP - III	Invitee	<i>[Signature] 06/09/17</i>
18. Nodal Officer (Academic), TEQIP-III	Convenor	<i>Asok Anand</i>