

## **Draft minutes of the 12th meeting of Academic Council held on 11<sup>th</sup> November & 6<sup>th</sup> December, 2022**

### **The members present**

- 1) Prof. M.K.Mitra– Ex. Professor, Jadavpur University
- 2) Prof. Rajat Kumar Pal – MACAUT nominee
- 3) Mr. Debasis Majumdar–Senior director & Centre Head, CDAC, Kolkata
- 4) Prof. Urmila Kar – NITTTR, Kolkata
- 5) Mr. Prasanta Dutta–Senior General Manager, International Business, TRL Krosaki Refractories Ltd
- 6) Prof. Rituparna Sen–HOD, Ceramic Technology Dept.
- 7) Prof.(Mrs.)Kalpana Saha Roy–HOD, Comp.Sc. & Engg. Dept.
- 8) Prof. Srimanta Kumar Patra–Sr. Faculty, Ceramic Technology Dept.
- 9) Prof.(Mrs.)Paramita Dey–Faculty, Information Technology (Invitee).
- 10) Prof. R. Mondal – Faculty, Information Technology.
- 11) Prof. Bimal Pal–Faculty, Comp.Sc. & Engg. Dept.
- 12) Prof. Pinaki Mukherjee–Associate Prof. Of Electronics.
- 13) Prof. Partha Haldar –Controller of Examinations.

At the beginning of the meeting, the draft minutes of the 9th meeting, held long back on 16<sup>th</sup> November, 2018, was taken up for confirmation. It was confirmed by the Chairman, as it is, without any modification with the consent of the members present. During Covid period it was not possible to hold regular meetings to confirm the resolutions of the said meeting. Anyway, the resolutions of the said meeting had been implemented long ago, as expected.

### **Item No. 1**

The Action Taken Report was discussed and It was found that all the pending actions with regard to the resolutions had been taken care of because the 9<sup>th</sup> meeting was held long back.

### **Item No. 2**

After reviewing the existing academic regulations, 2018, the following changes have been incorporated in various sections to give more clarity and remove any grains of ambiguity:

- a) Point 1 & 1.1 with titles has to be replaced by “1. Tentative Academic Calendar for UG Course”.
- b) Point 4.2.1 is dropped but the content under it remains unchanged.
- c) Point 4.3 titled Range of credits will be replaced by “4.1 Range of credits”
- d) Points 4.3.1, 4.3.2 and 4.3.3 are renumbered as 4.1.1, 4.1.2 and 4.1.3 respectively.
- e) Point 5.3 titled The Grading System will be replaced by “4.2 The Grading System”
- f) Points 5.3.1, 5.3.2, 5.3.3.1. a, 5.3.3.1. b, 5.3.3.1. c, 5.3.3.1.d, 5.3.3.1.e, 5.3.3.1.f, 5.3.3.1.g, 5.3.3.1.h, 5.3.3.1.i, 5.3.3.1.j, 5.3.3.1.k, 5.3.3.1.l are renumbered as 4.2.1, 4.2.2 and 4.2.3.1.a,

4.2.3.1.b, 4.2.3.1.c, 4.2.3.1.d, 4.2.3.1.e, 4.2.3.1.f, 4.2.3.1.g, 4.2.3.1.h, 4.2.3.1.i, 4.2.3.1.j, 4.2.3.1.k, 4.2.3.1.l respectively.

- g) Points 6, 6.1, 6.2, 6.3 and 6.4 are renumbered as 5, 5.1, 5.2, 5.3 and 5.4 respectively.
- h) Points 7 is renumbered as 6 and the point 7.1 is dropped but the content remains unchanged.
- i) Points 8, 8.1, 8.2, 8.3 and 8.4 are renumbered as 7, 7.1, 7.2, 7.3 and 7.4 respectively.
- j) Points 9, 10, 11, 12, 13 and 14 are renumbered as 8, 9, 10, 11, 12, and 13 respectively.
- k) Points 15, 15.1, 15.2, 15.3, 15.4, 15.5 and 15.6 are renumbered as 14, 14.1, 14.2, 14.3, 14.4, 14.5 and 14.6 respectively.
- l) The following line will be added, in page 7 of 17, below the table with column headings such as Qualification, Grade, Score on 100 marks, Point, “# Student absent in the SEE will be treated as “Failed”.”
- m) The paragraph under item no. 3 titled “Evaluation of Course items” will begin with the following sentence. “The obtained marks of a student will always be rounded up to the next whole number for final reckoning.”
- n) In page number 4 of 17 the content under the title, “Pass Marks” read as, “A student has to secure at least 50% in total combining CIE and SEE. A candidate not appearing in the SEE would however be considered unsuccessful in the concerned subject.” has to be replaced by the following passage, “A student has to mandatorily appear in the SEE and secure at least 50% in the total combining CIE and SEE. A candidate not appearing in the SEE would be considered unsuccessful in the concerned subject.”
- o) In page number 5 of 17 the content under point number vii read as, “If a student fails in any of the sessional paper (s) in the odd semester (1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup>), he / she will have to complete all courses of both relevant odd and even semesters **in the next academic session.**” has to be replaced by the following passage, “If a student fails in any of the sessional paper (s) in any semester, he/she will have to complete all courses of relevant odd and even semesters in the next academic session. However, if a student passes all units (course items) of the odd semester, but fails in any of the sessional papers in the even semester, he/she may get waiver to complete the odd semester units (course items).”
- p) In page number 5 of 17 the content under point number viii read as, “If a student fails in any of the sessional paper (s) in the even semester (2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup>), then also he / she will have to repeat all the courses of the relevant odd and even semester in the next academic session.” has to be dropped.
- q) In page number 6 of 17 the content under point number ii read as, “He / She shall be eligible for promotion with Backlog (s) with XP to the next higher level if he / she fails to clear any course item' (s) of earlier semester individually.” has to be replaced by the following passage, “He / She shall be eligible for promotion with Backlog (s) with XP to the next higher level if he / she fails to clear any course item(s) other than sessional items of earlier semesters individually”.
- r) In page number 6 of 17 the content under point number 4.3.2 read as, “A student would be eligible to get B. Tech degree with HONOURS, if he / she completes, an additional 20 credits over and above the prescribed syllabus of the Institution. These have to be acquired through online courses as specified in the syllabus as per the following guidelines” has to be replaced by the following passage, “A student would be eligible to get B. Tech degree with HONOURS, if he / she completes, an additional 20 credits over and above the prescribed syllabus of the Institution. Lateral entry students (getting admitted in 3<sup>rd</sup> semester directly) will also have to

complete 20 credits with the regular academic duration upto 8<sup>th</sup> semester for acquiring B.Tech Degree with Honours. These have to be acquired through online courses as specified in the syllabus as per the following guidelines”.

- s) In page number 8 of 17 beneath the CGPA formula under point number 2 titled as Cumulative Grade Point Average (CGPA), the following line is to be added, “The CGPA of graduates and post graduates will be notionally converted to percentage of marks by multiplying the CGPA by a factor of 10.”

It was also resolved that there should be a guideline for teachers with regard to break up of marks for each sessional/practical paper commensurate with its nature. However, it will not form a part of academic regulation. The controller of Examinations will circulate the guidelines amongst examiners for their ready reference. The guideline, as recommended by the members, is as follows:

**Sessional paper**

Components	Proposed marks distribution
Attendance	10
Preparation of Lab Report	20
Experimental data/ Precision of work done/ Efficiency in Coding	30
Presentation/ analysis of the result	20
Viva Voce	20
<b>Total</b>	<b>100</b>

**PROJECT: Practical item**

Examiner	Components	Proposed marks distribution
INTERNAL (80)	Attendance	10
	Experimental data/ Precision of work done/ Efficiency in Coding	30
	Project Report	20
	Presentation of the project	20
EXTERNAL (20)	External Assessment	20
	<b>Total</b>	<b>100</b>

**PE(CT) 805: Ceramic Plant & Equipment Design (A)/ Furnace & Kilns Design (B) : Practical item**

Examiner	Components	Proposed marks distribution
INTERNAL (80)	Attendance	10
	Selection of raw materials/ sites/ equipment/ equipment design	30
	Material Balance and Energy Balance	30
	Assessment of Report	10
EXTERNAL (20)	External Assessment	20
	<b>Total</b>	<b>100</b>

**INDUSTRIAL TRAINING: Practical item**

Examiner	Components	Proposed marks distribution
INTERNAL (60)	Training Report and presentation	60
INDUSTRY (20)*	Performance in the Industry	20
EXTERNAL (20)	Viva Voce	20
	<b>Total</b>	<b>100</b>

\* In case of feedback not received from industry then internal teacher will award out of 80 points based on the presentation of individual candidate before the internal examiner. The evaluation of the paper should be completed preferably within 1 months from the completion of their respective training.

**Group Discussion: Practical item**

Examiner	Components	Group Discussion
Internal (80)	Promptness in addressing the subject/ topic of discussion	10
	Power to lead the discussion	10
	Communication skill	30
	Discussion relevant to the topic	30
External (20)	External assessment	20
	<b>Total</b>	<b>100</b>

**Seminar: Practical item**

Examiner	Components	Seminar
Internal (80)	Time keeping	10
	Quality of deliberation	30
	Discussion relevant to the topic	40
External (20)	External assessment	20
	<b>Total</b>	<b>100</b>

**Comprehensive Viva-Voce: Practical item**

- The examination would be conducted by a Board of internal and external experts to assess the basic understanding of the subjects and ability of application of a candidate's knowledge gained during the entire course of study.
- The external experts would award out of 20 marks and internal boards would award out of 80 marks for a total 100 marks paper.

**Item No. 3**

Prof. R. Sen presented the Academic Audit Committee Report for the year 2020-21, through a power point presentation, highlighting improvement in library infrastructure, Skill Development Lab and gymnasium and introduction of mentoring of students at micro level, subscription made to a Youtube channel during the pandemic for functioning as a repository for webinars, virtual workshops, conferences as online learning resources etc. The audit panel strongly recommended actions for creation of a Girls' Hostel.

The members accepted the report and appreciated the effort made by the Academic Audit Committee.

**Item No. 4**

The HODs of Ceramic Technology, IT and CSE jointly reported that the 8<sup>th</sup> semester or the terminal semester curriculum had been made so flexible that the students would not face any problem in completing internship assignment offered by industry, given the fact that, of late, both the sides, students and industry were showing keen interest in industrial engagements in the form of internship. This action greatly enhanced the prospect of employment after completion of B.Tech degree requirement. The members endorsed the joint action of the departments with due appreciation.

Due to shortage of time the meeting was adjourned after finishing action on agenda no.4.

The adjourned meeting was resumed on 6<sup>th</sup> December, 2022, in the online mode at 7.30 PM with the presence of the following members in addition to the Chairman and the Secretary. Due to pressing examination activities spread over the month of December, the meeting could not be held in normal physical mode.

### The members present

- 1)Prof. M.K.Mitra– Ex. Professor, Jadavpur University
- 2)Prof. Rajat Kumar Pal – MACAUT nominee
- 3)Mr. Debasis Majumdar–Senior director & Centre Head, CDAC, Kolkata
- 4)Prof. Urmila Kar – NITTTR, Kolkata
- 5)Prof. Subhasish Basu Majumdar – MACAUT nominee
- 6)Prof. Rituparna Sen–HOD, Ceramic Technology Dept.
- 7)Prof.(Mrs.)Mousumi Moitra–HOD, Information Technology Dept.
- 8)Prof.(Mrs.)Kalpana Saha Roy–HOD, Comp.Sc. & Engg. Dept.
- 9)Prof. Srimanta Kumar Patra–Sr. Faculty, Ceramic Technology Dept.
- 10)Prof.(Mrs.)Paramita Dey–Faculty, Information Technology (Invitee)
- 11)Prof. Bimal Pal–Faculty, Comp.Sc. & Engg. Dept.
- 12)Prof. Pinaki Mukherjee–Associate Prof. Of Electronics.
- 13)Prof. Partha Haldar –Controller of Examinations

The meeting resumed with a discussion on the 5<sup>th</sup> item of the agenda.

### **Item No. 5**

Prof. Paramita Dey brought to the notice of the members that a committee for Centre of Research was constituted by the college by a memo dated 12<sup>th</sup> August, 2022, consisting of eminent Professors of CU, JU and internal members of the faculty with a view to promote research in the institute to the extent of allowing students to make registration as Ph. D scholar under the permission of MAKAUT, following a selection process, maintaining standard guidelines.

A meeting of the said committee was held on 21<sup>st</sup> September, 2022, and it decided to take measures for opening student chapter of IEEE, ICS & ACM, organizing national & international conferences on relevant fields and exploring the possibility of getting the college journal “Scientific Voyage” indexed.

Further to this a joint meeting of MAKAUT-GCECT Centre of research was held on 22.11.2022 in presence of MAKAUT experts namely, Dr. Sibamay Dasgupta and Prof. B.Poira with the objective of developing a collaborative research facility for faculty of GCECT under the supervision of MAKAUT and identifying the areas of research on which it should be focused.

The Principal reported that the proposal and related bunch of papers had been sent to the Vice Chancellor of MAKAUT for his perusal and approval. However, the Vice Chancellor was of the view that before granting such a permission to GCECT some other aspects had to be considered carefully to prevent any possibility of misuse in case other institutes were given same kind of permission in future.

### **Item No. 6**

In the beginning, the Principal clarified that the central government was pushing ahead with the implementation of NEP-20 in all levels of education and since this institute was preparing for a NAAC visit in near future it was imperative to make some move in the direction of implementing some provisions of NEP-20 to improve its score in NAAC assessment. The AICTE also started including certain provisions of NEP-20 in the form for renewal of a course. The principal added that the expert committee constituted by the state government principally agreed to implement two points of NEP-20, so far – 1) Creation of a credit bank (which an incumbent, as a student, earned during his/her tenure, even if he/she failed to complete the full program and will not lapse at any point of time); 2) Single entry and multiple exit system (after entry into a program the incumbent will enjoy the freedom to get exit at different levels with corresponding certification of acquiring certain skills, even without completing the full program).

Prof. M. Mitra suggested that the institute should take initiative to frame curricular guidelines in order to incorporate above provisions, in consultation with MAKAUT keeping in view that provisions of NEP-20 would have to be incorporated in regulations and curriculum, at some point of time in near future.

Prof. U. Kar informed that she was already in the process of preparing regulations and curriculum for some institutes incorporating provisions of NEP-20. She also informed that at least twenty universities had already completed framing regulations and curriculum in which the two aspects as detailed by the principal had been taken care of with due diligence.

Prof. M. Mitra requested the internal members to get in regular touch with Prof. U. Kar to prepare a good draft of regulations and curriculum as discussed here and persuade MAKAUT to give it a final shape at an early date.

#### **Item No. 7**

As of date, there is no provision in the academic regulation to allow other than regular students to take only one or few courses of a program and get duly evaluated for securing score-card on those papers only. However, many students and faculty members often express desires to enroll themselves in that manner as completion certificate of specific courses will enable them to make registration as Ph. D scholar.

The members principally agreed to extend such facility to intending candidates. However, a curriculum for such purpose has to be framed under supervision and permission of MACAUT. The college authority was requested to act accordingly.

#### **Item No. 8**

Since no member raised any point under miscellaneous issues the meeting ended on completion of all agenda items.