

**Minutes of the Meeting of the Board of Governors of RCC Institute of Information Technology
held on 24 September 2022, 11.30 A.M.**

Members present:

Chairman welcomed Board members present and members attending the meeting through virtual mode via Google Meet. Leave of absence was granted to members unable to attend; Dr. Dibyendu Kar, Registrar, WB/EEB, Shri Debasish Datta, Joint Secretary, WBSCE & Retd. WBA&A, Govt. of West Bengal, Mr. Subhodip Ghosh, Director General, The Bengal Chamber of Commerce & Industry & Mr. Somnath Chatterjee, CEO, Webel Technologies Ltd.

	Board of Governors	Designations (BOG)	
1.	Shri Pranabesh Das Ex- Director of Technical Education Govt. of West Bengal	Chairman	Present physically
2.	Shri Jiban Saha Director, Rachana Apparel Pvt. Ltd.	Vice Chairman	Present physically
3.	Prof. (Dr.) Anirban Mukherjee Principal (Officiating) RCC Institute of Information Technology	Member Secretary	Present physically
4.	Prof.(Dr.) – Ing. Omkar Nath Mohanty FNASc; Director, Technology & Academic Initiative, RSB Metaltech, RSB Group	Member	Present online
5.	Prof.(Dr.) Chiranjib Bhattacharjee Pro-VC, Jadavpur University Prof.(Chemical Engg.), Jadavpur University	Member	Present online
6.	Prof. (Dr.) Utpal Garain Professor, CVPR Unit, ISI, Kolkata	Member	Present online
7.	Dr. Indrajit Pan Professor & HOD, IT Dept., RCCIT	Member	Present physically
8.	Mr. Harinandan Tunga Associate Professor, CSE Dept, RCCIT	Member	Present physically

Agenda 4.0: Report on Draft Minutes of the BOG held on 04 October 2021 and confirmation there-of

Quorum was formed with members present in the meeting.

Principal (Officiating) reported that the minutes of the earlier BOG meeting along with ATR in pursuance to resolutions of the last BOG meeting has already been circulated.

Resolution: Minutes and ATR of the BOG Meeting held on 04 October 2021, was approved with the consent of all BOG members.

Agenda 4.1: Report of the Principal:

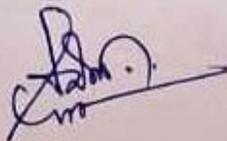
Agenda 4.1.1: Report on present status of appraisal with reference to NAAC, NIRF, ARIIA and NBA; Discussion on future planning

Principal (Officiating) presented brief report of each as follows:

• **NBA:**

	Programs:	Fresh Accreditation/ Renewal of Accreditation:
1.	B.Tech EE	June 2021 to June 2024
2.	B.Tech IT	June 2022 to June 2025
3.	B.Tech CSE	June 2022 to June 2025
4.	B.Tech ECE	June 2022 to June 2025

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The institute is preparing for NBA accreditation for MCA program in AY 2023-24 after compliance of the criteria of 25:1.

- **NAAC:** RCCIIT has received NAAC accreditation w.e.f. September 2022 scoring a Grade B++ with CGPA 3.00 (grade of B+ and score of 2.65 were improved after appeal and Re-DVV process). The accreditation will remain valid for the next 5 years. RCCIIT aims to score Grade A (3.0+ CGPA), this will also enable the institute to apply for Autonomy.
- **ARIIA:** RCCIIT has been recognized in the band "Promising" under Govt./ Govt. Aided Technical Institute category in 2021.
- **IIC:** RCCIIT has been awarded 3 Star rating in 2020-21 as like previous year.
- **NIRF:**

Institute	TLR	RP	GO	OI	PR
VJIT	41.77	24.67	37.58	43.31	3.56
RCCIIT	39.91	6.24	50.06	44.66	0.54

* TLR – Teaching Learning & Resource, RP – Research & Professional Practice, GO – Graduation Outcome, Outreach & inclusivity, PR – Perception

** VJIT is an institute with NIRF ranking 200 in the Engg. Institute category

The institute is lagging in RP and PR while against other parameters the score is good.

The members appreciated the institute's achievement. However, it was advised to compare its standing with a top ranked (NIRF) similar category institute in so that a high target can be set. Further advise was given to work on IPR and patent apart from paper publication and also on industry partnerships and projects to improve NIRF ranking.

Resolution: Board noted the reporting, appreciated the achievements and gave advises for improvement

Agenda 4.1.2: Report on 'CAS' benefit awarded to non-teaching staff, ratification there-of

It was reported that as per Service Rules of RCCIIT, promotion of 25 non-teaching staff were due this year under CAS. A 3-member Committee formed by Chairman, BOG reviewed the performance appraisals of the applicants and interviewed them and finally recommended implementation of CAS for 18 applicants. Further review of performance after 6 months was advised for 6 applicants. One (1) regular Lab Technician and one (1) contractual Lab Technician were recommended by the Committee for upgradation to Technical Assistant in regular and contractual category respectively as they fulfilled certain eligibility criteria (Diploma in Engg.).

Prof. Mohanty advised regular appraisal of all staff and official intimation regarding their deficiencies. Principal (Officiating) acceded and informed that there is an existing institutional format for performance appraisal for assessment period at the time of CAS. The 3-member also recommended implementation of activity register for the staff.

Resolution: Implementation of promotion through CAS of 18 nos. non-teaching staff and upgradation of 1 regular and 1 contractual Lab Technician to Technical Assistant was ratified by the Board. Activity register and regular appraisal and intimation of deficiency of performance should be adopted for all staff.

Agenda 4.1.3: Report on present status of admission in U.G. Engineering Courses as well as Non-AICTE programs

257 admissions in UG courses against 405 approved intake for all 5 UG courses CSE (87/108), IT(81/108), ECE(68/108), EE (11/54) and AEIE (10/27) were reported, mop-up round and JEE Mains counseling remaining pending.

Resolution: Board noted the reporting

Agenda 4.1.4: Report on Financial Status of the Institution



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Report on financial status for FY 2022-23 highlighted the budget of FY 2022-23 where Income: 1917.96 L, Expenditure: 2226.59 L, and the Deficit of 308.63 L was expected to be met up from grant from State Govt. (312.00 L demanded earlier).

It was informed that a sanction towards opening of Head of Account has been accorded by the State Govt. (with due concurrence of Finance) towards disbursement of Maintenance Grant in favour of RCCIIT. A revised demand of Rs.321 L has been placed with quarter wise break-up, of which 1st quarter is likely to be released soon.

Resolution: Board noted the reporting

Agenda 4.1.5: Status Report on Court Matters

The active cases pending at High Court was reported as follows:

CASE No.	Brief	Status	Remarks
WPA13786 of 2021(DrGoutam Pal vs State of West Bengal)- CAN1 and CAN2	Challenging the Enquiry Proceedings DrGoutam Pal, a suspended employee of RCCIIT	<ul style="list-style-type: none"> The division bench ordered to take leave from single bench to implement BOG decision Affidavit submitted, Appeal to be made to allow to implement BOG decision 	<ul style="list-style-type: none"> Based on the Enquiry Report and decision of the BOG, Chairman, BOG issued show cause notice to Dr. Pal on 30.07.22 Dr. Pal replied to the notice on 3.08.22 Because of unsatisfactory reply decision was taken to terminate Dr. Pal with consent of BOG members That the Disciplinary Proceedings was completed against Dr. Pal by 04.08.22 was communicated to him on 04.08.22
5633 (W) of 2020 Arup Kr. Bhaumik Vs State of West Bengal & Ors	Challenging the release from service of Principal after completion of probationary period	<ul style="list-style-type: none"> Exchange of affidavits already done. CASE may be heard any day 	Active
WP No 547 (W) of 2020 RCCIIT Staff Association & Anrs Vs The State of West Bengal & Ors WPA4925 of 2021(Raja Sarkar vs State of West Bengal)	<ul style="list-style-type: none"> Challenging inclusion of Deputy Registrar in The BoM Challenging the appointment of Registrar 	Both CASES may be heard jointly any day	Active
WP No. 16596W) of 2018 Sukla Banerjee Vs State of West Bengal & Ors	Challenging the order of her transfer from CSE Dept To CA Dept. and removal as Head of the CSE Dept. She has also challenged her suspension order.	Became infructuous	CASE withdrawal process initiated

Resolution: Board noted the reporting.

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Agenda 4.2: Approval/ Ratification of the appointment of Deputy Registrar, RCCIIT

Principal (Officiating) reported that Mr. Pradip Kumar Das has been serving in the capacity of Office Superintendent for last 7 years, with total experience of 22 years at RCCIIT. The post of Deputy Registrar being vacant at the time, (on appointment of the former Dy. Registrar in Registrar post in 2021 through proper selection process) Mr. Das was assigned the role of Dy. Registrar (Officiating) in Aug 2021 without any financial credit.

In view of a proposal to regularize appointment in the post of Dy. Registrar a 3-member Committee was formed by Chairman, BOG for reviewing the options. The Committee after careful review of the structure of non-teaching staff of RCCIIT made a general recommendation to declare the posts of Senior Assistant, Office Superintendent and Deputy Registrar as promotional posts so that the staff working as Junior Assistants, Senior Assistants and Office Superintendent could be promoted to the promotional posts respectively subject to vacancy and fulfillment of other criteria by the incumbents.

The Committee also made a specific recommendation in favour of promotion of Mr. Pradip Kr. Das to the post of Dy. Registrar at pay level 16 with one additional promotional increment, with effect from August 2021.

As there is an active legal case challenging the position of Registrar (who was earlier in the post of Dy. Registrar) Members expressed some concern over recommended promotion of Mr. Das. Chairman, BOG suggested that legal advice may be sought from institute's advocate before implementing the said recommendation.

Resolution: The posts of Senior Assistant, Office Superintendent and Deputy Registrar will be declared as promotional posts. Promotional appointment of Mr. Pradip Kr. Das in the post of Deputy Registrar may be implemented, subject to legal opinion.

Agenda 4.3 Proposal for Implementation of CAS for faculty, Approval of recommendation of Screening cum Evaluation/ Selection Committee regarding faculty members eligible for CAS

Principal (Officiating) reported that 26 regular faculty members along with Librarian (1) had applied for promotion under CAS. Three separate Screening cum Evaluation Committee (for engg. faculty, applied science faculty and Librarian) formed as per AICTE/UG norms with approved panel of experts, has recommended 14 promotions under CAS for faculty members and 1 for Librarian on the basis of PBAS (as per old AICTE rule), performance appraisals received through AICTE 360 degree Feedback System (as per new AICTE rule) and interview. The Committee for applied science faculty also recommended a special case of regularization of one (1) contractual Associate Professor in Chemistry (serving since July 2014 and qualifying UGC norms).

Principal (Officiating) informed that the approved budget of FY 2022-23 doesn't permit the additional financial liability if CAS benefit is awarded to all recommended candidates and suggested the Board whether CAS can be awarded cadre-wise phase-wise. Members deliberated that CAS should be implemented for faculty members apropos to the recommendations of the Screening cum Evaluation Committee. However, Chairman, BOG pointed out certain issues (grievances of few of those who were not recommended for CAS) that have cropped up and needs to be addressed before the CAS is implemented. Also necessary document verification is pending for the recommended candidates. He mentioned that he shall meet the faculty members in this regard.

The Board did not approve the regularization of one (1) contractual Associate Professor based on the recommendation of the Screening cum Evaluation Committee and advised to follow standard process of application/interview against open advertisement in future. However, the concerned faculty may be offered consolidated pay at par with the entry level pay of Assistant Professor.

Resolution: Only 14 regular faculty members and 1 Librarian shall be awarded CAS apropos to the recommendation of the Screening cum Evaluation Committee subject to necessary document verification and redressal of issues by Chairman, BOG. In general CAS recommendation for faculty members is subject to fulfillment of relevant eligibility criteria (as per AICTE) only.

Agenda 4.4: Proposal for Implementation of 'SACT' order of the State Govt. for eligible contractual faculty towards compliance with NBA norms

Principal (Officiating) mentioned that faculty student ratios an important criteria as per AICTE approval process as well as for NBA and NAAC accreditation criteria.



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It was reported that currently 21 Contractual Asst. Professors with consolidated remuneration @ Rs. 25000/- pm, 7 of them having PhD, are serving the Institute. It has become a challenge to retain efficient and qualified contractual faculty members, especially PhD holders - couple of them have resigned due to less remunerative service contracts and lack of service regularization policy. NBA team has also suggested pay of contractual faculty as per or at par with the scale of regular faculty or as per relevant Govt. Order.

In this regard, Principal (Officiating) mentioned that the State Govt. GO for State-Aided College Teacher (SACT) has been declared for Technical Colleges by the State Govt. vide Memorandum No. 2081/Edn(CS)/10M-83/2019 dated 23/12/2019. A proposal of consolidated remuneration @ Rs.31000/- pm for 21 existing contractual faculty members (with less than 10 years' experience) with an annual increment of 3% and other terms of service as per 'Category-I' of the SACT GO was placed - additional increment for 7 PhD holders was proposed.

Members consented on the implementation of the SACT Order.

It was further proposed and accepted that 7 contractual faculty who are PhD holders may be offered additional increment or a consolidated pay of Rs. 57,700/- following basic pay of entry level Assistant Professor, after due performance appraisal.

Resolution: All contractual faculty members should be brought under 'Category-I' of the SACT GO. Those having PhD shall be offered additional increment or a consolidated pay of Rs.57,700/- pm (basic of entry level pay of Asst. Professor) after due performance appraisal provided they opt not to be under SACT.

Agenda 4.5: Discussion on scope for regularization of few existing contractual faculty and appointment of two existing Technical Assistants in Faculty cadre

Principal (Officiating) reported that two (2) existing on scale Technical Assistants (TA) namely Sri Srikanta Acharya (M.Tech, ECE, pursuing PhD) and Sri Bishal Ghosh (M.Tech, CSE), got selected in the post of Asst. Professor in ECE and CSE respectively in May 2022 against open advertisement and interview. Aforesaid candidates were offered contractual appointments at consolidated pay of Rs. 25000/- pm but they could not join as both are serving in regular posts of TA with gross salaries Rs. 62,715/- and Rs. 49,145/-. Considering their appeal it was proposed to appoint them in regular posts of Asst. Professor. The proposal was supported by the fact that it is beneficial for the institute financially (lesser additional pay liability compared to fresh recruitment of two contractual Asst. Professor) as well as from the point of view of compliance to FSR norms (there is shortfall in regular faculty whereas no binding criteria for TA).

The Members accepted the proposal keeping in mind that the advertisement for faculty did not restrict the mode of appointment - regular or contractual.

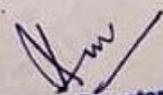
It was further proposed to the Board to frame a policy for upgradation of the regular TAs to faculty cadre (entry level Asst. Professor) upon fulfilling relevant AICTE criteria. It was advised by the Board that such upgradation is only possible if eligible TAs are selected through standard selection process (screening & interview) with respect to open advertisement. Similar will be the process for regularization of contractual faculty, subject to vacancy.

Resolution: Technical Assistants and contractual faculty who would qualify the selection process against open advertisement for the post of Assistant Professors shall be offered regular appointments (on scale) in the posts of Assistant Professors.

Sri Srikanta Acharya and Sri Bishal Ghosh will be offered regular appointments (on scale) in the posts of Assistant Professors in ECE and CSE respectively.

Agenda 4.6: Exploration of the scope for enhancement in intake in B.Tech. CSE / IT and/or Introduction of new B.Tech. course in allied areas of CS and Closure of B.Tech. AEIE courses

Considering poor admission trend in AEIE and huge demand for CSE and IT consistently over last few years it was proposed that the institute may go for closure of B.Tech AEIE course and at the same time apply for additional intake by 60 each in B.Tech CSE & IT courses as well as for introduction of one emerging area course namely B.Tech in CSBS (introduced by TCS) with 60 intake from next AY.


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REMITTED

REMITTED TO BOARD

REMITTED TO STUDENT

Upon query of the Members about the fate of the AEIE faculty after closure of the course it was explained that there is provision in AICTE to transfer a faculty to some Dept. If the BOG deems him fit for that Dept. Moreover, it was informed that already 3 faculty of AEIE has been transferred to ECE Dept. with due approval of BOG. Board acceded to the proposals.

Resolution: Institute shall be proceeding for AICTE approval for additional intake of 60 in each of the UG courses of CSE and IT and intake of 60 in new UG course CSBS; and appeal for closure for AEIE course from AY 2023-2024.

Agenda 4.7: Miscellaneous

Chairman, BOG addressed the Board and appreciated Prof. (Dr.) Anirban Mukherjee, Principal (Officiating) with praise and admiration for his hard work, leadership and achievements since June 2020. Board appreciated Chairman for his note as good gesture – Prof. Mukherjee expressed thanks to the honorable members of BOG specially Prof. Mohanty for his valuable advices, Prof. Chakraborty for his continuous support to the institute, the Chairman, BOG for his support and guidance, Dr. Indrajit Pan, Coordinator IQAC for his contribution for NAAC accreditation, Mr. HarinandanTunga, Convener, NBA Compliance Committee for his contribution for NBA accreditations, and everyone contributing in achieving the milestones by the institute. Chairman presented Prof. Mukherjee with a certificate of Chairman's Excellence Award.

There being no other matter to be discussed, the meeting ended with vote of thanks to the Chair.



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