



SurTech

Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex

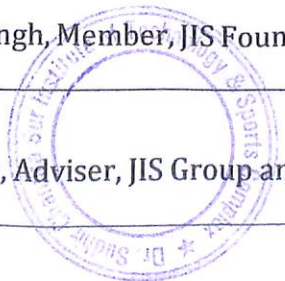
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Website: www.surtech.edu.in; Email-info@dsec.ac.in

Attendance of members for the 21st BoG meeting held on 7th January, 2023

Members of Board of Governors			
Serial No.	Name	Designation	Signature
1.	Prof. (Dr.) G.L. Datta, Former Dean, IIT Kharagpur	Chairman	
2.	Prof. Partha Ghosh, State Govt. Nominee, Govt. College of Engineering & Ceramic Technology	Member	
3.	The Regional Director, AICTE, Eastern Regional Office	Member	Absent
4.	Prof. Narayan Banerjee, MAKAUT Nominee, MAKAUT, West Bengal	Member	N.B.
5.	Mr. Taranjit Singh, Trustee Member, JIS Foundation	Member	
6.	Mr. Haranjit Singh, Trustee Member, JIS Foundation	Member	
7.	Mr. Amrik Singh, Trustee Member, JIS Foundation	Member	
8.	Mr. Simarpreet Singh, Member, JIS Foundation	Member	
9.	Mr. Amanjot Singh, Member, JIS Foundation	Member	
10.	Mr. Harjot Singh, Member, JIS Foundation	Member	Absent
11.	Dr. Asit Guha, Adviser, JIS Group and Educationist	Member	



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12.	Mr. U. S. Mukherjee, Deputy Director, JIS Group	Member	<i>U. S. Mukherjee</i>
13.	Mr. Amit Srivastava, Managing Director, Hash Technology	Industrial Representative	<i>A. Srivastava</i>
14.	Dr. Biswabandhu Chatterjee, Department of Civil Engineering, Convener, R&D	Faculty Member	<i>BB</i>
15.	Dr. Shefalika Ghosh Samaddar, Professor, Department of CSE	Faculty Member	<i>Samaddar</i>
16.	Ms. Amrita Chadha, Department of Administration	Member	<i>A Chadha</i>
17.	Prof. (Dr.) Saradindu Panda, Principal	Member Secretary	<i>Panda</i>



Panda

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Minutes of the meeting of 21st BoG meeting held on Saturday, 7th January, 2023

The 21st meeting of the Board of Governors (BoG) of Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex (DSCSITSC), Dum Dum, Kolkata was held on Saturday, 7th January, 2023 from 3.00 PM onwards in the Regency Hall at Hotel Hindustan International, Kolkata-700020.

Members Present		
Serial No.	Name	Designation
1	Prof. (Dr.) G.L Datta , Former Dean, IIT Kharagpur	Chairman
2	Prof. Partha Ghosh , State Govt. Nominee, Govt. College of Engineering & Ceramic Technology	Member
3	Prof. Narayan Banerjee , MAKAUT Nominee, MAKAUT, West Bengal	Member
4	Mr. Taranjit Singh , Trustee Member, JIS Foundation	Member
5	Mr. Haranjit Singh , Trustee Member, JIS Foundation	Member
6	Mr. Amrik Singh , Trustee Member, JIS Foundation	Member
7	Mr. U. S. Mukherjee , Deputy Director, JIS Group	Member
8	Mr. Amit Srivastava , Managing Director, Hash Technology	Industrial Representative
9	Mr. Amanjot Singh , Member, JIS Foundation	Member
10	Dr. Asit Guha , Adviser, JIS Group and Educationist	Member
11	Mr. Simarpreet Singh , Member, JIS Foundation	Member
12	Dr. Biswabandhu Chatterjee , Assistant Professor and R&D Convener, DSCSITSC	Faculty Member
13	Dr. Shefalika Ghosh Samaddar , Professor Dept. of CSE, DSCSITSC	Faculty Member



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14	Ms. Amrita Chadha , Department of Administration, DSCSITSC	Administrative Representative
15	Dr. Saradindu Panda , Principal, DSCSITSC	Member Secretary

Leave of absence was granted to the BoG members by the Hon'ble Chairman of BoG, who could not attend the meeting owing to their preoccupied schedule/medical reason/unavoidable circumstances.

Members Absent		
Serial No.	Name	Designation
1	The Regional Director , AICTE, Eastern Regional Office	Member
2	Mr. Harjot Singh , Member, JIS Foundation	Member

Introduction

The Chairman confirmed the quorum of the meeting and called the meeting to order. He welcomed all the members of the Board and thanked them for sparing their valuable time to attend the BoG meeting. Since notice of the meeting had already been served in advance, Prof. (Dr.) Saradindu Panda, Member Secretary requested permission to start the business of the meeting. With the permission of the Chair, Dr. Saradindu Panda, Member Secretary started the presentation and brought out the agenda of the meeting.

Agenda 1	Confirmation of Minutes of 20th BoG meeting held on 22nd July 2022
Resolution 1	The members of the BoG committee confirmed that the minutes of the BoG meeting held on 22 nd July 2022 has been resolved.
Agenda 2	Action Taken Report (ATR) on the points raised during 20th BoG meeting held on 22nd July, 2022.
Resolution 2	The following actions were taken corresponding to the 20 th BoG meeting: <ul style="list-style-type: none"> Each Departmental SWOT has been done.



Saradindu Panda
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	<ul style="list-style-type: none"> • The Student Welfare Committee has conducted different activities for the betterment of the students. • Faculty and student members have participated in the MOOC Courses especially Coursera and NPTEL in a large number. • Curriculum gaps have been identified and Beyond Curriculum Courses have been planned.
Agenda 3	To Report on Anti Ragging Measures & Cases Registered.
Resolution 3	<p>The Member Secretary highlighted the following points regarding the measures taken to curb ragging in the Institute:</p> <ul style="list-style-type: none"> • Online undertaking from students is being taken after registration • The students' handbook of the college carries anti-ragging messages. • Several meetings with anti-ragging squad and committee have been organized to plan and act for counter ragging measures • CCTV monitoring is operative and well in place. • The Member-Secretary informed the Board that there has been no incident of ragging in the college campus. <p>All Members of BoG appreciated the efforts taken by the institution to curb ragging.</p>
Agenda 4	Discussion on Finance and Accounts related matters.
Resolution 4	<p>The Member Secretary proposed the following to the BoG members:</p> <ul style="list-style-type: none"> • Submission of Audited Statement along with Balance Sheet for 2022-23. • Proposed Budget for F.Y. 2023-24. <p>The BoG approved the Budget along with the Financial Audited Statement.</p>
Agenda 5	Report on Training & Placement.
Resolution 5	<p>Member Secretary shared the details regarding the initiatives taken to enhance the quantity and quality of the Training Placement Activities to the committee members. These are as follows:</p> <ul style="list-style-type: none"> • Imparting Beyond Syllabus knowledge • Participation in Seminars & Workshops • Career Counseling • Mentoring



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	The Chairman appreciated the efforts made by the institute and also requested the Member Secretary to present the records separately about the placement status of on-campus drive and off-campus drive.
Agenda 6	Report of surveillance prevention safety & check adoption compliance
Resolution 6	<p>Member Secretary pointed out the following details to BoG regarding the prevention safety measures:</p> <ul style="list-style-type: none"> • Testing of potable water has been completed • Iron Guard introduced in water supply line <p>BoG Members noted the status and appreciated the efforts.</p>
Agenda 7	To approve sanctioned post of faculties as per the requirement for Academic Year 2023-24
Resolution 7	<p>The principal informed the board about the department wise faculty requirement as per the student-faculty ratio prescribed by AICTE for the coming Academic Year 2023-24.</p> <p>The board approved the total post of 123 faculties as per the requirement stated in the Institutional Academic Council for the AY 23-24. The department-wise break-up is presented in Annexure I. Further, the Board authorized the Principal to maintain the faculty count as per the sanctioned post in consultation with the BoG.</p>
Agenda 8	To approve the no. of reserved seats to be admitted through WBJEE for the Academic Year 2023-24
Resolution 8	<p>As per the notification published by the West Bengal Joint Entrance Examination Board, the private and self-financed institutions can decide the number of reserved seats as per their provision Following the Section 5.1 of the WBJEE Bulletin, released on 9th December, 2022, the Member Secretary presented the details of Department specific details of the reserved seats (not exceeding 10% of the total sanctioned intake) for the candidate to be admitted through West Bengal Joint Entrance Examinations and there after, the Board of Governors approved the decision. The department-wise and category-wise details of seats reserved are provided on Annexure-II.</p>
Agenda 9	To present the Principal's Report.



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Resolution 9	<p>The Principal presented the detailed report on the below mentioned points:</p> <ul style="list-style-type: none">• Facilities Improvement• Library Book Purchase• Installation of Hydel Turbine• Installation of Solar Pump• Upkeep & Maintenance of Furniture• Installation of Iron Guard• Repair of elevator• Improvement of Food Quality• Conclusion of AMC• Automation of Student Attendance System• Availability of Sports Complex <p>BoG Members appreciated the efforts put in by everyone for the growth of the institution.</p>
Agenda 10	Any other matters with the permission of Chairman
Resolution 10	There were no such matters to discuss.



Prof. (Dr.) Saradindu Panda
Member Secretary

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Annexure – I

Department wise details of sanctioned faculties

Academic Year: 2023-24

Serial No.	Department	No. of faculties sanctioned
1.	Automobile Engineering	10
2.	Civil Engineering	11
3.	Computer Science and Engineering	23
4.	Electrical Engineering	10
5.	Electronics and Communication Engineering	16
6.	Mechanical Engineering	09
7.	Robotics Engineering	04
8.	Computer Science and Engineering (AI-ML)	06
9.	Basic Science and Humanities	34
Total		123



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Annexure – II

Department wise and Category wise details of reserved seats to be admitted from West Bengal Joint Entrance Examination

Academic Year: 2023-24

Serial No.	Name of the Department	Details of Reserved Seats			Total
		SC	ST	OBC - A	
1.	Department of CSE (B. Tech)	8	2	4	14
2.	Department of CSE-AI/ML (B. Tech)	3	1	2	6
3.	Department of ECE (B. Tech)	3	1	2	6
4.	Department of ME (B. Tech)	2	0	1	3
5.	Department of CE (B. Tech)	3	1	2	6
6.	Department of EE (B. Tech)	2	0	1	3
7.	Department of AUE (B. Tech)	3	1	2	6
Total		24	6	14	44

Apart from the department wise reserved category seat break-up, the selected and relevant pages of the WBJEE Bulletin is attached herewith for the detailed description of the Reservation Policies adopted by the WBJEE authorities for private or self-financing institutions.



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INFORMATION BULLETIN

West Bengal Joint Entrance Examination-2023 (WBJEE-2023)

Common Entrance Test for UG Courses in Engineering/Technology, Pharmacy
and Architecture

Date of Examination

30.04.2023 (Sunday)

(Tentative and may be changed in extraordinary circumstances)



West Bengal Joint Entrance Examinations Board

DB-118, Sector-I, Salt Lake City

Kolkata 700064

Toll free No.- 1800-1023-781

1800-123-4782 (Extn. No.- 2)

Release date: 09th December 2022



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**Candidates must go through the Information
Bulletin carefully before applying for the
examination**



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IMPORTANT INSTRUCTIONS TO CANDIDATES WHILE REGISTERING FOR WBJEE-2023	
<p>Once an application is received, it will be construed that the candidate agrees to all terms and conditions, rules and regulations stipulated in the Information Bulletin and in the relevant notice(s) published by the Board for the said purpose.</p> <p>Any application not in compliance with the conditions specified in the Information Bulletin is liable to be rejected</p>	
1.	Application for the examination must be done online only. No printed application form is available
2.	Ensure filling genuine application form available online only at www.wbjeeb.nic.in
3.	Do not attempt to make any duplicate application
4.	<p>It is essential to have a valid mobile number and a unique valid email ID.</p> <p>All future communications by the Board will be sent to the registered mobile number and email ID. WBJEEB will not be held responsible for non-receipt of any communication due to wrong/non-existing/non-functional/changed mobile number/ email ID or due to network interruption.</p>
5.	<p>Once the registration details i.e., name, father's name, mother's name, gender, domicile and date of birth are entered and submitted, this information cannot be changed/modified/edited under any circumstances.</p> <p>Also, the information must match exactly with the school/college admit cards, marksheets, certificates, photo identity cards, caste/category/income certificates etc. (as applicable) which a candidate has to produce at the time of entering the examination hall, during counselling/admission and registration with the University.</p>
6.	Do not share your application number, password, security question/answer with anyone. The Board will not be held responsible if any candidate commits the mistake which may result in negative consequences.
7.	Upload scanned copy of photograph and signature as per the instructions provided in the Information Bulletin. If any candidate receives any SMS/email regarding discrepancy in photograph/ signature, he/she must take corrective action immediately within one day . Admit cards will not be issued if these images are illegible and thus not acceptable.
8.	If any information other than name, father's name, mother's name, gender, domicile and date of birth given in the application needs to be corrected, the rectification may be done by the candidate only within the notified ' Correction Period '. The Board will not make or allow any correction thereafter.
9.	<p>The Examination Fees can be paid by Net Banking/ Debit Card/ Credit Card/ UPI only.</p> <p>Application fee for WBJEE-2023 is Rs 500 (Rupees five hundred only) for General candidates and Rs 400 (Rupees four hundred only) for SC/ST/OBC-A/OBC-B candidates, plus the Bank's service charges if applicable.</p> <p>SC/ST/OBC-A/OBC-B candidates availing of the concession will have to upload/submit respective certificates in given formats at the time of counselling, failing which his/her candidature will be cancelled.</p> <p>The fee once paid is not refundable under any circumstance.</p> <p>Do not wait for the last day to pay registration fees to avoid payment failure by Bank</p>



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	or EPG.
10.	Keep copies of Confirmation page and the Admit card in safe custody.
11.	Candidates are requested to go through the Board's website (www.wbjeeb.nic.in/wbjeeb.in) regularly to update themselves for the latest information.
12.	<ul style="list-style-type: none"> • Appearing for the examination and even obtaining a rank do not guarantee admission. • Applicable rules at the time of counselling will determine allotment and admission criteria. • Candidates must make themselves aware of the latest rules and criteria for admission into different University/Institution and other specific criteria issued by the Government/Regulatory bodies from time to time. • Board will not be responsible by any way, if any candidate fails to aware himself/herself regularly on any updated information.
13.	<p>For any query regarding the examination, contact:</p> <p style="text-align: center;">The Controller of Examinations West Bengal Joint Entrance Examinations Board DB-118, Sector -I, Salt Lake City, Kolkata-700064</p> <p style="text-align: center;">Examination Helpdesk: -1800-1023-781 1800-123-4782 (Ext. No.-2) Email: info@wbjeeb.in</p>



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