



MINUTES OF THE 15th BOARD OF MANAGEMENT MEETING

DATE: 14.11. 2015

TIME: 11 a.m.

VENUE: Conference Hall, HIET

The following were present :

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| 1. | Dr. (Mrs). Elizabeth Verghese, Chancellor | Chairperson |
| 2. | Dr. Anand Jacob Verghese, Vice President of Holding Society, HITS | Member |
| 3. | Dr. S. Ramachandran, Vice-Chancellor, HITS | Member |
| 4. | Dr. Xavier Alphonse, Educationist & Former Member - UGC | Member |
| 5. | Mr. Ashok Verghese, Director, HITS | Member |
| 6. | Dr. N. Vasudevan , Dean (Academics), HITS | Member |
| 7. | Dr. D.G. Roy Chowdhury, Dean (PG Studies), HITS | Member |
| 8. | Dr. R. Devanathan, Professor (Emeritus), HITS | Member |
| 9. | Dr. Annie Jacob, Director, KCG College of Technology,
Karapakkam. | Member |
| 10. | Dr. Susan Marthandan, Director, HCAS, Padur | Member |
| 11.. | Dr. Geetha Swaminathan, Former Vice Principal & IQAC
Coordinator, Stella Maris College | Special Invitee |
| 12. | Dr. Jai Ganesh, Senior Deputy Director, JK Tyres Limited - Alumnus | Special Invitee |
| 13. | Prof. T.R Jagadeesan, Former Director, College of Engineering,
Anna University, Guindy. | Special Invitee |
| 14 | Dr. V.J. Philip, Deputy Director (Academics), HCAS | Special Invitee |
| 15. | Dr. Pon. Ramalingam, Registrar, HITS | Non-Member
Secretary |

Dr. Aby Sam, Director, Hon'ble. P. J. Kurien had expressed his inability to attend the meeting:

1. Opening remarks by the Chancellor.

The Chancellor accorded a warm welcome to the members of the Board of Management. The last meeting conducted on 3rd October 2015 approved the award of Doctor of Science (Honoris Causa) to three eminent personalities and degrees to Ph.D, M.Phil, P.G and U.G candidates. The Chancellor pointed out that the University has completed 7 years and 5 batches have already been passed out. Hence, it was decided in the previous meeting, that the Vice-Chancellor would make a presentation to the members highlighting the progress made in academic and research activities. As NAAC peer team is expected to visit for reassessment in February 2016, the University needs to make required preparations accordingly. The University had a marginal shortfall of 0.18 points to achieve 'A'-grade in the last assessment. She stressed for improvement in all academic activities as per the benchmark report submitted to the NAAC. The Management is looking for excellent grading in the NAAC reassessment. CBCS has been implemented in the University from the academic year 2015-16. She insisted to conduct at least two academic audit with the help of IQAC external members before the NAAC visit. The Chancellor said that the list of deficiencies pointed out by the NAAC Committees are to be addressed immediately. She also informed the School of Aeronautical Sciences has secured NBA Accreditation under Tier I for the B.Tech-Aeronautical Engineering programme for two years.

2. Address by the Vice-Chancellor.

The Vice-Chancellor accorded a warm welcome to the members of the Board of Management. He said that he has completed two years & three months in HITS and his presentation will focus on the academic and research activities of the University. He requested the members to offer their suggestions and opinions that will help the University to take it to a greater level".

3. Confirmation of minutes of the 14th Board of Management Meeting held on 03.10.2015.

The Minutes of the 14th Board of Management Meeting held on 03.10.2015 was confirmed.

4. Action Taken Report on the 14th Board of Management Meeting held on 03.10.2015.

Action Taken report on the Minutes of the 14th Board of Management held on 03.10.2015 was confirmed.

5. Items for approval

- Students Intake for UG / PG courses for 2016 - 2017.
- The committee meeting comprising of the following members was held on 7th October 2015 to decide the intake for U.G/P.G courses for the academic year 2016-17:
 1. Dr. S. Ramachandran, Vice-Chancellor
 2. Dr.Aby Sam, Director
 3. Dr. Pon. Ramalingam, Registrar
 4. Dr. N. Vasudevan, Dean (Academics)
 5. Mr. K. Salim Mahmood, Deputy Director (Admissions)

The committee considered the infrastructure, library facilities and availability of faculty in the University. Also having analyzed the changing demand for Engineering and Technology courses in the market, the committee suggested the following intake for the UG / PG programmes to be approved by Board of Management for the academic year 2016 - 2017.

U.G. Programmes :

DEPT.	Programme	2016-17
		Sanctioned Intake
AERO	B.Tech (AERO)	210
	B.Tech (AS)	90
MECH	B.Tech (MECH)	150
	B.Tech (MECHATONICS)	45
AUTO	B.Tech (AUTO)	90

DEPT.	Programme	2016-17
		Sanctioned Intake
CHEMICAL	B.Tech (CHEMICAL)	30
	B.Tech (BIOTECH)	15
CIVIL	B.TECH(CIVIL)	60
CSE	B.TECH(CSE)	210
IT	B.TECH(IT)	60
EEE	B.TECH(EEE)	60
ECE	B.TECH(ECE)	180
EIE	B.TECH(EIE)	15
FDA	B.Sc (VC)	10
	B.Sc (FD)	30
ARCH	B.ARCH	120
CA	BCA	60
SOM	B.B.A	90
	B.COM	60
Total		1585

P.G. Programmes :

DEPT.	Programme	2016-2017
		Sanctioned Intake
AERO	M.Tech (AERO)	30
MECH	M.Tech (MECH)	10
AUTO	M.Tech (AUTO)	15

DEPT.	Programme	2016-2017
		Sanctioned Intake
CIVIL	M.Tech (CIVIL)	15
CSE	M.Tech (CSE)	5
IT	M.Tech (IT)	5
EEE	M.TECH (EEE)	5
ECE	M.Tech (ECE)	5
EIE	M.Tech (EIE)	5
SOM	MBA	90
ARCH	M.ARCH(GENERAL)	20
	M.ARCH(HOUSING)	20
	M.PLAN	10
CA	MCA	40
S&H	M.A (ENGLISH)	5
Total		280

Approved.

6. Dr. S. Ramachandran, Vice-Chancellor presented on the progress of the University in the last two years to the members. He highlighted the following aspects:

- (a) Students Intake and Progression.
- (b) Enhancing Resource Generation.
- (c) Summary of Income & Expenditure
- (d) Concentrating the Talents through Capacity Building
- (e) MOU with Foreign Univesities.
- (f) International Agreements to strengthen research, education and training.
- (g) International Collaborations.
- (h) Industry Collaborations.

- (i) Concentrating the Talents through Collaborations.
- (j) Promoting Participatory Governance
- (k) Increasing Outputs.
- (l) Research Publications.
- (m) Citation Index
- (n) Research Sponsored and In House Projects
- (o) Academic Achievements.
- (p) Faculty Awards.
- (q) Students Academic and Sports Achievements.
- (r) Centres of Excellence.
- (s) Events Organized.
- (t) Seminars/Conferences/Workshops attended by faculty members.
- (u) Centre for Innovation and Entrepreneurship.
- (v) Academic Innovations.
- (w) Research Promotion Activity.
- (x) Students Placement.
- (y) MOUs for Training and Consultancy.
- (z) General & Specific Targets.
- (aa) Future Plans.

Discussion:

- (a) Dr. Xavier Alphonse suggested to have collaborations with foreign institutions under students exchange program to enable them to accept the credits of Hindustan University. The Vice Chancellor informed that the international credit transfer is already under process and will be implemented in future.
 - (i) The University has to increase the number of faculty members pursuing Ph.D. with other institutions as it is one of the important observations of the NAAC committee.
 - (ii) The Institution has to focus on startups and apply for TCS and Infosys accreditation process.
- (b) The clarifications sought by Dr. Xavier Alphonse and the response given by the Vice-Chancellor are given below:

Sl.No.	Clarification	VC's response
1.	What is the mechanism used to assess the quality of the staff?	The quality of staff is being effectively assessed by way of students feedback and appraisal. The students feedback is effectively carried out under the supervision of a senior staff. The appraisal forms for Prof., Assoc. Prof., and Asst. Professor level have been prepared in such a way to cover all the 360° aspects. The staff are assessed from HOD to the Vice Chancellor. The Marks awarded are made transparent to them. If any staff is not satisfied with the score obtained, they can report the same to the grievance redressal committee for review.
2.	What is the level of satisfaction of the staff in working with this institution and is there any grievance redressal cell for the staff members?	Staff satisfaction fully depends on the individual's perception. Atleast 50% of the staff members are satisfied with the Institution. Greivance redressal cell for staff is in place.
3.	Is there any mechanism on verifying the details given in the presentation? Whether the facts and figures are checked from the grassroot level?	The data for the presentation have been taken from the report submitted to NAAC. The NAAC report has been prepared based on the data provided by the departments. The Internal Audit committee verify the data given by the departments during its regular inspection. The quality of the research is assessed by an external agency nominated by the Management.

- (b) Hindustan University should provide Professional Engineers who can cater to the needs of industry. Teachers have to contribute more effectively by way of quality improvement and quality empowerment. Faculty members should be given training by experts from industries, so that they can address issues related to

quality. Instead of working on the aftermath of audit objections, midway corrections are to be done by involving the teachers to a large extent. Empowerment will give quality in teaching learning process and pedagogy.

He also suggested to introduce software that produces instant online evaluation immediately after every class. This will show how the teacher prepared, handled the class and delivered lessons to the students. This will help the teachers to improve the teaching preparations and deliverance. He also suggested to increase the standard at the admission level itself.

7. Table Agenda

Sl.No.	Items	Decision Taken
i)	<p>The University proposes to start a Law School in future considering the growing demand for competent lawyers and legal professionals in the country. The Law School will initially offer a 5 year Integrated B.B.A., LL.B. (Honours) & B.A., LL.B. (Honours) programmes in emerging areas. The University requires the approval of the Bar Council of India to establish the Law School as a constituent unit of the Hindustan Institute of Technology and Science.</p> <p>The BOM is requested to authorise the Vice Chancellor to initiate required steps to obtain the approval of the Bar Council of India to start the Law School</p>	Approved

8. Any other item with the Permission of the Chair.

- (a) Dr. Xavier Alphonse suggested to ensure coordination with HCAS while introducing new Arts and Sciences programmes at HITS.
- (b) The Chancellor informed that every faculty member should know their accomplishments. The soft copy of the NAAC documents should be sent to the departments. The HODs have to make presentation to the faculty members in order to create awareness on documents related to NAAC Accreditation.

- (c) The Vice Chancellor said that apart from NAAC Accreditation, it is proposed to apply for NBA Accreditation for some more programmes and also IET Accreditation.
- (d) The Vice Chancellor informed that several workshops are being conducted for OBE and CBCS to create awareness among faculty members so that they will be able to details the students about OBE and CBCS. Test for faculty members will also be conducted on OBE and CBCS.
- (e) Dr. Xavier Alphonse informed that the Central Government is formulating a New Educational Policy and the committee constituted for this purpose will submit its report by 31st December 2015 to the Centre Govt. There are many points and ambiguity in the report that may affect the status of deemed universities. Hindustan University can post its comments through MHRD portal before 30th November 2015. He requested the Vice Chancellor to disseminate this information to all faculty members for giving their comments through MHRD portal.

9. The meeting concluded with Vote of thanks to the Chair.

REGISTRAR

Copy to : All members

