Ref. No.: Dir-/BBDITM/2023-24/BOG-025 **Date: 15th September 2023**

Minutes of the Meeting

The twenty-fifth BOG meeting of the Board of Governors of Babu Banarasi Das Institute of Technology and Management, Lucknow was held on 15th September 2023 at 3:00 PM in the Institute Committee Meeting Room.

Sl. No.	Name of the person	Designation	Post-holding in the Governing Council
1.	Mrs. Alka Das	Chairperson	Chairperson, BBD Educational Group
2.	Ms Sonakshi Das	Vice-President, BBD Group	Vice-President, BBD Educational Group
3.	Mr. R.K. Agarwal	Chief Executive Director, BBD Educational Group	Member nominated by BBD Educational Group
4.	Dr.Sudharma Singh	Educationist	Member nominated by BBD Educational Group
5.	Mr. VirajSagar Das	Expert Member (Industry)	Member nominated by BBD Educational Group
6.	Mr. Amit Srivastava	Expert Member (Industry)	Member
7.	Dr. V.K. Singh	Expert Member (Academics), Director, BBDNIIT	Member
8.	Dr.ShailendraTahilyani	Professor, BBDITM	Member
9.	Mr. Achman Mishra	Assistant Professor, BBDITM	Member
10.	Dr.Shailendra Singh Chauhan	Director, BBDITM	Convener

The above members were present in the meeting. The Chairperson, Mrs. Alka Das Gupta, at the outset, welcomed all the Members of the BOG. Hon'ble Chairperson also mentioned that Meetings of BoG should be held more frequently to address issues of importance in a timely manner.

Dr. Shailendra Chauhan, the Convener, extended a cordial welcome to all members of the Governing Body. Subsequently, with the Chairman's sanction, he introduced the agenda items for deliberation, culminating in the adoption of specific resolutions.

25.1. Confirmation of minutes of 24th meeting of Board of Governors held on 17.03.2023

The minutes of the 24th meeting of the Board of Governors as approved by the Chairpersons were circulated to all the members. No comments/observations were received from the members on the same. The Board of Governors, taking note of the above, confirmed the minutes of its 24th meeting.

25.2. To note the actions taken on the minutes of the meeting of the governance held on 17th March 2023

The board noted the actions taken on the minutes of the meeting held on 17th March 2023 as details placed before the meeting. Since there are no pending actions or decisions marked as 'no action taken', the board confirmed that all decisions are implemented as per the minutes.

25.3. Discussion on the conduction and preparation of the forthcoming Utkarsh event

The Board was briefed on the proposed plan for the upcoming Utkarsh event, including the tentative schedule, types of activities, student participation, and logistical arrangements. The members expressed appreciation for the initiative and advised the organizing committee to ensure timely coordination, inclusivity across departments, and adequate safety measures. The plan was accepted, and the committee was asked to provide periodic updates on the progress.

25.4. Deliberation on the organization and implementation of continuous sports activities

A proposal to introduce continuous sports activities throughout the academic year was presented. The Board emphasized the importance of such activities in promoting student well-being and recommended the development of a structured calendar. The Sports Committee was asked to prepare and submit a detailed plan, including scheduling, resources, and facility usage, within two weeks for implementation.

25.5. Review of academic performance based on even sem results for the academic session 2022–23

The academic performance of students for the even semester was reviewed. It was noted that several departments demonstrated improved outcomes. The Board recommended that remedial classes be initiated where necessary, and that faculty continue to provide academic mentoring to underperforming students. The academic team will monitor progress and report in the next meeting.

25.6. Update on the status and preliminary feedback from the recent NBA accreditation visit.

An update was provided on the recent NBA accreditation visit. The Board was informed that the evaluation process was completed and the outcome is expected in the first week of October. The Board noted the update and advised the academic leadership to be prepared for post-result follow-up actions.

25.7. Acknowledgement and appreciation of faculty members conferred with Best Faculty Awards

The Board extended its appreciation to faculty members who received Best Faculty Awards in recognition of their academic and professional excellence. It was agreed that the awardees would be featured in the institutional newsletter and their profiles updated on the official website to acknowledge their contributions.

25.8. Planning and Execution of International Conference Scheduled for December 2023

The Board reviewed progress on conference preparations, highlighting to finalize speakers, sponsors, and logistics. Emphasis was placed on international participation and visa support. The committee was tasked to submit a detailed plan, with weekly updates to ensure timely execution.

25.9. Consideration of the proposal for increasing admission intake in the Department of CSE and CSE-AIML.

The Board considered the proposal for increasing the admission intake in the Departments of Computer Science and Engineering (CSE) with 60 seats and Computer Science and Engineering – Artificial Intelligence & Machine Learning (CSE-AIML) with 120 seats. After due deliberation, the proposal was approved, subject to fulfillment of regulatory norms and infrastructural readiness.

25.10 To review Faculty Development Programmes (FDPs) conducted and planned by various departments.

The Board reviewed the Faculty Development Programmes organized by various departments to enhance faculty competency and academic quality. The Board appreciated the successful conduct of the following FDPs:

- *"Emerging Trends and Advances in Computational Intelligence"* conducted by the **CSE Department** from **13th February to 17th February 2023**.
- *"Revolutionizing Computer Science: AI, Data Science & Beyond"* conducted by the **CSE Department** from **7th August to 11th August 2023**.

Members noted that these programmes significantly contributed to strengthening faculty expertise in emerging areas such as Artificial Intelligence and Data Science, and improving teaching-learning practices. The Board also noted the upcoming FDP *"Emerging Trends in Information Technology: Artificial Intelligence, Data Science & Industry 4.0"* planned by the **IT Department** from **27th September to 1st October 2023**. The Board appreciated the initiative and encouraged departments to continue organizing such programmes in advanced and industry-relevant domains.

25.11 To review and acknowledge collaboration with BBD University Incubation Centre for promoting innovation and entrepreneurship.

The Board reviewed and appreciated the establishment of a collaboration with the **BBD University Incubation Centre** for a period of **three years (7th August 2023 to August 2026)**. Members noted that the

collaboration aims to foster innovation, entrepreneurship, and startup culture among students and faculty by providing access to incubation support, mentorship, and industry interaction.

The Board emphasized the effective utilization of this collaboration for nurturing student startups, promoting research-based innovation, and enhancing industry-academia linkage. It was recommended to encourage maximum student participation and leverage the incubation ecosystem for entrepreneurial

25.12 Consideration of any other matter with the permission of the Chair

During open discussion, the following additional points were raised:

- Strengthening alumni engagement through department-level initiatives.
- Exploring short-term industry-linked certification programs for students.

The Board welcomed these suggestions and requested the concerned departments to explore feasibility and submit proposals for further discussion in the next meeting.

There being no further points for discussion, the meeting concluded with a note of appreciation from the Chairperson to all members for their valuable insights and active participation. The Chair emphasized the importance of timely execution of the discussed action points and encouraged continued collaboration toward institutional growth and academic excellence.

Mrs. Alka Das Gupta
Chairperson

Dr. Shailendra Chauhan
Director

Date: 15:09:2023
Place: BBDITM, Lucknow

A copy of the above is forwarded to BoG Members for information and necessary actions.

ACTION TAKEN REPORT

ATR of the 25th Meeting of Board of Governors held on 15th September 2023 at 03:00 PM at BabuBanarasi Das Institute of Technology and Management, Lucknow, U.P., India

25.1. Confirmation of minutes of the 24th meeting of Board of Governors held on 17.03.2023

The Board of Governors, taking note of the circulation and absence of any comments from members, confirmed the minutes of its 24th meeting without any modifications.

25.2. To note the actions taken on the minutes of the meeting of the governance held on 17th March 2023

The Board reviewed and noted the status of actions taken on decisions from the 24th meeting. All items have been implemented as per the minutes. No item remained pending or marked as "no action taken."

25.3. Discussion on the conduction and preparation of the forthcoming *Utkarsh* event

- The Director has constituted an organizing committee for the successful planning and execution of the *Utkarsh* event.
- Event planning is in progress, with committee meetings and task allocations underway.
- The organizing team is providing regular updates, and preparations are on track.

25.4. Deliberation on the organization and implementation of continuous sports activities

- The Sports Committee has initiated the development of an annual sports activity calendar.
- Discussions have been held with external sports coordinators and potential collaborators.
- Final activity schedule and infrastructure requirements are under review and will be submitted shortly.

25.5. Review of academic performance based on even sem results for the academic session 2022–23

- Departments have been directed to conduct remedial classes for identified students.
- Faculty mentors have been assigned for additional academic support.
- The academic team is monitoring the implementation and will report progress in the next meeting.

25.6. Update on the status and preliminary feedback from the recent NBA accreditation visit

Departments concerned have been advised to stay prepared for any post-accreditation requirements or follow-up actions.

25.7. Acknowledgement and appreciation of faculty members conferred with Best Faculty Awards

- Faculty members awarded the *Best Faculty Award* have been formally acknowledged.
- Their profiles have also been updated on the official website.

25.8. Planning and Execution of International Conference Scheduled for December 2023

The Planning Committee submitted the finalized plan, securing key speakers and sponsors. Visa facilitation and promotional activities commenced as scheduled, with weekly progress reports maintained until the event.

25.9. Consideration of the proposal for increasing admission intake in the Department of CSE and CSE-AIML.

The proposal for increasing seats was approved and necessary regulatory applications have been submitted. Preparations for infrastructure and faculty augmentation are underway to accommodate additional students.

25.10 To review Faculty Development Programmes (FDPs) conducted and planned by various departments.

FDPs conducted by the **CSE Department** (February and August 2023) have been successfully completed, and outcomes have been documented. Preparations for the FDP scheduled by the **IT Department** (September–October 2023) have been initiated. Efforts are ongoing to organize FDPs in emerging areas for continuous faculty development.

25.11 To review and acknowledge collaboration with BBD University Incubation Centre for promoting innovation and entrepreneurship.

The collaboration with the **BBD University Incubation Centre** has been formally established for a period of three years. Initial coordination and interaction with the incubation centre have been initiated to facilitate student participation, mentorship, and startup support activities. Efforts are ongoing to promote innovation and entrepreneurship through this collaboration.

25.12 Consideration of any other matter with the permission of the Chair

- Departments have initiated preliminary discussions on alumni engagement and industry-linked certification programs.
- Feasibility studies and proposals are being developed and will be submitted for discussion in the next Board meeting.

A copy of the above is forwarded to BoG Members for information and necessary action.

Ref. No.: Dir-/BBDITM/2023-24/BOG-026 **Date: 20th December 2023**

Minutes of the Meeting

The twenty-sixth BOG meeting of the special Board of Governors of Babu Banarasi Das Institute of Technology and Management, Lucknow was held on 20th December 2023 at 2:00 PM in the Institute Committee Meeting Room. **This meeting has been convened specifically to discuss the recently received NBA results and their detailed observations**

Sl. No.	Name of the person	Designation	Post-holding in the Governing Council
1.	Mrs. Alka Das	Chairperson	Chairperson, BBD Educational Group
2.	Ms Sonakshi Das	Vice-President, BBD Group	Vice-President, BBD Educational Group
3.	Mr. R.K. Agarwal	Chief Executive Director, BBD Educational Group	Member nominated by BBD Educational Group
4.	Dr.Sudharma Singh	Educationist	Member nominated by BBD Educational Group
5.	Mr. VirajSagar Das	Expert Member (Industry)	Member nominated by BBD Educational Group
6.	Mr. Amit Srivastava	Expert Member (Industry)	Member

7.	Dr. V.K. Singh	Expert Member (Academics), Director, BBDNIIT	Member
8.	Dr.ShailendraTahilyani	Professor, BBDITM	Member
9.	Mr. Achman Mishra	Assistant Professor, BBDITM	Member
10	Dr.Shailendra Singh Chauhan	Director, BBDITM	Convener

The above members were present in the meeting. The Chairperson, **Mrs. Alka Das Gupta**, at the outset, extended a warm welcome to all Members of the Board of Governors. She appreciated the efforts of the institution in advancing quality benchmarks and emphasized the importance of proactive planning, especially in the context of upcoming accreditations and institutional development.

Dr. Shailendra Chauhan, the Convener, also welcomed the members and acknowledged their continued support and guidance. With the kind permission of the Chairperson, he then proceeded to present the agenda items for discussion, inviting inputs from members and leading to the formulation of actionable decisions and resolutions.

26.1. Discussion on NBA observations and acknowledgement of institutional strengths highlighted during the recent accreditation visit.

The Board noted the positive comments of the NBA Committee on infrastructure, learning ambience, student participation in co-curricular activities, library resources, and campus facilities. Members expressed satisfaction at these affirmations and recognized them as the collective outcome of sustained institutional effort. The remarks were formally placed on record with an observation that such recognition enhances credibility among stakeholders.

26.2. Comprehensive review of NBA evaluation reports, including departmental feedback, gap analysis, corrective action plans, and post-visit compliance documentation

The consolidated NBA evaluation report was presented along with department-wise feedback. Members appreciated the transparency of the gap analysis and corrective measures suggested, such as strengthening OBE implementation, research activities, and faculty development. The Board recommended setting explicit timelines for implementing corrective actions and requested quarterly progress reviews.

26.3. Approval of revised Vision, Mission, PEOs, and PSOs for ECE department and improvement in PEOs of CSE department

The Board reviewed outcome statements presented by the ECE department, along with improvements in the PEOs proposed by the CS department. Detailed deliberations focused on ensuring that these revisions remained well aligned with institutional objectives and the broader graduate attributes framework. Following constructive refinements, the updated Vision, Mission, and outcome statements were adopted.

The Board further recommended that all other departments revisit and revalidate their own statements to maintain institutional consistency and coherence.

26.4. Deliberation on research and consultancy guidelines, and endorsement of proposed industry collaboration MoUs.

Members deliberated on proposed guidelines for consultancy and research engagement. It was agreed that consultancy processes must be simple, with clear revenue-sharing mechanisms. The Board endorsed the move to increase industry partnerships through formal MoUs and recommended identifying at least three new industry tie-ups per year.

26.5. Initiatives to promote integration of OBE in course and program outcomes to track and improve learning outcomes effectively.

The Board discussed initiatives for strengthening Outcome-Based Education (OBE) integration to track and improve attainment of learning outcomes. Members endorsed the efforts and advised capacity-building sessions for faculty and students.

26.6. Endorsement of measures to encourage faculty innovation in teaching–learning practices and establishment of recognition mechanisms for impactful pedagogical contributions.

The Board heard examples of innovative teaching methods already in practice, such as flipped classrooms, simulation-based learning, collaborative platforms, and digital tools. Members emphasized the importance of documenting these innovations systematically and sharing them institution-wide. It was further recommended that a formal recognition and reward mechanism be established, including:

- Grant of On-Duty (OD) leave for attending FDPs, workshops, and training aligned with innovation and pedagogy improvement.
- Issuance of appreciation certificates and showcasing best practices in institutional quality reports.
- Consideration of faculty innovations in teaching–learning as part of appraisal and promotion criteria.

The Board endorsed these measures, noting that visible encouragement and structured support foster a culture of creativity, continuous learning, and pedagogical excellence across the institution

26.7. Ratification of IQAC's role in quality enhancement, including internal audit results and NBA improvement tracking.

The Board ratified the enhanced role of IQAC in driving institutional quality. Members emphasized that IQAC should function both as a facilitator of continuous improvement and a monitor of academic standards and compliance. It was further suggested that IQAC organize regular Quality Conclaves/Meets to showcase best practices, promote cross-departmental learning, and build a culture of quality consciousness across all stakeholders.

26.8. Approval of institutional data management and documentation standards, including implementation of new documentation templates and data validation processes

The Board reviewed the proposal for standardized templates and validation processes for academic and administrative data. Members stressed that robust digital record-keeping would not only aid accreditation but also strengthen governance transparency. The proposal was approved for implementation from the upcoming semester.

26.9. Consideration of revised HR policies, employee engagement programs, and performance-linked incentive systems or appraisal system.

Discussions emphasized the urgency of revising HR policies, establishing clear faculty service rules, and ensuring salary competitiveness. Members recommended periodic faculty satisfaction surveys and transparent communication of appraisal criteria. Consent was accorded to implement revised HR and appraisal frameworks.

26.10. Discussion and planning of recruitment and retention strategies for Ph.D.-qualified faculty to meet regulatory and accreditation requirements.

The shortage of Ph.D. faculty was deliberated in depth. Members suggested targeted recruitment drives, collaborations with premier institutions for adjunct positions, and creating an attractive ecosystem with research opportunities. Departments were asked to submit recruitment and action plans by next quarter.

26.11. Endorsement of faculty support initiatives, including mentoring framework, salary revisions, and retention strategies.

Mentoring frameworks, retention measures, and salary revisions were discussed. The Board endorsed the initiatives but stressed the need for measurable outcomes like improved retention rates and enhanced faculty satisfaction scores.

26.12. Allocation of enhanced budget for institutional infrastructure maintenance to ensure sustainability and operational excellence.

The Board deliberated on the growing maintenance needs of campus infrastructure. It was observed that proper upkeep safeguards reputation and enhances student experience. Members agreed to allocate an enhanced budget on a priority basis, with periodic expenditure monitoring.

26.13. Sanctioning of increased R&D funding, with integration of research performance appraisals and promotion of industry–academia collaborations.

The need for stronger R&D performance was highlighted. Members approved increased allocations and stressed linking faculty appraisals with research outputs. Suggestions included incentivizing publications, patents, and sponsored projects.

26.14. Measures to strengthen faculty research culture through facilitation of sponsored research projects and interdisciplinary collaborations.

The Board emphasized fostering cross-disciplinary collaborations and student involvement in research. It was agreed to encourage each department to set measurable annual research targets.

26.15. Initiation of structured industry–institution partnerships for student internships, joint projects, curriculum enrichment, and faculty engagement.

The Board unanimously supported the proposal to expand structured partnerships with industry, focusing on internships, collaborative projects, consultancy, and research linkages. Members advised to be more actively engaged in periodic curriculum reviews, identification of emerging technologies, and mentoring initiatives to better align students' skills with industry requirements.

25.16. Expansion of higher education pathways, entrepreneurship development initiatives, and incubation support for students and faculty.

Members commended ongoing student entrepreneurship activities and supported strengthening incubation facilities. Alumni engagement was recommended as an added platform for mentorship and higher education guidance.
It was further recommended that alumni engagement be more systematically leveraged as a platform for:

- Mentorship and networking to guide aspiring entrepreneurs,
- Sharing insights on pursuing higher education opportunities in India and abroad,
- Facilitating funding avenues, internships, and market access for student startups,
- Showcasing successful alumni ventures as inspiration for current students.

The Board emphasized that sustained promotion of higher education pathways and entrepreneurial ecosystems will expand student career choices, build institutional reputation, and align with national priorities of innovation and self-reliance.

26.17. Approval of infrastructure development proposals, including lab modernization, allocation of faculty cabins, and provision of common facilities such as girls' common rooms.

The Board reviewed the proposals for laboratory modernization, provision of faculty cabins, and creation of common facilities such as dedicated student spaces. The proposals were approved in principle, with the Board emphasizing the need for phased execution, prudent prioritization, and alignment with available budgetary resources. Members further noted that infrastructure upgrades should not only address immediate

requirements but also be planned with a long-term perspective to support future academic growth and institutional excellence.

26.18. Consideration of committee restructuring and merging proposals to improve coordination and governance efficiency.

The proposal to merge select committees for improved coordination was considered. The Board endorsed the idea, noting that it will reduce redundancy and ensure faster decision-making.

26.19 Consideration of any other matter with the permission of the Chair

The Chair highlighted the importance of early preparedness for the upcoming NAAC accreditation cycle. Departments were advised to begin systematic documentation aligned with NAAC criteria, ensure data accuracy, and strengthen outcome-based practices. The Board recommended forming a dedicated task force to oversee criterion-wise compliance, internal audits, and timeline tracking as part of a comprehensive roadmap for successful accreditation.

There being no further points for discussion, the meeting concluded with a note of appreciation from the Chairperson to all members for their valuable insights and active participation. The Chair emphasized the importance of timely execution of the discussed action points and encouraged continued collaboration toward institutional growth and academic excellence.

ACTION TAKEN REPORT

ATR of the 26th Special Meeting of Board of Governors held on 20th December 2023 at 02:00 PM at BabuBanarasi Das Institute of Technology and Management, Lucknow, U.P., India

26.1. Discussion on NBA observations and acknowledgement of institutional strengths highlighted during the recent accreditation visit.

Positive observations of NBA Committee formally recorded. Communication highlighting institutional strengths disseminated to stakeholders through internal circulars and website updates.

26.2. Comprehensive review of NBA evaluation reports, including departmental feedback, gap analysis, corrective action plans, and post-visit compliance documentation

Consolidated report shared with all departments. Explicit timelines for corrective actions notified. Quarterly review framework and reporting template prepared by IQAC.

26.3. Approval of revised Vision, Mission, PEOs, and PSOs for ECE department and improvement in PEOs of CSE department

The revised statements of the ECE department were approved and uploaded into the official academic records. The improvements in the PEOs of the CS department have also been incorporated and documented.

26.4. Deliberation on research and consultancy guidelines, and endorsement of proposed industry collaboration MoUs.

Consultancy policy draft finalized with clear revenue-sharing norms. Industry partnership drive initiated; three target MoUs identified for current academic year.

26.5. Initiatives to promote integration of OBE in course and program outcomes to track and improve learning outcomes effectively.

Efforts toward deepening OBE integration have been set in motion, with structured planning ensuring that faculty and students will have regular opportunities to engage in focused training sessions. Simultaneously, departments are being guided toward a uniform approach in documenting and reviewing OBE attainment, paving the way for consistency and comparability across programs.

26.6. Endorsement of measures to encourage faculty innovation in teaching–learning practices and establishment of recognition mechanisms for impactful pedagogical contributions.
Inventory of best practices collected. Recognition framework approved, including OD leave, certificates, and appraisal weightage. Communication circulated to all HoDs.

26.7. Ratification of IQAC's role in quality enhancement, including internal audit results and NBA improvement tracking.

IQAC assigned as focal body for NBA action follow-up and internal audits. Schedule of Quality Conclaves prepared for upcoming academic year.

26.8. Approval of institutional data management and documentation standards, including implementation of new documentation templates and data validation processes

Standard templates designed and circulated. Pilot testing of digital validation initiated in two departments for semester implementation rollout.

26.9. Consideration of revised HR policies, employee engagement programs, and performance-linked incentive systems or appraisal system.

The process of revisiting HR practices has advanced with a comprehensive draft now shaping the framework for greater clarity and competitiveness. Alongside this, a structured format for gauging faculty satisfaction has been readied to capture meaningful feedback. Momentum is also building toward a more dynamic appraisal culture, with a performance-linked model positioned for gradual, carefully phased adoption.

26.10. Discussion and planning of recruitment and retention strategies for Ph.D.-qualified faculty to meet regulatory and accreditation requirements.

The institution has begun charting pathways to strengthen its research base, with requirement mapping providing clarity on existing needs. Conversations with reputed institutions are underway to bring experienced scholars on board in adjunct roles, while departments are preparing for focused recruitment drives in the coming quarters.

26.11. Endorsement of faculty support initiatives, including mentoring framework, salary revisions, and retention strategies.

A structured mentoring framework has taken shape, pairing senior faculty as anchors for professional growth and guidance. Retention-focused initiatives, including salary realignments, are positioned for rollout within the appraisal cycle to ensure both appreciation and accountability find their place in faculty development.

26.12. Allocation of enhanced budget for institutional infrastructure maintenance to ensure sustainability and operational excellence.

Greater attention is being directed toward sustaining the campus environment, with an enhanced allocation folded into the institutional financial plan. Regular oversight by the Finance Committee is set to ensure that infrastructure upkeep evolves from reactive maintenance to steady, well-monitored care.

26.13. Sanctioning of increased R&D funding, with integration of research performance appraisals and promotion of industry–academia collaborations.

Research ambitions are being reinforced with increased financial backing. Faculty have been oriented toward a system where outputs—publications, patents, projects—will directly resonate within appraisal metrics. Incentive schemes are in drafting stages, signaling a shift toward valuing both quality and impact of research.

26.14. Measures to strengthen faculty research culture through facilitation of sponsored research projects and interdisciplinary collaborations.

Departments now have clear annual research expectations, setting a measurable tone for scholarly contributions. Interdisciplinary project possibilities are being encouraged, with student participation actively woven in so that research culture deepens across multiple levels of the academic ecosystem.

26.15. Initiation of structured industry–institution partnerships for student internships, joint projects, curriculum enrichment, and faculty engagement.

Dialogue with industry partners has moved into a structured phase, with collaboration discussions already in progress. Internship calendars are being built into the academic schedule, ensuring students gain experiential learning while programs stay closely aligned with industry expectations.

25.16. Expansion of higher education pathways, entrepreneurship development initiatives, and incubation support for students and faculty.

The incubation ecosystem is being bolstered with added resources, affirming the institution's commitment to nurturing startups and early-stage ventures. Alumni networks have stepped in more formally, extending mentorship and guidance in areas ranging from advanced study pathways to market access for entrepreneurial ideas.

26.17. Approval of infrastructure development proposals, including lab modernization, allocation of faculty cabins, and provision of common facilities such as girls' common rooms.

Plans for modernized laboratories and improved faculty spaces are unfolding in a phased manner, balancing ambition with practicality. Student-centric facilities—such as the proposed common rooms—have entered the execution stage, reflecting an effort to prioritize both academic and community needs.

26.18. Consideration of committee restructuring and merging proposals to improve coordination and governance efficiency.

Governance structures are being fine-tuned with targeted committee consolidations. Updated charts of responsibilities have been released, signaling a leaner and more coordinated framework designed to speed decision-making and reduce procedural redundancies.

26.19 Consideration of any other matter with the permission of the Chair

Early preparations for the NAAC cycle are well underway, with a specialized Task Force bringing together criterion-wise teams for systematic readiness. A roadmap with timelines has been crafted, and regular internal audits are now embedded into the process, ensuring the institution steadily moves toward accreditation with discipline and foresight.

A copy of the above is forwarded to BoG Members for information and necessary action.

Ref. No.: Dir-/BBDITM/2023-24/BOG-027 **Date: 18th March 2024**

Minutes of the Meeting

The twenty-seventh BOG meeting of the Board of Governors of Babu Banarasi Das Institute of Technology and Management, Lucknow was held on 18th March 2024 at 3:00 PM in the Institute Committee Meeting Room.

Sl. No.	Name of the person	Designation	Post-holding in the Governing Council
1.	Mrs. Alka Das	Chairperson	Chairperson, BBD Educational Group
2.	Ms Sonakshi Das	Vice-President, BBD Group	Vice-President, BBD Educational Group
3.	Mr. R.K. Agarwal	Chief Executive Director, BBD Educational Group	Member nominated by BBD Educational Group
4.	Dr.Sudharma Singh	Educationist	Member nominated by BBD Educational Group
5.	Mr. VirajSagar Das	Expert Member (Industry)	Member nominated by BBD Educational Group
6.	Mr. Amit Srivastava	Expert Member (Industry)	Member
7.	Dr. V.K. Singh	Expert Member (Academics),	Member

		Director, BBDNIIT	
8.	Dr. ShailendraTahilyani	Professor, BBDITM	Member
9.	Mr. Achman Mishra	Assistant Professor, BBDITM	Member
10.	Dr. Shailendra Singh Chauhan	Director, BBDITM	Convener

The above members were present in the meeting. The Chairperson, Mrs. Alka Das Gupta, at the outset, welcomed all the Members of the BOG. Hon'ble Chairperson also mentioned that Meetings of BoG should be held more frequently to address issues of importance in a timely manner.

Dr.Shailendra Chauhan, the Convener, extended a cordial welcome to all members of the Governing Body. Subsequently, with the Chairman's sanction, he introduced the agenda items for deliberation, culminating in the adoption of specific resolutions.

27.1 Confirmation of the minutes of the 25th meeting of the Board of Governors held on 15.09.2023 and the 26th special meeting held on 20.12.2023.

The Board reviewed and confirmed the minutes of the 25th BoG meeting held on 15th September 2023 and the 26th special meeting held on 20th December 2023 without any modifications.

27.2 To note the action taken on the minutes of the meetings held on 15th September 2023 and 20th December 2023.

The Board noted the action taken report on the resolutions passed during the 25th and 26th BoG meetings. Members expressed satisfaction with the progress made and urged departments to ensure timely completion of pending actions, if any.

27.3 Review of work progress and implementation status of NBA accreditation-related activities.

A detailed presentation was made on the current status of NBA-related activities, including gap closures, SAR submission updates, and internal quality audits. The Board acknowledged the efforts of the departments and the IQAC team, while advising continuous monitoring to ensure timely readiness for upcoming peer team visits.

27.4 Appreciation for the successful organization of the International Conference held in December 2023, along with a review of outcomes and feedback received.

The Board appreciated the successful organization of the International Conference conducted in December 2023. The event's academic and outreach impact was acknowledged, and members reviewed feedback from participants and stakeholders. The organizing team was commended for their coordination and execution.

27.5 Acknowledgment and appreciation to the Director of the Institute for the successful execution of *Utkarsh* held from 21st to 23rd February 2024.

The Board placed on record its appreciation to the Director and the organizing committee for the successful execution of *Utkarsh*, held from 21st to23rd February 2024. The event's quality, student participation, and institutional branding were specifically lauded.

27.6 Review and assessment of budget utilization for the academic session 2023–24 and consideration of the proposed budget for the session 2024–25.

The Board reviewed the utilization of the budget for the academic session 2023–24 and found it aligned with planned allocations. The proposed budget for 2024–25 was presented and approved after discussion. The Board advised departments to ensure judicious and outcome-oriented spending.

27.7 Review of the academic performance and results of the odd semester for session 2023–24.

The Board examined the academic performance reports and results for the odd semester of the 2023–24 academic year. Observations regarding pass percentage, subject-wise performance, and continuous

assessment practices were discussed. Departments were encouraged to identify and support academically weaker students.

27.8 Review of placement records for the outgoing batch of 2024 and discussion on placement policy and preparedness for the newly admitted batch of 2024–25.

The Board reviewed the placement statistics for the outgoing 2024 batch and noted the improvement in placement percentage and average salary packages. The proposed policy and action plan for the 2024–25 batch were discussed, with emphasis on early industry engagement, training, and skill-building programs.

27.9 To review Faculty Development Programmes (FDPs) conducted and planned by various departments.

The Board reviewed the Faculty Development Programmes organized by various departments for enhancing faculty competency and academic excellence.The Board appreciated the successful conduct of the following FDPs:

- *"Innovative Teaching Approaches for Next-Generation Electronics and Communication Technologies"* conducted by the **ECE Department** from **20th November to 24th November 2023**.
- *"Revolutionizing Computer Science: AI, Data Science & Beyond"* conducted by the **CSE Department** from **29th January to 2nd February 2024**.
- *"Advances in Cybersecurity and Ethical Hacking"* conducted by the **IT Department** from **11th March to 15th March 2024**.

Members acknowledged that these programmes have contributed to improving teaching methodologies, technical expertise, and research orientation among faculty members. The Board also noted the upcoming FDPs planned by departments, including:

- *"Aligning Academic Curriculum with Semiconductor Industry Career Needs"* by **ECE Department** (June 2024)
- *"Recent Advancements in Generative AI, Large Language Models (LLMs), and Prompt Engineering"* by **CSE Department** (July 2024)
- *"Recent Trends in Civil and Mechanical Engineering"* by **CE Department** (September 2024)
- *"Communication, Signal Processing and Robotics for Smart Urban Systems"* by **ECE Department** (October 2024)
- *"Machine Learning for Educators, AI-Driven Pedagogy, Ethical AI in Higher Education, and Integrating AI Tools"* by **IT Department** (November 2024)

The Board appreciated the proactive planning of departments and recommended continued focus on emerging technologies and industry-aligned faculty development.

27.10 Consideration of any other matter with the permission of the Chair.

With the permission of the Chair, the Board briefly discussed the upcoming NAAC accreditation cycle. Departments were instructed to initiate documentation and compliance activities in alignment with NAAC criteria. Formation of a criterion-wise task force was suggested for streamlined coordination.

There being no further points for discussion, the meeting concluded with a note of appreciation from the Chairperson to all members for their valuable insights and active participation.. The meeting concluded with a note of appreciation for the collective efforts of faculty, staff, and administration in advancing the institution's academic and developmental objectives.

Mrs. Alka Das Gupta
Chairperson

Dr. Shailendra Chauhan
Director

Date: 18:03:2024
Place: BBDITM, Lucknow

A copy of the above is forwarded to BoG Members for information and necessary actions.

ACTION TAKEN REPORT

ATR of the 27th Meeting of Board of Governors held on 18th March 2024 at 03:00 PM at Babu Banarasi Das Institute of Technology and Management, Lucknow, U.P., India

27.1 Confirmation of the minutes of the 25th meeting of the Board of Governors held on 15.09.2023 and the 26th special meeting held on 20.12.2023.

The minutes of the 25th meeting held on 15.09.2023 and the 26th special meeting held on 20.12.2023 were confirmed by the Board. No further action required.

27.2 To note the action taken on the minutes of the meetings held on 15th September 2023 and 20th December 2023.

Departments and committees have completed the actions as per the previous meeting minutes. Follow-up reviews indicate that most pending tasks are on schedule. Continuous monitoring is in place for remaining items.

27.3 Review of work progress and implementation status of NBA accreditation-related activities.

All departments have submitted updated NBA documents and corrective action plans. Internal audits are ongoing, and the IQAC is monitoring progress to ensure readiness for the next NBA peer review visit.

27.4 Appreciation for the successful organization of the International Conference held in December 2023, along with a review of outcomes and feedback received.

The organizing committee has documented the conference outcomes and collected feedback from participants. A report highlighting academic contributions and suggestions for future events has been submitted to the Board.

27.5 Acknowledgment and appreciation to the Director of the Institute for the successful execution of *Utkarsh* held from 21st to 23rd February 2024.

The Director and organizing team have been formally acknowledged in internal communications and newsletters. A summary report of the event's success and impact has been circulated among stakeholders.

27.6 Review and assessment of budget utilization for the academic session 2023–24 and consideration of the proposed budget for the session 2024–25.

The financial department has finalized the budget utilization report for 2023–24 and circulated it to relevant departments. The approved budget for 2024–25 has been communicated, and departments have begun planning their activities accordingly.

27.7 Review of the academic performance and results of the odd semester for session 2023–24.

Departments have analyzed the odd semester results of 2023–24 and implemented remedial measures for students requiring support. Faculty development programs targeting academic improvement have been scheduled.

27.8 Review of placement records for the outgoing batch of 2024 and discussion on placement policy and preparedness for the newly admitted batch of 2024–25.

The placement office has submitted a detailed report on the 2024 batch placements. The updated placement policy for 2024–25 has been disseminated, and pre-placement training sessions have commenced for the new batch.

27.9 To review Faculty Development Programmes (FDPs) conducted and planned by various departments.

The FDPs conducted by **ECE, CSE, and IT Departments** (November 2023 to March 2024) have been successfully completed. Participation records, feedback, and outcome reports have been documented, and faculty members are applying the acquired knowledge in teaching and research activities. Planning and preparation activities have been initiated for the upcoming FDPs, including identification of resource persons, finalization of programme content, and coordination for smooth execution. Continuous efforts are being made to organize FDPs in emerging and interdisciplinary areas to enhance faculty competency and academic quality.

27.10 Consideration of any other matter with the permission of the Chair.

Work is progressing smoothly with departments actively aligning their processes to NAAC criteria and maintaining proper documentation and compliance as advised.

A copy of the above is forwarded to BoG Members for information and necessary action.

Ref. No.: Dir-/BBDITM/2024-25/BOG-028 **Date: 18th September 2024**

Minutes of the Meeting

The twenty-eighth BOG meeting of the Board of Governors of Babu Banarasi Das Institute of Technology and Management, Lucknow was held on 18th September 2024 at 3:00 PM in the Institute Committee Meeting Room.

Sl. No.	Name of the person	Designation	Post-holding in the Governing Council
1.	Mrs. Alka Das	Chairperson	Chairperson, BBD Educational Group
2.	Ms Sonakshi Das	Vice-President, BBD Group	Vice-President, BBD Educational Group
3.	Mr. R.K. Agarwal	Chief Executive Director, BBD Educational Group	Member nominated by BBD Educational Group
4.	Dr.Sudharma Singh	Educationist	Member nominated by BBD Educational Group
5.	Mr. VirajSagar Das	Expert Member (Industry)	Member nominated by BBD Educational Group
6.	Mr. Amit Srivastava	Expert Member (Industry)	Member
7.	Dr. V.K. Singh	Expert Member (Academics), Director, BBDNIIT	Member
8.	Dr.ShailendraTahilyani	Professor, BBDITM	Member
9.	Mr. Achman Mishra	Assistant Professor, BBDITM	Member
10.	Dr. Shailendra Singh Chauhan	Director, BBDITM	Convener

All the listed members were present at the meeting. At the outset, the Chairperson, Mrs. Alka Das Gupta, warmly welcomed all members of the Board of Governors and emphasized the importance of holding BoG meetings more frequently to ensure timely discussion and resolution of critical matters.

Dr. Shailendra Chauhan, the Convener, also extended a cordial welcome to the Governing Body members. With the Chairperson's approval, he proceeded to introduce the agenda items for discussion, which led to the adoption of key resolutions.

28.1 Confirmation of the minutes of the 27th meeting of the Board of Governors held on 18th March 2024

The minutes of the 27th meeting held on 18th March 2024 were reviewed and confirmed unanimously without amendments.

28.2 To note the actions taken on the minutes of the meeting of the governance held on 18th March 2024

The Board noted the action taken report submitted on the implementation status of resolutions passed during the 27th meeting. Members expressed satisfaction with timely execution and continuous follow-up on items.

28.3 Discussion on the conduction and preparation of the forthcoming Utkarsh event
The Board deliberated on the plans for the upcoming Utkarsh event, scheduled for February 2025. The Director presented the preliminary preparations, highlighting event themes, student participation, logistics, and publicity strategies. Members suggested incorporating more industry interaction sessions and enhancing digital promotion. Approval was given to proceed as planned with periodic updates to the Board.

28.4 Review of progress on NBA-related initiatives and accreditation compliance measures
A detailed report on NBA accreditation-related activities was presented, including progress on corrective actions, SAR preparation, and internal audits. The Board appreciated the departments' efforts and IQAC coordination and advised stricter timelines to ensure compliance well before the peer team visit.

28.5 Review of academic performance for the academic session 2023–24, based on even sem results
The academic results for the even semester of 2023–24 were reviewed. The Board noted improvements in pass percentages and subject-wise performance but urged enhanced support mechanisms for academically weaker students. Plans for faculty development and student mentoring were encouraged.

28.6 Presentation and review of the admission report for the 2024 academic session
The admission report was presented, showing an increase in overall enrollment with significant growth in certain departments. The Board emphasized the need for continued marketing efforts and quality assurance to maintain and improve admission standards.

28.7 Consideration of the proposal for enhancement of student intake in the Department of CSE
The Board considered the proposal to increase the student intake capacity in the CSE department by 60 seats for the upcoming academic session 2025–26. After discussion on infrastructure, faculty availability, and regulatory compliance, the proposal was approved with the condition of fulfilling all norms.

28.8 Status update on preparations for the Central Alumni Meet scheduled on 28th October 2024
The Alumni Relations Coordinator provided an update on the organization of the Central Alumni Meet. Key arrangements including venue, invitations, agenda, and guest speakers were reported to be on track. The Board encouraged active participation and suggested involving notable alumni for motivational talks.

28.9 Recognition of Faculty Achievements and Encouragement for Professional Development
The Board acknowledged recent faculty achievements in research publications, patents, and awards. Members recommended the institution to increase support for faculty attending conferences, undertaking research projects, and engaging in professional development activities.

28.10 Deliberation on measures for strengthening the institutional Research and Innovation ecosystem, including faculty and student engagement

The Board explored various approaches to enhance the research and innovation ecosystem, focusing on the importance of dedicated research cells, interdisciplinary collaboration, stronger industry partnerships, and increased support for student start-ups. Emphasis was placed on the need for a coordinated advisory mechanism to guide and monitor these efforts.

28.11 To review Faculty Development Programmes conducted and planned by various departments.

The Board reviewed the Faculty Development Programmes organized by different departments to enhance faculty competency in emerging and interdisciplinary domains.The Board appreciated the successful conduct of the following FDPs:

- *"Recent Advancements in Generative AI, Large Language Models (LLMs), and Prompt Engineering"* conducted by the **CSE Department** from **22nd July to 26th July 2024**.
- *"Recent Trends in Civil and Mechanical Engineering"* conducted by the **CE Department** from **9th September to 14th September 2024**.

Members acknowledged that these programmes contributed significantly to enhancing teaching-learning processes, research orientation, and faculty upskilling. The Board also noted the upcoming FDP initiatives, including:

- *"Communication, Signal Processing and Robotics for Smart Urban Systems"* planned by the **ECE Department** from **14th October to 18th October 2024**.
- *"Machine Learning for Educators, AI-Driven Pedagogy, Ethical AI in Higher Education, and Integrating AI Tools"* planned by the **IT Department** from **18th November to 22nd November 2024**.

The Board appreciated the proactive efforts of departments in organizing such programmes and recommended continued focus on emerging technologies and interdisciplinary learning.

28.12 Consideration of any other matter with the permission of the Chair
With the Chair's permission, members discussed initiatives to enhance teaching and learning quality through improved digital tools and resources. The departments were requested to explore solutions that support innovative instructional methods and facilitate better student-teacher interaction.

There being no further points for discussion, the meeting concluded with a note of appreciation from the Chairperson to all members for their valuable insights and active participation.. The meeting concluded with a note of appreciation for the collective efforts of faculty, staff, and administration in advancing the institution's academic and developmental objectives.

Mrs. Alka Das Gupta
Chairperson

Dr. Shailendra Chauhan
Director

Date: 18:09:2024
Place: BBDITM, Lucknow

A copy of the above is forwarded to BoG Members for information and necessary actions.

ACTION TAKEN REPORT

ATR of the 28th Meeting of Board of Governors held on 18th September 2024 at 03:00 PM at Babu Banarasi Das Institute of Technology and Management, Lucknow, U.P., India

28.1 Confirmation of the minutes of the 27th meeting of the Board of Governors held on 18th March 2024
The minutes were reviewed and found to accurately capture the proceedings of the meeting, requiring no further amendments or actions.

28.2 To note the actions taken on the minutes of the meeting held on 18th March 2024
The tasks arising from the previous meeting have largely progressed well, with departments actively addressing their responsibilities. Continued oversight is in place to ensure timely closure of remaining actions.

28.3 Discussion on the conduction and preparation of the forthcoming Utkarsh event
Efforts toward organizing the upcoming Utkarsh event have been moving forward with an emphasis on student engagement and seamless logistical planning. Stakeholders have been kept informed through regular updates.

28.4 Review of progress on NBA-related initiatives and accreditation compliance measures
Considerable attention has been devoted to advancing NBA accreditation activities, including documentation updates and internal quality checks, with sustained coordination by the IQAC ensuring steady progress.

28.5 Review of academic performance for the academic session 2023–24, based on even semester exam results
Academic results for the even semester have been analyzed, prompting measures to support students needing additional assistance. Faculty development efforts are also being enhanced to improve teaching outcomes.

28.6 Presentation and review of the admission report for the 2024 academic session
Admission trends for 2024 reflect positive growth, backed by strategic outreach and quality assurance efforts aimed at attracting and retaining students.

28.7 Consideration of the proposal for enhancement of student intake in the Department of CSE
Plans to increase intake capacity by 60 seats in the CSE department have been advanced, with preparatory actions underway to ensure infrastructure and faculty readiness in compliance with regulatory standards.

28.8 Status update on preparations for the Central Alumni Meet scheduled on 28th October 2024
Preparations for the Central Alumni Meet are progressing well, with arrangements concerning venue, program, and communication being coordinated effectively.

28.9 Recognition of Faculty Achievements and Encouragement for Professional Development
Faculty achievements have been acknowledged, alongside initiatives encouraging ongoing professional growth and scholarly contributions.

28.10 Deliberation on measures for strengthening the institutional Research and Innovation ecosystem, including faculty and student engagement

Discussions on enhancing research and innovation have focused on fostering interdisciplinary projects, industry collaboration, and student entrepreneurship, with consideration being given to establishing a dedicated advisory structure for oversight.

28.11To review Faculty Development Programmes (FDPs) conducted and planned by various departments.

The FDPs conducted by the **CSE and CE Departments** have been successfully completed, and participation details, feedback, and outcome reports have been documented. Faculty members are incorporating the knowledge gained into teaching, research, and academic activities. Necessary planning and preparations have been initiated for the FDPs scheduled by the **ECE and IT Departments**, including finalization of resource persons, programme content, and coordination arrangements to ensure effective conduct. Continuous efforts are being made to organize similar FDPs in emerging areas to strengthen faculty development and academic excellence.

28.12 Consideration of any other matter with the permission of the Chair

Attention has been directed toward improving teaching and learning through enhanced digital resources and innovative instructional tools. Explorations into appropriate technological solutions are underway to support this objective.

A copy of the above is forwarded to BoG Members for information and necessary action.

Ref. No.: Dir-/BBDITM/2024-25/BOG-029 **Date: 21st March 2025**

Minutes of the Meeting

The twenty-ninth BOG meeting of the Board of Governors of Babu Banarasi Das Institute of Technology and Management, Lucknow was held on 21st March 2025 at 3:00 PM in the Institute Committee Meeting Room.

Sl. No.	Name of the person	Designation	Post-holding in the Governing Council
1.	Mrs. Alka Das	Chairperson	Chairperson, BBD Educational Group
2.	Ms Sonakshi Das	Vice-President, BBD Group	Vice-President, BBD Educational Group
3.	Mr. R.K. Agarwal	Chief Executive Director, BBD Educational Group	Member nominated by BBD Educational Group
4.	Dr. Sudharma Singh	Educationist	Member nominated by BBD Educational Group
5.	Mr. Viraj Sagar Das	Expert Member (Industry)	Member nominated by BBD Educational Group
6.	Mr. Amit Srivastava	Expert Member (Industry)	Member
7.	Dr. V.K. Singh	Expert Member (Academics), Director, BBDNIIT	Member
8.	Dr. Shailendra Tahilyani	Professor, BBDITM	Member
9.	Mr. Achman Mishra	Assistant Professor, BBDITM	Member
10.	Dr. Shailendra Singh Chauhan	Director, BBDITM	Convener

All members as listed were in attendance at the meeting. The Chairperson, Mrs. Alka Das Gupta, commenced the proceedings by extending a warm welcome to the members of the Board of Governors. She also highlighted the significance of conducting BoG meetings at more regular intervals to facilitate timely deliberation on institutional matters of importance.

Following this, Dr. Shailendra Chauhan, the Convener, expressed his greetings to the members and, with the Chairperson's consent, presented the agenda items for the day. The discussions that followed culminated in the formulation and adoption of several key resolutions.

29.1 Confirmation of the minutes of the 28th meeting of the Board of Governors held on 18th Sep 2024

The minutes of the 28th BoG meeting were reviewed and confirmed as an accurate record of the proceedings without any amendments.

29.2 To note the actions taken on the minutes of the meeting held on 18th Sep 2024

Progress on the action points from the last meeting was noted with appreciation for the timely completion of most tasks. Ongoing monitoring was emphasized to address remaining actions.

29.3 Acknowledgment and appreciation to the Director for the successful execution of Utkarsh held from 23rd to 25th February 2025

The Board expressed its sincere appreciation to the Director and the organizing committee for the excellent planning and execution of the Utkarsh event. The high level of student participation and event impact on institutional branding were particularly commended.

29.4 Review of progress on NBA initiatives and status of compliance with accreditation requirements

An update on NBA accreditation activities was presented, highlighting progress in documentation, internal audits, and corrective actions. The Board encouraged continuous efforts to ensure full compliance ahead of upcoming peer reviews.

29.5 Formal appreciation for the successful organization of the Central Alumni Meet

The Board formally acknowledged the successful conduct of the Central Alumni Meet, recognizing the contributions of the organizing team in strengthening alumni engagement and institutional networks.

29.6 Review of academic performance and results of the odd semester for the session 2024–25

Academic performance reports for the odd semester were examined. The Board discussed trends in pass percentages, subject-wise outcomes, and emphasized support mechanisms for students requiring academic assistance.

29.7 Review and assessment of budget utilization for the academic session 2024–25 and consideration of the proposed budget for 2025–26

The utilization report for the current academic session's budget was reviewed and found to be aligned with institutional priorities. The proposed budget for 2025–26 was presented and approved following deliberations focusing on strategic allocation of resources. The proposed delegation of financial power to extend for upcoming Additional Registrar and Deputy CoE.

29.8 Review of placement records for the outgoing batch of 2025 and deliberation on placement strategies and preparedness for the newly admitted batch of 2025–26

Placement outcomes for the 2025 graduating batch were discussed, noting improvements in placement rates

and salary packages. Strategies for enhancing industry interaction, skill development, and placement readiness for the incoming batch were deliberated.

29.9 Consideration of proposals for restructuring or merging committees to improve coordination and governance efficiency

The Board considered suggestions to streamline governance through restructuring and merging of certain committees. The need for clearer roles and enhanced inter-committee communication was emphasized to improve efficiency.

29.10 Review of co-curricular and extra-curricular initiatives including professional society activities, hackathons, cultural events, and other student engagement programs

The Board reviewed recent co-curricular and extra-curricular activities, appreciating efforts to promote holistic student development through diverse programs. Suggestions for expanding such initiatives and increasing student participation were noted.

29.11 Review of recruitment and retention strategies for Ph.D.-qualified faculty and consideration of measures to strengthen faculty research capacity
Discussion centered on faculty recruitment and retention, with emphasis on attracting Ph.D.-qualified staff and providing supportive environments for research and professional growth.

29.12 Acknowledgement of faculty members recognized with Best Faculty Awards, along with encouragement to expand participation in industry collaborations, applied research, and consultancy projects
The Board congratulated award-winning faculty and encouraged all members to enhance their involvement in industry partnerships, applied research, and consultancy for institutional advancement.

29.13 Review of preparedness for the upcoming TCS accreditation visit scheduled in April 2025
An update on the institution's readiness for the TCS accreditation visit was presented, highlighting ongoing documentation efforts and compliance measures. The Board advised maintaining focus on gap closure and stakeholder coordination.

29.14 Consideration and approval of the revised Research and Development Policy and Leave Policy of the Institute.

The Board reviewed the proposed revisions to the Research and Development Policy and the Leave Policy of the Institute. Members discussed the key updates in both policies, including provisions for research incentives, project funding, faculty and staff leave entitlements, and procedural clarity. The Board acknowledged that the revised policies reflect current institutional priorities and compliance requirements. Board approved of both Policies with version 2 in nature. It was resolved that these versions shall be implemented with immediate effect and circulated to all stakeholders for compliance.

29.15 To review Faculty Development Programmes (FDPs) conducted and planned by various departments.
The Board reviewed the Faculty Development Programmes organized by different departments. It appreciated the successful conduct of a **5**-day FDP on "Machine Learning and Data Analytics for Research**"** by the CSE Department from **17th February to 21st February 2025**, which enhanced research and technical competencies of faculty members. The Board also noted the initiative of the ECE Department to conduct a Short-Term Training Programme on *"Career Opportunities and Skill Roadmap in VLSI Design & Embedded Systems"* from **21st April to 25th April 2025**. Members appreciated the efforts to organize such programmes in emerging domains and emphasized the need for continuous faculty upskilling.

29.16 To review and strengthen the Mentor–Mentee system.
The Board emphasized the importance of the Mentor–Mentee system in providing academic guidance, career support, and personal mentoring to students. Members recommended regular interaction, effective monitoring, and proper documentation to enhance its effectiveness.

29.17 To review and recognize student startup initiatives and achievements.
The Board acknowledged student startup initiatives and appreciated the entrepreneurial efforts of students. Special recognition was accorded to **Ashish Kumar Yadav (200054010011741)** and **Sudhir Shukla (2200540700090)** for their contributions toward startup activities. The Board encouraged fostering innovation and entrepreneurship among students.

29.18 Consideration of any other matter with the permission of the Chair
With the Chair's consent, members briefly discussed potential improvements in digital learning infrastructure and requested relevant departments to explore actionable proposals.

There being no further business, the meeting concluded with the Chairperson thanking all members for their valuable inputs and active participation.

Mrs. Alka Das Gupta
Chairperson

Dr. Shailendra Chauhan
Director

Date: 21:03:2025
Place: BBDITM, Lucknow

A copy of the above is forwarded to BoG Members for information and necessary actions.

ACTION TAKEN REPORT

ATR of the 29th Meeting of Board of Governors held on 21st March 2025 at 03:00 PM at Babu Banarasi Das Institute of Technology and Management, Lucknow, U.P., India

29.1 Confirmation of the minutes of the 28th meeting of the Board of Governors held on 18th Sep 2024

The minutes of the 28th BoG meeting were reviewed and acknowledged without requiring modifications. No further action was deemed necessary in this regard.

29.2 To note the actions taken on the minutes of the meeting held on 18th September 2024

Implementation of decisions from the previous meeting was noted across departments, with most action points substantially addressed. Oversight mechanisms remain in place for effective closure of the remaining tasks.

29.3 Acknowledgment and appreciation to the Director for the successful execution of Utkarsh held from 23rd to 25th February 2025

The Director and organizing committee were formally appreciated through institutional communications. Feedback from participants and stakeholders has been compiled and shared for future reference and improvement.

29.4 Review of progress on NBA initiatives and status of compliance with accreditation requirements

Ongoing work related to NBA compliance has continued, with a focus on documentation accuracy, audit readiness, and closing identified gaps. Regular review meetings with IQAC are ensuring alignment with accreditation timelines.

29.5 Formal appreciation for the successful organization of the Central Alumni Meet

The organizing team was acknowledged for their efforts in strengthening alumni relations. A post-event summary, including key outcomes and suggestions, has been documented for institutional records.

29.6 Review of academic performance and results of the odd semester for the session 2024–25

Departmental reviews of academic outcomes have led to targeted interventions for students requiring academic support. Plans for enrichment sessions and academic mentoring have been initiated.

29.7 Review and assessment of budget utilization for the academic session 2024–25 and consideration of the proposed budget for the session 2025–26

The current budget utilization has been assessed and shared with relevant units. The proposed budget for 2025–26 has been communicated to departments for planning and alignment with strategic priorities. Delegation of financial power has been extended to the posts of Additional Registrar and Deputy Controller of Examination (CoE).

29.8 Review of placement records for the outgoing batch of 2025 and deliberation on placement strategies and preparedness for the newly admitted batch of 2025–26
Placement trends and feedback have informed refinements in the placement strategy. Pre-placement training sessions for the 2025–26 batch have already commenced with a focus on industry expectations and soft skill development.

29.9 Consideration of proposals for restructuring or merging committees to improve coordination and governance efficiency
The proposals concerning the restructuring of select academic and administrative committees have been finalized and communicated to the institute. The concerned committees have begun aligning their functioning with the revised structure to support improved coordination and governance efficiency.

29.10 Review of co-curricular and extra-curricular initiatives including professional society activities, hackathons, cultural events, and other student engagement programs
Observations from recent student-led initiatives and events have provided useful insights into the nature and extent of engagement across the institute. In light of these, there has been a growing consideration towards encouraging wider participation across departments, with conversations underway on how to enrich the co-curricular ecosystem through more inclusive and diverse programming.

29.11 Review of recruitment and retention strategies for Ph.D.-qualified faculty and consideration of measures to strengthen faculty research capacity
Strategies to attract and retain research-active faculty members are being refined. Emphasis is being placed on institutional support for research proposals, conference participation, and publication incentives.

29.12 Acknowledgement of faculty members recognized with Best Faculty Awards, along with encouragement to expand participation in industry collaborations, applied research, and consultancy projects
Recognized faculty have been featured in internal communications. Measures to promote faculty involvement in industry-linked projects and consultancy are being developed through department-level initiatives.

29.13 Review of preparedness for the upcoming TCS accreditation visit scheduled in April 2025
Preparatory work for the TCS accreditation visit is proceeding as planned. Compliance documentation, stakeholder briefings, and infrastructural readiness are being reviewed regularly.

29.14 - Consideration and approval of the revised Research and Development Policy and Leave Policy of the Institute.
Version 2 of the Research & Development Policy and Leave Policy has been approved, circulated to all stakeholders, and is being implemented with immediate effect

29.15 To review Faculty Development Programmes (FDPs) conducted and planned by various departments.

The FDP on *Machine Learning and Data Analytics for Research* has been successfully conducted, and outcomes have been documented. The FDP on *VLSI Design & Embedded Systems* has been scheduled, and necessary arrangements have been made for its effective conduct.

29.16 To review and strengthen the Mentor–Mentee system.

The Mentor–Mentee system is being actively implemented with scheduled interactions, monitoring of student progress, and maintenance of mentoring records to ensure continuous support and guidance.

29.17 To review and recognize student startup initiatives and achievements.

Student startup activities have been recognized and encouraged. The contributions of **Ashish Kumar Yadav** and **Sudhir Shukla** have been appreciated, and mentorship and institutional support are being extended to promote entrepreneurial initiatives.

29.18 Consideration of any other matter with the permission of the Chair
Suggestions for strengthening digital teaching-learning practices were taken into account. Relevant departments have been asked to explore viable solutions and report back with actionable proposals.

A copy of the above is forwarded to BoG Members for information and necessary action.