**Minutes of the 10th meeting of the IQAC Cell of IEM**

**held on 17th November, 2017 at 4.00 p.m. in the Gurukul Campus**

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**Members present:**

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| **Names** | **Designation &** **Affiliation** |
| * Prof. Dr. A. K. Nayak
 | Principal and Chairman of IQAC |
| * Prof. Dr. Himadri Nath Saha
 | HOD,EEE and Co-ordinator |
| * Prof. Sanghamitra Poddar
 | Assistant Professor, BSH and Co-ordinator |
| * Prof. Dr. Satyajit Chakrabarti
 | Management Representative |
| * Mrs. Rajashree Paul
 | Management Representative |
| * Mr. Somnath Chatterjee
 | Capgemini India Pvt. Ltd. |
| * Mr. Prajit Nandy
 | Sankalp Semiconductor Pvt. Ltd. |
| * Mr. Sumit Sinha
 | Ericsson India Global Services Pvt. Ltd. |
| * Prof. Dr. Malay Gangopadhyay
 | HOD,ECE |
| * Prof. Dr. Debika Bhattacharya
 | HOD,CSE |
| * Prof. Dr. Mohuya Chakraborty
 |  HOD,IT |
| * Prof. Dr.Arun Kumar Bar
 |  HOD,BSH |
| * Prof. Dr.Sujit Dutta
 |  HOD,MBA |
| * Prof. Dr. Tapobrata Bhattacharya
 |  HOD,ME |
| * Prof. Tapas Kumar Datta
 |  HOD,EE |
| * Prof. Dr.Shamindra Nath sanyal
 |  HOD,BBA |
| * Prof . Abhishek Bhattacharya
 |  HOD, BCA and M.SC |
| * Prof. Prabir Kumar Das
 | Assistant Professor, BSH |
| * Prof. Dr. Indraneel Mukhopadhyay
 | Professor ,MBA |
| * Prof. Anup Kumar Sikdar
 |  External Experts |
| * Prof. Dr. Saptarsi Goswami
 |  External Experts |
| * Mr. K.R.Lal
 | Administrative Staff |
| * Mr. Angshuman Ray
 | Administrative Staff |
| * Mr. Soummyo Priyo Chattopadhyay
 | Alumni |
| * Ms. Arpita Kundu
 | Alumni |
| * Mr. Sri Prasad
 | Regional Head,Vivekananda Vigyan Mission,Kolkata Chapter, Vigyan Bharati;Community Representative |
| * Mr. Rajashree Nag
 | Student |
| * Mr. Supratim Auddy
 | Student |

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| Agenda | 1. To read and confirm the minutes of the 9th (IX/17-18) meeting held on 18.08.2017 of IQAC.
2. To read the action taken report of the 9th meeting (IX/17-18) of IQAC.
3. To place the proposal for the conference IEMENTECH 2018 in IEM, Kolkata.
4. To submit the proposal for the International Conference IEEE CCWC 2018 at Las Vegas, USA on 8-10 January 2018.
5. To discuss about the progress of the academic audit report and analyze it.
6. To make the next schedule of departmental audit.
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Resolutions:

10.1 To read and confirm the minutes of the 9th (IX/17-18) meeting held on 18.08.2017 of IQAC Cell

 The minutes of the 9th meeting of the IQAC Cell were read out and confirmed.

The Action Taken Report was read out also and confirmed.

10.2 To read the action taken report of the 9th meeting (1X/17-18) of IQAC Cell

 The agenda wise Action Taken Report of the previous 9th meeting of IQAC of the university to be placed in the council for consideration.

10.3 To place the proposal for the conference IEMENTECH 2018 in IEM, Kolkata.

 Institute of Engineering and Management, Kolkata in association IEEE Kolkata will organize the 2nd International Conference on Electronics, Materials Engineering, and Nano-technology IEMENTECH 2018 on May 4th and 5th.IEMENTech 2018 provides an International forum for researchers, developers, engineers and academicians who are involved in research projects.

10.4 To submit the proposal for the International Conference IEEE CCWC 2018 at Las Vegas, USA on 8-10 January 2018

 The following conferences are proposed to be conducted:

1. 8th IEEE CCWC 2018 Annual Computing and communication workshop and conference to be held at University of Nevada, Las Vegas from 8th to 10th January 2018.
2. This conference will include a peer-reviewed program of technical sessions, special sessions, business application sessions, tutorials, and demonstration sessions.

The members accepted the proposal and resolve to report to BOG for further action.

10.5 To discuss about the progress of the academic audit report and analyze it.

 To place the academic audit report with analysis by the audit team members with some updates on it.

10.6 To make the next schedule of departmental audit.

 The next schedule of the departmental audit need to be prepared and submitted within time.

The meeting ended with vote of thanks to the Chair.

 Sd/- Sd/-

Prof. Dr. A. K. Nayak Prof. Dr. Himadri Nath Saha

Chairman of the Meeting Coordinator (IQAC Cell)

Internal Quality Assurance Cell (IQAC) Internal Quality Assurance Cell (IQAC)

 Sd/-

Prof. Sanghamitra Poddar

Coordinator (IQAC cell)

Internal Quality Assurance Cell (IQAC)