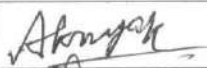






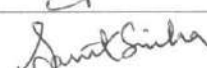
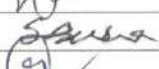


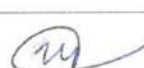

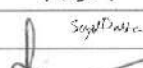

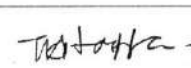
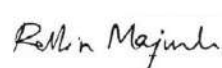
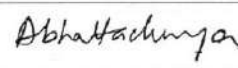
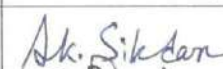





Minutes of the 19th meeting of the IQAC Cell of IEM
held on 2nd April, 2020 at 2.00 p.m. in online mode

Members present:

• Prof. Dr. A. K. Nayak	Chairman of IQAC and Principal	
• Prof. Dr. Arun Kumar Bar	Co-ordinator (IQAC), Dean Engineering and H.O.D, EEE & Mechanical Engineering	
• Prof. Sanghamitra Poddar	Co-ordinator (IQAC) and H.O.D student Affairs & Alumni Relations	
• Prof. Dr. Satyajit Chakrabarti	Management Representative	
• Mrs. Rajashree Paul	Management Representative	
• Mr. Somnath Chatterjee	CEO WEBEL	
• Mr. Shantanu Pal	Sankalp Semiconductor Pvt. Ltd.	
• Mr. Sumit Sinha	Ericsson India Global Services Pvt. Ltd.	
• Prof. Dr. Sourav Saha	HOD, CSE	
• Prof. Dr. Malay Gangopadhyaya	HOD, ECE	
• Prof. Dr. Debika Bhattacharya	Controller of Examinations & Dean Academics	
• Prof. Dr. Mohuya Chakraborty	Dean HRDC	
• Prof. Prabir Kumar Das	HOD, BSH	
• Prof. Dr. Sujit Dutta	HOD, MBA	
• Prof. Dr. Indraneel Mukhopadhyay	HOD, IT & Principal, MBA	
• Prof. Tapas Kumar Datta	HOD, EE	
• Prof. Dr. Rabin Majumdar	HOD, BBA	
• Prof. Abhishek Bhattacharya	HOD, BCA and M.SC	
• Prof. Anup Kumar Sikdar	External Expert	
• Prof. Dr. Debdoot Sheet	External Expert	
• Mr. K.R. Lal	Administrative Staff	
• Mr. Angshuman Ray	Administrative Staff	

• Mr. Sohini Banerjee	Alumni	<i>Sohini Banerjee</i>
• Ms. Arpita Kundu	Alumni	<i>Arpita Kundu</i>
• Mr. Sri Prasad	Regional Head, Vivekananda Vigyan Mission, Kolkata Chapter, Vigyan Bharati; Community Representative	<i>Sri Prasad</i>
• Mr. Rajashree Nag	Alumni	<i>R. Nag</i>
• Mr. Supratim Auddy	Alumni	<i>Supratim Auddy</i>

Agenda	<ol style="list-style-type: none"> 1. To read and confirm the minutes of the 18th (XVIII/19-20) meeting held on 5th March, 2020 of IQAC cell. 2. Managing online classes successfully 3. Planning for online mid semester examinations 4. Online monitoring of Final year projects
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Resolutions:

19.1. To read and confirm the minutes of the 17th (XVII/19-20) meeting held on 02.11.2019 of IQAC cell.

The minutes of the 17th meeting of the IQAC Cell were read out and confirmed.

The Action Taken Report was read out also and confirmed.

19.2. The H.O.D. of all the departments has appointed three SPOCs for the following works:

- a. Research and Consultancy
- b. Professional body report, student officials and industrial visits
- c. FDP/MDP/Conferences

DEPARTMENT	ELECTRONICS & COMMUNICATION ENGINEERING	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Prof Mili Sarkar	mili.sarkar@iemcal.com
Professional body report, student officials and industrial visits	Prof. Arunava Mukhopadhyay	arunava.mukhopadhyay@iemcal.com
FDP/MDP/Conferences	Prof. Payel Midya	payel.midya@iemcal.com

DEPARTMENT	COMPUTER SCIENCE AND ENGINEERING	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Prof Nilanjana Dutta Roy	nilanjana.duttaroy@iemcal.com
Professional body report, student officials and industrial visits	Prof Nilanjana Dutta Roy	nilanjana.duttaroy@iemcal.com
FDP/MDP/Conferences	Prof Nilanjana Dutta Roy	nilanjana.duttaroy@iemcal.com

DEPARTMENT	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Prof. Dr. Rahul Baidya	
Professional body report, student officials and industrial visits	Prof. Asim Kumar Dhar and Prof Sandip Kumar Chowdhury	asim.dhar@iemcal.com sandip.chaudhury@iemcal.com
FDP/MDP/Conferences	Prof. Nikesh Kumar Singh	nikesh.kumar@iemcal.com

DEPARTMENT	INFORMATION TECHNOLOGY	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Prof. Maumita Chakraborty and Prof. Paramita Mitra	maumita.chakraborty@iemcal.com ; paramita.mitra@iemcal.com
Professional body report, student officials and industrial visits	Prof. Arup Kumar Chattopadhyay and Prof. Kajari Sur	arup.chattopadhyay@iemcal.com ; kajari.sur@iemcal.com
FDP/MDP/Conferences	Prof. Dr. Moutushi Biswas Singh	moutushi.singh@iemcal.com

DEPARTMENT	ELECTRICAL AND ELECTRONICS ENGINEERING	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Swati Chowdhury	swati.chowdhury@iemcal.com
Professional body report, student officials and industrial visits	Nirban Chakraborty	nirban.chakraborty@iemcal.com
FDP/MDP/Conferences	Pooja Joshi	poojajoshi1311@gmail.com

DEPARTMENT	ELECTRICAL ENGINEERING	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Sanjoy Mondal and Priyatosh Mahish	sanjoy.mondal@iemcal.com privatosh.mahish@iemcal.com
Professional body report, student officials and industrial visits	Debasish Jana and Swetadri Ghosh	debashis.jana@iemcal.com swetadri.ghosh@iemcal.com
FDP/MDP/Conferences	Madhumita Pal	madhumita.pal@iemcal.com

DEPARTMENT	BASIC SCIENCE AND HUMANITIES	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Prof Ruchira Mukherjee	ruchira.mukherjee@iemcal.com
Professional body report, student officials and industrial visits	Prof Riya Barui	riya.barui@iemcal.com
FDP/MDP/Conferences	Prof Arnab Basu	arnab.basu@iemcal.com

DEPARTMENT	MASTERS IN BUSINESS ADMINISTRATION	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Dr. Swati Mukherjee	swati.mukherjee@iemcal.com
Professional body report, student officials and industrial visits	Prof Sohini Datta	sohini.datta@iemcal.com
FDP/MDP/Conferences	Prof. Saptaparna Ghosh	saptaparna.ghosh@iemcal.com

DEPARTMENT	BACHELOR IN BUSINESS ADMINISTRATION	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Prof Lavanya Deepika Tigga	lavanya.tigga@iemcal.com
Professional body report, student officials and industrial visits	Prof Soumik Das	soumik.das@iemcal.com
FDP/MDP/Conferences	Prof Saikat Chakrabarti	saikat.chakrabarti@iemcal.com

DEPARTMENT	BACHELOR OF COMPUTER APPLICATION	
DIVISION	FACULTY NAME	FACULTY E-MAIL ID
Research and Consultancy	Dr. Goldina Ghosh	goldina.ghosh@iemcal.com
Professional body report, student officials and industrial visits	Prof Sujata Ghatak	sujata.ghatak@iemcal.com
FDP/MDP/Conferences	Dr. Soumi Dutta	soumi.dutta@iemcal.com

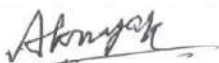
19.3. Keeping in mind the lockdown situation for COVID-19 online classes had to be taken so that the students don't miss their academic schedule. It was decided by the committee that the classes will continue on different online platforms like Zoom, Google Hangouts Meet, Youtube Live, etc and assignments will be collected using Google classroom or IEMCRP.

19.4. In order to maintain the schedule of the academic calendar the Controller of Examination (COE) decided to conduct the 2nd mid-semester online using Google Classroom. Different sets of questions will be created and assigned to the students.

19.5. The final year projects of the 4th year students will be monitored by the mentors on a weekly basis so that the standard of the projects remain high.

The meeting ended with vote of thanks to the Chair.

Sd/-



Prof. Dr. A. K. Nayak
Chairman of the Meeting
Internal Quality Assurance Cell (IQAC)



Sd/-

Prof. Dr. Arun Kumar Bar
Coordinator (IQAC Cell)
Internal Quality Assurance Cell (IQAC)

Sd/-



Prof. Sanghamitra Poddar
Coordinator (IQAC cell)
Internal Quality Assurance Cell (IQAC)

Date: 31st March, 2020

NOTICE

Sub: 19th Meeting of Internal Quality Assurance Cell (IQAC) to be held on 2nd April, 2020 at 2:00 PM

Due to the unavoidable circumstances caused by the spread of corona virus (COVID-19) all the members of Internal Quality Assurance Cell (IQAC) are hereby informed that, an emergency online IQAC meeting is to be held on 2nd April at 2:00 pm onwards using ZOOM platform. Presence of all members of IQAC online meeting is solicited. The details of the online meeting are as follows:

Topic: 19th IQAC Meeting

Time: Apr 2, 2020 02:00 PM India

Join Zoom Meeting

<https://zoom.us/j/345447129>

Meeting ID: 345 447 129.

Agenda of the Meeting:

1. Managing online classes successfully
2. Planning for online mid semester examinations
3. Online monitoring of Final year projects

All members are requested to make it convenient to be present during the meeting.



Prof. Sanghamitra Poddar

Prof. Arun K Bar

IQAC Coordinator