
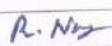
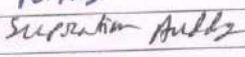


Minutes of the 20th meeting of the IQAC Cell of IEM
held on 16th April, 2020 at 2.00 p.m. in online mode

Members present:

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

• Mr. Sri Prasad	Regional Head, Vivekananda Vigyan Mission, Kolkata Chapter, Vigyan Bharati, Community Representative	
• Mr. Rajashree Nag	Alumni	
• Mr. Supratim Auddy	Alumni	

Agenda	<ol style="list-style-type: none"> 1. To read and confirm the minutes of the 19th (XIX/19-20) meeting held on 2nd April, 2020 of IQAC cell. 2. To conduct semester examination for the students under IEM autonomous status. 3. Online improvement mid semester test for 2nd year and 3rd year 4. MAKAUT will conduct end semester exam for final year students under MAKAUT 5. MAKAUT has not yet confirmed about semester exams of 2nd and 3rd year students under MAKAUT.
--------	---

Resolutions:

20.1. To read and confirm the minutes of the 18th (XVIII/19-20) meeting held on 05.03.2019 of IQAC cell.

The minutes of the 18th meeting of the IQAC Cell were read out and confirmed.

The Action Taken Report was read out also and confirmed.

20.2. The Controller Of Examinations (COE) along with the committee members decided to take the semester exams of the 1st year students, who are registered under the IEM autonomous status, online from 8th June, 2020. The exam will be conducted using Google Classroom and invigilation will be done using Google Hangouts Meet. The exam will be held for 3 hours of 100 marks. There will be 10 set of questions, each set will be containing 2 long type questions of 10 marks among which the students will have to choose any 1 question to answer.

20.3. The Controller Of Examinations (COE) along with the committee members also decided to take an Internal Improvement exams of the 2nd and 3rd year students, who are registered under MAKAUT, online from 8th June, 2020. The exam will be conducted using Google Classroom and invigilation will be done using Google Hangouts Meet. The exam will be held for 1 hour of 30 marks. There will be 3 set of questions, each set will be containing 2 long type questions of 10 marks among which the students will have to choose any 1 question to answer.

20.4. Along with the committee members the COE decided that the last date for question submission for these exams will be 15th May, 2020 and the instructions are as follows:

1. Students should create a single pdf file of the entire answer script.

2. Name the pdf file as Student's enrollment no._Subject code.pdf.

Ex: 12019002002001_BS-PH201.pdf

3. Students should write the set No. and total no. of pages in the answer script as per given template.

4. Students should join the Google meet link when asked by the teacher with their video and audio mode on.

5. Students should upload the pdf file within the allotted time. No extra time will be given for uploading.

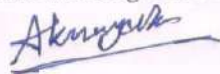
Full marks -30/60/100

Time - 1 hour/3 hours

20.5. MAKAUT will be conducting the end semester examinations for the final year students in the month of July, 2020 but the mode of exam is still not clear.

20.6. MAKAUT will be conducting the semester examinations for 2nd and 3rd year students in the month of July, 2020 after completing the semester exams of final year students but the mode of exam is still not clear.

The meeting ended with vote of thanks to the Chair.



Sd/-

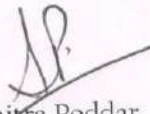
Prof. Dr. A. K. Nayak
Chairman of the Meeting
Internal Quality Assurance Cell (IQAC)



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: 12th April, 2020

NOTICE

Sub: 20th Meeting of Internal Quality Assurance Cell (IQAC) to be held on 16th 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 online IQAC meeting is to be held on 16th April at 2:00 pm onwards using Google Hangouts Meet platform. Presence of all members of IQAC online meeting is solicited. The details of the online meeting are as follows:

Topic: 20th IQAC Meeting

Time: Apr 16, 2020 02:00 PM India

Meeting Link: <https://meet.google.com/avm-tgfp-jwi>

Agenda of the Meeting:

1. To conduct semester examination for the students under IEM autonomous status.
2. Online improvement mid semester test for 2nd year and 3rd year
3. MAKAUT will conduct end semester exam for final year students under MAKAUT
4. MAKAUT has not yet confirmed about semester exams of 2nd and 3rd year students under MAKAUT.

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



Prof. Sanghamitra Poddar
Prof. Arun K. Bar
IQAC Coordinator