

Ref. No: 03.12/IEM/IQAC/GM/2018-14

Date: 3<sup>rd</sup> December, 2018

## **Notice**

**Sub: 14th Meeting of Internal Quality Assurance Cell (IQAC) to be held on 5<sup>th</sup> December, 2018 at 11:00 A.M. in Gurukul Campus**

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that, IQAC meeting to be held on 5th December 2018 at 11.00 A.M in Gurukul Campus. Presence of all members of IQAC is solicited, Agenda of the Meeting:



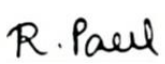






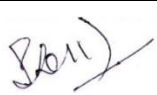
1. To read the action taken report of the 13<sup>th</sup> meeting (XIII/18-19) of IQAC held on 28.09.2018 of IQAC cell.
2. To discuss and analyze report of placement for current year.
3. To discuss of all the topics and the necessary documents that is needed for the AQAR submission.
4. To submit the proposed proposal for CCWC, 2019.
5. To discuss about the formation of various innovative labs.
6. To discuss about the publishing of Departmental Magazines.






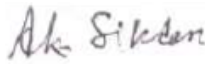
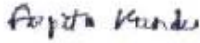



Prof. (Dr.) Himadri Nath saha  
Prof. Sanghamitra Poddar  
Joint coordinator of IQAC Cell  
Institute of Engineering & Management

Minutes of the 14<sup>th</sup> meeting of the IQAC Cell of IEM held on 5<sup>th</sup>  
December, 2018 at 11.00 a.m. in Gurukul campus

Members Present:

NAME	Designation & Affiliation	Sign
Prof. Dr. A. K Nayak	Principal and Chairman of IQAC	
Prof. Dr. Satyajit Chakrabarti	Management Representative	
Prof. Rajashree Paul	Management Representative	
Prof. Dr. Himadri Nath Saha	HOD,EEE & CSE and Coordinator of IQAC	
Prof. Sanghamitra Poddar	Assistant Professor, BSH and Coordinator of IQAC	
Prof. Dr. Debika Bhattacharya	Dean (Academics)	
Prof. Dr. Mohuya Chakraborty	HOD,IT Dean (Faculty Development)	
Prof. Dr Arun Kumar Bar	Dean (Engineering)	
Prof. Dr. Malay Gangopadhyay	HOD, ECE	
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	HOD, BSH	
Prof. Dr. Indraneel Mukhopadhyay	Principal MBA	
Mr. K.R. Lal	Administrative Staff	
Mr .Angshuman Ray	Administrative Staff	
Mr. Prajit Nandy	Sankalp Semiconductor Pvt Ltd.	
Mr. Sumit Sinha	Ericsson India Global Services Pvt. Ltd.	
Mr. Somnath Chatterjee	Capgemini India, Pvt Ltd.	
Mr. Sri Prasad	Regional Head Vivekananda Vigyan Mission Kolkata Chapter. Vigyan Bharati Community Representative	
Prof. Anup Kumar Sikdar	External Experts	
Prof. Dr. Saptarsi Goswami	External Experts	
Ms. Arpita Kundu	Alumni Member	
Mr. Soummyo Priyo Chattopadhyay	Alumni Member	
Mr. Dipanjan Mitra	Student	
Mr. Supratim Auddy	Student	

<b>Agenda</b>	<ol style="list-style-type: none"> <li>1. To read the action taken report of the 13<sup>th</sup> meeting (XIII/18-19) of IQAC held on 28.09.2018 of IQAC cell.</li> <li>2. To discuss and analyze report of placement for current year.</li> <li>3. To discuss of all the topics and the necessary documents that is needed for the AQAR submission.</li> <li>4. To submit the proposal for CCWC, 2019.</li> <li>5. To discuss about the formation of various innovative labs.</li> <li>6. To discuss about the publishing of Departmental Magazines.</li> </ol>
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### **Resolutions:**

14.1 The minutes of the 13<sup>th</sup> meeting (XIII/18-19) of IQAC held on 29.09.2018 was read out and confirmed.

14.2. To discuss and analyze report of placement for current year.

This year the placement was extremely good for all the departments and most of all the eligible candidates of B.Tech, BBA, BCA and other departments were placed in the good companies. The members requested to give the comparison report.

14.3. To discuss of all the topics and the necessary documents that is needed for the AQAR submission.

The IQAC AQAR document preparation and review was done.

14.4 To submit the proposed proposal CCWC 2019.

a) 9<sup>th</sup> IEEE CCWC 2019 will be organized at University of Nevada, Las Vegas during 7<sup>th</sup> to 9<sup>th</sup> January, 2019.

The members accepted the proposal.

14.5 To discuss about the formation of various innovative labs.

An IoT Lab has been set up in CSE Department.

14.6 To discuss about the publishing of Departmental Magazines.

Departmental Magazines depicting the quarterly activities are to be published.

The meeting ended with vote of thanks to the Chair.



**APPROVED**

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




**Prof. Dr. Himadri Nath Saha & Prof. Sanghamitra Poddar**  
**Joint Coordinator of IQAC cell**  
**Institute of Engineering & Management**