

Ref. No: 12.03/IEM/IQAC/GM/2021-23

Date: 12th March, 2021

Notice

Sub: 23rd Meeting of Internal Quality Assurance Cell (IQAC) to be held on 16th March, 2021 at 11.00 a.m.

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 16th March at 11:00 pm onwards using Google Meet platform. Presence of all members of IQAC online meeting is solicited. The details of the online meeting are as follows:

Topic: 23rd IQAC Meeting

Time: 16th March, 2021 at 11.00 a.m.

Join Google Meeting: <http://meet.google.com/mfp-fmuh-wng>

Meeting ID: [mfp-fmuh-wng](http://meet.google.com/mfp-fmuh-wng)

Agenda of the Meetings:






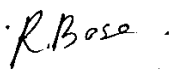
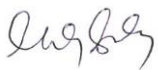



1. To read and confirm the minutes of the 22nd (XXI /20-21) meeting held on 22nd December, 2020 of IQAC cell.
2. Introduction of industrial members to our IQAC committee, Mr. Kaushik Biswas, Head Legal, Corporate Affairs & Company Secretary, Tata Medical and Diagnostics Limited and Mr. Ritabrata Bose, IBM India, Global Services
3. To discuss about the quality of the classes held online for the 2nd semester, 4th semester, 6th semester & 8th semester students.
4. To discuss about the final year projects for the 4th year students.
5. To discuss about the online examination conducted recently for autonomy batches.
6. To discuss about the NBA work For ECE & IT department.
7. To discuss about the new AQAR format.
8. Miscellaneous works on the permission of the Chairperson.


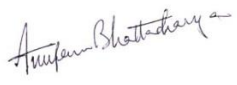
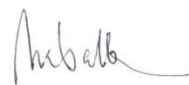



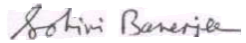

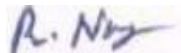


Prof. (Dr.) Arun Kumar Bar
Prof. (Dr.) Sanghamitra Poddar
Joint coordinator of IQAC Cell
Institute of Engineering & Management

**MINUTES OF 23rd MEETING OF IQAC CELL OF IEM HELD ON 16th MARCH, 2021,
AT 11.00 A.M. IN ONLINE MODE**

Members Present:

Name	Designation & Affiliation	Sign
Prof. Dr. Satyajit Chakrabarti	Chairman of IQAC and Director	
Prof.Dr.Arun Kumar Bar	Co-ordinator (IQAC), Dean Engineering and H.O.D, EEE & Mechanical Engineering	
Prof. Dr. Sanghamitra Poddar	Co-ordinator (IQAC) and H.O.D student Affairs & Alumni Relations	
Mr. Somnath Chatterjee	CEO WEBEL	
Mr. Shantanu Pal	Sankalp Semiconductor Pvt. Ltd	
Mr. Kaushik Biswas	Head Legal, Corporate Affairs & Company Secretary, Tata Medical and Diagnostics Limited	
Mr. Ritabrata Bose	IBM India, Global Services	
Prof. Dr Malay Gangopadhyaya	HOD,ECE.	
Prof. Dr. Debika Bhattacharya	Dean Academics	
Prof. Dr. MohuyaChakraborty	Dean HRDC,HOD (CSE)	
Prof. Prabir Kumar Das	HOD, BSH	

Prof. Dr. Sujit Dutta	HOD, MBA	
Prof. Dr. Indraneel Mukhopadhyay	HOD, IT	
Prof. Anupam Bhattacharya	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 Experts	
Prof. Dr. Debdoot Sheet	External Experts	
Mr. K.R.Lal	Administrative Staff	
Mr. Angshuman Ray	Administrative Staff	
Mr. Sohini Banerjee	Alumni	
Ms. Arpita Kundu	Alumni	
Mr. Sri Prasad	Regional Head, Vivekananda Chapter, VigyanBharati Community Representative	
Mr. Rajashree Nag	Alumni Member	

Mr. SupratimAuddy	Alumni Member	<i>Supratim Auddy</i>
Agenda	<ol style="list-style-type: none"> 1. To read and confirm the minutes of the 22nd (XXII/20-21) meeting held on 22nd December, 2020 of IQAC cell. 2. Introduction of industrial members to our IQAC committee, Mr. Kaushik Biswas, Head Legal, Corporate Affairs & Company Secretary, Tata Medical and Diagnostics Limited and Mr. Ritabrata Bose, IBM India, Global Services 3. To discuss about the quality of the classes held online for the 2nd semester, 4th semester, 6th semester & 8th semester students. 4. To discuss about the final year projects for the 4th year students. 5. To discuss about the online examination conducted recently for autonomy batches. 6. To discuss about the NBA work For ECE & IT department. 7. To discuss about the new AQAR format. 8. Miscellaneous works on the permission of the Chairperson. 	

Resolutions:

- 23.1. The minutes of the 22nd (XXII/20-21) of IQAC held on 29.10.2020 was read out and confirmed.
- 23.2. Mr. Kaushik Biswas, Head Legal, Corporate Affairs & Company Secretary, Tata Medical and Diagnostics Limited and Mr. Ritabrata Bose, IBM India, Global Services were introduced in IQAC by the consent of Chairman, IQAC.
- 23.3. Online classes for 2nd semester, 4th semester, 6th semester & 8th semester are going on successfully.
- 23.4. HODs of all the department will prepare an excel sheet for final year projects.
- 23.5. COE section has already published Invigilation list for the mid-semester examination of Lateral entry students.
- 23.6. There should be an upcoming meeting for NBA visit for ECE & IT departments.
- 23.7. AQAR excel sheet will be mailed to all HODs of various departments.
- 23.8. HOD's of all the departments are requested to instruct the SPOC's to give their departmental reports.

The meeting ended with vote of thanks to the Chair.



APPROVED

Prof. Dr. Satyajit Chakrabarti
Chairman of the Meeting




Prof. Dr. Arun Kumar Bar & Prof. Dr. Sanghamitra Poddar
Joint Coordinator of IQAC cell
Institute of Engineering & Management



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