NARULA INSTITUTE OF TECHNOLOGY

Dated : 04/12/2018

Minutes of the IQAC meeting held on 29/11/18 at the Conference room of NIT:

Members present:

Prof. (Dr.) M. R. Kanjilal, Principal, Chairperson (IQAC)
Prof. Dr. S C Konar, professor,EE
Ms. Nidhi Singh, Registrar
Dr. Kunal Das, IT (Coordinator)
Mr. Surajit Bari, ECE (Jt. Coordinator)
Dr. Rupa Bhattacharyya, BSHU
Prof. Dr. B K Medya, HOD, IT
Dr. Sandip Chanda, HOD-EE
Dr. Bikash Panja, ME
Ms. Susmita Das, ECE
Dr. Sriparna Guha, HOD, BA

At the very beginning, Principal Madam, Dr. M.R Kanjilal welcomed all members present at the meeting of Internal Quality Assurance Cell (IQAC) of NIT and the leave of absence has been granted. Dr. Kunal Das, the Coordinator of IQAC and Mr. Surajit Bari, Jt. Coordinator once again heartily welcomed all members A brief presentation was made by the coordinator highlighting the agenda of the day.

Agenda 1: Half yearly review and discussion about preparation of Annual Quality Assurance Report AQAR for 2018 – 2019.

Agenda 2: Discussion on further development of quality benchmarks for the institute.

Agenda 3: Any other related issues.

Agenda 1: The Coordinator mentioned that the half yearly events which are organized by different departments.

Agenda 2: To maintain the examination quality benchmarks of Institute, Principal Madam, Dr. M.R Kanjilal mentioned that from current semester the examination process is converted into online system .Question paper will be available just before 2 hrs of scheduled examination. Question papers will be downloaded only after getting three OTP from Principal, Controller of examination and Assistant Controller of examination. Then Question paper will be printed by

high speed printer. She also mentioned that the software company called Mindlogic is developing this system.

Agenda 3 : Proposal placed in Academic council to conduct Faculty development progamme and compulsory Student participation in SWAYAM-NPTEL courses.

Thereafter, the meeting ended with a vote of thanks to the Chair.

Dr. Kunal Das
Coordinator (IQAC)

Dr. M.R Kanjilal
Principal