Narula Institute of Technology
81, Nilgunj Road, Agarpara, Kolkata – 700109

Minutes of the Meeting, Internal Quality Assurance Cell (IQAC)

Quarter: 3rd , Academic Session: 2019-20

Date: 19th February 2020, Time: 4:00 PM

Venue: Conference Room, NIT, Agarpara

Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) held on 19th February 2020 at 4:00 PM at the Conference Room, NIT, Agarpara.

Members present

1.Prof. (Dr.) M.R. Kanjilal, Principal

2. Mr. Simarpreet Singh, Director JIS Group

3. Mr. Harsh Kumar Jha, Former MD Tata Metaliks Ltd & the Former President, BCCI/ICC

4. Dr. Prabir Kumar Aditya, CEO Sprinriver Technology Private Ltd.

5. Mr. Pradip Chowdhury, Member of Rotary Club, Kamarhati

6. Prof. (Dr.) S.C. Konar, Dean R & D

7. Mrs. Nidhi Singh, Registrar

8. Mr. Surajit Bari, ECE, Coordinator

9. Dr. Rupa Bhattacharyya, BS & Hu

10. Prof. (Dr.) B.K. Medya , IT

11. Ms. Rupa Saha , CA

12. Dr. Biswajit Halder, CSE

13. Dr. Bikash Panja,ME

14. Dr. Sriparna Guha, BS & Hu

15. Ms. Susmita Das, EIE

16. Dr. Biswajit Halder, EE

17. Mr. Arya Banerjee, CE

18. Ms. Swantana Sarkar, Alumni, ECE

19. Ms. Shramana Guchait, Student, UG, ECE

Members absent

1. Ms. Debasmita Banerjee, Alumni, IT

2. Ms. Nilanjana Mukherjee, Alumni, EE

3. Mr. Debopam Chakraborty, Alumni , CE

4. Ms. Debashree Nandi Aich , Alumni , MCA

5. Mr. Kushal Kumar, Student, PG, Power System (EE)

At the beginning of meting, Prof. (Dr.) M. R. Kanjilal, Principal, extended welcome to all the members present in the meeting of IQAC and requested the coordinator to proceed as per agenda. Leave of absence is approved.

Agenda No.– 1
Confirmation and approval of the minutes of the last IQAC meeting held on 29th November, 2019

Resolution:
The minutes of the last meeting which had been circulated earlier, has been placed and approved.

Agenda No. - 2
To note and ratify of Action Taken Report of last IQAC Meeting
The action taken report (Annexure-I) of the last IQAC meeting held on 29th November ,2019 was placed and noted.

Agenda No. - 3
Odd semester result analysis and attainment of COs
Resolution:
Odd semester results of all the programme were placed and it has been discussed that though the attainment of most of the COs are satisfactory, but the department will take necessary action where the attainment is not at per.

Agenda No. - 4
Review of requirement of Building, Laboratories, Library, Faculty & Staff.
Resolution:
For each of the category, the review report has been placed. It was suggested to proceed as per requirements.

Agenda No. - 5
Discussion on carrying out new MoU and review of the activities under existing MoUs
Resolution:
It has been discussed to carry out the new MoU with industry/Institute for enhancing activities of students' internship. The activity report of existing MoUs have been placed and noted.

Agenda No. - 6
Review of the functioning of e-governance
Resolution:
The report of e-governance of the Institute was placed and noted.

Agenda No. -7
Review of participative learning, collaborative learning, problem, and project-based learning

Resolution:

Report of Student engagement in participative learning, collaborative learning, problem, and project-based learning from different programme was placed. It was also discussed that apart from curricular activities, students are also engaged in Hakathon, Project Exhibition, innovative idea presentation, paper presentation, model presentation, debate & quiz competition etc. The student centric learning approach was highly appreciated by the members.

Agenda No. - 8

Participation and Performance of Students, Staff and Faculty Members in MOOCs
Resolution:

Report on participation and certification by Students, Staff and Faculty members in different MOOCs was presented. Two Faculty members and three students were recognized as NPTEL Star. The recognition as 'NPTEL STAR' was appreciated by the members. It was suggested to increase a greater number of participations in MOOCs.

Agenda No. - 9
Any other Point
- It was suggested to enhance Alumni Network through different activities.

The meeting ended with a vote of thanks to all the members present.

Coordinator, IQAC

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Internal Quality Assurance Cell (IQAC)

Action Taken Report

Followings are the action taken report of the IQAC meeting held on 29th November ,2019 at Conference Room, NIT, Agarpara, Kolkata.

Agenda Number	Agenda Notes	Resolution	Action Taken
Agenda No.-3	Discussion on NIRF Data for Submission	It has been suggested to take care and carry out more analysis on the data before final submission.	The data has been analysed carefully for submission of NIRF.
Agenda No. -5	Review of R&D activity i) Research Facilities ii) Consultancy iii) Grants iv) Publications	The report of R & D activity was placed. Members appreciated the R & D Activities and suggested to apply for more Govt. and Non. Govt. Grants. It is also suggested to give emphasis on more consultancy work.	The suggestions have been shared with Faculty and Staff Members through R & D cell and Heads of the departments for necessary action.
Agenda No.-6	Analysis of placement status (Placement/Higher Education/ Entrepreneurship)	Placement status of latest graduation batch has been placed and noted. It has been suggested to improve number of Entrepreneurs from the Institute.	The Institute Innovation Council and Entrepreneurship & Incubation Cell is organizing activities to motivate students to become a successful Entrepreneur who has interest and capabilities in these directions.
Agenda No.-7	Discussion to Initiate the preparation of NAAC SSR submission (cycle 2)	The validity period of NAAC accreditation is up to 31st December ,2020. It has been proposed to prepare NAAC SSR according to the Revised Accreditation Framework.	The suggestion noted and awareness programme has been initiated about revised guideline of NAAC.

Agenda No. -9	Any other Point	It has been discussed that the review of participative learning, collaborative learning, problem and project-based learning will be presented in the next meeting.	The suggestions have been noted and the same will be presented in the next meeting.

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