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

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

Quarter:4th, Academic Session: 2022-23

Date: 4th May 2023, Time: 4:00 PM

Venue: Meeting was conducted through hybrid mode - Conference Room, NIT and Online Platform

Narula Institute of Technology

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Phone: +91 33 2563 8888/7777, Telefax: +91 33 2583 7029
Website: www.nit.ac.in, Email: info@nit.ac.in

Ref: NIT/IQAC/Notice/2022-23/05   Date: 27 April, 2023

Notice

The 4th quarter meeting of Internal Quality Assurance Cell (IQAC) of the Academic Year 2022-23 will be held on 4th May February 2023 at 3 PM in the Conference room of Narula Institute of Technology. Members are requested to make it convenient to attend the meeting.

The agenda of the meeting is as follows:

Agenda No.	Agenda
0	Opening of the Meeting
1	Confirmation and approval of the minutes of the last IQAC meeting held on 23rd February 2023
2	To note and ratify of Action Taken Report of the last IQAC Meeting
3	Review of participative learning, collaborative learning, problem, and project-basedlearning
4	Review of the functioning of e-governance
5	Participations in MOOCs
6	Academic and Administrative Audit Report
7	NBA Accreditation
8	Revision of Autonomy Curriculum 2023 (NEP, CBCS)
9	Any other point

27/04/23

Surajit Bari
IQAC Coordinator
NiT

Coordinator, IQAC
Narula Institute of Technology
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Attendance Sheet-IQAC Meeting-4th May 2023

Sl. No.	Name	Signature
1	Mr. Simarpreet Singh	*joined online*
2	Prof. (Dr.) M. R. Kanjilal	
3	Mr. K.G. Pilsima	*joined online*
4	Mr. Sovan Banerjee	Absent.
5	Mr. Pradip Chowdhury	*joined online*
6	Dr. Nidhi Singh	N. & A
7	Prof. (Dr.) Sourav Saha	Absent
8	Dr. Amlan Chakraborty	Absent
9	Dr. Surajit Bari	
10	Dr. Rupa Bhattacharyya	RB
11	Dr. Susmita Karan	S.Karan
12	Dr. Suchismita Maity	
13	Dr. Bansari Deb Majumder	
14	Dr. Bikas Panja	BP
15	Mr. Abhishek Hazra	Hazra.
16	Mr. Arkendu Mitra	*joined online*
17	Ms. Medha Ray	Medha Ray
18	Mr. Partha Sarathi Nandi	Absent.
19	Mr. Raja Mitra	R.Mitra

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Internal Quality Assurance Cell (IQAC)

Action Taken Report

Followings are the action taken report of the IQAC meeting held on 23rd February 2023 at Conference Room, NIT.

Agenda Number	Agenda Notes	Resolution	Action Taken
Agenda No. 3	Stake-holders' feedback Analysis	Stake-holders' feedback analysis on curriculum & syllabus and other parameters for the development of the Institute has been placed. Necessary suggestions from members have been noted and discussed for further action.	Feedback forms are modified as per suggestion and will be effective from the nest academic year in the college website.
Agenda No. 4	Academic and Administrative Audit Report	Academic and Administrative Audit (AAA) will be conducted on set parameters in the month of March 2023.	Related report has been placed before the Academic committee and approved.
Agenda No. 6	Submission of AQAR 22-23	The information is shared among the members and supporting documents of is being uploaded in the HEI portal.	Checking of the uploaded documents are being continued.

Dr. Surajit Bari
Coordinator, IQAC

Coordinator, IQAC
Narula Institute of Technology
81, Nilgunj Road, Agarpara, Kolkata-700109

Prof. (Dr.) Maitreyi Ray Kanjilal
Chairman, IQAC & Principal
Narula Institute of Technology

Principal
Narula Institute of Technology
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Minutes of the IQAC meeting held on 4th May, 2023

Agenda No.0
Opening of the Meeting
Resolution:
At the beginning of the meeting, Prof. (Dr.) Maitreyi Ray Kanjilal, Principal, NIT and Chairman of IQAC, extended a welcome to all the members present in the meeting of IQAC. The chairman wishes good health to all members and their families. Thereafter Chairman requested the coordinator to proceed as per the agenda. Leave of absence is approved.

Agenda No. 1
Confirmation and approval of the minutes of the last IQAC meeting held on 23rd February 2023
Resolution:
The minutes of the last meeting which had been circulated earlier have been placed andapproved.

Agenda No. 2
To note and ratify of Action Taken Report of the last IQAC Meeting
Resolution:
The action taken report (Annexure-I) of the last IQAC meeting held on 23rd February 2023 was placed and noted.

Agenda No. 3
Review of participative learning, collaborative learning, problem, and project-based learning
Resolution:
Activities context to student centric learning – participative learning, collaborative learning, problem-based learning and project-based learning have been discussed.

Agenda No. 4
Review of the functioning of e-governance
Resolution:
The functioning of e-governance in the area administration, finance & accounts, student admission & support and examination have been reviewed. It has been discussed that including other area, under the administration – e-governance activities of stores, attendance of employee, appraisal system, monthly report are functioning well.

Agenda No. 5 Participations
in MOOCsResolution:
During the academic session 2022-23, till month April,2023 total, number of certificates earned by students and faculty members through NPTEL is 73 and through Coursera is 1507. Therefore,total number of certificates earned through MOOCs is 1580. As discussed, some courses result yet not published.

Agenda No. 6
Academic and Administrative Audit Report
Resolution:

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The academic and administrative audit was conducted in the month of February 23 2023. The audit report was placed. In scale of 4, total score is 3.59. It has been suggested to address and take necessary actions on the recommendations by the audit team.

Agenda No. 7
NBA Accreditation

Six UG Programs: B-Tech in Civil Engineering, Computer Science and Engineering, Electronics and Communication Engineering, Electrical Engineering, Information Technology and Mechanical Engineering have been accredited in Tier-I for three years. Out of which the programs B-Tech in Civil Engineering, Electronics and Communication Engineering, Electrical Engineering, Information Technology tenure of accreditation has been started from the academicsession 2022-23. Whereas B-Tech in Computer Science and Engineering and Mechanical Engineering tenure of accreditation will start from the academic session 2023-24. It has been discussed as the Name of the Program B-Tech in Electronics and Instrumentation Engineering likely to be changed form the academic session 2023-24, Therefore, application for accreditation for the program B-Tech in Electronics and Instrumentation Engineering has not been applied for NBA accreditation.

Agenda No. 8
Revision of Autonomy Curriculum 2023 (NEP, CBCS)
Resolution:

The draft revised autonomy curriculum under the regulation 2023 has been presented by Prof. (Dr.) Maitreyi Ray Kanjilal. It has been discussed that main objectives to introduce the revised curriculum are to address the National Education Policy 2020 and Choice Based Credit System (CSBS). It has been rigorously discussed the credit distribution for B-Tech degree with major, minor courses, multidisciplinary courses, Ability Enhancement Courses, Skill Development Courses, Value Added Courses.

Agenda No.-9 Any other point
Resolution:

- Average student attendance in regular semester classes have been discussed
- Provisions of student counselling in the institute has also been discussed
- It has been suggested for the enhancement of technical knowledge of the students
- As per the NAAC guideline, the issues regarding charging of IQAC Coordinator has been raised. The name of Dr. Susmita Karan, BS & HU has been proposed as next IQAC Coordinator from the academic session 2023-2024. The name has been well accepted by all the members present in the meeting.

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

Dr. Surajit Bari
Coordinator, IQA

Coordinator, IQAC
Narula Institute of Technology
81, Nilgunj Road, Agarpara, Kolkata-700109

Prof. (Dr.) Maitreyi Ray Kanjilal
Chairman, IQAC &
Principal Narula Institute of Technology
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