



Greater Kolkata College of Engineering and Management

Minutes of the 9th Meeting of IQAC (Internal Quality Assurance Cell)

Members present:

1. Prof. Mahuya Das –Principal and Chairperson
2. Dr. Anubrata Mondal, AP & HOD- EE, and Coordinator
3. Mr. Gopal Chakraborty– TIC & AP -BS & HU - Member
4. Mr. Rajarshi Chakraborty, HOD- ME - Member
5. Mr. Pijush Dutta, HOD- ECE– Member
6. Mr. Subhojit Chattaraj, AP-CE – Member
7. Mr. Swapna Halder, AP-CSE-Member
8. Dr. Sk. Tanbir Islam, AP-ME – Member
9. Dr. Dipankar Das, AP- BS & HU- Member
10. Mr. Arindam Mukherjee, TNP Cell - Member
11. Mr. Subhradeep Banerje, TNP Cell - Member
12. Mr. Gour Gopal Jana, AP-ECE-Member

Invitee Present:

1. Mr. Sourav Chaterjee, Asst. Registrar
2. Ms. Nibedita Shee, Asst. Librarian, GKCEM
- 3.

Member Absent:

1. Mr. Niladri Sekhar Pal

Venue: Principal Room

Date and time: 27.09.2022, 3:00 P.M.

Agenda:

- 9.1. Review of the last meeting
- 9.2. Analysis of the feedback from stakeholder for even semester
- 9.3. Result analysis for even semester
- 9.4. Review of requirements- Building, Laboratories, Library, Faculty and Staff
- 9.5. Review of Extra Curricular, Co-Curricular, Social Services, Extension and Student Club activities
- 9.6. Analysis of Admission status
- 9.7. Review of Alumni Activity, Conduction of Alumni Meet
- 9.8. Review of FDP/International Seminar/National Seminar Workshop organized by the institute
- 9.9. Miscellaneous

Prof. Mahuya Das, Principal and Chairperson of the cell chaired the meeting.

The agenda items were taken up for discussion with the permission of the chair and all the members have unanimously agreed with the following points.

Proceedings:

As per today's Agendas the following points were discussed:

9.1 Review of the last meeting:

- ❖ **To confirm the minutes of meeting of Eighth IQAC meeting held on 23.06.2022:**
The proceedings were taken as confirmed.
- ❖ **Action taken report of Eighth IQAC meeting held on 23.06.2022:**
The action taken report was taken as confirmed

9.2. Analysis of the feedback from stakeholder for even semester:

- The nature of the feedback from stakeholder for Even Semester states that improvement on the part of Academic and Laboratory equipment's is absolutely necessary.
- Steps should be taken to improve the curriculum of our institution. As we don't have academic autonomy there is a need for introduction of some beyond curriculum courses may be by BCT Training, MOOCs, SWYAM, NPTEL as per the present industrial trend.
- Acknowledgement from students, parents and alumni is very important in order to check the status of our college. Therefore, at the end of each semester stake holder's feedback should be taken.
- It was also informed that the feedback will be submitted to the higher authority.

9.3. Result analysis for even semester

- While going through the status of student's result it may be analyzed that the performance of the students is moderate.
- Students must be well counseled in order to ameliorate their academic performance. Remedial classes should be conducted in a well-documented manner.
- Identification between advance learner and slow learner is important. Extra care must be given to the slow learner as well as advanced learners should be motivated for higher studies.
- Proper guidance should be given to the students on Laboratory work and Project work. Open ended projects are to be given to students after finishing the scheduled lab experiments for innovative idea generation.

- A point arose in the meeting regarding the mismatch of theoretical and practical marks in Engineering Mechanics and Introduction to IT (Diploma Paper) and also found ambiguity in Engineering Graphics & Design Lab (ES ME 191)

9.4. Review of requirements- Building, Laboratories, Library, Faculty and Staff

- The non-performing experimental set up of all departmental laboratories was identified and further steps are already taken by HOI to make them working within this Semester.
- HODs of CE, BS & HU (English) requested to the Principal for the requirement of new faculties respectively on an immediate basis. In this context, the principal agreed to communicate with the competent authority and take necessary action.

9.5. Review of Extra Curricular, Co-Curricular, Social Services, Extension and Student Club activities

- Students should be informed regarding the importance of NAAC accreditation which is the institutional quality enhancement process that gives confidence to students. Hence, the involvement of student in the institutional quality enhancement process is crucial and invaluable. Therefore, the students must be motivated and follow the academic guideline of the Institute religiously.
- The conveners of the entire student's clubs of GKCEM were requested to perform their responsibilities diligently and events should be organized involving institutional and local school students.

9.6. Analysis of Admission status

A brief discussion was done on the current admission status and it was revealed that the current admission status is not satisfactory. In order to overcome this situation and to increase the number of admissions, more improvement from departmental end is required. According to Quality Assurance, we should approach in a systematic way before the determination of the strategy of data generation. As accreditation is a must for the institute.

9.7. Review of Alumni Activity, Conduction of Alumni Meet

As per the discussion in the meeting, the review of the Alumni activity is already take over head office and data of all alumnus from every department is submitted by Mr. Niladri Sekhar Pal to HO.

9.8. Review of FDP/International Seminar/National Seminar Workshop organized by the institute

With the consent of all the members it was notified in the meeting that review of FDP on Research Methodology shall be in process after 2022 Puja Holiday, it will published.

9.9 Miscellaneous:

Selection of New Member:

- It was decided in the meeting that Mrs. Swapna Halder, HOD-CSE and Mr. Anirban Majumder Marketing Dept. of GKCEM will act as the member of IQAC, GKCEM.
- It was also decided in the meeting Mr. Sumit Halder 3rd Yr CSE and Mr. Subhankar Sarkar 3rd Yr CE will act as student member of IQAC, GKCEM.
- Mr. Rakesh Naskar, Director, Sam Solar Solution Private Ltd. and Mr, Sujoy Sarkar, Director, Sircon Engineering Services will act as member of IQAC, GKCEM on behalf of industry, which was decide in the meeting

Since no other points were raised for the discussion the meeting ended with a vote of thanks to the chair.

Minuted by:

Checked by:

Approved by:

Arjama Ghosh Chakraborty
Ms. Arjama Ghosh Chakraborty
Secretary to Principal, GKCEM
09/11/22

Anubrata Mondal
Dr. Anubrata Mondal
Coordinator - IQAC
09/11/22

Mahuya Das
Prof. Mahuya Das
Chairperson - IQAC
9/11/22

PRINCIPAL
Greater Kolkata College of
Engineering & Management