



Greater Kolkata College of Engineering and Management

Minutes of the 10th 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, HoD-CE – Member
7. Mr. Swapna Halder, HoD-CSE-Member
8. Dr. Sk. Tanbir Islam, AP-ME – Member
9. Mr. Biswajit Gayen, AP- BS & HU- Member
10. Mr. Arindam Mukherjee, T&P Cell - Member
11. Mr. Subhradeep Banerje, T&P Cell - Member
12. Mr. Gour Gopal Jana, AP-ECE-Member
13. Mr. Niladri Sekhar Pal, AP-CSE-Member
14. Mr. Raghunath Majhi, AP-CSE-Member
15. Mr. Arindam Sadhu, AP-ECE-Member

Member Absent:

1. Mr. Subhasish Saha, AP- BS & HU – Member
2. Mr. Rakesh Naskar, Director, Sarn Solar Solution Pvt. Ltd.
3. Mr. Sujoy Sarkar, Director, Sircon Engineering Services

Permanent Invitee Present:

1. Mr. Sourav Chatterjee, Asst. Registrar

Permanent Invitee Absent:

1. Ms. Nibedita Shee, Asst. Librarian, GKCEM

Venue: Principal Room

Date and time: 07.12.2022, 3:00 P.M.

Agenda:

- 10.1 Review of the last meeting
- 10.2. Curricular Planning and Implementation
- 10.3. Review of R&D activity
 - i. Research Facilities
 - ii. Consultancy
 - iii. Grants
 - iv. Patents
 - v. Publication
- 10.4. Analysis of Placement Status (Placement/ Higher Education/ Entrepreneurship)
- 10.5. Analysis of Student Satisfaction Survey
- 10.6. Discussion on Progress of work done under NIRF or any other ranking agencies
- 10.7. Discussion on Academic and Administrative Audit
- 10.8. 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:****10.1 Review of the last meeting:**

- ❖ **To confirm the minutes of meeting of Ninth IQAC meeting held on 27.09.2022:**
The proceedings were taken as confirmed.
- ❖ **Action taken report of Ninth IQAC meeting held on 27.09.2022:**
The action taken report was taken as confirmed.

10.2. Curricular Planning and Implementation

Curricular Planning concerned with making decisions about what to learn, why, and how to organize the teaching and learning process taking into account existing curriculum requirements and the resources available.

- Hence, it was decided in the meeting that according to students' demand all the departments should inculcate on-line classes to ameliorate teaching-learning process. For this purpose, a Departmental Committee Meeting should be conducted. Another important issue is Software Procurement such as MATLAB for EE and ECE and Oracle for CSE
- Syllabus modification and introduction of new subject should be made through BOS for the upcoming semester. There will be one-Alumni member departmental BOS he/she can suggest the current trend of

Industry for curriculum modification in form of BCT. Introduction of Coding Classes are to be conducted 2nd year and 3rd students to make them confident in Interview.

- The issue of shortage of Faculty in CE Department and BS & HU (English) Department has been addressed. One suitable English faculty will join in 2nd Week of February and interview process will be held on last week of December, 2022.
- As decided in the HOD meeting, Departmental Alumni meet should be conducted in December, 2022. Therefore, more Alumni Data should be collected and submitted within 16.12.2022.
- Though it was discussed earlier that there will be at least one Co-Ordinator for the NPTEL classes to clear the doubt of students. may be started from 4th Semester.
- FDP should be conducted in the upcoming Semester on behalf of both department and institution as discussed earlier.

10.3. Review of R & D Activities:

- Research and Grants: Mr. Subhojit Chattaraj (Idea-O-Meter)
- Patent: 01
- Journal: 01
- Conference: CE-01, EE-01
- Publication with Students: ME-01
- Book Publication: CSE-02, ECE-01
- PhD: Pursuing by Mr. Sandeepan Saha, Mr. Subhojit Chattaraj, Mr. Arindam Sadhu, Mr. Raghunath Majhi. Completed by Dr. Pijush Dutta.

Analyzing the present scenario, it was decided in the meeting more R & D activities are to be conducted.

10.4. Analysis of Placement Status (Placement/ Higher Education/ Entrepreneurship)

- Placements hold great importance for students and educational institutions. It helps a student to build a strong foundation for the professional career ahead as well as a good placement record gives a competitive edge to a college/university in the education market. Therefore, in this regard advice was sought from the placement cell on how to further improve. Placement cell advised to focus more on GD communication and coding. More or less every department presented their status of Industrial Training in the meeting.
- HOD's were requested to take initiative so that faculties carry out Eduskill training and For CSE department faculty it is mandatory.
- It was discussed in the meeting that Higher placement percentage Training placement cell and departments should work jointly. Care should be taken to increase the number of registered students as well as Interview participants.
- Till date thirty-six no. of renowned companies have come for placement.

10.5. Analysis of Student Satisfaction Survey:

- Thorough discussion was done students' feedback.
- On the basis of Student feedback Report department should conduct student meeting, take necessary initiative in order to fulfill students' necessary requirements.

10.6. Discussion of Progress of work done under NIRF or any other ranking agencies:

- For this purpose, a format will be provided and the same need to be filled up and forwarded.

10.7. Discussion on Academic and Administrative Audit:

- Audit should be done by the Internal Academic Committee comprising of all the departmental head's and will be head by Dean Academic.

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

Minuted by:

Arjama Ghosh Chakraborty
03.01.23
Ms. Arjama Ghosh Chakraborty
Secretary to Principal, GKCEM

Checked by:

Anubrata Mandal
03/01/2023
Dr. Anubrata Mondal
Coordinator - IQAC

Approved by:

Das
3/1/23
Prof. Mahuya Das
Chairperson - IQAC
PRINCIPAL
Greater Kolkata College of
Engineering & Management