

**ASANSOL ENGINEERING COLLEGE**  
Vivekananda Sarani, Kanyapur, Asansol – 5

**IQAC**

Ref No: AEC/IQAC/Sept 22/01

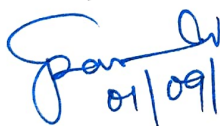
Date: 01/09/2022

**NOTICE**

All the members of IQAC are cordially invited to the IQAC meeting – at 3 pm on 16/09/2022 in Conference Room, AEC

**Agenda:**

1. Introductory and Opening of the meeting
2. To consider the proceedings of the last meeting held on 30<sup>th</sup> June 2022
3. To discuss on the various action taken reports (18<sup>th</sup> June 2022 and 30<sup>th</sup> June 2022)
4. To analyse the results of even sem 2022
5. To discuss about the Extra Curricular, Social Services, Extension, and Student Club activities
6. To review the alumni activity, conduction of alumni meet
7. To review the FDP/International Seminar/National Seminar Workshop organised by the institute
8. To discuss about AQAR (2021-22)
9. To discuss the progress of work done under NIRF or any other ranking agencies
10. To discuss about the NAAC Accreditation
11. Any other matter with permission of chairman

  
01/09/22

**Dr. G. S. Panda**  
Coordinator, IQAC

**Coordinator, IQAC**  
Asansol Engineering College  
Asansol - 713305



# ASANSOL ENGINEERING COLLEGE

Vivekananda Sarani, Kanyapur, Asansol – 5

IQAC

## ATTENDANCE SHEET

For Internal Quality Assurance Cell

Venue – Conference Room, AEC on 16.09.2022 at 03 p.m. onwards

SN	Name	Designation	Role	Signature
1	Prof. (Dr.) Partha Pratim Bhattacharya	Principal	Chairperson	
2	Dr. Debashis Sarkar	HoD, ME	Member (Teacher representative)	
3	Dr. Debasis Chakraborty	HoD, CSE	Member (Teacher representative)	
4	Dr. Chittajit Sarkar	Asso. Prof., ECE	Member (Teacher representative)	
5	Dr. Rudra Pratap Singh	Asso. Prof., EE	Member (Teacher representative)	
6	Mr. Amit Kumar Rai	Asst. Prof., ECE	Member (Teacher representative)	
7	Mr. Robin Kumar Agarwal	Asst. Prof. BS & HU	Member (Teacher representative)	
8	Mr. Taranjit Singh	MD	Member (Management)	A
9	Dr. S. Haldar	Registrar	Member (Administration)	
10	Mrs. Debika Chatterjee	TPO	Member (Administration)	
11	Mr. Tarunava Ghosh	Accountant	Member (Administration)	

12	Dr. Sudip Banerjee	Doctor, HLG Hospital	Member (Society)	A
13	Mr. Azizul Islam		Member (Student)	Azizul Islam
14	Mr. Kunal Mukherjee	Manager, Gainwell	Member (Alumni)	<i>Kunal Mukherjee</i>
15	Mr. Partha Sarkar	East. Region AIP Head, TCS	Member (Employer)	A
16	Mr. Saikat Chattopadhyay		Member (Parent)	<i>S. Chattopadhyay</i>
17	Dr. Gourisankar Panda	Professor, BS & HU	Coordinator	<i>Gourisankar Panda</i>



Ref. No.: AEC/IQAC/Sept 22/2

## Minutes

### **IQAC**

*Date: 16<sup>th</sup> September 2022 (3 PM onwards)*

*Venue: Conference, AEC*

*Notice of Meeting: Circulated among members on 1<sup>st</sup> Sept 2022 by IQAC Coordinator*

### **Members Present**

Prof. (Dr.) P. P. Bhattacharya	Principal, AEC	Chairperson
Dr. D. Sarkar	HoD, ME	Member (Teacher representative)
Dr. D. Chakraborty	HoD, CSE	Member (Teacher representative)
Dr. Chittajit Sarkar	Faculty, ECE	Member (Teacher representative)
Dr. R. P. Singh	Faculty, EE	Member (Teacher representative)
Mr. A. K. Rai	Faculty, ECE	Member (Teacher representative)
Mr. R. K. Agarwal	Faculty, BS&HU	Member (Teacher representative)
Dr. S. Haldar	Registrar	Member (Administration)
Mrs. D. Chatterjee	TPO	Member (Administration)
Mr. T. Ghosh	Accountant	Member (Administration)
Mr. A. Islam		Member (Student)
Mr. K. Mukherjee	Manager, Gainwell	Member (Alumni)
Mr. S. Chattopadhyay		Member (Parent)
Dr. G. S. Panda	Faculty, BS & HU	Co-ordinator

### **Members Absent**

Mr. T. Singh	MD	Member (Management)
Dr. S. Banerjee	MD, HLG Hospital	Member (Society)
Mr. P. Sarkar	E. Region AIP Head, TCS	Member (Stake Holder)

**Agenda 1) Introductory and Opening of the meeting:**

Resolution 1.a) The Chairperson called the meeting in order.

1.b) The Chairperson appraised the presence of all the members of the house.

**Agenda 2) To approve the proceedings of the last meeting of IQAC:**

Resolution 2) IQAC considered the proceedings of the last meeting of the IQAC held on 30<sup>th</sup> June 2022, copy of the proceedings had been circulated to all members (*Annexure 1*). IQAC confirms the minutes.

**Agenda 3) To discuss the action taken reports of the last meeting of IQAC:**

Resolution 3) Action taken report on the suggestion made in the earlier meeting held on 18.06.2022 and 30.06.2022 was presented and committee approved the report.

Item No.	Agenda	Resolution	Action Taken
1	To analyse the feedback for facilities	IQAC has asked the respective committee to take care the issues identified related to the facilities and accordingly take necessary actions. ATR is required to submit in the next IQAC meet.	Action taken reports were annexed. IQAC shown its satisfaction. ( <i>Annexure 3</i> )
2	To discuss about NAAC Accreditation	A committee in this regard was formed who will report about the possibilities and guidelines for the same in the next meeting.	Committee for carrying out NAAC related procedure and documentation has been formed and the related tasks were divided
3	To discuss about NAAC Accreditation (Date: 30 <sup>th</sup> June 2022)	The committee members formed for NAAC process were asked to present entire procedure which would be followed for NAAC and also asked to divide the task among different members as per criteria of NAAC.	making individual criteria coordinators.

**Agenda 4) To analyse the results of even sem 2022:**

Resolution 4) IQAC shown its satisfaction on the results produced by all the departments. (*Annexure 2*)

**Agenda 5) To discuss about the Extra Curricular, Social Services, Extension, and Student Club activities:**

Resolution 5) Reports for activities done by the different committee were observed. (*Annexure 3*). The IQAC suggested the different committee members to continue with the execution of different activities.

**Agenda 6) To review the alumni activity, conduction of alumni meets:**

Resolution 6) IQAC shown its satisfaction onto the various activities performed in this category. (*Annexure 4*)

**Agenda 7) To review the FDP/International Seminar/National Seminar Workshop organised by the institute:**

Resolution 7) R & D Committee attached its reports (*Annexure 5*) in this regard. IQAC shown its satisfaction.

13 Seminars/workshops on IPR and Research Methodology were done.

IQAC suggested R&D committee to take more initiatives wrt the area of thrust so that a greater number of publications can be done in those segments.

**Agenda 8) To discuss about AQAR (2021-22)**

Resolution 8) Reports of AQAR has been observed. IQAC has found good amount of improvement and hence shown satisfaction for it. (*Annexure 6*)

**Agenda 9) To discuss the progress of work done under NIRF or any other ranking agencies**

Resolution 9) A team had been created to work on the NIRF ranking procedure. IQAC suggested to speed up the process. It was also suggested to provide an ATR in this regard in next meeting of IQAC.

**Agenda 10) To discuss about NAAC Accreditation**

Resolution 10) All the criteria coordinator were instructed to collect and compile all the related data for respective criteria. ATR is expected to track the progress in this regard in the next meeting.

Chairperson gave special thanks regarding activity of the students and overall progress of the college even in the ongoing pandemic situation. As there were no other points for discussion, the meeting was adjourned with vote of thanks.



**Chairperson**

