

ASANSOL ENGINEERING COLLEGE
Vivekananda Sarani, Kanyapur, Asansol – 5

IQAC

Ref No: AEC/IQAC/Sept 23/01

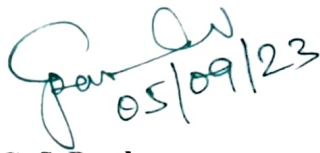
Date: 05/09/2023

NOTICE

All the members of IQAC are cordially invited to the IQAC meeting – at 3 pm on 22/09/2023 in Conference Room, AEC

Agenda:

1. Introductory and Opening of the meeting
2. To consider the proceedings of the last meeting held on 20th June 2023
3. To discuss on the various action taken reports
4. To analyse the results of even sem 2023
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 discuss the progress of work done under NIRF or any other ranking agencies
8. To discuss about the NAAC Accreditation
9. Any other matter with permission of chairman


05/09/23

Dr. G. S. Panda
Coordinator, IQAC
Coordinator, IQAC
Asansol Engineering College
Asansol - 713305



ASANSOL ENGINEERING COLLEGE

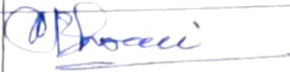

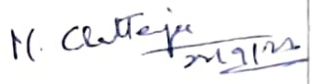
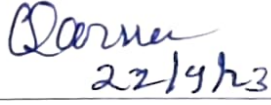
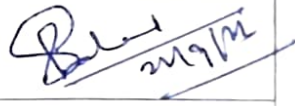

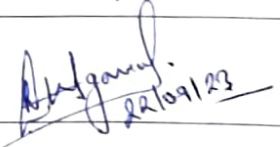

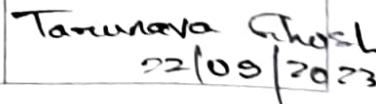
Vivekananda Sarani, Kanyapur, Asansol – 5

IQAC

ATTENDANCE SHEET

For Internal Quality Assurance Cell

Venue – Conference Room, AEC on 22.09.2023 at 12 p.m. onwards

SN	Name	Designation	Role	Signature
1	Prof. (Dr.) Avijit Bhowmick	Principal	Chairperson	
2	Dr. Debashis Sarkar	HoD, ME	Member (Teacher representative)	 22/09/23
3	Dr. Monish Chatterjee	HoD, CSE	Member (Teacher representative)	 22/9/23
4	Dr. Chittajit Sarkar	HoD, ECE	Member (Teacher representative)	 22/9/23
5	Dr. S. Halder	HoD, BSHU	Member (Teacher representative)	 22/9/23
6	Dr. Rudra Pratap Singh	Professor, EE	Member (Teacher representative)	
7	Mr. Robin Kumar Agarwal	Asst. Prof. BS & HU	Member (Teacher representative)	 22/09/23
8	Mr. Taranjit Singh	MD	Member (Management)	A
9	Mr. Soumen Prakash Kabi	OIC, Exam	Member (Administration)	
10	Mrs. Debika Chatterjee	TPO	Member (Administration)	A
11	Mr. Tarunava Ghosh	Accountant	Member (Administration)	 22/09/2023

12	Dr. Sudip Banerjee	Doctor, HEG Hospital	Member (Society)	<i>Sudip Banerjee</i>
13	Ms. Snigdha Ghosh		Member (Student)	<i>Snigdha</i>
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. Rajesh Kabiraj		Member (Parent)	<i>Rajesh</i>
17	Dr. Gourisankar Panda	Vice-Principal	Coordinator	<i>Gourisankar Panda</i> 22.09.23



ASANSOL ENGINEERING COLLEGE

AICTE Approved, MAKAUT Affiliated, UGC (2f) Recognised
Kanyapur, Vivekananda Sarani, Asansol
Pashchim Bardhaman, WB, PIN - 713 305

Ref. No.: AEC/IQAC/Sept – 23/2

Minutes

IQAC

Date: 22nd September 2023 (3 PM onwards)

Venue: Conference, AEC

Notice of Meeting: Circulated among members on 5th Sept 2023 by IQAC – Coordinator.

Members Present

Prof. (Dr.) A. Bhowmick	Principal, AEC	Chairperson
Dr. D. Sarkar	HoD, ME	Member (Teacher representative)
Dr. M. Chatterjee	HoD, CSE	Member (Teacher representative)
Dr. Chittajit Sarkar	HoD, ECE	Member (Teacher representative)
Dr. S. Hadar	HoD, BSHU	Member (Teacher representative)
Dr. R. P. Singh	Faculty, EE	Member (Teacher representative)
Mr. R. K. Agarwal	Faculty, BS&HU	Member (Teacher representative)
Mr. S. P. Kabi	OIC, Exam	Member (Administration)
Mr. T. Ghosh	Accountant	Member (Administration)
Dr. S. Banerjee	MD, HLG Hospital	Member (Society)
Mrs. S. Ghosh		Member (Student)
Mr. K. Mukherjee	Manager, Gainwell	Member (Alumni)
Mr. R. Kabiraj		Member (Parent)
Dr. G. S. Panda	Vice-Principal	Co-ordinator

Members Absent

Mr. T. Singh	MD	Member (Management)
Mrs. D. Chatterjee	TPO	Member (Administration)
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 20th June 2023, 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 20.06.2023 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	IQAC has observed the preparation of SSR. IQAC has shown its consent to go ahead with the progress. ATR were asked to submit to track the progress.	Submitting the SSR and Clearing the DVV, three dates were proposed for the NAAC peer team visits. 1 st Date: 16 th - 17 th Oct 2023 2 nd Date: 07 th - 08 th Nov 2023 3 rd Date: 04 th - 05 th Dec 2023

Agenda 4) To analyse the results of even sem 2023:

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 discuss the progress of work done under NIRF or any other ranking agencies

Resolution 7) 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 8) To discuss about NAAC Accreditation

Resolution 8) All the necessary preparation for the NAAC peer team visit need to done at a faster rate. Invitation to Alumni, Parents, Employers need to be given according to the date selected for the visit by the NAAC peer team. Respective coordinators of the committee were instructed to be ready with their files and documents for the visit. HoDs of all departments were instructed to be ready for the visit so that they could present their departments to the NAAC peer team. Committee taking care the progress of all NAAC related activities was asked to report each activity to the IQAC coordinator time to time. It was also resolved that for any requirement related to the said visit, committee might contact with IQAC coordinator and the decision of the IQAC coordinator with Principal of the Institute would be considered conclusive. An ATR is expected in this regard in the next IQAC meeting related to all the activities and outcome of NAAC Peer team visit.

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

