

ASANSOL ENGINEERING COLLEGE
Vivekananda Sarani, Kanyapur, Asansol – 5

IQAC

Ref No: AEC/IQAC/Sept 19/03

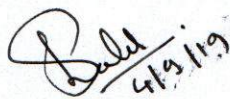
Date: 04/09/2019

NOTICE

All the members of IQAC are cordially invited to the IQAC meeting – at 12 pm on 19/09/2019 in Conference Room, AEC

Agenda:

1. Introductory and Opening of the meeting
2. To consider the proceedings of the last meeting held on 3rd September 2019
3. To analyse the feedback from different stakeholder for Course Curriculum
4. To discuss the curricular planning and implementation
5. To review the Value - Added Courses planned by all the departments
6. To analyse the results of even sem 2019
7. To review the requirements of facilities
8. To discuss about the Extra Curricular, Social Services, Extension, and Student Club activities
9. To analyse the admission status (2019-20)
10. To review the alumni activity, conduction of alumni meets
11. To review the FDP/International Seminar/National Seminar Workshop organised by the institute
12. To discuss about Academic and Administrative Audit (AAA)
13. To discuss the progress of work done under NIRF or any other ranking agencies
14. Any other matter with permission of chairman


4/9/19

Dr. S. Halder
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 19.09.2019 at 12 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)	 19/09/2019
3	Dr. Monish Chatterjee	HoD, CSE	Member (Teacher representative)	 19.09.19.
4	Mr. Sambit Sundar Mondal	HoD, 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)	 19/9/19
7	Mr. Robin Kumar Agarwal	Asst. Prof. BS & HU	Member (Teacher representative)	 19/09/19
8	Mr. Taranjit Singh	MD	Member (Management)	
9	Dr. Gourisankar Panda	Registrar	Member (Administration)	 19.09.19
10	Mrs. Debika Chatterjee	TPO	Member (Administration)	
11	Mr. Tarunava Ghosh	Accountant	Member (Administration)	 19/09/2019

12	Dr. Sudip Banerjee	Doctor, HLG Hospital	Member (Society)	Sudip Banerjee
13	Ms. Priyanka Maji		Member (Student)	Priyanka Maji 19/09/2019
14	Mr. Kunal Mukherjee	Manager, Gainwell	Member (Alumni)	Kunulkjee 19.09.2019
15	Mr. Partha Sarkar	East. Region AIP Head, TCS	Member (Employer)	Partha Sarkar.
16	Mr. Rajesh Trivedi		Member (Parent)	Rajesh Trivedi 19/09/19
17	Dr. S. Haldar	HOD, BS & HU	Coordinator	S. Haldar 19/09/19



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 – 19/4

Minutes

IQAC

Date: 19th September 2019 (12 PM onwards)

Venue: Conference, AEC

Notice of Meeting: Circulated among members on 4th September 2019 by IQAC - Coordinator

Members Present

Prof. (Dr.) P. P. Bhattacharya	Principal, AEC	Chairperson
Dr. D. Sarkar	HoD, ME	Member (Teacher representative)
Dr. M. Chatterjee	HoD, CSE	Member (Teacher representative)
Mr. S. S. Mondal	HoD, ECE	Member (Teacher representative)
Dr. R. P. Singh	Asso. Prof., EE	Member (Teacher representative)
Mr. A. K. Rai	AP, ECE	Member (Teacher representative)
Mr. R. K. Agarwal	AP, BS&HU	Member (Teacher representative)
Mr. T. Singh	MD	Member (Management)
Dr. G. S. Panda	Registrar	Member (Administration)
Mrs. D. Chatterjee	TPO	Member (Administration)
Mr. T. Ghosh	Accountant	Member (Administration)
Dr. S. Banerjee	MD, HLG Hospital	Member (Society)
Ms. P Maji		Member (Student)
Mr. K. Mukherjee	Manager, Gainwell	Member (Alumni)
Mr. P. Sarkar	E. Region AIP Head, TCS	Member (Stake Holder)
Mr. R. Trivedi		Member (Parent)
Dr. S. Haldar	HOD (BS & HU)	Co-ordinator

Agenda 1) Introductory and opening of the meeting:

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

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

Agenda 2) To consider the proceedings of the last meeting

Resolution 2) IQAC considered the proceedings of the last meeting of the IQAC held on 3rd September 2019 at Conference Room, AEC, copy of the proceedings had been circulated to all members (*Annexure 1*). IQAC confirms the minutes.

Agenda 3) To analyse the feedback from different stakeholder for Course Curriculum

Resolution 3) The committee observed the reports and shown its satisfaction to the feedback by different stakeholders collected, compiled and analysed by all the departments. (*Annexure 2*)

Agenda 4) To discuss the curricular planning and implementation

Resolution 4)

i) Re-alignment of Intakes in Programs: As per the ongoing demand of CSE, the intake may be increase to 180 while the intake in ME could reduce from 120 to 60. There is also a requirement of re-alignment in the seats in IT where the intake could increase from 90 to 120 whereas the intake in AEIE and CE can reduce to 30 from 60.

ii) Launching of CSBS program: As per the increasing demands of CSE, it is quite desirable to add the contemporary program like CSBS with 30 seat capacity in the institution.

Agenda 5) To review the Value - Added Courses planned by all the departments

Resolution 5) Value – Added Courses (VAC) run by all the departments for the academic session 2019-20 were observed. IQAC shown its satisfaction to run the VAC as proposed. The committee suggested respective departments to put strict vigilance during the execution of VAC so that every participant of all the VACs could be benefited high from such courses. The departments were asked to submit ATR with respect to VAC executed in the next IQAC meet. List of VACs for academic session 2019-20 were annexed. (*Annexure 3*)

Agenda 6) To analyse the results of even sem 2019

Resolution 6) IQAC shown its satisfaction on the results produced by all the departments. (*Annexure 4*)

Agenda 7) To review the requirements of facilities

Resolution 7) The committee reviewed the reports on feedback on facilities. IQAC shown its satisfaction on it. ATR is asked to submit in this regard in the next meeting. (*Annexure 5*)

Agenda 8) To discuss about the Extra Curricular, Social Services, Extension, and Student Club activities

Resolution 8) Reports for activities done by the different committee were observed. (*Annexure 6*). The IQAC suggested to work on the area of awareness about Education for Girls, Financial Literacy for the children, Computer Literacy among needy etc

a) Training and Placement Cell – Different types of Training arranged

Name of the capacity development and skills enhancement program	Date of implementation (DD-MM-YYYY)	Number of students enrolled	Name of the Trainer/ Agencies/Consultants
Soft Skill Training for Teamwork Skills: Communicating Effectively in Groups for 2nd Year -EE	04.08.2018	129	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty, Mr. Debasis Jana (Freelancer)
Soft Skill Training for Teamwork Skills: Communicating Effectively in Groups for 2nd Year -ME	11.08.2018	135	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty, Mr. Debasis Jana (Freelancer)
Soft Skill Training for Interpersonal Skill Development for 2nd Year – MCA	18.08.2018	12	Mr. Mikhail Mitra Chief Product & Marketing officer, Mantra Labs
Soft Skill Training for Interpersonal Skill Development for 2nd Year – CE	25.08.2018	24	Mr. Aritra Mallick HR Manager, Rashmi Metaliks Ltd.
Soft Skill Training for Interpersonal Skill Development for 2nd Year – AEIE	01.09.2018	13	Mr. Denver Andrade Campus Recruiter Informatica
Soft Skill Training for Creative Thinking: Techniques and Tools for Success for 2nd Year – IT	08.09.2018	81	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty (Freelancer)
Soft Skill Training for Creative Thinking: Techniques and Tools for Success for 2nd Year – ECE	15.09.2018	134	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty, Mr. Debasis Jana (Freelancer)
Soft Skill Training for Creative Thinking: Techniques and Tools for Success for 2nd Year – CSE	22.09.2018	136	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty, Mr. Debasis Jana (Freelancer)
Language and Communication Skills Development Program-1st Year CSE	05.01.2019	126	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty, Mr. Debasis Jana (Freelancer)
Language and Communication Skills Development Program-1st Year AEIE	12.01.2019	22	Mr. Aritra Mallick HR Manager, Rashmi Metaliks Ltd.
Language and Communication Skills Development Program-1st Year EE	19.01.2019	104	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty (Freelancer)
Language and Communication Skills Development Program-1st Year CE	27.01.2019	34	Mr. Denver Andrade Campus Recruiter Informatica
Language and Communication Skills Development Program-1st Year MCA	02.02.2019	24	Mr. Mikhail Mitra Chief Product & Marketing officer, Mantra Labs
Language and Communication Skills Development Program-1st Year IT	09.02.2019	94	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty (Freelancer)

Language and Communication Skills Development Program-1st Year ECE	16.02.2019	126	Mrs. Anindita Mazumdar, Mrs. Huma Jahangir, Mr. Suman Chakraborty, Mr. Debasis Jana (Freelancer)
Language and Communication Skills Development Program-1st Year ME	23.02.2019	70	Mr. Aritra Mallick HR Manager, Rashmi Metaliks Ltd.
One-Day Seminar on 5G technology	21-06-2018	52	Mr. Aninda Banerjee Micropro, Kolkata
Renewable Energy & Its Global Trend	28-06-2018	52	Dr. Tathagata Sarkar Consultant, Macquarie Capital Korea Ltd.
Python & Machine Learning	04-08-2018	57	Mr. Arnab Chakraborty Totsol Technology, Kolkata
One-Day Seminar on "Cloud Storage in Oracle 11 G	14-07-2018	53	Mr. Ayan Ray Mukherjee Micropro, Kolkata
How to defend against multi-stage attack campaigns	04-08-2018	81	Mr. Ayan Ray Mukherjee Micropro, Kolkata
Seminar on Control system & measurement	18-08-2018	62	Mr. Sumanta Karmakar Assistant Professor, ECE, Asansol Engineering College
Workshop on "AutoCAD for Industrial Automation	08-09-2018	55	Mr. Srijan Paul & Mr. Samendu Paul, Assistant Professor, ME, Asansol Engineering College
Seminar on Ethical Hacking	18-08-2018	67	Mr. Arnab Chakraborty Totsol Technology
A Workshop on Mentor Graphics	25-08-2018	53	Mr. Soumen Sen Assistant Professor, ECE, Asansol Engineering College
IoT Application in Electrical Engineering	10-11-2018	51	Mr. Manit Mukhopadhyay Assistant Professor, EE Asansol Engineering College

b1) Sports Committee – Life Skills

Name of the capacity development and skills enhancement program	Date of implementation (DD-MM-YYYY)	Number of students enrolled	Name of the agencies/consultants involved with contact details (if any)
Celebration of International Yoga Day 2019	21-06-2019	104	Mr. Basudeb Roy Gym Instructor Asansol Engineering College
Session based on "Physical fitness"	01-04-2019	103	Mr. Tarun Saha, Psychologist
Session based on "Health and Hygiene in Daily Life"	12-02-2019	111	Dr. A Ghosh Child Specialist
Yoga Session for Boys Hostel Students	09-01-2019	123	Mr. Basudeb Roy Yoga Instructor Asansol Engineering College

b2) Sports Committee – Sports

Sl. No.	Date	Name of the Event	National/ State/ Institute/ Dept.	Participants	Club/Society
1	5th to 6th February, 2019	Annual Sports	Institute	273	Sports Committee
2	13th to 16th January, 2019	Cricket Tournament	Institute	225	Sports Committee
3	15th to 17th January, 2019	Volley Ball Tournament (Boys' & Girls)	Institute	80 + 40	Sports Committee
4	16th to 19th September, 2018	Football Tournament	Institute	240	Sports Committee

c) Scholarship Committee: Number of students found scholarships were:

Scholarship	Number of beneficiaries
Swami Vivekananda Merit-cum-Means (SVMCM)	24
National Scholarship Portal (NSP)	185
Online Application for Scholarship in Studies (OASIS)	34
Post Matric Online Scholarship (E_Kalyan)	50
Merit-cum-Means (Institutional)	527
Alumni Scholarship	15
Employee Scholarship	1
West Bengal Freeship Scheme (WBFS)	67
Death of Earning Member Scholarship	17
Tuition Fee Waiver (TFW) Scheme	128
Total	1048

d) Cultural Committee

Sl. No.	Date	Name of the Event	National/ State/Institute/ Dept.	Club Name	Mode
1	09-05-2019	Rabindra Jayanti	Institute	Cultural	Offline Activity
2	23/04/2019	English Language Day	Institute	Cultural	Offline Activity
3	15-04-2019	Poila Baisakh	Institute	Cultural	Offline Activity
4	20-03-2019	Basanta Utsav (holi)	Institute	Cultural	Offline Activity
5	21/02/2019	International Mother Language Day	Institute	Cultural	Offline Activity
6	10-02-2019	Saraswati Puja	Institute	Cultural	Offline Activity
7	26-01-2019	Republic Day celebration	Institute	Cultural	Offline Activity
8	08-09-2019	Guru Nanak Jayanti	Institute	Cultural	Offline Activity
9	05-11-2018	Diwali celebration	Institute	Cultural	Offline Activity
10	25/12/2018	Christmas Celebration	Institute	Cultural	Offline Activity
11	02-10-2018	Gandhi Jayanti	Institute	Cultural	Offline Activity

12	17-09-2018	Pre-puja celebration, Agomoni	Institute	Cultural	Offline Activity
13	15-08-2018	Independence Day	Institute	Cultural	Offline Activity
14	08-08-2018	College Foundation Day	Institute	Cultural	Offline Activity

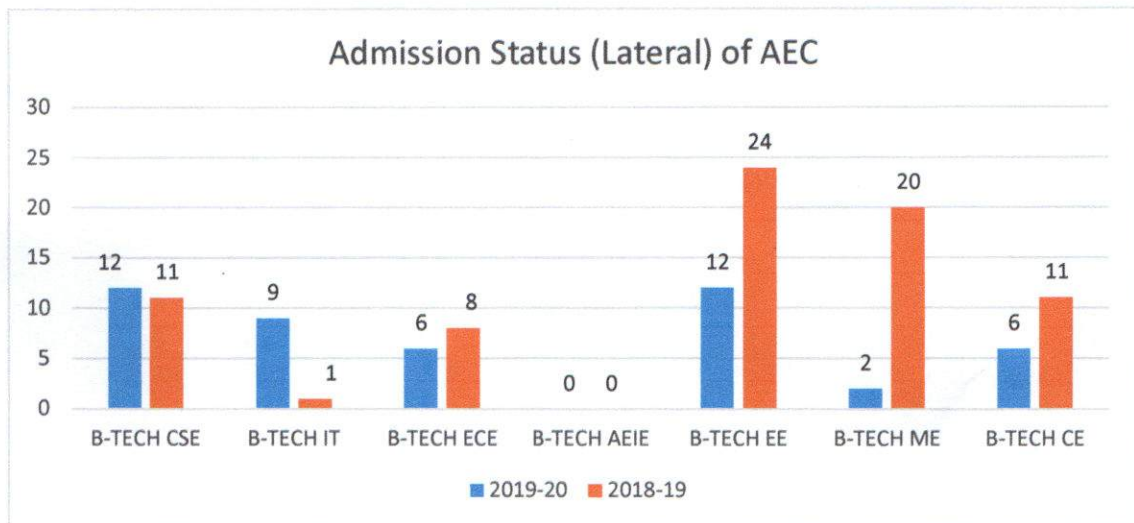
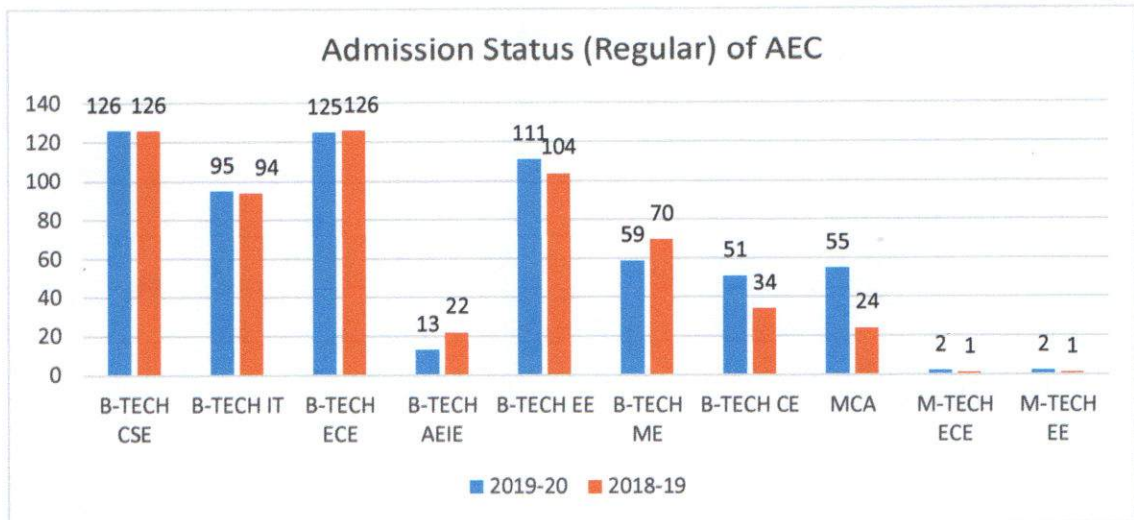
e) NSS

Sl. No.	Date	Name of the Event	National/State/Institute/ Dept.	Participants	Club Name	Mode
1	11/8/2018	Awareness Program vigilance	Institute	25	NSS	Offline Activity
2	19/09/2018	Eye Checkup camp	Institute	27	NSS	Offline Activity
3	11/07/2018	Tree Plantation	Institute	26	NSS	Offline Activity
4	22/02/2019	Tree Plantation	Institute	27	NSS	Offline Activity
5	21/03/2019	Essay writing competition on social issues	Institute	28	NSS	Offline Activity
6	08/08/2018	Blood donation	Institute	30	NSS	Offline Activity
7	18/04/2019	Blood donation	Institute	25	NSS	Offline Activity
8	20/05/2019	Swachh Bharat Abhiyan	Institute	27	NSS	Offline Activity
9	17/06/2019	Thalassemia Awareness Camp	Institute	29	NSS	Offline Activity

f) ED Cell

SN	Event Date	Name of the Event	Participants
1	29/04/2019, 30/04/2019, 06/05/2019, 07/05/2019	4 days' Workshop on "Website Designing & Web-Page Management".	81
2	08/03/2019	Seminar on Entrepreneurship and Unemployment in India	56
3	02/03/2019	ED Cell, AEC started to work at its own workspace	106
4	26/10/2018	Entrepreneurship Quiz	36
5	23/10/2018	Workshop on HTML, CSS & JAVASCRIPT	134
6	12/10/2018	Seminar on Industry Setup on Govt Policies	69
7	25/09/2018	All EDC members registered themselves for Wadhani Foundation Course (WF100)	122
8	25/08/2018	Orientation program for newly admitted students	134

Agenda 9) To analyse the admission status (2019-20)
Resolution 9)



- Total of 639 students taken admission in the year 2019 – 20 which is 82.35% of intake (Regular + TFW).
- Admission in MCA and CE has considerably increased.
- Significant fall were observed in the admission number of AEIE and ME on yoy basis.
- Admission of lateral students fall from 75 to 47 in the year 2019-20.
- Overall Admissions rises in the institute by 6.15% on yoy basis.

The IQAC expressed its satisfaction to the overall admission numbers.

Agenda 10) To review the alumni activity, conduction of alumni meets

Resolution 10) Reports submitted related to Alumni activities were observed. Following points were observed which was taken in a positive note by the committee. (Annexure – 7)

Agenda 11) To review the FDP/International Seminar/National Seminar Workshop organised by the institute

Resolution 11): Reports from R&D Committee for FDP/Seminar/Workshop is annexed. (Annexure – 8). IQAC shown its satisfaction on it.

➤ **FDPs were conducted on**

- Advanced Microwave Antennas
- Research trends in Science and Technology
- Wireless Network and its application
- Manufacturing & Recycling of Engineering Materials - Cement, Glass and Ceramics
- Renewable Energy
- Recent trends in Manufacturing Technology
- Elementary course on Tally
- Stress Management

- Seminar on Intellectual property and public policy issues were held on 20th July 2018.
- Workshop on Ethics in Research was held on 22nd Nov 2018.
- Seminar on Intellectual property and cultural heritage in the digital world was held on 08th March 2019.
- Workshop on how to write review paper was held on 30th April 2019.

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 12) To discuss about Academic and Administrative Audit (AAA)

Resolution 12) Academic and Administrative audit were proposed and passed to be done in every academic year. A committee in the guidance of IQAC Coordinator along with internal and external members will take care the issue. The format of AAA was also resolved. AAA for AY 2018-19 were instructed to conduct and reports for the same were asked to submit in the next IQAC meeting. All the important noting and suggestions were annexed (Annexure – 9) in this regard.

Agenda 13) To discuss the progress of work done under NIRF or any other ranking agencies

Resolution 13) 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.

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

