



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249
City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

Minutes of the meeting regarding IQAC held on 11-10-2022 at 12.00 pm at Haringhata Campus EC room with following members,

- 1) Hon'ble Vice Chancellor Prof. (Dr.) Saikat Maitra
- 2) Dr. Atri Bhowmik
- 3) Dr. Subhashis Datta
- 4) Mr. Swapan Kr. Maity
- 5) Dr. Md. Aftabuddin
- 6) Dr. Somdatta Chakravorty
- 7) Prof. Sibamay Dasgupta
- 8) Prof. Jaya Bandyopadhyay
- 9) Dr. Nabarun Bhattacharya
- 10) Dr. Debdut Ghosh Thakur
- 11) Dr. Barun Shankar Gupta
- 12) Mr. Pradip Mukhopadhyay
- 13) Mr. Kaushik Ghosh
- 14) Mr. Sudiptanshu Roy Choudhury
- 15) Mr. Amar Kanti Ghosh

Points discussed in the meeting:

1. At the onset Hon'ble Vice Chancellor constructed few committees to keep up the University's preparedness for NAAC such as,

➤ **Committee for promotion of Academic excellence with following members:**

- 1) Prof. Indranil Mukherjee - Chair Person
- 2) Dr. Somdatta Chakravorty - Convenor
- 3) Prof. Sibamay Dasgupta
- 4) Dr. Nabarun Bhattacharaya
- 5) Prof. Sukhendu Samajder
- 6) Dr. Subhashis Datta

It was advised that the committee would be entrusted for

- Verify the mapping of all curriculums with UNSDG and NEP 2020.
- Guide different department for the converse of three year program to 4 year degree program and to start dual degree programme. Also Guide different department on the introduction of PG by research and validate planning for introduction of new courses by different department.

- Explore the scope and strategize collaboration with industry for course development.
- Making a policy to set academic targets by different faculty members in terms of publications, credit transfers from different MOOCS platform etc.
- Check the action taken on different feedbacks data collected by different department.
- Check bridge courses offered by different department.
- Making a policy to identify fast learner students and slow learner students and check engagements for fast learner students and supports for slow learner students.
- Also other allied issues for promotion of Academic Excellence.

➤ **Research and Consultancy Promotion Council with following members:**

- 1) Hon'ble Vice Chancellor – Chairman
- 2) Prof. Raja Banerjee – Convenor
- 3) Dr. Debashis De
- 4) All Professors – Member
- 5) All Directors of Schools – Member

- It was advised that the committee would be entrusted to prepare a draft policy document for promotion of research in consultation with different stake holders for the University within the month of October, 2022.

➤ **Committee facilitating the preparation of student form with following members:**

- 1) Mr. Pradip Mukhopadhyay
- 2) Dr. Sibamay Dasgupta
- 3) Dr. Biswajit Bhattacharjee
- 4) TPO

➤ **Waste Management Committee with following members:**

- 1) Prof. Jaya Bandyopadhyay
- 2) Prof. Sukhendu Samajder
- 3) Dr. Biswajit bhattacharjee
- 4) Consultant Engineer (Civil)
- 5) Consultant Engineer (Electrical)

➤ **Committee for “Observing /Celebration Special Dates” with following members:**

- 1) Dr. Debdut Ghosh Thakur - Chairperson
- 2) Dr. Manik Ch. Das
- 3) Mr. Debabrata Biswas – Convenor
- 4) Dr. Bratati Ghosh
- 5) Mr. Kaushik Ghosh
- 6) Mr. Sudiptanshu Roy Chaudhuri

- It was advised that the committee would be entrusted for observation of Nationally Important days and plans to arrange the observation of all nationally important day with records.

➤ **Committee for framing policy of IIC and IIPC with following members:**

- 1) Mr. Pradip Mukhopadhyay
- 2) Dr. Barun Shankar Gupta
- 3) Dr. Nabarun Bhattacharjee
- 4) Dr. Atri Bhowmick

- It was advised that the committee would be entrusted to plan academic audit in regular basis.
- Also advised to organize sensitization programme in regular basis.

➤ **Committee for maintenance and development of Central facility with following members:**

- 1) Registrar
- 2) Finance Officer
- 3) O.S.D (VCO)
- 4) Consultant Engineer (Civil)
- 5) Consultant Engineer (Electrical)
- 6) Facility Manager – Convenor

- It was advised that the committee would be entrusted to maintain existing infrastructural facilities and create new common facilities.

2. It was advised to all committees to prepare a calendar for organizing /conducting every meeting. Also publish their agenda before every meeting and publish their resolution with Action-Taken-Report and submit documents before VCO/IQAC/I.S.
3. Dr. Md. Aftabuddin was advised to upload the documents in the website after receiving the same from different committees.
4. It was advised to the committee for **website redesigning** to make a policy and design the website a.s.a.p. after getting data and feedback from all departments.
It was advised that upload all updated BOS to the website.
It was also advised to map departmental mission vision with University's mission vision in website within One month of period.
5. Dr. Manik Ch. Das, Facility Manager, OSD (VCO) were advised for preparation of display boards, deciding on slogans/motivational quotes/ rules and regulations and locate appropriate locations for the same.
6. Dr. Manik Ch. Das was also advised to do link between Red Cross Society with NSS. Also keep updated, documents of NSS and meetings regularly and give that data to IS for uploading the same to the University Website. He was also advised to make slogans for NSS and give the same to Facility Manager for making display boards.
7. T.P.O was advised to keep records of training and placement assistance. He was also advised to take corrective measurements and submit a report as documented to VCO.

8. It was also advised to create a cell under the supervision of CoE for solve the students grievance related to exam.
9. It was directed that all Department / School / Unit shall have the duty to provide data/documents time to time to IQAC Cell, IS and VCO. Mr. Amar Kanti Ghosh shall have the responsibility to receive the same accordingly.

Meeting ended with thanks to the chair.

Resolution Confirmed

