

IQAC 18-21
7449/PB
18/06/24



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 IQAC meeting held on 21st June, 2024 at 12.30 pm at Haringhata Main Campus with following members,

Members present:

1. Dr. Md. Aftabuddin- Administrative Officials, MAKAUT, WB.
2. Prof. Debashis De- Director of IQAC, MAKAUT, WB.
3. Prof. Indranil Mukherjee- IQAC Member
4. Prof. Sujit Mukherjee- IQAC Member
5. Prof. Jaya Bandyopadhyay- IQAC Member (Virtual Mode)
6. Prof. Raja Banerjee- IQAC Member
7. Dr. Manik Chandra Das- IQAC Member
8. Sri. Tanushyam Chattopadhyay, Associate General Manager, Artificial Intelligence Lsbs, Adani Enterprises Ltd.-Member of External Expert (Virtual Mode)
9. Dr. Debasis Giri –Invitee Mmber

In the meeting the following points were discussed and accordingly resolutions have been taken.

Agendas of the Meeting:

- Academic and Administrative audit 2023-2024
- 80G Reply
- Laboratory and Classroom Maintenance
- NBA/NAAC/NIRF Coordinator selection
- CAS Promotion
- Centralized Infrastructure development
- Uploading of different policies in university website
- Discuss the files received in the IQAC cell

Minutes and Resolutions:

2. Academic and Administrative Audit 2023-24

- The Internal and External Audit Committee for the purpose of Academic and Administrative Audit 2023-24 was formed comprising of the following members:

➤ Internal Audit Committee:

- I. Dr. Md Aftabuddin, IS, MAKAUT, WB.
- II. Prof. Sujit Mukherjee, Professor, MAKAUT, WB.
- III. Prof. Raja Banerjee, Professor, MAKAUT, WB.
- IV. Dr. Debasis Giri, Associate Professor, MAKAUT, WB.
- V. Dr. Rina Rani Ray, Associate Professor, MAKAUT, WB.
- VI. Dr. Somdatta Chakravorty, Associate Professor, MAKAUT, WB.
- VII. Dr. Ranjita Biswas, Associate Professor, MAKAUT, WB.
- VIII. Dr. Manik Chandra Das, Associate Professor, MAKAUT, WB.
- IX. Dr. Santanu Phadikar, Associate Professor, MAKAUT, WB.
- X. Dr. Pradyut Sarkar, Associate Professor, MAKAUT, WB.
- XI. Mr. Anil Prasad, ACoE, MAKAUT, WB.

➤ External Audit Committee: Hon'ble Vice-Chancellor will decide

3. 80G Reply

Finance Officer, MAKAUT, WB has replied to the Income Tax Department on 21st June 2024

4. Laboratory and Classroom Maintenance

In the meeting, decisions were taken regarding the Laboratory and Classroom.

- Dias and Projectors are required in every classroom.
- Computer/Laptop is to be provided to all faculty members.
- Printers to be provided to each section/department.
- A third party will be appointed for the purpose of annual maintenance of laboratory/equipment/instruments.

5. NIRF/NBA/NAAC Coordinator selection

In the meeting Coordinators have been selected for NIRF, NBA and NAAC.

- NIRF: Dr. Md Aftabuddin, IS, MAKAUT, WB.
- NBA: Hon'ble Vice-Chancellor will decide.
- NAAC: Hon'ble Vice-Chancellor will decide.

6. University is going to take some constructive steps to bring these significant departments under NBA .

The name of the departments are :

IEM , VLSI , Management , Bioinformatics , Applied mathematics , etc.

7. CAS Promotion

The promotion of Officers/Teachers/Staff of the University under CAS will be as per the State Govt. /UGC norms without any changes.

8. Centralized Infrastructure development

Central facilities should be developed for workshops and central computing facilities as well as annual maintenance.

9. Uploading of different policies in university website

It was discussed that all previous policies related to transportation, conference, fees etc. should be collected from the Registrar's department and placed in the next meeting then the selected policies would be uploaded in the University Website.

10. Discuss the files received in the IQAC cell

- Training/Workshop will be organized by IIC Cell on 10th July, 2024 for future advancement of each student.
- It was decided in the meeting that EKTA Cell should increase their departmental activities/publications so as to improve the visibility of the Cell.
- The Webel's proposal for Post Graduate Diploma in Cyber Forensics and Cyber Security was approved by the meeting.
- The meeting resolved that the proposal of Dr. Chabita Saha of Environmental Science to introduce a new course in the M.Tech program was not approved.
- Release of Honorarium for guest faculty will be made as per the appointment letter issued by the competent authority of the University.

The members agreed to all the above discussion and the meeting ended with vote of thanks given by the chair.

Approved &
Thanked
16.07.2024

Hon. Vice-Chancellor
Placed before you for your
kind approval. D. De.
8/7/24

Attendance sheet

[illegible]

