

**Narula Institute of Technology
81, Nilgunj Road, Agarpara,
Kolkata – 700109**



**Minutes of the Meeting, Internal Quality Assurance Cell
(IQAC)**

Quarter: 1st, Academic Session: 2019-20

Date: 11th September 2019, Time: 3:00 PM

Venue: Conference Room, NIT, Agarpara, Kolkata

Minutes of the meeting of the Internal Quality Assurance Cell (IQAC) held on 11th September 2019 at 3 PM at Conference Room, NIT, Agarpara.

Members present

1. Prof. (Dr.) M.R. Kanjilal, Principal
2. Mr. Simarpreet Singh, Director JIS Group
3. Mr. Harsh Kumar Jha, Former MD Tata Metaliks Ltd & the Former President, BCCI/ICC
4. Dr. Prabir Kumar Aditya, CEO Sprinriver Technology Private Ltd.
5. Mr. Pradip Chowdhury, Member of Rotary Club, Kamarhati
6. Prof. (Dr.) S.C. Konar, Dean R & D
7. Mrs. Nidhi Singh, Registrar
8. Mr. Surajit Bari, ECE, Coordinator
9. Dr. Rupa Bhattacharyya, BS & Hu
10. Prof. (Dr.) B.K. Medya, IT
11. Ms. Rupa Saha, CA
12. Dr. Biswajit Halder, CSE
13. Dr. Bikash Panja, ME
14. Ms. Susmita Das, EIE
15. Dr. Biswajit Halder, EE
16. Mr. Arya Banerjee, CE
17. Ms. Swantana Sarkar, Alumni, ECE
18. Ms. Debashree Nandi Aich, Alumni, MCA
19. Mr. Debopam Chakraborty, Alumni, CE
20. Mr. Kushal Kumar, Student, PG, Power System (EE)
21. Ms. Shramana Guchait, Student, UG, ECE

Members absent

1. Ms. Debasmita Banerjee, Alumni, IT

2. Dr. Sriparna Guha, BS & Hu

3. Ms. Nilanjana Mukherjee, Alumni, EE

At the beginning of meeting, Prof. (Dr.) M. R. Kanjilal, Principal & Chairman, extended welcome to all the members present in the meeting of IQAC and requested the coordinator to proceed as per agenda. Leave of absence is approved.

Agenda No. - 1

Confirmation and approval of the minutes of the last IQAC meeting held on 17th June, 2019

Resolution:

The minutes of the last meeting which had been circulated earlier, has been placed and approved.

Agenda No. - 2

To note and ratification of Action Taken Report of last IQAC Meeting

The action taken report (Annexure-I) of the last IQAC meeting held on 17th June, 2019 was placed and noted.

Agenda No. - 3

Result Analysis

Resolution:

The analysis of students' results for the last academic year have been placed. The comparison of CGPA with previous academic year has also been placed. It has been observed that the pass percentage of students without backlog has been improved.

Agenda No. - 4

Review of Attainment of COs, POs, PSOs of each Programme of the Institute

Resolution:

Attainment of COs, POs, PSOs for each programme have been placed. Most of the COs, POs, and PSOs have been attained successfully. Attainment of few COs, POs and PSOs have been attained marginally. It has been suggested to take necessary action for the COs, POs and PSOs which are attained marginally. It has also been suggested to increase the target level of attainment through discussions in respective Board of Studies.

Agenda No. - 5

Stake-holders' feedback Analysis

Resolution:

Stake-holders' feedback analysis on curriculum & syllabus and other parameters for the development of the Institute has been placed. Necessary suggestions from members have been noted and discussed for further action.

Agenda No. - 6

Analysis of Academic and Administrative Audit Report

Resolution:

Academic and Administrative Audit (AAA) was conducted on set parameters. The report of AAA for the last academic session has been placed. The performances of the Institute based on AAA have been appreciated by the members. It has been suggested to give more effort on



quality publications, collaborations with industry and other Institute of repute, student internship and participative learning.

Agenda No. -7

Discussion on the AQAR for the last Academic Session

Resolution:

AQAR of the last academic session has been placed and discussed. It has been decided to get approval from BOG for final submission.

Agenda No. - 8

Review of Institute's Rank in NIRF

Resolution:

The review of the Institute's rank in NIRF by three member's committee (References to last IQAC meeting) has been placed. As per the recommendation, it is suggested that research papers need to publish in WoS, Scopus and SCI indexed journal.

Agenda No. - 9

Any other Point

Members have suggested to place SWOC analysis of the Institute in the next quarter IQAC meeting.

The meeting ended with a vote of thanks to all the members present.



Coordinator, IQAC

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Principal
Narula Institute of Technology

Principal
NARULA INSTITUTE OF TECHNOLOGY
81, Nilgunj Road, Agarpara, Kolkata-109

NARULA INSTITUTE OF TECHNOLOGY

81 Nilgunj Road, Agarpara, Kolkata -700109

Phone-(033)2538888, Fax-(033)2537029

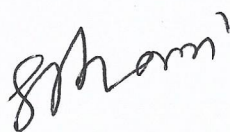
Website: www.nit.ac.in ; E-mail: info@nit.ac.in

Internal Quality Assurance Cell (IQAC)

Action Taken Report

Followings are the action taken report of the IQAC meeting held on 17th June, 2019 at Conference Room, NIT, Agarpara.

Agenda Number	Agenda Notes	Resolution	Action Taken
Agenda No.-3	Miscellaneous	It has been proposed to analyse in detail about the ranking of the Institute in NIRF 2019. It has been discussed to make a plan to improve the rank.	A committee of three members has been formed including Registrar, Dean (R&D) and one member from IQAC to analyse about the ranking of the Institute in NIRF 2019.



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