



MCKV INSTITUTE OF ENGINEERING

Approved by AICTE & affiliated to Maulana Abul Kalam Azad University of Technology

NAAC Accredited 'A' Grade Institute

243 G.T. Road (N), Liluah, Howrah- 711204, West Bengal, India

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Date: 18/06/2019

Record Minutes of the 14th Meeting of Internal Quality Assurance Cell (IQAC) held on 17/06/2019 at 03:00 PM.

Venue of Meeting: Conference Hall

Members Present:

- Prof. Buddhadeb Chattopadhyay (Chairman, IQAC)
- Prof. Parasar Bandyopadhyay (Director)
- Prof. Ananta Kr. Das (Registrar)
- Prof. Arun K. Jalan (Dean, Student Affair)
- Prof. Debapriya De (Dean, Research & Consultancy)
- Prof. Arghya Sarkar (EE)
- Dr. S.S. Thakur (CSE)
- Dr. Amit Phadikar (IT)
- Mr. Subir Bhadra (MCA)
- Dr. Manik Chandra Das (AUE)
- Mr. Subhra Nath Maiti (HSS)
- Mr. Atanu Banerjee (ECE)
- Mr. Mojammel Rahaman (Basic Sc.)
- Mr. Vishal Damani (Finance)
- Mr. Tapas Kumar Biswas (Alumnus)
- Dr. Ranjib Biswas (ME) (Coordinator)

Members Absent:

- Sri Devasish Basu, Dy. Chief Vigilance Officer (Elect.), Eastern Railway, Kolkata (External Member)
- Dr. Surojit Mookherjee, Former Executive Director, IBM, Kolkata (External Member)
- Mr. Sandip Dutta (Head, CRTTC)

Agenda of the meeting:

1. To confirm the minutes of the last IQAC meeting and matters arising thereof.
2. Action Taken Report (ATR).
3. Submission of AQAR to NAAC.
4. MOOCs for B.Tech. Honours Degree by MAKAUT.
5. Any other item with the permission of the Chair.

Proceedings of the meeting:

The Principal and Chairman of IQAC, Prof. (Dr.) Buddhadeb Chattopadhyay initiated the meeting by welcoming all members of IQAC. Following points were discussed and included in the resolution of the meeting:

Item No. 1 of Agenda: To confirm the minutes of the last IQAC meeting and matters arising thereof.



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Minutes of the 13th meeting (held on 13/03/2019) of IQAC of MCKVIE is circulated to all members and were confirmed.

Item No 2 of Agenda: Action Taken Report (ATR)

ATR on 13th meeting held on 13/03/2019 was discussed and briefed to the members as follows:

Discussion on 13 th IQAC Meeting	Actions Taken
MOOCs for B.Tech. Honours Degree by MAKAUT	Dr. Ranjib Biswas organized the awareness programme for the 1 st year students of different B.Tech. UG programmes of AY: 2018-19. He explained the importance and MAKAUT guidelines on MOOCs for B.Tech. Honours degree to the students.
Internal Audit	Internal audit has been conducted on 17-18 March, 2019

Item No 3 of Agenda: Submission of AQAR to NAAC.

Dr. Ranjib Biswas informed that the submission of AQAR for the AY: 2018-19 is due as the session is already over. This time institute needs to submit the AQAR through the Online Portal of NAAC. Before submission, it is decided to collect the requisite information from all the departments by the IQAC members in the prescribed format.

Item No 4 of Agenda: MOOCs for B.Tech. Honours Degree by MAKAUT.

It is decided that all HODs and other faculty members of every programme will encourage students to opt the MOOCs for B.Tech. Honours degree as per MAKAUT, WB guidelines. Also it is decided that our primary focus would be to encourage students to go for NPTEL courses as we have the Local Chapter of NPTEL in our institute. It is agreed upon by all members to organize similar awareness programme for the 1st year students and lateral entrants of AY: 2019-20 on regular basis.

There being no other issues the meeting was ended with a vote of thanks, offered by the Principal.

Ranjib Biswas
Co-ordinator, IQAC