

Kalyani Government Engineering College

Kalyani, Nadia-741235

Notice

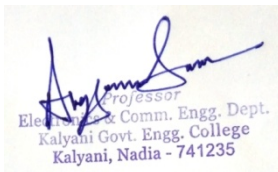
25.09.2021

1st meeting of the re-constituted Internal Quality Assurance Cell (IQAC) is hereby convened, on September 28, 2021, Tuesday, at 11:30 am in online mode (Google Meet) to discuss on the following matter. Members are requested to be present to attend the said meeting.

Link of the Google Meet: meet.google.com/wpu-qgpk-wdy

Agenda:

1. Welcome by the Chairman
2. Introduction of the members
3. Appraising of the members about the compositions, role and functioning of the re-constituted IQAC
4. Identification of various activities for review in next IQAC meeting and determination of future course of action
5. Any other item with the permission of Chairman



Professor
Electrical & Comm. Engg. Dept.
Kalyani Govt. Engg. College
Kalyani, Nadia - 741235

Prof. Angsuman Sarkar

Coordinator, IQAC Cell, KGEC

Internal Quality Assurance Cell (IQAC)
Kalyani Government Engineering College

Minutes of the 1st meeting of the re-constituted IQAC

Mode: Online (Google Meet)

Date: 28.09.2021

Time: 11:30 am

Members Present:

1. Dr. Sourabh Kumar Das, Principal	Chairman
2. Dr. Bishnu pada Biswas, Registrar	Member
3. Prof. Santanu Das, Professor, ME	Member
4. Prof. Sukla Basu, Professor, ECE	Member
5. Prof. Malabika Sengupta, Professor, IT	Member
6. Prof. Malay Kr. Pakhira, Professor, CSE	Member
7. Prof. Shib Shankar Saha, Professor, EE	Member
8. Dr. Tridibesh Das, Associate Professor, ME	Member
9. Dr. Indrajit Bhattacharya, Asst. Professor, MCA	Member
10. Prof. J.K. Mandal, Professor, CSE, KU	Member
11. Mr. Shubhraprakash Nandi, CEO, ISUB Soft.	Member
12. Dr. Manash Chanda, Asst. Prof., MSIT	Member
13. Shri Soumya Kanti Ghosh, Student 3 rd Year	Member
14. Prof. Angsuman Sarkar, Professor, ECE	Coordinator

Agenda No. 1: Welcome by the Chairman

The chairman welcomed all the members to the first meeting of the re-constituted IQAC. He expressed hope that he would get necessary cooperation, support and guidance from all the members for proper function of the IQAC.

Agenda No. 2: Introduction of the members

The coordinator, IQAC briefly introduced all members present in the meeting.

Agenda No. 3: Appraising of the members about the compositions, role and functioning of the re-constituted IQAC

The coordinator briefly explained the role, functioning and composition of the re-constituted IQAC with the help of a power point presentation.

Agenda No. 4: Identification of various activities for review and future course of action in next IQAC meeting

a) Processing of the files related to CAS applications of the faculty members:

Discussion: With respect to implementation of the CAS of the faculty members of the college, Prof. J. K. Mandal explained the necessity for a sub-committee of IQAC for verification and processing of the CAS applications.

Resolution: It was decided to re-constitute the sub-committee of IQAC comprising of the following members. a) Dr. K. Dasgupta, CSE b) Mr. P. S. Banerjee, IT c) Dr. B. Mandal, EE d) Dr. S Mukherjee, ME e) Dr. I. Bhattacharya, MCA f) Mr. S. S. Das, MCA g) Dr. U. Das, Chemistry h) Dr. Hasanujjaman, ECE i) Dr. Sandip Nandi, ECE j) Sri Rathindra Nath Bain

b) Forwarding of the “REASON-A Technical Journal”, the journal published by the College for inclusion in the UGC-CARE List

Discussion: Prof. S. Das substantiated that the Journal published by the college fulfils all necessary criterion for inclusion in the UGC-CARE list.

Resolution: It was decided to forward the journal to the competent authority of MAKAUT through IQAC Chairman (Principal) for inclusion in UGC-CARE list.

c) Implementation of a centralized digital repository:

Discussion: The necessity for a fully centralized digital repository for easy accessibility to many institutional documents like notice, circular, minutes, photographs was discussed. It will also help for preparation of NAAC related documents.

Resolution: Centralized digital repository has to be implemented at the earliest. Moreover, relevant notice, circulars and minutes has to be displayed in the college website. In this regard, IQAC, Coordinator has been requested to collaborate with Registrar and Dr. K. Dasgupta, CSE for implementation of the centralized digital repository of the college.

d) Publication of a research newsletter of the college:

Discussion: The need for the publication of a research newsletter of the college in order to highlight by publishing the most recent notable accomplishments in research and creative activities carried out by the faculties and students of the college was discussed.

Resolution: It was decided to form an editorial board to guide the publication of the Research Newsletter of the college with the following members: a) Prof. A. Sarkar, ECE and b) Dr. Sandip Nandi, ECE c) Dr. Hasanujjaman, ECE

e) Rebuilding relationship with Alumni:

Discussion: The need for a strong relationship with the Alumni was discussed. Dr. Manash Chanda and Mr. Shubhprakash Nandi shared their idea to augment the present alumni database.

Resolution: It was decided to focus on conduction and regularization of the institute level programs involving alumni of the college. Prof. S. Das, ME has been requested to help Dr. T. Das, ME to expedite the process for the registration and formation of a society for alumni of the college. It was also decided to review the activities pertaining to the area of connection to the alumni in the next IQAC meeting.

f) Academic Administrative Audit (AAA) Conduction:

Discussion: The need for AAA conduction especially w.r.t upcoming application of NAAC was discussed.

Resolution: It was decided to complete the AAA for the current academic year 2020-21 within 10-November-2021. Coordinator, IQAC and Dr. I. Bhattacharya, MCA have been entrusted to look after the whole process. In this regard, Prof. J.K. Mandal, KU has agreed to help the coordinator, IQAC to guide in preparation and conduction of AAA.

Agenda No. 5: Any other item with the permission of Chairman:

Prof. S. Das placed a proposal to publish the journal "REASON-A Technical Journal", biannually, instead of annually from 2022. Chairman, IQAC has agreed to review the proposal.

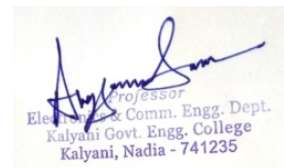
Coordinator, IQAC announced about an upcoming seminar on "West Bengal Health Schemes" scheduled to be held on 4th October, 2021 in online mode, organized by IQAC KGEC.

As no other issue was pending for discussion the meeting ended with a vote of thanks.



Dr. Sourabh Kumar Das
Principal
Kalyani Govt. Engineering College
Kalyani-741235, Nadia, W.B.

Dr. Sourabh Kumar Das
Chairman, IQAC KGEC



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Electrical & Comm. Engg. Dept.
Kalyani Govt. Engg. College
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Coordinator, IQAC KGEC