

INTERNAL QUALITY ASSURANCE CELL (IQAC)

HERITAGE INSTITUTE OF TECHNOLOGY (HIT), KOLKATA-700107

**MINUTES OF THE SEVENTEENTH MEETING OF THE IQAC HELD ON
FRIDAY, 30th September, 2020 AT 13:00 PM (Online)**

Members Present:

1.	Prof. (Dr.) Pranay Chaudhuri, Principal	Chairman
2.	Prof. (Dr.) Subhashis Majumder, Dean (UG) & HOD (CSE)	Member
3.	Prof. (Dr.) S K Barua, Registrar	Member
4.	Prof. (Dr.) Pinaki Bhattacharya, Head (Research)	Member
5.	Prof. (Dr.) N P Nayak, HOD (Physics) & COE	Member
6.	Prof. (Dr.) Sukanta Sarkar, HOD (ME), IT	Member
7.	Mr. Arvind Srivastava, Joint Registrar	Member
8.	Mr. Sandip Chatterjee, Associate Dean & HOD (Maths)	Special Invitee
9.	Prof. (Dr.) Dinabandhu Bhandari, Professor (CSE), Coordinator	Member

Leave of Absence Granted:

1.	Prof. (Dr.) Prabir Banerjee, HOD (ECE)	Member
2.	Mr. Santosh Roy, DGM	Member
3.	Mr. Debapratim Chakraborty, Student (CSE)	Member
4.	Mr. Manoj Saraogi, CFO	Member
5.	Mr. Sarbajit Das, Alumni (AEIE-2007 Graduate), Founder and CEO, Sun Dew Solutions	Member
6.	Mr. Hirak Ghosh, GM (HR), Paharpur Cooling Towers Ltd.	Member
7.	Mr. P Naha, GM (HR), Keventer Agro Ltd.	Member

Welcome by the Chairman

The Chairman welcomed all the members to the seventeenth meeting of the IQAC.

Agenda No. 1: Confirmation of the Minutes of the Last IQAC Meeting

The minutes of the sixteenth meeting of the IQAC held on 12-Jun-2020, circulated earlier, were confirmed.

Agenda No. 2: Preparation of Annual Quality Assurance Report for the year 2019-2020

The Annual Quality Assurance Report (AQAR) for the year 2019-2020 is approved by the members of the academic council in the meeting held on 30-Sep-2020. It would be submitted online by 30-Oct-2020 (new deadline set by NAAC).

Agenda No. 3: Induction of Prof. (Dr.) Sandip Chatterjee, Associate Dean and HOD (Maths) in IQAC.

The Chairman welcomed Prof. (Dr.) Sandip Chatterjee, Associate Dean and HOD (Maths) to the IQAC and introduced him to the members present.

Agenda No. 4: Review of the recruitment activities

There was no recruitment during June to September, 2020.

Agenda No. 5: Review of the Infrastructure development activities

Some repair works were carried out in the labs during June to September, 2020.

Agenda No. 6: Review of the online classes held since July, 2020

Online theory classes for the odd semester 2020–2021 academic year started on 5th August, 2020. In this context, appropriate guidelines were provided by the Dean, UG. The number of classes held till 30-Sep-2020 is satisfactory.

Agenda No. 7: Even Semester Examination status review.

For the even semester examination 2020, the evaluation scheme that includes a comprehensive oral examination for the final year students was adopted. The examination for the final year students was completed by 31-Jul-2020, and the results were published on 14th August, 2020. The following table provides the performance at a glance for the final year 2020 examination.

DEPT	Total number of student in Final Year	Unable to get degree for backlog in odd Sem Exam	Number of student Passed	Pass %
CSE	227	17	210	92.51
IT	61	2	59	96.72
ECE	212	13	199	93.87
AEIE	68	3	65	95.59
BT	49	1	48	97.96
CHE	69	4	65	94.20
CE	140	20	120	85.71
ME	140	17	123	87.86
EE	70	4	66	94.29
MCA	49	1	48	97.96
Total	1085	82	1003	92.44

Pass percentage of M. Tech. students is 34 out of 34 (100%).

For the even semester examination 2020 of the continuing batches, the same evaluation scheme as above has been conducted during 14-18 September, 2020. The results have been approved by the members of the academic council in the meeting held on 30-Sep-2020, The result will be published soon.

Agenda No. 8: Miscellaneous

1. Prof. Bhattacharya mentioned that there is significant number of publications made by the faculties and students of the institute during March to September, 2020.

There being no other item in the agenda, the meeting ended with a vote of thanks to the Chairman.



Prof. (Dr.) Pranay Chaudhuri
Chairman
IQAC



Prof. (Dr.) Dinabandhu Bhandari
Coordinator
IQAC