

INTERNAL QUALITY ASSURANCE CELL (IQAC)

HERITAGE INSTITUTE OF TECHNOLOGY (HIT), KOLKATA-700107

**MINUTES OF THE TWENTIETH MEETING OF THE IQAC HELD ON
TUESDAY, 29th June, 2021 AT 11:00 AM (Online)**

Members Present:

1.	Prof. (Dr.) Basab 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.) Prabir Banerjee, HOD (ECE)	Member
7.	Prof. (Dr.) Sukanta Sarkar, HOD (ME), IT	Member
8.	Prof. (Dr.) Sandip Chatterjee, Associate Dean & HOD (Maths)	Member
9.	Prof. (Dr.) Dinabandhu Bhandari, Professor (CSE), Coordinator	Member
10.	Mr. Debasish Karmakar, Head, Systems	Special Invitee

Leave of Absence Granted:

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

Welcome by the Chairman

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

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

The minutes of the nineteenth meeting of the IQAC held on 27-May-2021, circulated earlier, were confirmed.

Agenda No. 2: Review of the academic activities

1. Online theory classes and practical classes for all the odd semester courses are in progress. Upon completion of Practical examination for the students of B. Tech. 7th Semester, the result is being published on 21-Jun-2021. Practical examinations will be conducted online for all B. Tech., M. Tech. and MCA courses for odd semester courses.

The Chairman extended appreciation to COE, all concerned faculties, support staffs for their support in conducting examinations and publishing the results as per plan.

Agenda No. 3: Review of the updated Syllabus

Upon approval of the BOS of respective departments, the syllabi (mentioned below) were communicated on 02-Jun-2021 to the AC members for their review and comments.

- Complete course structures and 4th Year (7th and 8th Semesters) detailed syllabus of B. Tech. in AEIE, BT, CE, CSBS, CSE, ChE, ECE, EE, IT and ME.
- Complete course structures and 3rd Year (5th and 6th Semesters) detailed syllabus of 3-year MCA course.
- Complete course structures and 2nd Year (3rd and 4th Semesters) detailed syllabus of 2-year MCA course.
- Revised M. Tech. syllabus for RE (Renewable Energy, ECE and VLSI).

After due deliberation, the AC members in principle approved the syllabi with following observations.

Observations:

- Variable number of lectures allotted for the papers having 3 credit points in the B Tech courses.
- Proposal to reconsider the allocation of credit points for project and comprehensive viva in the 8th Semester of all B Tech courses.
- Suggestion to offer Advanced Operating System as a core subject instead of an elective paper offered in final year B. Tech. CSE.
- Suggestion to include Heisenberg Uncertainty Principle and Basics of Quantum Cryptography in the Quantum Computing course offered in CSE 4th year.

The changes suggested for Quantum Computing course have been incorporated. All other observations are being reviewed in the meeting today. After due deliberations, the members of the IQAC have expressed their satisfaction. It has also recommended that the matter may be reviewed again in future and necessary actions will be taken, if required.

Agenda No. 4: Preparation of SSR for upcoming NAAC visit

Consolidation of data from all departments is in progress. The data collation process is expected to be completed by 31-Jul-2021.

Agenda No. 5: Review of the recruitment and promotion activities

The institute has carried out a review of the activities of the potential candidates for granting promotion of existing members of faculty from the post of Assistant Professor to Associate Professor. Sixteen (16) members of faculty have been considered for promotion from the post of Assistant Professor to Associate Professor.

Agenda No. 6: Miscellaneous

1. The Registrar reported that the institute has received approval from AICTE and University to offer two new B.Tech. courses, namely, Computer Science and Engineering (Artificial Intelligence and Machine Learning) and Computer Science and Engineering (Data Science).

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



Prof. (Dr.) Basab Chaudhuri
Chairman
IQAC



Prof. (Dr.) Dinabandhu Bhandari
Coordinator
IQAC