

INTERNAL QUALITY ASSURANCE CELL (IQAC)

HERITAGE INSTITUTE OF TECHNOLOGY (HIT), KOLKATA-700107

**MINUTES OF THE TWENTY SECOND MEETING OF THE IQAC HELD ON
TUESDAY, 23rd December, 2021 AT 15:30 PM**

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.) Sandip Chatterjee, Associate Dean & HOD (Maths)	Member
8. Prof. (Dr.) Sukanta Sarkar, HOD (ME), IT	Member
9. Mr. Arvind Srivastava, Joint Registrar	Member
10. Mr. Manoj Saraogi, CFO	Member
11. Mr. Santosh Roy, DGM	Member
12. Prof. (Dr.) Dinabandhu Bhandari, Professor (CSE), Coordinator	Member

Leave of Absence Granted:

1. Ms. Rishika Ghosh, Student (CSE)	Member
2. Mr. Sarbajit Das, Alumni (AEIE-2007 Graduate), Founder and CEO, Sun Dew Solutions	Member
3. Mr. Hirak Ghosh, GM (HR), Paharpur Cooling Towers Ltd.	Member
4. Mr. P Naha, GM (HR), Keventer Agro Ltd.	Member

Welcome by the Chairman

The Chairman welcomed all the members to the twenty second meeting of the IQAC. The Chairman also welcomed the Joint IQA Coordinator Prof. (Dr.) Nirmalya P. Nayak.

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

The minutes of the twenty-first meeting of the IQAC held on 28-Sep-2021, circulated earlier, were confirmed.

Agenda No. 2: Review of the ongoing academic activities

1. Online theory classes and practical classes for all the odd semester courses (second year onwards) of academic year 2021-2022 are in progress from 01-Oct-2021. Offline practical classes were organised from 01-Dec-2021. Special arrangements were made for the Covid-Pandemic situation by adopting appropriate measures. The institute has successfully organised offline class test, for 3rd and 4th year B Tech, 2nd year M Tech, and 3rd and 4th year MCA students. Class test, for the remaining students are planned in January, 2022. The semester examination is planned to be held in January and February, 2022.



Agenda No. 3: Review of the recruitment activities

The institute has recruited 1 (one) Member of Faculty during October to December 2021.

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

Consolidation and collation of data received from all the academic and administrative departments is in progress.


Agenda No. 5: Consideration of AQAR for 2020-2021.

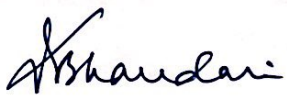
The draft AQAR for 2020-21 was presented before the members of the cell. After due deliberation, the members of the cell provided their consent on time (by 31-Dec-2021).

Agenda No. 6: Miscellaneous

The Vision and Mission together with Program Education Objectives (PEOs) and Program Specific Outcomes (PSOs) of the academic departments have been placed before the members of the cell, after due deliberations the members approved the same unanimously.

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