MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249
City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

Minutes of the meeting with IQAC held on 06/07/2021 at 06:00 pm on Zoom *(Meeting ID: 974 5213 0155).*

Members present:

1. Hon'ble Vice Chancellor Prof. (Dr.) Saikat Maitra
2. Dr. Md Aftabuddin
3. Prof. B. B. Paira
4. Prof. Sibamay Dasgupta
5. Prof. Debashis De
6. Dr. Somdatta Chakravortty
7. Dr. Bivash Mallick
8. Dr. Jaya Bandyopadyay
9. Dr. Debasis Giri
10. Dr. Sriparna Saha
11. Dr. Amiya Karmakar
12. Dr. Debdut Naskar
13. Mr. Joy Samadder

Minutes and Resolutions:

This meeting was called to discuss about the status of AQAR 2020-21 report and gap analysis of AQAR for the scope of improvement in activities carried out by the University.

1. First status report was given by Dr. Bivash Mallick on Curricular Aspect. In this regard, Prof. Paira advised to design the questionnaires for feedback process on syllabus as well as other feedbacks etc.

2. It was decided in this meeting that existing University examination pattern may be changed as per UGC guideline post discussion with members. A seminar may be arranged regarding modality of examination under IQAC banner and accordingly the final decision would be placed before Academic Council, Executive Council and General Council for adoption. Dr. B. Mallick was advised to take the initiative.

3. Hon'ble Vice-Chancellor advised to keep proper record of existing system required by NAAC and maintain the quality.

4. For the status report on Research, Innovations and Extension, Prof. D. De was advised to prepare the status report within 13 July, 2021. He was further advised to give emphasis on consultancy work, extension activities etc. in the report.

5. Second status report was given by Dr. Debdut Naskar on Infrastructure and Learning Resources. In this regard, it was advised to prepare the master routine with the help of the

software developed by Ms. Anindita Das Bhattacharjee and give presentation of the same through IQAC. Further advice was given by Prof. Paira.

6. Third status report was given by Dr. Debasis Giri on Student Support and Progression. In this regard, he was advised to add placement data, keep detailed documents and arrange Student Council etc. Mr. Joy Samadder was advised to take necessary actions for further alumni work.

7. Fourth status report was given by Dr. Jaya Bandyopadyay on Governance, Leadership and Management. She was advised to complete the report within 13 July, 2021.

8. Fifth status report was given by Dr. Sriparna Saha on Best Practices. Hon'ble Vice-Chancellor advised to input more points which are going on in the University as best practices and keep the proper documentation for the same.

Meeting ended with Thanks to the Chair.

Dr. Somdatta Chakravortty
Director, IQAC

Prof. (Dr.) Saikat Maitra
Hon'ble Vice-Chancellor

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Resolution of Meeting dated 6.7.2021	Action Taken
Confirmation of Minutes of Last meeting	-
Design of Questionnaires for Feedback and other processes	Revised Questionnaires for Alumni Survey, Employer Survey, Guardians Survey, Exit Survey mapped with Programme Outcomes were designed. Course End Survey Forms mapped with Course Outcomes were also designed.
It was advised to increase exposure of students in Industry Projects and Research Projects for experience in live projects.	Collaborations with Internshala and Eduskills helped increase the number of internships amongst students. Students were involved in live University Projects. Students also took up dissertation to work in live industry projects with supervisors from the Industry.
Existing University examination patterns may be changed as per UGC guideline. A seminar may be arranged regarding modality of examination under IQAC banner and accordingly the final decision would be placed before the Academic Council, Executive Council and General Council for adoption.	There were discussions amongst University Committee Members and it was felt that the system could not be adopted presently. However, the e-assessment process was improved through inclusion of proctoring; AI based monitoring and evaluation techniques.
To initiate Interdisciplinary Research Programs and Integrated PhD Program in Technology.	M.Tech by Research has been initiated by the School of Information Science and Technology. The proposal to initiate Integrated PhD programs were also passed in the Executive Council.

To give emphasis on consultancy work, promotion of entrepreneurship, extension activities	The Departments, Institute Innovation Cell and EKTA Incubation Center have conducted a number of Webinars and student awareness programmes to promote entrepreneurship. The extension activities through NSS and outreach have been planned and executed by the related Cell of the University.
To keep record of placement data and documentation of student data. The need for improvement of placement opportunities for students was stressed upon.	The Departments also have faculty members as Placement Coordinators who help in coordinating with the students. The placement of students in several departments has been very good.
Increase Alumni involvement in the University	Alumni Meet has been organized. Alumni are involved in delivering guest lectures, talks in webinars and also help in placements.
Plan best practices and document the same. It was advised to develop and use technology for societal benefit.	The University has several best practices which makes it unique amongst many Institutions. The Technology Cell of the University has developed many products that have been distributed free amongst Institutions, Offices and Students.