



**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 regarding Review of filling up of Criteria wise AQAR data held on 23/04/2021 at 05:00 pm on Zoom (ID-81748519327 and PW-659529)*

**Members present:**

1. Hon'ble Vice Chancellor Prof. (Dr.) Saikat Maitra.
2. Dr. Atri Bhowmik
3. Dr. Subhashis Datta
4. Prof. B. B. Paira
5. Prof. Indranil Mukherjee
6. Prof. Sujit Mukherjee
7. Dr. Somdatta Chakravorty
8. Dr. Jaya Bandhyopadhyay
9. Dr. Debashish Giri
10. Dr. Bivash Mallick
11. Dr. Sriparna Saha
12. Dr. Sankar Prasad Mondal
13. Dr. Subrata Ghosh
14. Dr. Abhishek Bhattacharya
15. Dr. Anjan Choudhury
16. Dr. Debadrita Panda
17. Dr. Kunal Chowdhury
18. Dr. Monalisa Char
19. Dr. Sourav Datta Roy

**Minutes and Resolutions:**

IQAC Audit parameters were shared by all the departments to be filled up within 17<sup>th</sup> April, 2021. The data received was shared with all the seven criteria coordinators. In the meeting the following points were discussed criteria wise:-

1. Curricular Aspect: For Student feedback a google form link would be shared.
2. Teaching, Learning and Evaluation: Data related to registration will be provided by the Registrar Section by 24.04.2021. Template as per audit report for departmental data was considered approved to be shared with the departments. The data templates are to be shared with Assistant Registrar as well. POCO weblink is to be provided.
3. Research, Innovation and Extension: MoU data will be provided by Assistant Registrar by 27.04.2021.

4. Infrastructure and Learning Resources: Fire Extinguisher and Departmental Library details are to be modified since it is completed and fully functional. Name of labs are to designated departmental wise. List of Lab Instruments will be shared by Assistant Registrar by 27.04.2021. Audit report is still pending from Finance department.
5. Student Support and Progression: All the data is to be completed by 30<sup>th</sup> April, 2021.
6. Governance, Leadership and Management: Departments are to be given deadlines for providing data.
7. Institutional Values and Best Practices: The data required pertaining to purchase bills will be provided by Assistant Registrar.

All the audit report and budget allocation data will be provided by Finance department  
The seven criteria data collection and compilation is to be completed by 30<sup>th</sup> April, 2021.

Meeting ended with Thanks to the Chair.

 23/4/2021.

Dr. Somdatta Chakravorty  
Director, IQAC

 23/4/21

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