



MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
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 Meeting of School of Management Sciences held on 16.07.2021

Department of Management & Business Administration
Department of Management & Business Studies
Department of Undergraduate Business Studies
Department of Hospital Administration & Management
Department of Hospitality & Hotel Administration

The meeting was attended by:

1. Prof. Indranil Mukherjee
2. Prof. Sujit Mukherjee
3. Dr. M. Tanzeem Raza
4. Debadrita Panda
5. Subrata Ghosh
6. Subrata Kumar Ray
7. Sarani Bhaumik
8. Biswanath Saha
9. Koyel Dey

The feedback by different stakeholders, viz. students, alumni and parents for the 2021-22 session was discussed in detail. Based on the feedback and the resultant discussion, several actions were initiated / resolved to be initiated by the different Departments under the School of Management Sciences.

1. Summary of feedback from the students:

- More than 90% of the students were found to be highly satisfied or reasonably satisfied with the coverage of the relevant topics in the syllabus.
- Nearly 90% of the students felt that the teachers encouraged them to study relevant topics beyond the curriculum.
- More than 90% of the students were found to be highly satisfied or reasonably satisfied with the effectiveness of the teachers in respect of technical and course content, communication skills and usage of teaching aids.

3

Indranil Mukherjee
16/07/2021



Director
SoMS
Maulana Abul Kalam Azad University
of Technology, West Bengal
(Formerly Known as West Bengal University of Technology)
Haringhata, Nadia - 741249, India

- Nearly 90% of the students were highly or reasonably satisfied with the motivation and inspiration provided to them by the faculty members.
- A large number of students (around 90%) felt that the faculty members have offered support in practical demonstration and also shown willingness in offering help and advice to the students.

2. Summary of feedback from the alumni:

- About 60% of the alumni were found to be either employed or opted for higher studies.
- Around 50% of the alumni were found to be satisfied with the admission procedure of the University.
- Around 50% of the alumni were reasonably satisfied with the fee structure of the University.
- Nearly 70% of the students were satisfied with the environment provided by the University.
- About 70% of the alumni were happy or fairly happy with the infrastructure and laboratory facilities offered by the University.
- 50% of the alumni were very satisfied or well satisfied with the quality and teaching learning support provided by the faculty members while a very large majority were satisfied with the project guidance and project inputs offered to them.
- 40% of the alumni found the quality of support material to be good or fairly good while another 40% found these to be satisfactory.
- A large majority of the alumni were highly to moderately satisfied with the library facilities.
- Most of the alumni found the canteen facilities to be satisfactory.
- Most of the alumni were not satisfied with the training and placement facilities provided to them.
- Around 90% of the alumni were highly to moderately satisfied with the overall rating of the University.
- Nearly 90% of the alumni were happy with the network of old friends created.

3. Summary of feedback from the parents:

- Around 90% of the parents were of the opinion that the University provided a caring environment for teaching-learning processes.
- Almost 90% of the parents felt that the discipline maintained by the students was of high quality.
- Nearly 80% of the parents appreciated the communication channels and interaction facilities that existed between the teachers and students in respect of academic and extracurricular activities.

Indranil Mukherjee
16/07/2021



Director
SoMS
Maulana Abul Kalam Azad University
of Technology, West Bengal
(Formerly Known as West Bengal University of Technology)
Haringhata, Nadia - 741249, India

- About 80% of the students were satisfied with the academic and financial support provided by the University to the students in exigency.
- An overwhelming majority (more than 90%) of the parents were satisfied in respect of the communication facilities available or the accessibility of the University authorities.

Actions Taken / Resolved to be taken based on the feedback received from the students, alumni and parents

In order to strengthen the different aspects of teaching-learning, research, consultancy and improvement of the overall academic standard of the School of Management Sciences, the following actions have already been initiated / will be initiated as stated hereunder:

1. All student records including demographic details, previous academic background, medium of instruction, financial condition etc. are being collected and stored in a database.
2. All data regarding students are being uploaded to the University ERP system on regular basis. These include data regarding student attendance, marks obtained, study material provided by faculty members, video sessions of classes etc. This is a continuous process and more functionalities would be added with time.
3. The bridge courses offered to the students are based on these records after identification of the training needs analysis. The bridge courses are being offered at the beginning of the academic session. The list of bridge courses to be offered, either in offline or online mode. will be posted in the University website. The students will be provided with a Completion Certificate once they successfully complete the bridge courses offered.
4. During the academic program slow and fast learners are identified and remedial measures undertaken for each such group. For the slow learners these include customized teaching-learning activities while for the fact learners they are given reading assignments, case studies and offered scope for project based learning.
5. The teaching would be carried out in blended mode i.e. through an admixture of physical and online classes. However, there should be a clearly laid down guideline for conducting classes in the blended mode. This guideline must be transparent and made known to the stakeholders at the beginning of the academic session.
6. The School of Management Sciences will work towards making the feedback collection and analysis process more structured. The frequency of such exercises will be fixed. There will also be an Exit Survey for the graduating students of any program.
7. The School has started the practice of undertaking a detailed analysis of the marks obtained by the students in Continuous Assessment (CA) including one presentation by the concerned faculty member as well as evolving guidelines for course correction, as deemed necessary. Such course corrections might involve training of the faculty members also, through orientation or refresher courses.
8. The School is in the process of preparing a Standard Operating Procedure (SOP) for each

3

Indranil Mukherjee
16/07/2021



Director
SoMS
Maulana Abul Kalam Azad University
of Technology, West Bengal
(Formerly Known as West Bengal University of Technology)
Haringhata, Nadia - 741249, India

of the activities outlined above. All these processes would be developed after detailed deliberation in the Departmental Committees, get ratified in the duly constituted Board of Studies (BOS) and finally reported and vetted in the Academic Council of the University. This would standardize the process and reflect the concurrence of all the stakeholders involved in this exercise.

9. The School has submitted detailed requisition to the University Management requesting for allocation of more space and additional infrastructure to fulfill the needs of the growing number of students as well faculty members who are joining the School.
10. The School is actively pursuing formal collaboration with other academic institutions as well as industry bodies and other professional organizations to facilitate the project/internship/placement of the students. The School will try to induct senior industry professionals as Professors of Practice to aid in this process. The School has already constituted a Placement Committee comprising both teachers and students to bolster the placement activities of the School of Management Sciences.

Indraniel Mukherjee
16/07/2021



Director
SoMS
Maulana Abul Kalam Azad University
of Technology, West Bengal
(Formerly Known as West Bengal University of Technology)
Haringhata, Nadia - 741249, India