



**INSTITUTE  
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Ref. No. 16.02/IEM/IQAC/GM/2018-12

Date: 16<sup>th</sup> February, 2018

## Notice

### **Sub: 12<sup>th</sup> Internal Quality Assurance Cell (IQAC) meeting to be held on 28<sup>th</sup> February, 2018**

All the members of the Internal Quality Assurance Cell (IQAC) Committee are hereby informed that a meeting is scheduled on 28<sup>th</sup> August 2018. All members are requested to assemble at the Science Auditorium, Gurukul Campus.

The details of the meeting are as follows:

**Topic:** 12<sup>th</sup> IQAC Meeting

**Time & date:** 03.00 pm on 28<sup>th</sup> February, 2018.

#### **Agenda:**

1. To confirm the resolution of the 11<sup>th</sup> (XII/17-18) IQAC meeting held on 29<sup>th</sup> January, 2018 of IQAC cell.
2. To discuss on an increase in intake of students for Mechanical Engineering Department.
3. To discuss on 2<sup>nd</sup> Shift of B.Tech. in ECE, CSE and EE departments.

All members are requested to make it convenient to be present during the meeting.

Prof. (Dr.) Himadri Nath Saha  
Prof. Sanghamitra Poddar  
Joint Coordinators

Internal Quality Assurance Cell (IQAC)

Copy to:

1. Director
2. Office
3. All Deans
4. All HoDs
5. All Committee Members

**Minutes of the 12<sup>th</sup> meeting of the IQAC Cell of IEM**  
**Held on 28th February, 2018 at 03.00 p.m. in Science Auditorium**

**Members present:**

Name	Designation & Affiliation	Signature
• Prof. Dr. Satyajit Chakrabarti	Director	
• Prof. Dr. Arun Kumar Bar	HOD,ME	
• Prof. Sanghamitra Poddar	Co-ordinator (IQAC	
• Prof. Rajashree Paul	Management Representative	R. Paul
• Prof. Dr. Malay Gangopadhyaya	HOD,ECE	
• Prof. Dr. Debika Bhattacharyya	HOD,CSE	
• Prof. Dr. Mohuya Chakraborty	Dean HRDC & HOD, CSE	
• Prof. Dr. Himadri Nath Saha	HOD,EEE,	
• Prof. Dr. A. K. Nayak	Principal	
• Mr. Angshuman Ray	Administrative Staff	
• Prof. Dr. Sujit Dutta	HOD,MBA	

<b>Agenda</b>	<ol style="list-style-type: none"><li>1. To confirm the resolution of the 11<sup>th</sup> (XII/17-18) IQAC meeting held on 29<sup>th</sup> January, 2018 of IQAC cell.</li><li>2. To discuss on an increase in intake of students for Mechanical Engineering Department.</li><li>3. To discuss on 2nd Shift of B.Tech. in ECE, CSE and EE departments.</li></ol>
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**Resolutions of the meeting:**

12.1 The resolution of the 11<sup>th</sup> (XII/17-18) IQAC meeting held on 29.01.2018 was read out and confirmed.

12.2 Proposal related to increase the number of intake students from 60 to 120 for the ME department has been approved.

12.3 Suggestion related to start a 2<sup>nd</sup> shift in ECE, CSE and EE department has been accepted.



**APPROVED**

**Prof. Dr. Satyajit Chakrabarti**  
**Chairman of the Meeting**  
**Internal Quality Assurance Cell (IQAC)**



**Prof. Dr. Himadri Nath Saha & Prof. Sanghamitra Poddar**  
**Joint Coordinator of IQAC cell**  
**Institute of Engineering & Management**

