



**INSTITUTE
OF ENGINEERING & MANAGEMENT**
Salt Lake Electronics Complex, Kolkata-700 091, WB, INDIA

Phone : (033) 2357-2969/2059/2995
(033) 2357-8189/8908/5389
Fax : 91-33-2357-8302
E-mail : director@iemcal.com
Website : www.iem.edu.in

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Date: 25th September, 2018

Notice

Sub: 13th Meeting of Internal Quality Assurance Cell (IQAC) to be held on 28th September, 2018 at 4:00 PM

All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that, IQAC meeting to be held on 28th September 2018 at 4.00 P.M in Gurukul Campus. Presence of all members of IQAC is solicited.

Agenda of the Meeting:









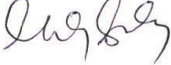
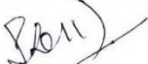
1. To confirm the resolution of the 12th (XII/18-19) IQAC meeting held on 29.05.2018.
2. To discuss about the new recruitment process.
3. To discuss and analyze the report of placement for previous year.
4. To discuss about the upcoming Autonomy visit.
5. To discuss about the rule for new form question paper for mid-term examination.
6. To discuss the proposal for IEEE IEMCON 2018 and IEEE UEMCON 2018 conference.






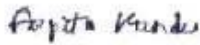

**Prof. (Dr.) Himadri Nath Saha
Prof. Sanghamitra Poddar
Joint coordinator of IQAC Cell
Institute of Engineering & Management**

Gurukul Campus : Y-12, Salt Lake Electronics Complex, Sector-V, Kolkata 700091, Phone : (033) 2357 2969
Management House : D-1, Salt Lake Electronics Complex, Sector-V, Kolkata 700091, Phone : (033) 2357 8908
Ashram Building : GN-34/2, Salt Lake Electronics Complex, Sector-V, Kolkata 700091, Phone : (033) 2357 2059/2995

Minutes of the 13th meeting of the IQAC Cell of IEM held on 28th
September, 2018 at 4.00 p.m. in Gurukul campus

Members Present:

NAME	Designation & Affiliation	Sign
Prof. Dr. A. K Nayak	Principal and Chairman of IQAC	
Prof. Dr. Satyajit Chakrabarti	Management Representative	
Prof. Rajashree Paul	Management Representative	
Prof. Dr. Himadri Nath Saha	HOD,EEE & CSE and Coordinator of IQAC	
Prof. Sanghamitra Poddar	Assistant Professor, BSH and Coordinator of IQAC	
Prof. Dr. Debika Bhattacharya	Dean (Academics)	
Prof. Dr. Mohuya Chakraborty	HOD,IT Dean (Faculty Development)	
Prof. Dr Arun Kumar Bar	Dean (Engineering)	
Prof. Dr. Malay Gangopadhyay	HOD, ECE	
Prof. Dr. Sujit Dutta	HOD, MBA	
Prof. Dr. Tapobrata Bhattacharya	HOD, ME	

Prof. Tapas Kumar Datta	HOD, EE	
Prof. Dr. Shamindra Nath Sanyal	HOD, BBA	
Prof. Abhishek Bhattacharya	HOD, BCA and M.SC	
Prof. Prabir Kumar Das	HOD, BSH	
Prof. Dr. Indraneel Mukhopadhyay	Principal MBA	
Mr. K.R. Lal	Administrative Staff	
Mr .Angshuman Ray	Administrative Staff	
Mr. Prajit Nandy	Sankalp Semiconductor Pvt Ltd.	
Mr. Sumit Sinha	Ericsson India Global Services Pvt. Ltd.	
Mr. Somnath Chatterjee	Capgimini India, Pvt Ltd.	
Mr. Sri Prasad	Regional Head Vivekananda Vigyan Mission Kolkata Chapter. Vigyan Bharati Community Representative	
Prof. Anup Kumar Sikdar	External Experts	
Prof. Dr. Saptarsi Goswami	External Experts	
Ms. Arpita Kundu	Alumni Member	
Mr. Soummyo Priyo Chattopadhyay	Alumni Member	
Mr. Dipanjan Mitra	Student	
Mr. Supratim Auddy	Student	

Agenda	<ol style="list-style-type: none"> 1. To confirm the resolution of the 12th (XII/18-19) IQAC meeting held on 29.05.2018. 2. To discuss about the new recruitment process. 3. To discuss and analyze the report of placement for previous year. 4. To discuss about the upcoming Autonomy visit. 5. To discuss about the rule for new form question paper for mid-term examination. 6. To discuss the proposal for IEEE IEMCON 2018 and IEEE UEMCON 2018 conference.
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Resolutions:

13.1. The resolution of the 12th (XII/17-18) of IQAC meeting held on 29.05.2018 was read out and confirmed.

13.2. The institute would require faculty members in some of the department. So they would like to conduct a recruitment process as per institute's rules and regulations to find some suitable faculty members for the department. The members of IQAC accepted this proposal.

13.3. It was reported that the placement was excellent and all eligible candidates of B.Tech, BBA, BCA and of other departments were placed in very good companies. The IQAC members requested to prepare a comparison report of placement considering last 5 years.

13.4. The IQAC members requested to all the faculty members of all the departments to submit the documents related to Autonomy within time and resolve this matter very soon.

13.5. In order to improve the quality of assessment procedure, IQAC members decided to change the pattern of the question paper and to provide more problems oriented questions.

13.6. The members accepted the proposal for IEEE IEMCON 2018 and UEMCON 2018 International conference.

The meeting ended with vote of thanks to the Chair.



APPROVED

**Prof. Dr. A. K. Nayak 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**