



**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: 3rd December, 2018

Notice

Sub: 14th Meeting of Internal Quality Assurance Cell (IQAC) to be held on 5th December, 2018 at 11:00 A.M. in Gurukul Campus










All the members of Internal Quality Assurance Cell (IQAC) are hereby informed that, IQAC meeting to be held on 5th December 2018 at 11.00 A.M in Gurukul Campus. Presence of all members of IQAC is solicited, Agenda of the Meeting:






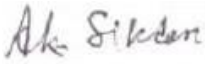
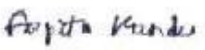

1. To confirm the resolution of the 13th meeting of (XIII/18-19) IQAC held on 28.09.2018 in IQAC cell.
2. To discuss on all the criteria and the necessary documents that is needed for the AQAR submission.
3. To submit the proposal for CCWC2019 conference.
4. To discuss about the formation of various innovative labs.
5. To discuss about the publishing of Departmental Magazines.

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

Minutes of the 14th meeting of the IQAC Cell of IEM held on 5th
December, 2018 at 11.00 a.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	R. Paul
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	Capgemini 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. Soumyo 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 13th meeting (XIII/18-19) of IQAC held on 28.09.2018 in IQAC cell. 2. To discuss on all the criteria and the necessary documents that is needed for the AQAR submission. 3. To submit the proposal for CCWC2019 conference. 4. To discuss about the formation of various innovative labs. 5. To discuss about the publishing of Departmental Magazines.
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Resolutions:

14.1 The resolution of the 13th meeting (XIII/18-19) of IQAC held on 28.09.2018 was read out and confirmed.

14.2. Different criteria and the necessary documents which is needed for the AQAR submission has been discussed.

AQAR document was presented criteria wise and exhaustive review was done.

14.3 Proposal of CCWC 2019 conference has been discussed and IQAC members accepted the proposal.

14.4 Formation of various innovative labs for enrichment of research facility has been approved by IQAC members.

14.5. A discussion has been made on publishing of Departmental Magazines and it has been decided each department will publish their Departmental Magazines quarterly basis.

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**