

Institute of Engineering & Management



INSTITUTE OF ENGINEERING & MANAGEMENT
Good Education, Good Jobs

Action Taken Report of 21st Meeting of Internal Quality Assurance Cell (IQAC)

19th December, 2020

Action Taken Report

Agenda:

1. To confirm the resolutions of the 20th (XX/19-20) IQAC meeting held on 16th April, 2020.
2. To discuss the planning of an online inauguration program for 1st year batch (2020-2021) and carrying out their online classes.
3. To discuss the planning of online mid semester examinations for the new batch.
4. To discuss the planning for online classes for students using college infrastructure.

S. No.	Resolution in the Meeting	Action taken
1	The resolutions of the 20 th (XX/19-20) of IQAC held on 16 th April 2020 to be read out & confirmed.	The resolutions and actions taken on the 20 th (XX/19-20) of IQAC held on 16 th April 2020 were read out and approved.
2	The online inauguration program for 1 st year batch (2020-2021) was planned and the schedule of the program was discussed. The program was decided to be carried out using the YouTube Live platform.	The online inauguration program for the 1 st year batch (2020-2021) was held as planned using the YouTube Live platform.
3	It has been decided that the mid-semester examination for the new batch will be taken in the month of December using Google Classroom platform.	The mid-semester examination for the new batch was taken in December using the Google Classroom platform.
4	It has been decided that the faculties will come to college physically to conduct the classes online from 2 nd November in order to enhance the quality of teaching-learning process.	The faculty came to the college physically to conduct the classes in online mode from 2 nd November.

5	According to the Education Minister of West Bengal, all universities can start their online classes from 1 st December. So, it was discussed to continue the classes in online mode.	College started its online classes from 1 st December 2020.
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