

Internal Quality Assurance Cell

Haldia Institute of Technology

The minutes of the **25th meeting** of IQAC held on **16. 07. 2021** at the conference room of the institute.

The following resolutions were adopted in the meeting

Agenda 1:

The POs, PSOs and PEOs are already available with the departments. COs as per new curriculum and syllabus would be prepared by **26. 07. 2021** and these attributes to be uploaded in the institute website in consultation with Mr. Apratim Mitra, HOD – MCA.

Agenda 2:

The sample student's feedback form will be circulated by Prof. S. Paul – HOD/IT immediately and the department would collect the feedback using this format within a fortnight.

Mr. Susmit Maity – In charge T & P, Dr S. Sahoo, Convener – Student's Welfare Committee and Mr. Debdata Ghosh – In charge - IIPC would prepare the templates for feedback to be collected from the employer, the alumni, and the parents respectively.

Agenda 3:

Each department would provide detailed data of value-added courses organized such as Computer language programming, Java, Python etc., aptitude, English language, AutoCAD in the stipulated format (already circulated as Google form) by **23. 07. 2021**.

Agenda 4:

Each faculty member would develop e-content for the courses they are teaching and upload the same in the institute website within a fortnight.

Agenda 5:

The departmental information in prescribed excel format and new curriculum/syllabus for all programs are received by the undersigned and these are already uploaded in the NAAC SSR portal.

Agenda 6:

The departments would attempt to conduct the laboratory classes in the virtual mode in the forthcoming semester in such a way so that students are benefitted to the maximum possible extent.

Agenda 7:

Each department would organize at least one webinar/workshop/FDP etc. to foster research activities.

Agenda 8:

Decision for commencement of classes for the next semester would be decided at a later date by the appropriate authority based on the academic calendar issued by the MAKAUT.

The meeting ended with vote of thanks to the Principal.

T. K. Jana.

Dean – School of Engineering & Convener – IQAC, HIT, Haldia

Copy to :

Director – Chairman/IQAC

Vice Chairman – Member (Society)

Mr. Asish Lahiri – Member (Local Society)

Principal – Member

Mr. Apurba Kumar Bhattacharya, Sr. Manager (Process,) Lindey India Ltd – Member (Industry)

All Deans - Member

All Heads/TICs - Member

The Registrar- Member

Finance Manager- Member

Mr. Debadatta Ghosh – Incharge, IIPC – Member

Mr. Susmit Maity, Incharge – T&P – Member

Dr. Debasis Das – Member (Alumni)

Ms. Aparajita Jana, Student-CSE – Member (Student)