



INTERNAL QUALITY ASSURANCE CELL JIS COLLEGE OF ENGINEERING

Ref.: JISCE/IQAC/GM/2018-19/04

04.06.2019

NOTICE

IQAC

It is hereby notified that IQAC meeting for the Academic Year 2018-2019 is scheduled to be held on 10th June, 2019 from 05:15 PM onwards. Please make it convenient to attend the meeting at room no 110 to discuss on the following agendas. All concerned are hereby requested to make their one year plan (AY: 2018-2019) in terms of quality enhancement in the institute and present in the meeting.

Agenda:

1. To confirm and approve the minutes of the last IQAC meeting held on 05.03.2019
2. To note and ratify the action taken report (ATR) of the last IQAC meeting
3. Result Analysis for Odd Semester
4. Submission of NIRF document
5. Review of MOU.
6. Miscellaneous

Ms. Madhura Chakraborty
Coordinator, IQAC
JISCE

Copy to:

1. Principal, JISCE
2. All HODs
3. Registrar/Deans
4. All IQAC cell members



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MEMBERS OF IQAC CELL

Sl. No.	Name	Department/ Work Status	Designation	IQAC Designation	Representation As Per Norms
1	Dr. Malay R. Dave	Administration	Principal ,JISCE	Chairman	Head of the Institute
2	Ms. Madhura Chakraborty	ECE	Asst. Professor	Coordinator	Teacher
3	Dr. Sila Singh Ghosh	Administration	VP-CR, JIS Group	Representative from Management	VP-CR, JIS Group
4	Dr. Partha Sarkar	Administration	Vice-Principal, JISCE	Member, IQAC JISCE	Vice-Principal, JISCE
5	Dr. Papun Biswas	EE	HOD	Member, IQAC, JISCE	Teacher
6	Dr. Sabyasachi sen	BSHU	Dean	Dean R & D, JISCE	Teacher
7	Dr. Biswarup Neogi	ECE	HOD	Member, IQAC JISCE	Teacher
8	Dr. Anal Ranjan Sarkar	ME	Asst. Professor	Member, IQAC JISCE	Teacher
9	Dr. Debasish Das	CE	HOD	Member, IQAC JISCE	Teacher
10	Mr. Sudipta Sahana	CSE	Asst. Professor	Member, IQAC JISCE	Teacher
11	Dr. Bidhan Malakar	EE	Asst. Professor	Member, IQAC JISCE	Teacher
12	Mr. Soumyabrata Saha	IT	HOD	Member, IQAC JISCE	Teacher
13	Ms. Kavya Jaiswal	Administration	Administrative Officer	Alumni Member	Admin Staff
14	Mr. Kaustav Das	CE	Asst. Professor	Invitee	Teacher



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15	Mr. Jit Chakraborty	BSHU	Asst. Professor	Invitee	Teacher
16	Ms. Tiyaisha Patra,	EE 2 nd Year,	Student	Student Representative	Student
17	Dr. Ashit Kr. Sen	Pannalal Institution, Kalyani	Principal	External Member	Head of the Institution
18	Mr. Rajendra Rout	GapCon Engineering Pvt. Ltd.	Manager	External Member	Administrative Officer

Minutes of the IQAC meeting held on 10th June, 2019 at 5:15 PM at Room No 110 .

The following Agenda were discussed:

1. To confirm and approve the minutes of the last IQAC meeting held on 05.03.2019
2. To note and ratify the action taken report (ATR) of the last IQAC meeting
3. Result Analysis for Odd Semester
4. Submission of NIRF document
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Members present :

Sl. No.	Name	Designation	IQAC Designation
1	Dr. Malay R. Dave	Principal ,JISCE	Chairman
2	Ms. Madhura Chakraborty	Asst. Professor	Coordinator
3	Dr. Papun Biswas	HOD	Member, IQAC, JISCE
4	Dr. Sabyasachi sen	Dean	Dean R & D, JISCE
5	Dr. Biswarup Neogi	HOD	Member, IQAC JISCE
6	Dr. Anal Ranjan Sarkar	Asst. Professor	Member, IQAC JISCE
7	Dr. Debasish Das	HOD	Member, IQAC JISCE
8	Mr. Sudipta Sahana	Asst. Professor	Member, IQAC JISCE



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9	Dr. Bidhan Malakar	Asst. Professor	Member, IQAC JISCE
10	Mr. Soumyabrata Saha	HOD	Member, IQAC JISCE
11	Ms. Kavya Jaiswal	Administrative Officer	Alumni Member
12	Mr. Kaustav Das	Asst. Professor	Invitee
13	Mr. Jit Chakraborty	Asst. Professor	Invitee
14	Ms. Tiyaasha Patra, EE 2 nd Year,	Student	Student Representative
15	Dr. Ashit Kr. Sen	Pannalal Institution, Kalyani	Head of the Institution
16	Mr. Rajendra Rout	GapCon Engineering Pvt. Ltd.	Administrative Officer

The following members were absent in the meeting

Sl. No.	Name	Designation	IQAC Designation
1	Dr. Sila Singh Ghosh	VP-CR, JIS Group	Representative from Management
2	Dr. Partha Sarkar	Vice-Principal, JISCE	Member, IQAC JISCE

AGENDA 1: To confirm and approve the minutes of the last IQAC meeting held on 05.03.2019

The IQAC discussed and considered the minutes of the last meeting held on 05.03.2019 copy of which was circulated to the members.

Resolution: The draft minutes of the meeting held on 05.03.2019 was confirmed.

➤ AGENDA 2: To note and ratify the action taken report (ATR) of the last IQAC meeting.

Resolution: The action taken report was presented before IQAC members.

	Resolution	Action Taken
Agenda 3	Resolution : The Chairperson has recommended the to place the strategic plan for the	I.Student Centric Teaching Learning ❖ The institute will introduce multidisciplinary modern courses and specific avenues in the curriculum for building student expertise and



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	upcoming 5 years in the next meeting of IQAC.	additional skillset as per choice based system. ❖ Infrastructure and laboratories will be modernized to provide state-of-the art facilities. ❖ Skill development programs will be enhanced to train students in multiple skills including communication, personality development, aptitude and modern technical matters through Academic and Assessment record for preparing industry ready work force. ❖ Feedback analysis reports will be generated and published in college website, newsletters etc. to expedite stakeholder engagements. II. Improvement of Academic Delivery ❖ Students will be provided with interactive videos on all subtopics of a particular course covering the entire syllabus, through which the accessibility of a class will be 24 hrs. ❖ More interactive sessions will be conducted to provide better understanding of physical systems in ICT enabled classrooms ❖ The students will be trained in multiple skills including communication, personality development, Aptitude and Technical matters required by industries. ❖ Training need analysis in the frontier areas will be introduced for planning and conducting effective student development programs (SDP) III. Promotion in Interdisciplinary Research ❖ In continuation with the ongoing funded projects, new sources of research funds will be identified and mobilized with effective management. ❖ Various funded projects with reputed universities
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		in India and abroad will be undertaken to strengthen the relationship for positive developments and knowledge transfer. ❖ A token of felicitation has been planned to encourage innovations, quality research publications and facilitating infrastructure to pursue interdisciplinary research activities. Faculty members will get cash incentive from Rs. 2000/- to Rs. 10000/- based on their performances regarding Research /quality paper publications. ❖ A target has been planned to increase participation of students to 30% mark in research through field projects, in-house projects, publishing research papers in indexed Journals / conferences. ❖ Better infrastructural support will be provided to facilitate interdisciplinary research activities. IV.Focus on Accreditations and Rankings ❖ The institute will be within first 200 NIRF ranked institutions within 2023. ❖ More than 60% programs will be accredited by NBA within 2022. V.Improvement in Industry Engagement ❖ The existing start-up incubation centre will be expanded for encouraging and supporting innovative minds of budding engineers. ❖ Improve Industry-Academia Partnership for arrangement of Industry Visits, Industry Expert Talks and effective Internship programs to help student placement. ❖ More focus will be given to strengthen the Placement cell for arranging more placement drives and improvement of placement services. ❖ Increase participation of students in research
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		through, field projects, in-house projects, publishing research papers in indexed Journals / conferences VI. International Footprint ❖ More collaborations with International Institutes/Universities have been planned to continue arrangements of training/internships in various modern knowledge and skill domains. ❖ Planning has been undertaken to increase the International Conferences and Workshops by inviting more experts from abroad. ❖ Modern subjects in tune with the global technological change will be incorporated to defy barriers in higher education from international institutes. VII. Enhanced Engagement with Society ❖ More community engagement activities will be undertaken to enhance the social relevance of the Institution by 2024. ❖ Initiatives will be taken to make a Green and Echo friendly campus through various measures. 'One Student One Tree' has been taken as one such initiative against Global Warming. VIII. Apart from the above priority areas the existing practices regarding Human resource planning and development will be further improved through the following plan: ❖ Training need analysis will be introduced for planning and conducting faculty development program, refresher course and orientation programs ❖ Increase the number of Faculty development program (FDP)/Short Term Training Program
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		(STTP), mandated as once per year per department to enhance the quality of Teaching Learning. ❖ Faculty members will receive rewards based on their performances regarding Research/quality paper publications. ❖ Orientation program (Twice in a year) and Refreshers course (as required based on performance appraisal) will be organized on a more stringent way. ❖ Opportunities for educational growth will be enhanced of both teaching and nonteaching staff by providing permission for pursuing higher studies. A separate report has also been submitted to IQAC.
Agenda 4	Resolution: The Chairperson has advised to check thoroughly the new curriculum and syllabus of R18. .	It has been done.

➤ **Agenda 3: Result Analysis for Odd Semester**

IQAC Chairman has advised to complete the result analysis of the Odd Semester.

➤ **Agenda 4: Submission of NIRF**

IQAC Chairman has recommended for final submission of NIRF document for the AY 2019-19

➤ **Agenda 5: Review of MOU.**

IQAC Chairman has proposed to work on the MOU signed and also advised to look for getting new MOU.



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Agenda 6 Miscellaneous

Resolution : IQAC chairman has advised to arrange more National and International Conferences for the betterment of the faculties and the Institute.

Meeting ended with vote of thanks by the Principal.

Ms. Madhura Chakraborty
Coordinator, IQAC
JISCE

Dr. Malay R. Dave
Chairman, IQAC
JISCE