



INTERNAL QUALITY ASSURANCE CELL JIS COLLEGE OF ENGINEERING

Ref.: JISCE/IQAC/GM/2019-20/01

03.09.2019

NOTICE

IQAC

It is hereby notified that IQAC meeting for the Academic Year 2019-2020 is scheduled to be held on 9th September, 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: 2019-2020) 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 26.06.2019**
2. **To note and ratify the action taken report (ATR) of the last IQAC meeting**
3. **LAN connectivity encompassing the entire college with higher bandwidth.**
4. **To analyze the status of Admission.**
5. **To Review of FDP/International Seminar/National Seminar Workshop organized by the institute**
6. **Intimation about Annual Quality Assurance Report (AQAR) 2017-2018**
7. **Curriculum Review**

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	Director, IQAC, JISCE	Director, IQAC, JISCE
6	Dr. Sabyasachi sen	BSHU	Dean	Dean R & D, JISCE	Sr. Administrative Staff
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
15	Mr. Jit Chakraborty	BSHU	Asst. Professor	Invitee	Teacher
16	Ms. Tiyasha Patra,	EE 2 nd Year,	Student	Student Representative	Student
17	Dr. Ashit Kr. Sen	Pannalal Institution,Kaly ani	Principal	External Member	Head of the Institution
18	Mr. Rajendra Rout	GapCon Engineering Pvt. Ltd.	Manager	External Member	Administrative Officer



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Minutes of the IQAC meeting held on 9th September , 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 26.06.2019
- 2.To note and ratify the action taken report (ATR) of the last IQAC meeting
- 3.LAN connectivity encompassing the entire college with higher bandwidth.
- 4.To analyze the status of Admission.
- 5.To Review of FDP/International Seminar/National Seminar Workshop organized by the institute
6. Intimation about Annual Quality Assurance Report (AQAR) 2017-2018
- 7.Preparation and suggestion for AQAR for 2018-2019
- 8.Miscellaneous

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. Sila Singh Ghosh	VP-CR, JIS Group	Representative from Management
4	Dr. Partha Sarkar	Vice-Principal, JISCE	Member, IQAC JISCE
5	Dr. Papun Biswas	HOD	Director, IQAC, JISCE
6	Dr. Sabyasachi sen	Dean	Sr. Administrative Staff
7	Dr. Biswarup Neogi	HOD	Member, IQAC JISCE
8	Dr. Anal Ranjan Sarkar	Asst. Professor	Member, IQAC JISCE
9	Dr. Debasish Das	HOD	Member, IQAC JISCE
10	Mr. Sudipta Sahana	Asst. Professor	Member, IQAC JISCE
11	Dr. Bidhan Malakar	Asst. Professor	Member, IQAC JISCE
12	Mr. Soumyabrata Saha	HOD	Member, IQAC JISCE
13	Dr. Ashit Kr. Sen	Pannalal Institution,Kalyani	Head of the Institution
14	Mr. Rajendra Rout	GapCon Engineering Pvt. Ltd.	Administrative Officer



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The following members were absent in the meeting:

Sl. No.	Name	Designation	IQAC Designation
1	Ms. Kavya Jaiswal	Administrative Officer	Alumni Member
2	Mr. Kaustav Das	Asst. Professor	Invitee
3	Mr. Jit Chakraborty	Asst. Professor	Invitee
4	Ms. Tiyyasha Patra, EE 2 nd Year,	Student	Student Representative

➤ **AGENDA 1: To confirm and approve the minutes of the last IQAC meeting held on 26.06.2019**

The IQAC discussed and considered the minutes of the last meeting held on 26.06.2019 copy of which was circulated to the members. *Resolution:* The draft minutes of the meeting held on 26.06.2019 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.

	Plan	Action Taken
Agenda 1	Implementation of modern digital pedagogy in all UG program	Achieved in teaching learning methodology
Agenda 2	Establishment of 2nd Digital Studio	Established.
Agenda 3	Academic Audit	Identified the “as is” situation and suggested the “to be” parameters for further action to the concerned Departments where the Academic Audit was being carried out.
Agenda 4	Organising technical symposium and international conference	Nurturing Innovative mind to fulfill the industrial demand.



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Agenda 5	Relevance/learning value of project/ report	• Mandatory Projects from 1st Semester onwards ➤ Special training sessions are arranged for 3rd year students to make them familiar with project and project ideas ➤ Students are encouraged to think ➤ Innovative Project has introduced for 2nd year, 3rd year students in the curriculum. ➤ Students are instructed to submit project progress report in every week.
Agenda 6	Applicability/relevance to real life situations	➤ Course has been updated with the applicability to real life situations. ➤ Special trainings are arranged for the students so that they can apply engineering knowledge to real life situations

➤ **Agenda 3: LAN connectivity encompassing the entire college with higher bandwidth.**

Resolution: Chairperson of IQAC has decided to enrich the speed of the internet with higher bandwidth in the entire college campus nearly to 100 Mbps. Previous year, it was 50 MBPS

➤ **Agenda 4: Review on Admission**

Resolution: IQAC Chairman has advised all the members present in the meeting to share their view on the admission of this year. In the meeting it has been also discussed to have a better plan for admission.

➤ **Agenda 5: Review of FDP/International Seminar/National Seminar Workshop organized by the institute**

Resolution: The Chairperson has advised to organize a larger no of Faculty Development Program, International Seminar, National Seminar, Workshops in the institute level.

➤ **Agenda 6: Intimation about Annual Quality Assurance Report (AQAR) 2017-2018**

The Coordinator presented the summary report to IQAC on:



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Curricular Aspects:

- Curriculum has been modified according to the recent trend and approved by Board of Studies and Academic Council by a Committee headed by the Director, JISCE.
- Online Courseware made and uploaded in college website (up to 4th Semester)
- Teaching Learning Process is modified by introducing proper lesson plan PO, CO and mapping as required in Outcome Based Education.
- Regular classes, Attendance, Unit Test, Discipline is being continuously monitoring and found as per requisite standards

Research activity

The IQAC expressed satisfaction over the research activities but also advised to augment the publication in quality journals, to put stress on IPR and Sponsored projects.

Institutional Activities

All Institutional Activities were presented and reviewed and the committee expressed satisfaction on the activities.

It was also proposed that the audit shall be done in two phases. First the IQAC will conduct the internal audit and in the subsequent phase external experts shall be engaged for audit.

➤ **Agenda 7: Preparation and suggestion for AQAR for 2018-2019**

➤ **Agenda 8: Miscellaneous**

Resolution: A proposal has been made to incorporate the followings in the curriculum:

- ☐ Honors and Minor on Emerging Technologies connected to Industry 4.0
- ☐ Emphasis on IPR Generation, Startup Creation and Skill Development Including Life Skills
- ☐ Dedicated Course on Universal Human Values (additional 3 Credit Points)
- ☐ Interdisciplinary Projects
- ☐ Re-defining CO and CO-PO Mapping Based on AICTE Exam Reforms
- ☐ Credit Transfer Through MOOCs
- ☐ Electives Bucket Leading to Domain Specializations



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Meeting ended with vote of thanks by the Principal.

Ms. Madhura Chakraborty
Coordinator, IQAC
JISCE

Dr. Malay R. Dave
Chairman, IQAC
JISCE