

Jalpaiguri Govt. Engineering College
Jalpaiguri-735102

Minutes of the 18th IQAC (Internal Quality Assurance Cell) meeting held on 01.02.2024 at 2.30 pm (Monday) in the JGEC Conference Room to discuss important issues (as per agenda) and transact views for the interest of the Institution.

Members present:

1. Prof.(Dr.)AmitavaRay,Principal:Chairman
2. Prof.(Dr.)Bikash Chandra Mandal, Assistant Prof.CE: Coordinator
3. Sri Bhaskar Dasgupta, Retd. Professionals, Residence of Jalpaiguri :Member
4. Dr.Arka Sen, Works Manager at M/s Integrated Fire Protection Pvt Ltd, Jalpaiguri&Life member of Quality Circle Forum of India:Member
5. Dr.Sudip Mukhejee, Professor, ME & Controller ofexamination
6. Dr.Dipak Kumar Kole, Professor, CSE
7. Dr.Santanu Das, Professor & Head, EE
8. Dr.Jishan Mehedi, Associate Professor & Head, ECE
9. Sri Sridip Duttagupta, Deputy-registrar, Academics

Minutes:

The Chairman welcomed the members present in the meeting and requested the Coordinator to start the discussion as per the agenda.

18.1: To read and confirm of the 17th IQAC meeting minutes

Proceedings: IQAC coordinator read the minutes of the 17th meeting.

Resolution: Members confirmed the minutes.

18.2: To consider the action taken report (A.T.R.) in terms of the decisions made in the 17th IQAC meeting.

Proceedings: IQAC coordinator placed A.T.R.

Resolution: Members accepted A.T.R. with minor modifications in the presentation of placement statistics.

18.3: AQAR (2022-2023) report

Proceedings: AQAR report 2022-2023 was placed before the committee.

Resolution: Members accepted AQAR report and advised to place it before Academic Council.

18.4: Disposal of two CAS applications

Proceedings: CAS applications of Prof. Anisur Rahaman, Dept of Physics and Prof. Niharul Alam, Dept of Chemistry were placed.

Resolution: Members have gone through the applications and approve it for further action.

18.5: Publication of result

Proceedings: Controller of examination reported that 5th and 7th Semester examination ended on 22.12.23 and all the marks were not available within the deadline fixed by the Principal.

Resolution:It was resolved to publish results at the earliest.

18.6 Student Week

Proceedings: Coordinator described different aspects of weeklong programme from 2.1.2024-8.1.2024 which includes many events such as career counseling, talk on Cyber security, NSS activity, friendly cricket match Faculty vs students, singing, yoga, drawing , coding, dance , quiz, drama completion etc.

Resolution: Members praised this activity and one member proposed to incorporate friendly football match, Faculty vs Students, in the program from next year.

18.7 Student Insurance

Resolution: It is resolved to incorporate more students under the purview of Insurance.

18.8 Admissions 2023-2024

Proceedings: The Deputy Registrar reported that in 2023-24, a total 436 students (including lateral entry of 95) were admitted to UG level and 15 students were admitted to PG level.

18.9 Induction Programme

Proceedings: The coordinator described different events of the program conducted on 4th Sept 2023 onwards.

18.10 Workshop/Seminar conducted by JGEC

Proceedings: ECE dept conducted Workshop on VLSI design of Mixed Signal Artificial (AI) processor on 2nd and 3rd Sept, 2023.

CSE dept will conduct 3rd Int. conf .on Network Security and Block chain Technology scheduled to be held on 6th -8th June , 2024.

18.11 Placement records/internship

Proceedings: It was reported that in 2022-2023 total placement was 263. Electrical Department reported placement statistics as on 30.1.2024. 20 EE students got placement so far.

18.12 NBA accreditation –

Proceedings: STTP on NBA accreditation and SAR preparation was conducted during 24th April to 28th April 28th, 2023, at JGEC, with lectures delivered by expert from NITTTR, Kolkata. Preparation is going on.

Resolution: It is resolved to conduct more training on the same if required.

18.13 Miscellaneous

The IQAC highly endorsed the following activity

- I) Induction program-4th September-15th September,2023
- II) Civil service workshop-22nd September,2023
- III) Civil Service workshop-8th November,2023
- IV) National Day celebration
- V) Blood donation camp by Rotaract club on 2nd Oct 2023 6. Scholarship program
- VI) Science & Tech museum for academic Institution
- VII) NSS Nature camp
- VIII) Tree plantation drive and develop a park
- IX) NIRF participation
- X) Promotion of Jishan Mehedi & Anup Kumar Dey
- XI) Infrastructure development of JGEC, allotted amount Rs.3.5 crore
- XII) Purchase Mattress for Hostel, allotted amount Rs. 22 Lakhs
- XIII) Student week-2024
- XIV) IETE Chapter
- XV) Preparation of Policy documents
- XVI) Placement status

Proceedings: A proposal for MoU was received from SIT for faculty exchange, collaborative research etc.

Resolution: Members resolved not to go ahead with this.

Proceedings: The Chairman pointed out that for smooth functioning and day to day work, different proposals were sent to the higher authority for their consideration. Necessary approval is yet to receive.

Resolution: Members resolved that if it is due to involvement of a huge amount of money, then a proposal may be given to approve 20% of the total for the time being.

Proceedings: One member proposed to allow students to review their mistakes in class test and semester examination.

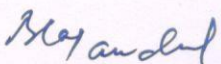
Resolution: Members resolved that the matter will be placed before Academic Council.

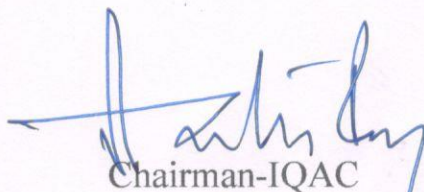
Target to be achieved

Proceedings: Discussion was made to fix some target

Resolution: After discussion at length, members fixed the following targets to be achieved:

- a. Question bank to be uploaded to the website
- b. R&D activities
- c. 360 degree feedback & action taken report
- d. Academic software
- e. Participation of the students in the research/conference/chapter activities


Co-Ordinator-IQAC


Chairman-IQAC
Prof. (Dr.) Amitava Ray
Principal
Jalpaiguri Govt. Engineering College
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