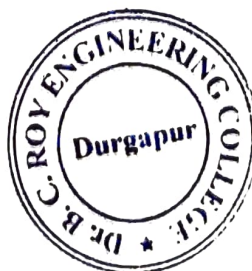## Agenda of the Seventh IQAC meeting (IQAC_7) to be held on 30th July, 2021

1. Confirmation of Minutes of previous meeting (6th Meeting of IQAC)

2. Re-structuring of IQAC Cell in view of engagement of Prof. (Dr.) Narendra Nath Pathak as Principal of the college w.e.f 7th July, 2021

3. Discussion on Conduct of Even Semester Examination 2021 during the Pandemic COVID-19

4. Discussion on NAAC status –
   - Proposed dates of Visit for NAAC Peer Team and subsequent preparation of all the departments for the ensuing visit
   - Academic-Audit by NAAC Team

5. Discussion on the progress of NBA Accreditation status –
   - Pending visit of Evaluation team for accreditation of Mechanical Engineering and Information Technology Departments
   - Submission of SARs by two UG & PG Programs: Electrical Engineering (EE) and Master of Business Administration Departments (MBA)

6. Selection of the college for establishment of AICTE-IDEA lab

7. Selection of the college by the AICTE for imparting Learning in Teaching Excellence (LITE) Program

8. Conduct of Theme based webinar series on completion of one year of Transformative Reforms under New Education Policy (NEP) 2020

9. Re-structuring of Feedback on Teaching-Learning Process by the students of the departments following the OBE process

10. Inclusion of new Programs/ Specialization/bridge course
    - Two new UG programs in emerging areas – Computer Science & Design (CSD) and Artificial Intelligence & Machine Learning (AIML)
    - An additional specialization area in MBA program, Health Care Management
    - Bridge course in MCA program

11. International Interdisciplinary Conference on the topic "Mathematics, Engineering & Science (MESIICON 2022)

Sanjay Sengupta
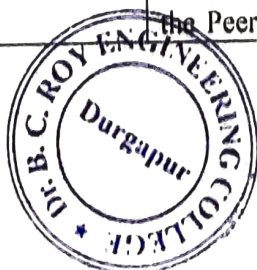
Prof. (Dr.) Sanjay Sengupta
Coordinator, IQAC Cell

Minutes of the proceedings of the Seventh Meeting of Internal Quality Assurance Cell (IQAC) of Dr. B. C. Roy Engineering College, Durgapur

The 7th IQAC Meeting was conducted on 30th July 2021 at 3.00 pm in the Board Room. Prof. (Dr.) Narendra Nath Pathak (newly appointed Principal), Chairperson of IQAC chaired the meeting.

Item	Agenda	Minutes of the proceedings
7/1	Confirmation of minutes of previous meeting	Minutes of the 6th meeting of IQAC was unanimously accepted and confirmed.
7/2	Re-structuring of IQAC in view of engagement of Prof. (Dr.) Narendra Nath Pathak as Principal of the college w.e.f 7th July, 202	Re-structuring of IQAC was made with inclusion of new personnel; Prof. (Dr.) Narendra Nath Pathak took over the charge of Principal of the college and became the Chairperson of the IQAC. Prof. (Dr.) K.M. Hossain after taking over the charge of Dean (Academics) became the member of IQAC as well as Dr. G.S. Mitra Thakur of Information Technology Department has been included in the IQAC.
7/3	Discussion on Conduct of Even Semester Examination 2021 during the Pandemic COVID-19	IQAC noted that the Even Semester Theory Examinations 2021 of the University for all UG courses were conducted during 13th July, 2021 to 20th July, 2021 following the same procedure of **Alternate Evaluation Process**. Colleges sent all evaluation marks of theory and practical examinations held on-line, marks of Mock Tests, Quizzes, etc. IQAC also noted that as per Notification Ref. No. COE/MAKAUT,WB/91/2021 dated 29/06/2021, the Intermediate Even Semester Examinations of 2021 will be conducted during 9th August, 2021 to 21st August, 2021.
7/4	Discussion on NAAC status - ➤ Proposed dates of Visit for NAAC Peer Team and subsequent preparation of all the departments for the ensuing visit ➤ Academic –Audit by NAAC team	IQAC Coordinator, Dr. Sanjay Sengupta, informed that proposed dates of visit for the NAAC Peer Team are already over and the college have to send another three dates. It was discussed and agreed upon that in view of commencement of admission process for 2021-22 at an early date, all three dates may be given in the first half of September, 2021 itself – 3rd & 4th September (Friday, Saturday), 8th & 9th September (Wednesday, Thursday) and 14th & 15th September (Tuesday, Wednesday). New Principal, Prof. (Dr.) N N Pathak also requested the members to inform the HoDs of all the departments to be ready for the visit of NAAC Peer Team with all the documents. IQAC Coordinator, Dr. Sanjay Sengupta, further informed that he himself along with other members visited Electrical Engineering Department (will be submitting SAR to the NBA shortly) and conducted an audit of all the documents and processes. The team also suggested certain measures which the department readily accepted and incorporated the same in the NBA-SAR.
7/5	Discussion on the progress of NBA Accreditation status –	IQAC noted that though two departments have submitted the SARs in June, 2019 and proposed two times dates of visit for the Peer Team, yet the visit did not take place due to ongoing

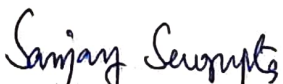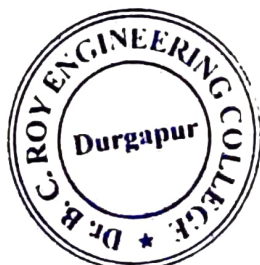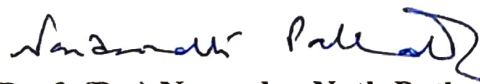|		
	➤ Pending visit of Evaluation team for accreditation of ME and IT Departments	pandemic COVID-19. Of late, college has suggested another five set of dates in July (23-25), August (6-8, 20-22, 27-29) and September (10-12), 2021.
	➤ Submission of SARs by two UG & PG Programs: EE and MBA Programs	IQAC noted that the completion of filling up of SARs is going on in full swing in the departments – EE & MBA and hopefully they will be submitting the same by 21st August, 2021 before the cut-off date of 24th August, 2021. It was decided that before submission, both the departments will give a presentation on SARs criterion-wise to a committee consisting of Principal, Dean (Academics), NAAC Chairman and the Registrar. Dates were fixed for the two programs – 13/08/2021 (for EE) and 14/08/2021 (for MBA). The suggestions/observations of the said committee will be incorporated in the SARs.
7/6	Selection of the college for establishment of AICTE-IDEA lab	IQAC appreciated that the college has been selected for establishment of **AICTE IDEA LAB** (which is a part of the mission 'Atma Nirbhar Bharat' by Government of India), after facing a rigorous screening process of AICTE across the country. IQAC felt that the IDEA LAB will greatly enhance the visibility of the college amongst the Industry and the schools in neighbouring areas and significantly improve the employability of the students by imparting 21st century skills.
7/7	Selection of the college by the AICTE for imparting Learning in Teaching Excellence (LITE) Program	IQAC noted that the College has been selected as one of the Institute for prestigious **Leadership in Teaching Excellence (LITE) Programme** by AICTE recently to act as AICTE Brand Ambassador of Change. LITE is a flagship programme of AICTE, to strengthen the elite National Engineering Leadership Cadre of Software Engineers to fulfill the goal of National Education Policy (NEP) 2020 through proven online teaching-learning methods to a larger cross section of Institutions, teachers and students. The aim of LITE is to teach modern computer engineering knowledge to 24 million children and lead them to the domains of entrepreneurship instead of paid employment.
7/8	**Conduct of Theme based webinar series on completion of one year of Transformative Reforms under New Education Policy (NEP) 2020**	New Education Policy (NEP) 2020 is a transformational and empowering policy. Many of the countries in the world are looking at it with great enthusiasm and are likely to follow suit. IQAC advised that as advised by the AICTE, the college should organize 08 theme-based webinars on various subjects at institute level following the webinars organized by different Ministries/Departments from 30/07/2021 to 06/08/2021. • **Equity & Inclusion on 30/07/2021** • **Multidisciplinary & Holistic Education (02/08/2021)** • **Skill, Entrepreneurship Development & Employability: Challenge and Opportunities (03/08/2021)** • **Effect of NEP on Youth Empowerment And Sports Development(04/08/2021)** • **Indian Knowledge System, Languages, Arts and Culture (05/08/2021)**

Sanjay Sengupta

Durgapur
Dr. B. C. ROY ENGINEERING COLLEGE

		• **Quality Education, Accreditation And Teacher Development (06/08/2021)**
7/9	**Re-structuring of Feedback by the students on Teaching-Learning Process of the departments following the OBE process**	It was discussed and agreed upon that the departmental level feedback should be discussed in the Departmental Academic Council (DAC) and Action Taken Report (ATR) of the departments should be placed in the Central Academic Council to make the system fool-proof. The on-line feedback questionnaire should be re-structured from the academic year 2020-2021 following the OBE process. IQAC also suggested that corrective measures should be taken by the departments for implementation; as such mid-semester feedback system should be introduced. IQAC Chairperson suggested that HoDs should personally monitor the findings/corrective measures to be adopted by the individual teacher.
7/10	**Inclusion of new Programs/Specialization/bridge course** ➢ **Two new UG programs in emerging areas – Computer Science & Design (CSD) and Artificial Intelligence & Machine Learning (AIML)** ➢ **An additional specialization area in MBA program, Health Care Management** ➢ **Bridge course in MCA program**	IQAC noted that in view of students' interest to study in Computer Science related subjects, college applied to the AICTE and received approval from both AICTE and MAKAUT for opening of two new UG programs in emerging areas – **Computer Science & Design (CSD) and Artificial Intelligence & Machine Learning (AIML)** IQAC further noted that since Health Care Management is a booming sector nowadays, MBA department will offer an additional specialization, **Health Care Management.** IQAC suggested that to fulfil the criteria of the University, MCA students who have passed Bachelor of Science, Bachelor of Commerce or Bachelor of Arts with mathematics at 10+2 or at the graduation level should study an additional bridge course (preferably from NPTEL) on computer related subjects.
7/11	**International Interdisciplinary Conference on the topic "Mathematics, Engineering & Science (MESIICON 2022)**	IQAC noted that **International Interdisciplinary Conference on the topic "Mathematics, Engineering & Science (MESIICON 2022)** will be held in 2022 and will be attended by distinguished Scientists. Academicians, Industry Professionals, Researchers, Management Personalities, Industry Professionals and the Students from all over the world. The goal of the Conference is to create a platform for cross-sector dialogues on variety of challenging areas and exchange of break-through ideas relating to the **Mathematics, Engineering & Science** applicable to common mass of the country.

It was unanimously decided to conduct the next meeting in the month of November, 2021 after the admission process for the academic year 2021 is over.

The meeting thereafter ended with a vote of thanks to the Chair.

Prof. (Dr.) Sanjay Sengupta
Coordinator, IQAC Cell

Prof. (Dr.) Narendra Nath Pathak
Chairperson, IQAC Cell

Principal
Dr. B. C. Roy Engineering College
DURGAPUR