

Kalyani Government Engineering College

Kalyani, Nadia-741235

Notice

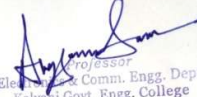
28.12.2023

A meeting of the IQAC of Kalyani Govt. Engg. College will be held on 30-December-23, Saturday at 08:30 PM in online mode (Google Meet). Presence of all members of IQAC is solicited. The notice containing the agenda of the meeting is enclosed herewith. You are therefore requested to kindly make it convenient to attend the meeting.

Link of the meeting: <https://meet.google.com/xfayvsc-mpx>

Agenda:

1. Welcome by the Chairman
2. Discussion about the progress of the policies adopted in the past IQAC meetings
3. To review the preparation of upcoming NAAC Visit
4. Any other item with the permission of Chairman



Professor  
Electrical & Comm. Engg. Dept.  
Kalyani Govt. Engg. College  
Kalyani, Nadia - 741235

Prof. Angsuman Sarkar

Coordinator, IQAC Cell, KGEC

Internal Quality Assurance Cell (IQAC)  
Kalyani Government Engineering College

Minutes of the meeting of the IQAC held on 30-12-2023

Mode: Online (Google Meet)

Date: 30.12.2023

Time: 08:30 pm

Link: <https://meet.google.com/xfayvsc-mpx>

**Members Present:**

1. Dr. Sourabh Kumar Das, Principal	Chairman
2. Dr. J. K. Mondal, Professor, CSE	Member
3. Mr. Shubhprakash Nandi, CEO, ISUB Soft.	Member
4. Dr. Manash Chanda, Asst. Prof., MSIT	Member
5. Dr. Sibtosha Bandyopadhyay	Member
6. Prof. Sukla Basu, Professor, ECE	Member
7. Prof. Malabika Sengupta, Professor, IT	Member
8. Dr. Indrajit Bhattacharya, Asst. Professor, MCA	Member
9. Dr. Surya Sarathi Das, HoD, MCA	Member
10. Dr. Sibsankar Saha, Professor, EE	Member
11. Dr. Partha Sarathi Banerjee, HoD, IT	Invitee
12. Dr. Kousik Dasgupta, HoD, CSE	Invitee
13. Prof. Angsuman Sarkar, Professor, ECE	Coordinator

**Welcome by the Chairman**

The chairman welcomed all the members and expressed his thanks to all members for their necessary cooperation and support for proper functioning of the IQAC.

**Agenda No. 1: Discussion about the progress of the policies adopted in the past IQAC meetings**

Minutes of the Meeting, which was held on July 23, 2023, circulated duly after the respective minutes was read out by the Coordinator, IQAC and the same was accepted by the members unanimously. Followings are the action taken report on the resolutions made:

**Action Taken Report on the Resolutions Taken in the Last IQAC Meeting held on 23-July-2023**

- i) Conduction of Academic Administrative Audit (AAA): Academic Audit has been conducted in the CSE, IT and MCA Dept (with ME and EE Dept. pending).
- ii) For result analysis and academic audit report preparation, Institutional level committees has been formed in the Faculty Council of Kalyani Government Engineering College was held on 31st July, 2023, Monday. The committee shall initiate urgent steps regarding implementation of Result analysis.
- iii) Collecting Annual/Semester wise Teaching Plan: A resolution was taken in the F.C. Meeting dated. 31<sup>st</sup> July, 2023 to circulate a list of documents/ records etc. (as devised in the IQAC meeting held on 23-07-23 and approved in the NAAC meeting held on 25-07-2023) which should be kept ready in laboratories and departments and also by the faculty members for easier accomplishment of upcoming NAAC Assessment and Accreditation process.
- iv) It was informed by the Principal in F.C. Meeting dated. 31<sup>st</sup> July, 2023 that steps are initiated for introducing several facilities like Gymnasium, Cafeteria and Ladies' common room.

- v) Reconstruction/Formation of different college level committees: In F.C. Meeting dated. 31<sup>st</sup> July, 2023, various committees/cells of the college are reconstructed or newly formed As per discussions of IQAC meeting held on 23-07-2023 as briefed below
- i) Institutional Development Committee:
  - ii) Disciplinary Committee:
  - iii) Students Affairs Committee:
  - iv) Teacher and Staff Affairs Committee:
  - v) Internal Complaint Committee (in place of Anti-sexual Harassment Committee):
  - vi) Library and Computational Facility Committee:
  - vii) Routine Committee
  - viii) Anti-ragging Committee:
  - ix) Anti-ragging Squad:
  - x) Institutional Academic Audit Committee:
  - xi) IIPC Cell:
  - xii) Committee for Social Outreach Activities:
  - xiii) Committee for NSS and Induction Programme:
  - xiv) Gender Audit Committee:
  - xv) Committee for Institutional Effort for Inclusive Environment:
  - xvi) Social Media Cell:
  - xvii) Publication and Anti Plagiarism Committee:
  - xviii) Committee for Water Conservation and Rain Water Harvesting:
  - xix) Waste Management Committee:
  - xx) Result Analysis Committee:
  - xxi) Reconstructed MAR Committees:
  - xxii) MOOCS Committee:
  - xxiii) Committee for Tech Fest/Fest/Teachers'Day/Freshers' Welcome:
- vi) Availability of Solar Panels and Sensor based Bulbs in college campus: A proposal has been sent to Govt. of W. B. for necessary approval
- vii) Rain Water Harvesting infrastructure in the college: A report is under preparation by Dr. Santanu Das in this regard.
- viii) Disposal of organic waste/E-waste/solid waste: Dr. Indrajit Bhattacharya has already been submitted a purchase proposal to principal for necessary approval and subsequent purchase.
- ix) Updating the college website: A proposal prepared by Dr. Kousik Dasgupta has been already sent to the Govt. for approval of the same

## **Agenda No. 2: To review the preparation of upcoming NAAC Visit**

- a. Prof. Angsuman sarkar informed others to organize a state level workshop on “NAAC Awareness Program” in the month of March 2024 to understand quality enhancement measures in Technical Education, to understand NAAC revised accreditation framework and to get prepared for NAAC assessment and accreditation.
- b. Sanitary Napkin Vending Machine: Students facing emergency situations need not go to any shop but simply go to the washroom and insert 5/- or 10/- Rupee coin and collect napkin from the vending machine. Therefore, IQAC strongly recommends installation of sanitary napkin vending machines one at every girl's toilet of the college.
- c. IQAC recommends the NSS KGEC unit to organize Yoga Camp in order to enhance the life skill development activities of the students.
- d. IQAC recommends the Gender Audit Committee to organize a Karate training program for girl's students to enhance their self-defence capacity.
- e. IQAC recommends the NSS KGEC unit to display banners/posters showing anti-ragging and no discrimination policies throughout the campus.

- f. IQAC recommends to perform energy and green audit as a part of institutional environment and energy saving promotion and sustainability activities.
- g. IQAC strongly recommends an active Alumni website to be developed to nurture the alumnus of this college to facilitate them to contribute significantly to the development of the institution through financial and non-financial means.

As no other issue was pending for discussion the meeting, ended at 9:30 PM with a vote of thanks to and from the Chair.

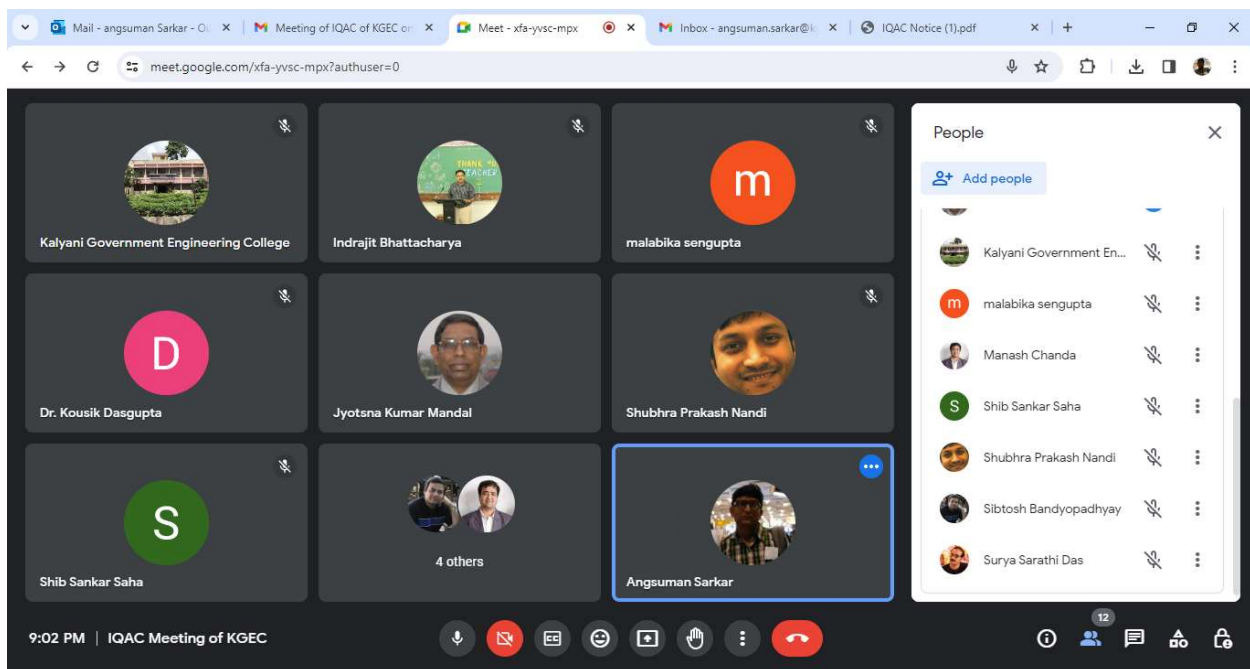


[Dr. Sourabh Kumar Das]  
Principal  
Chairman, IQAC KGEK

**Dr. Sourabh Kumar Das**  
Principal  
Kalyani Govt. Engineering College  
Kalyani-741235, Nadia, W.B.



Prof. Angsuman Sarkar  
Coordinator, IQAC KGEK



Meeting interface showing a grid of participants and a sidebar with a list of attendees.

**Participants in Grid:**

- Kalyani Government Engineering College
- Indrajit Bhattacharya
- malabika sengupta
- Sibtosha Bandyopadhyay
- Jyotsna Kumar Mandal
- Shubhra Prakash Nandi
- Shib Sankar Saha
- 4 others
- Angsuman Sarkar

**People List (Sidebar):**

- Angsuman Sarkar (You) - Meeting host
- Basu S
- Dr. Kousik Dasgupta
- Indrajit Bhattacharya
- Jyotsna Kumar Mandal
- Kalyani Government En...
- malabika sengupta
- Manash Chanda

8:57 PM | IQAC Meeting of KGEK

Meeting interface showing a grid of participants and a sidebar with a list of attendees.

**Participants in Grid:**

- Manash Chanda
- Indrajit Bhattacharya
- Surya Sarathi Das
- Sibtosha Bandyopadhyay
- Basu S
- Shubhra Prakash Nandi
- Dr. Kousik Dasgupta
- Shib Sankar Saha

**People List (Sidebar):**

- Shib Sankar Saha joined

8:41 PM | IQAC Meeting of KGEK