

INTERNAL QUALITY ASSURANCE CELL (IQAC)

HERITAGE INSTITUTE OF TECHNOLOGY (HIT), KOLKATA-700107

**MINUTES OF THE ELEVENTH MEETING OF THE IQAC HELD ON
FRIDAY, 01st March, 2019 AT 12:00 PM AT CME CONFERENCE ROOM**

Members Present:

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| 1. | Prof. (Dr.) Pranay Chaudhuri, Principal | Chairman |
| 2. | Prof. (Dr.) Subhashis Majumder, Dean (UG) & HOD (CSE) | Member |
| 3. | Prof. (Dr.) N P Nayak, Dean (Students Affair) and HOD (Physics) | Member |
| 4. | Prof. (Dr.) Prabir Banerjee, HOD (ECE) | Member |
| 5. | Prof. (Dr.) Siuli Roy, Professor, IT | Member |
| 6. | Prof. (Dr.) Pinaki Bhattacharya, Head (Research) | Member |
| 7. | Prof. (Dr.) S K Barua, Registrar | Member |
| 8. | Prof. Kalarab Ray, Associate Professor (CSE), CoE | Member |
| 9. | Mr. Arvind Srivastava, Joint Registrar | Member |

Leave of Absence Granted:

- | | | |
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| 1. | Mr. Manoj Saraogi, CFO | Member |
| 2. | Mr. Santosh Kumar Ray, DGM | Member |
| 3. | Mr. Sarbajit Das, Alumni (AEIE-2007 Graduate),
Founder and CEO, Sun Dew Solutions | Member |
| 4. | Mr. Hirak Ghosh, GM (HR), Paharpur Cooling Towers Ltd. | Member |
| 5. | Mr. P Naha, GM (HR), Keventer Agro Ltd. | Member |
| 6. | Mr. Soham Das, Student (CSE) | Member |

After granting leave of absence to members as mentioned above, the meeting started.

Welcome by the Chairman

The Chairman welcomed all the members to the eleventh meeting of the IQAC.

Agenda No. 1: Confirmation of the Minutes of the Last IQAC Meeting

The minutes of the tenth meeting of the IQAC held on 09-Nov-2018 were confirmed.

Agenda No. 2: Review of Recruitment Activities for Jul-Dec-2018

The Chairman informed that based on the requirements provided by the various departments / sections an advertisement will be published on several newspapers by the end of Mar-2019.

Agenda No. 3: Renewal of NBA accreditation of various programmes of HIT

The Registrar informed that institute has submitted pre-qualifiers in the prescribed format regarding extension of NBA accreditation of M Tech programmes of AEIE, BT, CSE and ECE. New applications have been submitted for renewal of accreditation of B Tech programmes for AEIE, ChE, BT and ECE.

PC

Ray

Agenda No. 4: Examination Results Review

The IQAC Coordinator as well as the COE (also the IQAC Coordinator) informed that the results of the Semester Examinations held in Dec-2017 were published upon approval of the Academic Council held on 25-Feb-2018.

Agenda No. 5: Review of the Extra-Curriculum activities of the students

The IQAC Coordinator informed that the progress of the clubs is satisfactory. The clubs organized many programs/ activities in their respective domains during the last few months. The Dean (Students Affair) presented the schedule and budget of the upcoming "Heritage Utsab" to be held during 1-6 April, 2019.

Agenda No. 6: Miscellaneous

- a) The AQAR for the year 2017-2018 has been submitted to NAAC and the same has been uploaded in institute website on 19-Dec-2018 after duly approved by the Board of Governors (BOG) of the Institute in its meeting dated 17-Nov-2018.

There being no other item in the agenda, the meeting ended with a vote of thanks to the Chairman.



Prof. (Dr.) Pranay Chaudhuri
Chairman
IQAC



Prof. Kalarab Ray
Coordinator
IQAC



**11th Meeting of the Internal Quality Assurance Cell (IQAC)
HIT, Kolkata-700107**

Date: 01-Mar-2019

Time: 12:00 PM

Sl. No.	Name	Signature
Chairman		
01	Prof. (Dr.) Pranay Chaudhuri, Principal	
Permanent Invitees		
02	Mr. P K Agarwal, CEO, KBT	
Members		
03	Dr. Sujit Kumar Barua, Registrar	
04	Mr. Arvind Srivastava, Joint Registrar	
05	Mr. Manoj Saraogi, CFO	
06	Mr. Santosh Kumar Ray, DGM	
07	Prof. (Dr.) Subhashis Majumder, Dean (UG) and HOD (CSE)	
08	Prof. (Dr.) N P Nayak, Dean (Students Affair) and HOD (Physics)	
09	Prof. Kalarab Ray, Associate Professor (CSE), IQAC Coordinator and Controller of Eaminations (Dy CoE)	
10	Prof. (Dr.) Prabir Banerjee, HOD (ECE)	
11	Prof. (Dr.) Pinaki Bhattacharya, Head (Research)	
12	Prof. (Dr.) Siuli Roy, Professor, IT	
13	Mr. Soham Das, Student (CSE)	
14	Mr. Sarbajit Das, Alumni (AEIE-2007 Graduate), Founder and CEO, Sun Dew Solutions	
15	Mr. Hirak Ghosh, GM (HR), Paharpur Cooling Towers Ltd.	
16	Mr. P Naha, GM (HR), Keventer Agro Ltd.	