

INTERNAL QUALITY ASSURANCE CELL (IQAC)

HERITAGE INSTITUTE OF TECHNOLOGY (HIT), KOLKATA-700107

**MINUTES OF THE TWELFTH MEETING OF THE IQAC HELD ON
FRIDAY, 24th May, 2019 AT 12:00 PM AT CME CONFERENCE ROOM**

Members Present:

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

Leave of Absence Granted:

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 twelfth meeting of the IQAC.

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

The minutes of the eleventh meeting of the IQAC held on 01-Mar-2019 were confirmed.

Agenda No. 2: Induction of Prof. (Dr.) Dinabandhu Bhandari of CSE Department into Academic Council as Faculty Representative cum Member Secretary

The Chairman welcomed Prof. (Dr.) Dinabandhu Bhandari to the IQAC and introduced him to the members present. It was decided (as per 17th AC Meeting MOM) that Prof. Bhandari will take over, from Prof. Kalarab Ray, the role of the Coordinator of the Internal Quality Assurance Cell, (IQAC), with effect from 01-Jun-2019.

Agenda No. 3: Review of Recruitment Activities

On the basis of the requirements provided by the various departments / sections, the recruitment activities are in process for various departments. In this regard, an advertisement has been published on several newspapers on 26-Mar-2019.

Agenda No. 4: Curriculum Design / Revision

The IQAC Coordinator informed that the curriculum, Course Structure for entire programme and Detailed Syllabus for 2nd Year (i.e., 3rd and 4th Semester), for the following programmes, were reviewed and approved by the Academic Council for publishing on the HIT Web-site before commencement of the Academic Session 2019-2020:

- B Tech – AEIE, BT, CE, CHE, CSE, ECE, EE, IT, and ME
- M Tech – AEIE, BT, REEN, CSE, ECE, and VLSI

Agenda No. 5: Curriculum Design / Revision

The IQAC Coordinator informed that the AICTE Guidelines compliant revised curriculum (Course Structure for entire programme and Detailed Syllabus for 1st Year) for the following programmes, effective from Academic Year 2018-19, were published on the HIT Web-site on 25-Jul-2018, before commencement of the B Tech 1st Year classes:

- B Tech – AEIE, BT, CE, CHE, CSE, ECE, EE, IT, and ME
- M Tech – AEIE, BT, REEN, CSE, ECE, and VLSI

The above-mentioned curricula are based on reviews / recommendations made by the respective Boards of Studies (BOS) for all the degree-awarding departments that were presented during the 14th AC Meeting held on 09-Jul-2018 and were approved by the Council after due deliberations [refer to Agenda No. 4 of Minutes of 14th AC Meeting].

Agenda No. 6: Miscellaneous

- a) The Registrar has informed that the Institute participated in **NIRF-2019** by MHRD, Govt. Of India and the Institute ranked **150** among all Engineering Universities and Institutes (considering both Government and Private) in the country.
- b) The Registrar has intimated that the process of collection of relevant data and consolidation of AQAR need to start as the date of submission of AQAR is 30-Sep-2019.

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



**12th Meeting of the Internal Quality Assurance Cell
(IQAC)
HIT, Kolkata-700107**

Date: 24-May-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 Deputy 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	Prof. (Dr.) Dinabandhu Bhandari, Professor (CSE), Special Invitee	
15	Mr. Sarbajit Das, Alumni (AEIE-2007 Graduate), Founder and CEO, Sun Dew Solutions	
16	Mr. Hirak Ghosh, GM (HR), Paharpur Cooling Towers Ltd.	
17	Mr. P Naha, GM (HR), Keventer Agro Ltd.	