NETAJI SUBHASH ENGINEERING COLLEGE

Techno City, Garia, Kolkata – 700 152

ACTION TAKEN REPORT ON THE RESOLUTIONS OF THE INTERNAL QUALITY ASSURANCE CELL

Action Taken on the Resolution of the meeting held on 04/12/2023

Sl. No.	Agenda	Resolution	Action Taken
0	Confirmation of the minutes and resolution of the last meeting	The minutes and resolution of the last meeting of IQAC held on 04/09/2023 were confirmed by the members present.	
1	AQAR Submission	The Annual Quality Assurance Report (AQAR) for the academic year 2022-2023 has been prepared to highlight the institution's achievements in promoting quality education. This assessment aligns with the National Assessment and Accreditation Council (NAAC) standards and will be submitted before the due date.	NAAC has extended the AQAR submission date to March 31, 2024. The college submitted the AQAR for the academic year 2022-23 on February 17, 2024, through the HEI portal.
2	Academic and Administrative Audit	The Academic and Administrative Audit for the academic year 2022-2023 is scheduled to be conducted by January 2024. All departments and units are required to submit relevant information in the standard format. This audit aims to ensure compliance and enhance the quality of academic and administrative processes.	An external expert team comprised of ten members, chaired by Prof. S. Chowdhury, conducted the Academic and Administrative Audit. This audit took place on January 11, 2024.
3	NBA Mock Visit	All NBA-applying departments will prepare the revised Self-Assessment Report (SAR) for the Current Academic Year (CAY) 2023-24. The Coordinator-NBA will provide the latest list of documents and records, along with a presentation template following NBA guidelines. A mock Power Point Presentation (PPT) will be arranged for the institution and departments at their convenience.	The NBA mock visit has been scheduled on February 27, 2024. External experts Prof. S. Chowdhury, Prof. S. K. Goswami, Prof. S. Sarkar, and Prof. M. Maitra evaluated the NBA preparation for the B.Tech programs in CSE, EE, ECE, and BME, respectively.
4	Students Feedback & VAT-Technical	Students' feedback for the odd semester 2022-23 will be collected	The students' feedback for the odd semester of 2023-

		online through the college feedback software. The Training and Placement Cell will identify and propose emerging areas for student employment based on the current job market. All HODs and in-charges will finalize the upcoming value-added training programs.	24 was collected online through software developed by the college. The report has been analyzed, and the necessary actions have been communicated.
5	Learners Policy	The existing policy for supporting both brighter and weaker students has been reviewed and refined to better address the needs of advanced and slower learners. Recommendations have been made for classifying students and implementing suitable activities tailored to their requirements.	The policy for supporting brighter and weaker students has been renamed to "Advanced and Slower Learners." The modified policy has been circulated to faculty members and implemented.

Roy 11/03/2024

(Dr. S.Roy)
Coordinator, IQAC