



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 08/05/2023

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 12/01/2023 were confirmed by the members present.	
1	Orientation Program & Induction	The induction program for 1st-year students will span 3 weeks, adhering to AICTE guidelines. Simultaneously, the orientation program and bridge courses will be integrated. Additionally, an entrepreneurship awareness program will be jointly conducted with the Wadhani Foundation.	The 3-week induction program for first-year students has concluded successfully. During this program, students were well-informed about entrepreneurship activities through expert sessions conducted by the Wadhani Foundation.
2	Students attendance rules	The attendance of students has been found unsatisfactory, prompting unanimous emphasis on improving attendance. Based on suggestions from HODs and senior faculty members, the Dean of Academic Affairs will formulate a roadmap for gradual improvement. It has been decided that students with attendance below the standard will not be permitted to participate in continuous assessments. A notification will be circulated in advance to inform students about this decision.	The student attendance rule has been formulated following suggestions from HODs and senior faculty members. These attendance rules have been distributed among students.
3	Policy for Slow Learners and Advanced Learners	The assessment of students' learning levels is an ongoing process conducted throughout the program. The primary objective of establishing this policy is to evaluate students' learning capabilities and offer them appropriate guidance based on their progress.	A policy has been formulated for both slow and advanced learners, detailing clear identification procedures and activities for each group. This policy has been circulated among faculty members for implementation and guidance.
4	Value Added Training Program	Vendors will capture geo-tagged pictures for Value Added Training (VAT) programs and submit them regularly to the	Value-added training classes are meticulously monitored and documented using geo-

	concerned HODs and the Training & Placement cell. The attendance of students will be recorded by trainers, with proper signatures from students. Respective departments will closely monitor and provide feedback on the training sessions.	tagged photographs. Feedback is systematically collected, analyzed, and has proven to be effective in enhancing the learning experience.
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28/08/2023
(Dr. S. Roy)

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