

# MINUTES OF THE IQAC MEETING

Held on 18th April 2023, 5:30 pm, MRB01

Members Present: Dr. Shampa Chakraberty, Dr. Subir Sen, Mr. Ramkrishna Ray, Dr. Pritesh Devbhuti, Dr. Swarupananda Mukherjee, Mr. Gopal Sen, Mrs. Supriya Banerjee, Mr. Bikash Saha, Dr. Nilanjana Sinha, Mrs. Soma Basu, Dr. Soujanya Pudi, Dr. Mainak Mal,

Absent: , Dr. Satarupa Acharjee Mr. Kaushik Rana, Mr. Sanjeev Mitra, Dr. Subhasis Maity,

## Agenda:

1. International Conference
2. Fest "Login" to be conducted
3. International Student Exchange Program MOU
4. Collaboration with NEN
5. Upcoming International Seminar (NCLAVE- 2023)
6. Upcoming Entrepreneurship Awareness Drive
7. Upcoming career collaboration with NHRDN
8. Value added course in association with CMA
9. Career oriented learning
10. Library Report Monitoring
11. Industry Training Data
12. Amended Leave Policy


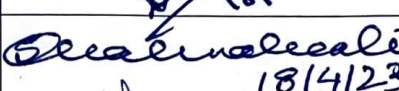





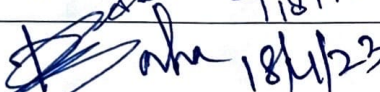
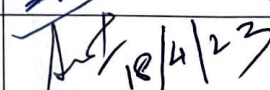
In the meeting, the following have been discussed & resolved as per agenda mentioned above:

1. For the International Conference 2023, Dr Pritesh Devbhuti has been nominated as the Convenor/organising secretary in place of Dr Miltu Kumar Ghosh. As Dr Ghosh is physically unwell. Dr Devbhuti will constitute committees as per requirements and delegate the duties and responsibilities accordingly by Monday, 17th April 2023.
2. It has been decided in today's meeting that student fest "Login" will be conducted from 11<sup>th</sup> to 13<sup>th</sup> May 2023.

3. It has been decided that MBA students will go for an International value added course to Malaysian University of Science and Technology (MUST), Kuala Lumpur on July 2023. An MOU on student exchange has already been signed between NSHM and MUST.
4. An MOU was signed between NSHM and NEN for certification program in the field of Entrepreneurship with MBA students.
5. NBS is gearing up for the yearly international seminar NCLAVE-2023 preferably to be conducted in the month of September 2023
6. A discussion is going on between NSHM, Bhawanipur Educational Society College(BESC) and E-Cell IIT Kharagpur for a collaborative entrepreneurship awareness drive in the month of October 2023. For the same a MOC will be formulated between the three institutions soon.
7. A collaboration in NHRDN is being explored for students career mentoring, internships and final placements.
8. A collaboration with CMA is in the final stages of negotiation for case based pedagogy delivered through resource persons from CMA
9. Faculties are advised to conduct few experiments beyond curriculum to benefit the students.
10. To increase football in the library, all mentors are advised to mandatorily accompany all his/her mentees to the library at least once a week.
11. All industrial training/ internship data should be provided to Mr Subhabrata Mazumder for centralised preservation to ensure rational allocation of training/internship and placement opportunities to the students.
12. It has been conveyed by the Chairperson that from now onwards, all leaves should be pre-approved. Further in the leave application, the name of the alternate faculty member substituting the absent faculty should be mentioned and the same needs to be accepted by the alternate faculty member through email, keeping the PC and Director sir in loop. However, in CollPoll, attendance will be marked in the name of the erstwhile allocated faculty (absent) and not in the name of the re- allocated faculty (substitute). In case of emergency leave, like medical leave for which we approval cannot be taken, the PC will decide about the class substitution to avert slippages.

The meeting ended with thanking the chair.

## ATTENDANCE SHEET OF MEMBERS IN IQAC MEETING, DATED 18<sup>TH</sup> APRIL 2023

NAME	DESIGNATION	SIGNATURE
Dr. Subhasis Maity	Director, NKC-GOI Chairman, IQAC	
Dr. Subir Sen	Principal, NKC-GOI	 18/4/23
Dr. Shampa Chakraberty	Professor, NKC - GOI Coordinator - IQAC	 18/4/23
Dr. Soujanya Pudi	Head - CLCC, NKC- GOI	
Dr. Mainak Mal	Assistant Professor, NKC - GOI	Mainak Mal 18/4/23
Dr. Nilanjana Sinha	Assistant Professor. NKC -GOI	
Mrs. Soma Basu	Assistant Professor, NKC - GOI	Basu 18/04/23
Mr. Ramkrishna Ray	Manager. Finance	
Dr. Pritesh Devbhuti	Associate Professor, NKC-GOI	P D 18/4/23
Dr. Satarupa Acharjee	Associate Professor, NKC-GOI	
Mr. Kaushik Rana	Head - IT, NKC - GOI	
Dr. Swarupananda Mukherjee	Assistant Professor, NKC -GOI	 18/4/23
Mrs. Supriya Banerjee	Librarian. NKC - GOI	 18/4/23
Mr. Bikash Saha	Assistant Professor, NKC -GOI	 18/4/23
Mr. Gopal Sen	Head - Exam, NKC - GOI	 18/4/23
Mr. Sanjeev Mitra	Head Administration. NKC - GOI	