



REGENT EDUCATION & RESEARCH FOUNDATION

Group of Institutions

NOTICE

Ref No. RERF/IQAC/Aug./01-17


Date : 01/08/2017

On behalf of All Internal Quality Assurance Cell (IQAC) the following members of IQAC are cordially invited to attend an meeting in Board Room on 03/08/2017 at 4 pm to execute the following agenda

Prof. Mahuya Das, Principal RERF	Chairman
Prof. Sudhindu Bikash Mandal., Registrar RERF	Co-ordinator
Dr. Nandan Gupta. , Managing Trustee RERF	Member
Prof. Amlan Chakrabarti, Dean (Tech.) University of Calcutta	Member
Prof. Ashok Shaw, Dean (Academic) RERF	Member
Dr. Sudip Chatterjee R&D cell RERF	Member
Mr. Avik Ghosh Dastidar	Member
Ms Anamika Mukherjee	Member
HOD of Computer Science and Engineering	Member
HOD of Electronics and Communication Engineering	Member
HOD of Electrical Engineering	Member
HOD of Electrical and Electronics Engineering	Member
HOD of Civil Engineering	Member
HOD of Basic Science	Member
HOD of Mechanical Engineering	Member
HOD of MCA	Member
HOD of MBA	Member
Mr. Niladri Ghosh, Student RERF	Member

Agenda :

1. To set a Vision and Mission of IQAC, RERF
2. Opinion of Different Member of IQAC


(IQAC Coordinator)

Campus : Regent Education & Research Foundation Group of Institutions

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MINUTES OF THE FIRST MEETING OF INTERNAL QUALITY ASSURANCE CELL (I QAC)

Date: 03/08/2017

Time : 4 pm

Venu : Board Room, RERF

Members Present:

- | | |
|---|--------------|
| 1. Prof. Mahuya Das, Principal RERF | Chairman |
| 2. Prof. Sudhindu Bikash Mandal., Registrar RERF | Co-ordinator |
| 3. Dr. Nandan Gupta. , Managing Trustee RERF | Member |
| 4. Prof. Amlan Chakrabarti, Dean (Tech.) University of Calcutta | Member |
| 5. Prof. Ashok Shaw, Dean (Academic) RERF | Member |
| 6. Dr. Sudip Chatterjee R&D cell RERF | Member |
| 7. Mr. Avik Ghosh Dastidar | Member |
| 8. Ms Anamika Mukherjee | Member |
| 9. Mr. Nabarun Ghosh | Member |
| 10. HOD of Computer Science and Engineering | Member |
| 11. HOD of Electronics and Communication Engineering | Member |
| 12. HOD of Electrical Engineering | Member |
| 13. HOD of Electrical and Electronics Engineering | Member |
| 14. HOD of Civil Engineering | Member |
| 15. HOD of Basic Science | Member |
| 16. HOD of Mechanical Engineering | Member |
| 17. HOD of MCA | Member |
| 18. HOD of MBA | Member |
| 19. Mr. Niladri Ghosh, Student RERF | Member |

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1. The meeting started with a welcome note by IQAC Coordinator, Prof. S.B. Mandal followed by his power point presentation on basic purposes, activities and functions of IQAC.
2. The Chairperson Prof. Mahuya Das requested all the members for open house discussion on academic excellence.
3. Dr. Nandan Gupta , Trustee member, Regent Education and Research Foundation Group of Institutions shared his experience about quality circle in Industry and expressed that similar quality circles can be formed in each department and support sections of our Institute. Each laboratory can have a quality circle comprising of one student, Class-III or IV employee, Subject Teacher and Lab In-charge. They can perform the experiments and obtain standard results for all experiments. In case of any shortfall related with equipment / apparatus etc. the issue can be discussed with Heads of Department and than with the Director.
4. Prof. Amlan Chakraborti, Dean Technology of University of Calcutta, stressed on the need of taking a holistic view towards quality excellence instead of only concentrating on NAAC and NBA Accreditations. He said that the education system has now shifted from input based to outcome based. Taking into account the expectations of all stakeholders and also the socio-economic situation, macro-level and micro-level plans should be made and executed. The macro level plan includes design of relevant curriculum, deciding teaching strategy and to develop out of box thinking capacity of students. The micro-level action may include group of courses or details within the course. Objectives of each course should be designed such that the objective of complete programme is achieved. He also suggested to conduct another round of SWOT analysis and felt that IQAC could handle this responsibility successfully.
5. Mrs. Anamika Mukherjee pointed out that instead of churning out a lot of engineers, we also need good citizenship in the students. They are our silent ambassadors in outside world. She was of the opinion that in addition to the feedbacks taken from the students, parents and employers. She also suggested Alumni interaction to be increased for branding.
6. Prof. Subhankar Ghosh said that we get heterogeneous lot of students. Motivational talks and expert talks by industry people should be arranged to take

care of different groups. Prof. Amlan Chakrabarti suggested that instead of guest lecture will not serve this purpose but if Industry people will teach/cover some portion of Syllabus might be 10 -15% this will totally change quality of students.

7. Mr. Krishnendu Mondal felt that it is too early to talk of very big things in this first IQAC meeting. Also the system so far has been examination oriented which cannot change suddenly. However efforts can be made for gradual and permanent reforms to meet the quality standards.
8. Mr. Niladri Ghosh, student member of RERF Group of Institutions informed that aptitude test has to implement right from the first year of under graduate courses.
9. Prof. A.K.Shaw mentioned that teaching is a job of huge responsibility. Due to many junior staff members, a road map should be made and before going for next reform/ step, the lacuna of earlier step should be overcome. The Principal answered that such a process will take more time and therefore new reforms and correction over earlier can go in parallel.
10. Mr. Sourav Adhikari felt that mentoring all staff as well as students is needed and more experts from outside should be involved in teaching learning process.
11. The Principal concluded the discussion and stressed on the need of internal mentoring. She hoped that Heads of Department can interact with students CRs every fortnight.

The meeting ended with a formal vote of thanks proposed by IQAC Coordinator, Prof. S.B. Mandal.



(IQAC- Coordinator)