Ref. No.: RERF/IQAC/August/12-20

Date: 28/08/2020

NOTICE

Due to the unavoidable circumstances caused by the spread of COVID-19, all the IQAC members are hereby informed that a meeting of the IQAC Committee members is scheduled an online platform, 29th August 2020, at 3.00 p.m., in the Google Meet.

Agenda of the Meeting is as follows:-

1. Approved of minutes of previous meeting of IQAC held on 14/05/2020.
2. Planning for Students technical training.
3. Creation of course material for repository Google classroom.
4. General discussions.

You are requested to confirm your presence.

Looking forward to hearing from you.

Mr. Subhankar Ghosh
Coordinator IQAC

Minutes of Meeting

Meeting of the IQAC Committee members was held on, 29th August 2020, at 3.00 p.m., in the Online Google Meet platform. Following IQAC members were present.

1. Dr. Rajorshi Bandyopadhyay, Principal, RERF	Chairman
2. Dr. Rakesh Binayakia, Management Trustee, RERF	Member
3. Mr. Subhankar Ghosh, Registrar, RERF	IQAC Coordinator
4. Mr. Promod Kar	Member
5. Dr. Ashok Kumar Shaw, Dean Academics, RERF	Member
6. Dr. Anindita Das, RERF	Member
7. Ms. Anamika Mukherjee	Member
8. HOD of Electronics and Communication Engineering	Member
9. HOD of Mechanical Engineering	Member
10. HOD of Electrical Engineering	Member
11. HOD of MCA	Member
12. HOD of MBA	Member
13. Mr. Sanjay Biswas	Member
14. Mr. Gourab Sarkar, Student	Member

Minutes of meeting

1. The minutes of previous meeting of IQAC were confirmed.

2. All heads of departments described the various events conducted in their respective departments under technical training Programs.

3. Detailed conversation that Creation of course material for repository Google classroom and creation of Google Classrooms for students.

4. Management Trustee Dr. Rakesh Binayakia maintained the HODs to give importance to Research and Publication Work.

5. Meeting concluded with permission of chair.

Mr. Subhankar Ghosh
Coordinator IQAC

Date: 24/09/2020

Action Taken on points discussed in meeting held on, 29th August 2020.

Sl. No.	Point Discussed	Action Taken
1	Review of academic monitoring.	Academics skilled successfully.
2	Planning for student's technical training and industrial training in summer vacation.	Industrial training in summer vacation was done for students of Mechanical, Electronics, Electrical & Electronics, Electrical, MCA, MBA and Civil Engineering Departments. In Computer Engineering Department one training programs were conducted that includes Technical training on Core JAVA and Machine Learning. Technical training will be supported with training on Aptitude and Soft Skill, around 250 students were benefited.
3	Creation of course material for repository Google classroom.	90 repository classrooms created for all courses and content uploaded by faculty. 90 Google classrooms created for second, third and final year students.
4	Research and Publication Work	Implemented department wise.

Mr. Subhankar Ghosh
Coordinator IQAC

REGENT EDUCATION & RESEARCH FOUNDATION
GROUP OF INSTITUTIONS

Ref. No.: RERF/IQAC/Nov/13-20

Date: 10/11/2020

NOTICE

All the IQAC members are hereby informed that a meeting of the IQAC Committee members is scheduled an online platform, 14th November 2020, at 4.00 p.m., in the Google Meet.

Agenda of the Meeting is as follows:-

1. Approved of minutes of previous meeting of IQAC held on 29/08/2020.
2. Planning for Academic activities Semester-I, 2020-21.
3. To improve the content of the Website of RERF.
4. Review of student's achievement and internship.
5. General discussions.

You are requested to confirm your presence.

Looking forward to hearing from you.

Mr. Subhankar Ghosh
Coordinator IQAC

Minutes of Meeting

Meeting of the IQAC Committee members was held on, 14th November 2020, at 4.00 p.m., in the Online Google Meet platform. Following IQAC members were present.

1. Dr. Rajorshi Bandyopadhyay, Principal, RERF	Chairman
2. Dr. Nandan Gupta, Management Trustee, RERF	Member
3. Mr. Subhankar Ghosh, Registrar, RERF	IQAC Coordinator
4. Dr. Ashok Kumar Shaw, Dean Academics, RERF	Member
5. Mr. Kaustav Sarkar	Member
6. Ms. C Rajalakshmi	Member
7. Ms. Anamika Mukherjee	Member
8. HOD of Electronics and Communication Engineering	Member
9. HOD of Mechanical Engineering	Member
10. HOD of Electrical Engineering	Member
11. HOD of Electrical and Electronics Engineering	Member
12. HOD of Civil Engineering	Member
13. HOD of Basic Science	Member
14. HOD of MBA	Member
15. HOD of MCA	Member
16. Mr. Promod Kar, AO, RERF	Member
17. Mr. Sanjay Biswas	Member

Minutes of meeting

1. The minutes of previous meeting of IQAC were confirmed.
2. The chairman Principal Dr. Rajorshi Bandyopadhyay requested all the members for open house discussion on Academic activities for academic excellence and reviewed Academic activities done so far for academic improvements.
3. All heads of departments described the various events conducted in their respective departments under technical training Programs along with review of academic monitoring.
4. Mr. Sanjay Biswas, Training Placement Officer explained about number of drives conducted and students placed so far and TPO was suggested by IQAC members to improve the placement count and more drives.
5. Meeting concluded with permission of chair.

Mr. Subhankar Ghosh
Coordinator IQAC

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Date: 18/12/2020

Action Taken on points discussed in meeting held on, 14th November 2020.

Sl. No.	Point Discussed	Action Taken
1	Planning for Academic activities Semester-I 2020-21.	Plan for Academic activities Semester- I 2020-21 prepared.
2	Planning of placement training Programs.	Technical, Aptitude and Soft skill training programs were executed.
3	Training Placement officer got Suggestion by IQAC members to improve the placement and more drives.	More drives planned and some executed some are in queue. The count of number of students placed improved.
4	Planning for student's achievement and internship.	Internship programs were executed. Many students' successfully completed it through "Internshala, AICTE".

Mr. Subhankar Ghosh
Coordinator IQAC

Ref. No.: RERF/IQAC/Feb/14-21

Date: 17/02/2021

NOTICE

All the IQAC members are hereby informed that a meeting of the IQAC Committee members is scheduled an online platform, 24th February 2021, at 4.00 p.m., in the Google Meet.

Agenda of the Meeting is as follows:-

1. Approved of minutes of previous meeting of IQAC held on 14/11/2020.
2. Academic Schedule for the Even Semester (2020-21).
3. Teaching-Learning and Evaluation.
4. General discussions.

You are requested to confirm your presence.

Looking forward to hearing from you.

Mr. Subhankar Ghosh
Coordinator IQAC

Minutes of Meeting

Meeting of the IQAC Committee members was held on, 24th February 2021, at 4.00 p.m., in the Online Google Meet platform. Following IQAC members were present.

1. Dr. Rajorshi Bandyopadhyay, Principal, RERF		Chairman
2. Dr. Rakesh Binayakia, Management Trustee, RERF		Member
3. Mr. Subhankar Ghosh, Registrar, RERF		IQAC Coordinator
4. Dr. Ashok Kumar Shaw, Dean Academics, RERF		Member
5. Mr. Kaustav Sarkar, RERF		Member
6. Dr. Anindita Das, RERF		Member
7. Ms. Anamika Mukherjee		Member
8. HOD of Electronics and Communication Engineering		Member
9. HOD of Mechanical Engineering		Member
10. HOD of Electrical Engineering		Member
11. HOD of Electrical and Electronics Engineering		Member
12. HOD of MCA		Member
13. HOD of MBA		Member
14. Mr. Sanjay Biswas		Member
15. Mr. Gourab Sarkar, Student		Member

Minutes of meeting

1. The minutes of previous meeting of IQAC were confirmed.
2. The chairman Principal Dr. Rajorshi Bandyopadhyay requested all the members for open house discussion on Academic activities for academic excellence and reviewed Academic activities done so far for academic improvements.
3. Detailed discussion for Academic Schedule for the Even Semester (2020-21). Inspire students and faculty to use ICT tools for teaching and assessments.
4. All the heads of departments discuss about the Teaching-Learning and Assessment process.
5. Meeting concluded with permission of chair.

Mr. Subhankar Ghosh
Coordinator IQAC

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Date: 27/03/2021

Action Taken on points discussed in meeting held on, 24th February 2021.

Sl. No.	Point Discussed	Action Taken
1	Review of academic monitoring.	Academics skilled successfully.
2	Academic Schedule for the Even Semester (2020-21).	Resolved to accept the academic schedule from February 2021 to May 2021.
3	Teaching-Learning and Evaluation.	Implemented and received comments in class committee meetings. NPTEL enrolment and registration of Online courses. Many students and faculty members have registered for different NPTEL Courses and obtained NPTEL course certificates after successful completion.

Mr. Subhankar Ghosh
Coordinator IQAC

REGENT EDUCATION & RESEARCH FOUNDATION
GROUP OF INSTITUTIONS

Ref. No.: RERF/IQAC/May/15-21

Date: 06/05/2021

<u>NOTICE</u>

Due to the unavoidable circumstances caused by the spread of COVID-19, all the IQAC members are hereby informed that a meeting of the IQAC Committee members is scheduled an online platform, 15th May 2021, at 3.00 p.m., in the Google Meet.

Agenda of the Meeting is as follows:-

1. Approved of minutes of previous meeting of IQAC held on 24/02/2021.
2. MAKAUT will conduct all semester examination.
3. Creation of course material for repository Google classroom.
4. General discussions.

You are requested to confirm your presence.

Looking forward to hearing from you.

Mr. Subhankar Ghosh
Coordinator IQAC

Minutes of Meeting

Meeting of the IQAC Committee members was held on, 15th May 2021, at 3.00 p.m., in the Online Google Meet platform. Following IQAC members were present.

1. Dr. Rajorshi Bandyopadhyay, Principal, RERF	Chairman
2. Dr. Rakesh Binayakia, Management Trustee, RERF	Member
3. Mr. Subhankar Ghosh, Registrar, RERF	IQAC Coordinator
4. Dr. Ashok Kumar Shaw, Dean Academics, RERF	Member
5. Mr. Kaustav Sarkar, RERF	Member
6. Dr. Anindita Das, RERF	Member
7. Ms. Anamika Mukherjee	Member
8. HOD of Electronics and Communication Engineering	Member
9. HOD of Mechanical Engineering	Member
10. HOD of Electrical Engineering	Member
11. HOD of MCA	Member
12. HOD of MBA	Member
13. Mr. Sanjay Biswas	Member
14. Mr. Gourab Sarkar, Student	Member

Minutes of meeting

1. The minutes of previous meeting of IQAC were confirmed.
2. Discuss for MAKAUT end semester examination for final year students.
3. Detailed conversation that Creation of course material for repository Google classroom and creation of Google Classrooms for students.
4. Management Trustee Dr. Rakesh Binayakia maintained the HODs to give importance to Research and Publication Work.
5. Meeting concluded with permission of chair.

Mr. Subhankar Ghosh
Coordinator IQAC

Date: 24/06/2021

Action Taken on points discussed in meeting held on, 15th May 2021.

Sl. No.	Point Discussed	Action Taken
1	Review of academic monitoring.	Academics skilled successfully.
2	MAKAUT will conduct all semester examination.	Successfully implemented by online mode.
3	Creation of course material for repository Google classroom.	100 repository classrooms created for all courses and content uploaded by faculty. 100 Google classrooms created for second, third and final year students.
4	Research and Publication Work	Implemented department wise.

Mr. Subhankar Ghosh
Coordinator IQAC