

## **INTERNAL QUALITY ASSURANCE COMMITTEE**

**Minutes of the IQAC Meeting held on 15<sup>th</sup> December, 2023, 12:00 Noon, at AU1  
Boardroom**

**Chairman:** Prof. Suranjan Das, Vice Chancellor

**IQAC Convener:** Prof. Sushanta Kumar Mandal, Director, IQAC

**Members Present:**

1. Prof. (Dr.) Suranjan Das, Vice Chancellor
2. Prof. (Dr.) Naveen Das, Pro Vice Chancellor
3. Prof. (Dr.) Radha Tamal Goswami, Pro Vice Chancellor
4. Prof. Shauvik Roy Chowdhury, Registrar
5. Prof. (Dr.) Sushanta Kumar Mandal, Dean- QAA and Dean- Academics
6. Prof. (Dr.) Moumita Mukherjee, Professor and Dean, Research & Development
7. Prof. (Dr.) Shauli Mukherjee, Director-SoE, Associate Dean-SoLACS
8. Prof. (Dr.) Sujoy Bhattacharya, Professor- Dean- SoET
9. Prof. (Dr.) Rudraprasad Saha, Professor & Dean-SoLB
10. Prof. (Dr.) Anand Prakash, Professor and Dean- SoHMS
11. Prof. (Dr.) Sandip Banerjee, Professor & Associate Dean- SoSA
12. Prof. (Dr.) Souvik Roy, Professor & Associate Dean- SoLJ
13. Prof. (Dr.) Akash Deep Muni, Dean SOMC
14. Dr. Gouranga Patra, Associate Professor, School of Business and Economics.
15. Dr. Moumita Dey, Associate Professor, School of Basic and Applied Sciences.
16. Dr. Natraj Mishra, Associate Professor, School of Engineering and Technology.
17. Mr. Jitendra Kumar Nayak, Assistant Professor, School of Liberal Arts and Cultural Studies.
18. Dr. Vaskar Sarkar, Joint Controller of Examinations
19. Dr. Koushik Chakraborty, Assistant Registrar (Academics)
20. Dr. Aditya Ghosh, Assistant Director, QAA

21. Mr. Atin Banerjee, Head, Admissions
22. Dr. Kausheyee Banerjee, Associate Professor and Assistant Dean-Student Affairs
23. Dr. Bimal Kumar Sarkar, Director- Planning and Monitoring
24. Mr. Prasenjit Pal, Chief Financial Officer
25. Mr. Abhijit Giri, Director-Career Development Cell
26. Dr. Saptarshi Chatterjee, Associate Professor and Associate Director – Incubation
27. Dr. Sajal Saha, Professor and Director – Product & Innovation
28. Mr. Amal Sankar Mukherjee, HOD, SOE

**Welcome Note by Prof. Suranjan Das, Vice Chancellor**

The chairperson of the meeting and Vice Chancellor, Prof. Suranjan Das welcomed all the members present in the 12<sup>th</sup> IQAC Meeting of Adamas University. After appraising the meeting quorum, the Chairperson informed about the status of IIQA preparation and submission. Prof. Sushanta Kumar Mandal, Dean QAA and Dean Academics informed about the latest activities of the Quality Assurance Cell. The following agenda items were discussed and resolutions were made.

***Agenda Item No. 1: IIQA preparation and submission***

Dean QAA placed present status of IIQA preparation.

In the meeting, it was resolved that IIQA shall be submitted by December 31, 2023.

***Agenda Item No. 2: Criteria wise progress for SSR preparation***

Criteria wise status regarding collection of Data and documents was discussed.

It was resolved that all data and documents shall be collected and verified by 15<sup>th</sup> January, 2024. The final draft of SSR shall be completed by January 31, 2024.


***Agenda Item No. 3: Submission of all purchase bills of Computers***

It was resolved that IT Cell shall submit all purchase bills to IQAC by 15<sup>th</sup> January 2024.

The meeting ended with vote of thanks by Prof. Sushanta Kumar Mandal, Dean QAA.

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**Prof. Suranjan Das**

**Vice Chancellor**

  
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**Prof. (Dr.) Sushanta Kumar Mandal**  
**Dean, QAA**      *Director*  
**Quality Assurance & Accreditation**  
**Adamas University**