



INTERNAL QUALITY ASSURANCE COMMITTEE

Minutes of the IQAC Meeting held on 29th August, 2025 at 11:45 a.m. at IQAC

(Room No. 1004), Admin Building, Ground Floor

Members present: 9

Chairman: Prof. (Dr.) Suranjan Das, Vice Chancellor

IQAC Convener: Prof. (Dr.) Snehamanju Basu, Director-IQAC and Dean-Students
& Cultural Affairs

Members Present:

1. Prof. (Dr.) Suranjan Das, Vice Chancellor
2. Prof. (Dr.) Radha Tamal Goswami, Pro Vice-Chancellor
3. Prof. (Dr.) Rudraprasad Saha, Dean-Academics
4. Prof. (Dr.) Shauvik Roy Choudhury, Registrar
5. Prof. (Dr.) Moumita Mukherjee, Dean-R&D and Professor SoBAS
6. Dr. Vaskar Sarkar, CoE
7. Dr. Kausheyee Banerjee, Associate Professor and Associate Dean-Student Affairs
8. Dr. Saptarshi Chatterjee, Associate Professor and Associate Director-Incubation and P&M
9. Prof. (Dr.) Snehamanju Basu, Director-IQAC and Dean, Students & Cultural Affairs

Leave of Absence

1. Mr. Siddhant Chaturvedi, Deputy CFO
2. Prof. Abhijit Chanda, Professor, Mechanical Engineering, Jadavpur University

Welcome Note by Prof. (Dr.) Suranjan Das, Vice Chancellor

At the outset, the Chairperson of the meeting, Hon'ble Vice-Chancellor Prof. (Dr.) Suranjan Das, welcomed all the members of the IQAC and initiated the proceedings. The following agenda items were discussed, and corresponding resolutions were adopted.

Agenda Item No. 1: To place the Audit Report before the Committee

The **Internal Audit Committee members** submitted the **Internal Academic Audit Report** to the **Hon'ble Vice Chancellor**, who thoroughly checked and verified the reports.

During the review, several discrepancies were observed in the reports of **SOLACS, SOE and SOSA**. However, the reports of the other schools, namely **SOET, SOLB, SOB, SOLJ, SOMC, SOHMS, and SOBAS**, were found to be satisfactory.

The Hon'ble Vice Chancellor has authorized the **Director, IQAC**, to rectify the identified anomalies and take the necessary corrective measures.

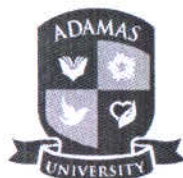
The meeting ended with a vote of thanks of the Chair.



Prof. Suranjan Das
Vice Chancellor



Prof. (Dr.) Snehamanju Basu
Director - IQAC



Internal Quality Assurance Cell

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Date: 26.08.2025

Notice

This is to inform all concerned that, as per the direction of the Hon'ble Vice Chancellor, a meeting of the *Internal Quality Assurance Cell* will be held as per the details given below:

Date: Friday, 29th August, 2025

Time: 2:00 p.m.

Venue: IQAC (Room No.1004), Admin Building, Ground Floor

Agenda for the Meeting:

1. To place the audit report before the Committee.
2. Any other matter with the permission of the Chair.

All members are requested to make it convenient to attend the meeting. Your presence will be highly appreciated.

Regards,

Prof. (Dr.) Snehamanju Basu
Director
Internal Quality Assurance Cell (IQAC)
Adamas University