



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Meeting Notice Dated: 23th June 2020

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **1st meeting** of the IQAC of 2020-21 academic session on 1st July' 2020 at 7.00 P.M in Google meet platform to discuss matters relating to academics of the College as per the following:

AGENDA OF THE MEETING:

- A.1.1./20-21 Confirmation of the minutes of the meeting (2019-20) of IQAC held on 23rd April' 2020
- A.1.2./20-21 Consideration of Action taken report
- A.1.3./20-21 To review of academic activities of 2019-20
- A.1.4./20-21 To fix the plan for the prospective conduction of seminars and workshops for the academic year 2020-21.
- A.1.5./20-21 To adopt strategies for Final Semester End Examinations of 2020 passing out batch.
- A.1.6/20-21 To explore measures for continuation of Teaching-Learning activities amidst COVID 19 pandemic situation.
- A.1.7/20-21 Miscellaneous

Dr. Rituparno Sen

I Co-Ordinator, IQAC



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Resolution of IQAC meeting held on 1st July 2020

RESOLUTIONS:

R.1.1./20-21 The minutes of the meeting held on 23rd April' 2020 have been confirmed without any modifications.

R.1.2./20-21 Action Taken Report

Agenda Number	Agenda	Action Taken
A.4.1/19-20	Confirmation of the minutes of the meeting (2019-20) of IQAC held on 23 rd April' 2020	No action to be taken
A.4.2/19-20	Consideration of Action taken report	No action to be taken
A.4.3/19-20	To review the status of online interaction of the faculties with students as a substitute for face-to-face classrooms and the mode of future examination procedures in view of pandemic situation and consequent lockdown.	All items proposed under R. 4.3 were implemented
A.4.4/19-20	To discuss the summary and recommendation based on the graduate survey.	Departments have been advised to enhance the percentage of students, who have attained skills as per POs
A.4.5/19-20	To apply for NBA accreditation.	Preparation for submission of NBA application is in progress
A.4.6/19-20	To review the Best Practices followed by the institute.	IQAC appreciated the effective implementation of the Best Practices adopted by the institute.
A.4.7/19-20	Miscellaneous	No further action to be taken

R.1.3./20-21: To review of academic activities of 2019-20: -

Pre-pandemic: - (From July 2019 to 15th March 2020) – During this period, all academic activities (Theory and Practical) were run in conventional offline mode as per academic calendar. Due to COVID 19 pandemic, institute had to be closed as per Govt. notification.

Post-pandemic: - (16th March 2020 onwards – Utmost care was taken to see that academic activities go unhampered during the lockdown period. Online mode was adopted for conduction of both for theory and practical classes.

R.1.4./20-21: - To fix the plan for the prospective conduction of seminars and workshops for the academic year 2020-21: -



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

During the pandemic of COVID19, virtual seminars (webinars) would be viable options. The departments were advised to organize such webinars of interest to students and faculty inviting experts from different institutes/industries.

R.1.5./20-21: - To adopt strategies for Final Semester End Examinations of 2020 passing out batch: -

It was decided to hold the Semester End examination comprising of two components viz online examination of 50 marks of MCQ type prepared in Google Form and viva voce of 25 marks in each theory paper conducted in online mode (Google Meet). All practical examinations were decided to be held in online mode (Google Meet platform)

R.1.6/20-21 Miscellaneous: The Course End Graduate Feedback of 2019-20 batch was placed. The committee discussed the feedback at length and recommended to take initiative to enhance the satisfaction of students by implementing different measures in consultation with the departments.

Dr. Rituparno Sen
Co-Ordinator, IQAC

Dr. Krishnendu Chakrabarty
Chairman, IQAC



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Meeting Notice Dated: 28th September 2020

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **2nd meeting** of the IQAC of 2020-21 academic session on 5th October' 2020 at 7.00 P.M in Google meet platform to discuss matters relating to academics of the College as per the following:

AGENDA OF THE MEETING:

A.2.1./20-21 Confirmation of the minutes of the meeting (2020-21) of IQAC held on 1st July' 2020

A.2.2./20-21 Consideration of Action taken report

A.2.3./20-21 To review the placement record of 2019 passing out batch of students and report the preparedness by Advisor of Placement Cell for 2020 batch in the context of COVID 19 pandemic and lockdown.

A.2.4./20-21 To discuss the summary and recommendation based on the Students' Satisfaction survey of 2020 batch of Students.

A.2.5./20-21 To report the status of academic activities in respect of online classes in G-Suite platform and planning For Semester End examinations for intermediate semesters.

A.1.6/20-21 Miscellaneous

Dr. Rituparno Sen

Co-Ordinator, IQAC



सत्यमेव जयते

Government of West Bengal

Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Resolution of IQAC meeting held on 5th October' 2020

RESOLUTIONS:

R.2.1./20-21 The minutes of the meeting held on 1st July' 2020 have been confirmed without any modifications.

R.2.2./20-21 Action Taken Report

Agenda Number	Agenda	Action Taken
A.1.1/20-21	Confirmation of the minutes of the meeting of IQAC held on 1 st July' 2020	No action to be taken
A.1.2/20-21	Consideration of Action taken report	No action to be taken
A.1.3/20-21	To review of academic activities of 2019-20	Appropriate measures were taken by the institute in maintaining the academic activities during the COVID 19 pandemic.
A.1.4/20-21	To fix the plan for the prospective conduction of seminars and workshops for the academic year 2020-21	Schedule of conduction of webinars by different departments have been prepared.
A.1.5/20-21	To adopt strategies for Final Semester End Examinations of 2020 passing out batch	The semester end examinations of final year 2020 batch of students were conducted as planned.
A.1.6/20-21	Miscellaneous	No action to be taken

R.2.3./20-21: - To review the placement record of 2019 passing out batch of students and report the preparedness by Advisor of Placement Cell for 2020 batch in the context of COVID 19 pandemic and lockdown: -

In 2019-20, 85 percent of the students, who opted for placement got jobs in different reputed industries.

For 2020-21, different industries were approached to hold campus interviews through online mode.

R.2.4./20-21: - To discuss the summary and recommendation based on the Students' Satisfaction survey of 2020 batch of Students: -

The feedbacks received from the students were discussed critically. It is recommended that every department should discuss the feedback amongst the faculty of the department to find out the deficiency, if any, in the academic delivery system. However, in general, the committee is of the opinion that a minor group of students has given different opinion about the academic delivery system. It is felt that this might be due to the students' irregularity in the classes. Hence, it is to be looked upon that attendance of students in the classes may be increased to improve upon the academic activity.



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

R.2.5./20-21: - To report the status of academic activities in respect of online classes in G-Suite platform and planning for Semester End examinations for intermediate semesters: -

- i) Online classes continued as per time table prepared. Google Classrooms were created for each and every paper. Official GSuite IDs were issued to every teacher and student for conduction of academic activities in the classrooms. The whole gamut of activities under the GSuite platform were managed by system administrator including the Principal. Periodical review regarding classes held including attendance of students were conducted by the Principal.
- ii) It was decided to hold the Semester End examination for the intermediate semesters in the similar manner as that of the final semester students of 2020 batch, comprising of two components viz online examination of 50 marks of MCQ type prepared in Google Form and viva voce of 25 marks in each theory paper conducted in online mode (Google Meet). All practical examinations were decided to be held in online mode (Google Meet platform).

R.2.6/20-21 Miscellaneous: NIL

Dr. Rituparno Sen
Co-Ordinator, IQAC

Dr. Krishnendu Chakrabarty
Chairman, IQAC



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Meeting Notice Dated: 20th January 2021

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **3rd meeting** of the IQAC of 2020-21 academic session on 29th January' 2021 at 7.00 P.M in Google meet platform to discuss matters relating to academics of the College as per the following:

AGENDA OF THE MEETING:

- A.3.1./20-21 Confirmation of the minutes of the meeting (2020-21) of IQAC held on 5th October' 2020
- A.3.2./20-21 Consideration of Action taken report
- A.3.3./20-21 To review the academic progress and online academic activities during lockdown period and thereafter in COVID 19 pandemic.
- A.3.4./20-21 To review the report of the Academic Audit for the academic year 2019-20.
- A.3.5./20-21 To report and review of conduction of Even Semester End Examination of intermediate semesters for academic session 2019-20.
- A.3.6/20-21 Miscellaneous

Dr. Rituparno Sen
Co-Ordinator, IQAC



सत्यमेव जयते

Government of West Bengal

Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Resolution of IQAC meeting held on 29th January' 2021

RESOLUTIONS:

R.3.1./20-21 The minutes of the meeting held on 5th October' 2020 have been confirmed without any modifications.

R.3.2./20-21 Action Taken Report

Agenda Number	Agenda	Action Taken
A.2.1/20-21	Confirmation of the minutes of the meeting of IQAC held on 5 th October' 2020	No action to be taken
A.2.2/20-21	Consideration of Action taken report	No action to be taken
A.2.3/20-21	To review the placement record of 2019 passing out batch of students and report the preparedness by Advisor of Placement Cell for 2020 batch in the context of COVID 19 pandemic and lockdown.	Campus interviews in online mode were held by Piramal Glass and Calderys India Refractories Ltd., wherein 4 students of Ceramic Technology got selected.
A.2.4/20-21	To discuss the summary and recommendation based on the Students' Satisfaction survey of 2020 batch of Students.	All departments discussed the feedback amongst the faculty of the department to find out the deficiency, if any, in the academic delivery system.
A.2.5/20-21	To report the status of academic activities in respect of online classes in G-Suite platform and planning for Semester End examinations for intermediate semesters.	No action to be taken
A.1.6/20-21	Miscellaneous	No action to be taken

R.3.3./20-21: - To review the academic progress and online academic activities during lockdown period

and thereafter in COVID 19 pandemic: -

It was observed that online academic activities were being conducted as per prescribed time table in Google Classroom platform (G-Suite). Lectures were recorded and uploaded in the classroom for distribution amongst students of the class for their future preparations. Quizzes and assignments were uploaded and evaluated for continuous evaluation process.

R.3.4./20-21: - To review the report of the Academic Audit for the academic year 2019-20: -

The report of Academic Audit Committee was reviewed critically and it was advised to implement the recommendations made in the Audit Report at the earliest.



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

R.3.5./20-21: - To report and review of conduction of Even Semester End Examination of intermediate semesters for academic session 2019-20: -

Even semester examinations of intermediate semester students were conducted during 8th – 20th of December 2020 and results were published on 28th December 2020, a week after completion of examinations.

After completion of examination, viewing of answer scripts were allowed to students as per Academic Regulation, in online mode. No request for correction of marks were received from the students.

As per provision of the modalities of conduction of online examination, the examination of Ritesh Kumar Jha (Roll GCECTB-R17-3020) was conducted at a later date as the student was unable to sit for the examination on Software Engineering (CS 614) scheduled on 15th December 2020 due to network failure in his locality.

R.3.6/20-21 Miscellaneous: NIL

Dr. Rituparno Sen
Co-Ordinator, IQAC

Dr. Krishnendu Chakrabarty
Chairman, IQAC



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Meeting Notice Dated: 2nd May 2021

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **4th meeting** of the IQAC of 2020-21 academic session on 11th May' 2021 at 7.00 P.M in Google meet platform to discuss matters relating to academics of the College as per the following:

AGENDA OF THE MEETING:

- A.4.1./20-21 Confirmation of the minutes of the meeting (2020-21) of IQAC held on 29th January' 2021
- A.4.2./20-21 Consideration of Action taken report
- A.4.3./20-21 To review the best practices followed by the institute.
- A.4.4./20-21 To fix up modalities of Semester End Examination for the final year students of 2021.
- A.4.5./20-21 To review overall conduct of academic practices throughout the session 2020-21 till date.
- A.4.6/20-21 Miscellaneous

Dr. Rituparno Sen
Co-Ordinator, IQAC



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

Resolution of IQAC meeting held on 11th May' 2021

RESOLUTIONS:

R.4.1./20-21 The minutes of the meeting held on 8th February' 2019 have been confirmed without any modifications.

R.4.2./20-21 Action Taken Report

Agenda Number	Agenda	Action Taken
A.3.1/20-21	Confirmation of the minutes of the meeting of IQAC held on 29 th January' 2021	No action to be taken
A.3.2/20-21	Consideration of Action taken report	No action to be taken
A.3.3/20-21	To review the academic progress and online academic activities during lockdown period and thereafter in COVID 19 pandemic.	No action to be taken
A.3.4/20-21	To review the report of the Academic Audit for the academic year 2019-20.	<ul style="list-style-type: none">• Proposal for construction of Girls' hostel has been sent to the Directorate of Technical Education• Elective subjects based on demand of Industries for better employability have been incorporated in the syllabi of CSE and IT departments• Industry experts were invited to deliver lectures to fill the gap between technology taught and need of the industries.• Additional communication skill classes were arranged for first year students to improve their communication skills.• Sri Soumit Chowdhury and Sri Prasenjit Paul, faculty of CSE and Physics respectively have been awarded Ph.D degrees.
A.3.5./20-21	To report and review of conduction of Even Semester End Examination of intermediate semesters for academic session 2019-20.	No action to be taken
A.3.6/20-21	Miscellaneous	No action to be taken

R.4.3./20-21: - To review the best practices followed by the institute:



Government of West Bengal
Government College of Engineering and Ceramic Technology

73, Abinash Chandra Banerjee Lane, Kolkata-700 010
Phone/ Fax- (033) 2363 2072, Website: www.gcect.ac.in

The committee reviewed the best practices followed by the institute and found that it had been implemented in letter and spirit. The best practices adopted in the preceding year i.e., 2019-20 had been implemented as follows:

i) Establishing maximum transparency in evaluation of answer scripts: -

Post publication answer scripts review/scrutiny can be simplified with more transparency. This has resulted in no application for review of the answer scripts by the students, which implies that a transparent evaluation system is in practice in the institute.

ii) Encouragement for best performance in the examination by making provision of best graduate award: -

Presently, the institute is celebrating Graduate Day, which is equivalent to convocation of a university, in which the Vice Chancellor of the affiliating university, in presence of the Principal, confers the degree certificates to the eligible candidates from the institute. The Graduate Day celebration is held with due pomp and grandeur.

R.4.5./20-21: - To fix up modalities of Semester End Examination for the final year students of 2021: -

It is decided to hold the Semester End examination for the final year students of 2021 in the similar manner as that of the final semester students of 2020 batch, comprising of two components viz online examination of 50 marks of MCQ type prepared in Google Form and viva voce of 25 marks in each theory paper conducted in online mode (Google Meet). All practical examinations are decided to be held in online mode (Google Meet platform).

R.4.5./20-21 To review overall conduct of academic practices throughout the session 2020-21 till date: -

The committee reviewed overall conduct of academic practices and found that online academic activities were being conducted as per prescribed time table in Google Classroom platform (G-Suite). Lectures were recorded and uploaded in the classroom for distribution amongst students of the class for their future preparations. Quizzes and assignments were uploaded and evaluated for continuous evaluation process.

The Mid Term I, Mid Term II and Semester End Examinations were successfully conducted in online mode and results published within a fortnight. After completion of examinations, viewing of answer scripts were allowed to students as per Academic Regulation, in online mode. No request for correction of marks were received from the students.

R.4.6/20-21 Miscellaneous: NIL

Dr. Rituparno Sen
Co-Ordinator, IQAC

Dr. Krishnendu Chakrabarty
Chairman, IQAC