



**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](http://www.gcect.ac.in)

**Meeting Notice Dated: 14<sup>th</sup> July 2022**

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **1<sup>st</sup> meeting** of the IQAC of 2022-23 academic session on 27<sup>th</sup> July' 2022 at 2.00 P.M at the conference room of the College to discuss matters relating to the following:

**AGENDA OF THE MEETING:**

- A.1.1./22-23 Confirmation of the minutes of the 4<sup>th</sup> meeting of IQAC (2021-22) held on 31<sup>st</sup> May 2022.
- A.1.2./22-23 Consideration of Action taken report
- A.1.3./22-23: To review final form of SSR (Self Study Report) for NAAC due for submission
- A.1.4./22-23 To review of academic activities of 2021-22
- A.1.5./22-23 To take up the task of reviewing and further processing the CAS applications of teachers.
- A.1.6./22-23 To review the placement record of 2022 passing out batch of students
- A.1.7./22-23 Miscellaneous (propose new members from student and guardian in IQAC committee)

Dr. Rituparno Sen  
Co-Ordinator, IQAC



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**Resolution of IQAC meeting held on 27<sup>th</sup> July 2022**

**RESOLUTIONS:**

R.1.1./22-23 Confirmation of the minutes of the meeting held on 31<sup>st</sup> May' 2022.  
The minutes of the meeting & resolutions were accepted.

R.1.2./22-23 Action Taken Report:

Agenda Number	Agenda	Action Taken
A.4.1/21-22	Confirmation of the minutes of the meeting (2021-22) of IQAC held on 31 <sup>st</sup> May' 2022	No action to be taken
A.4.2/21-22	Consideration of Action taken report	No action to be taken
A.4.3/21-22	To review the best practices followed by the institute.	The institute is practicing the best practices adopted
A.4.4/21-22	To review and discuss matters relating to OFFLINE mode of Mid Term II and Semester End Examination for the even semester of academic session 2021-22.	The examinations were conducted successfully as planned.
A.4.5/21-22	Miscellaneous	No action to be taken

R.1.3./22-23: To review final form of SSR (Self Study Report) for NAAC due for submission:

IQAC members appreciated the humongous task of completing the SSR in due time with a concerted effort of active faculty members. The IQAC coordinator presented the tit bits of the SSR and apprised the members about it.

After thorough discussions among the members, it was resolved that the SSR be submitted immediately on getting the clearance from the Board of Governors at the earliest before the due date.

R.1.4./22-23: To review of academic activities of 2021-22:

Just after announcement by the appropriate authority to resume OFFLINE academic activities, the institute conducted theoretical and practical classes in complete offline mode and conducted Mid Term II and semester end examinations for all semesters of B.Tech and M.Tech in full offline mode. In strict observance of the above, examinations of Mid Term II for all semesters and Semester end examinations of final semester were held in due time. The semester end examinations for 4<sup>th</sup>, 6<sup>th</sup> B.Tech and the 1<sup>st</sup> year 2nd semester B.Tech and M.Tech were held during 13<sup>th</sup> June-24<sup>th</sup> June, 2022.

Odd semester examinations of 2022-23, consisting of Mid Term I, Mid Term II and SEE were conducted in December' 2022. Classes resumed in January 2023 for all semesters. Even semester examinations of all programmes of all semesters were conducted during April – May – June' 2023.



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R.1.5./22-23: To take up the task of reviewing and further processing the CAS applications of teachers:

IQAC Processed Career Advancement Scheme (CAS) files of 13 Teachers in 2022-23 and the institute took initiative for holding the CAS interviews of teachers of Engg. & Technological Colleges in West Bengal at the GCECT, Kolkata.

R.1.6./22-23: To review the placement record of 2022 passing out batch of students:

HOD (CT) reported that 100% students of CT discipline got placed in core companies. IQAC appreciated the performance of the students and also appreciated the knack of CT students to move to core sectors. IT & CSE students also got good placements with mostly off-campus drives.

R 1.7./22-23: Miscellaneous:

New student member and guardian member were inducted in the IQAC. Sri SouhardyaGanguly and Mr.AnimeshGanguly were inducted in place of Ms.RajashiChatterjee and Mrs.SaradaChatterjee.

Dr. RituparnoSen  
Co-Ordinator, IQAC

Dr. KrishnenduChakrabarty  
Chairman, IQAC



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**Meeting Notice Dated: 29<sup>th</sup> September 2022**

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **2<sup>nd</sup> meeting** of the IQAC of 2022-23 academic session on the 14<sup>th</sup> October' 2022 at 2.30 P.M at the conference room of the College to discuss the following:

**AGENDA OF THE MEETING:**

- A.2.1./22-23 Confirmation of the minutes of the 1<sup>st</sup> meeting of IQAC (2022-23) held on 27<sup>th</sup> July 2022
- A.2.2./22-23 Consideration of Action taken report
- A.2.3./22-23 To discuss the summary and recommendation based on the Students' Satisfaction survey of 2022 batch of students.
- A.2.4./22-23 Miscellaneous

Dr. Rituparno Sen  
Co-Ordinator, IQAC



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**Resolution of IQAC meeting held on 14<sup>th</sup> October' 2022**

RESOLUTIONS:

R.2.1./22-23 The minutes of the earlier meeting held on 27<sup>th</sup> July 2022 were confirmed without any changes.

R.2.2./22-23 Action Taken Report:

Agenda Number	Agenda	Action Taken
A.1.1/22-23	Confirmation of the minutes of the meeting (2022-23) of IQAC held on 27 <sup>th</sup> July' 2022	No action to be taken
A.1.2/22-23	Consideration of Action taken report	No action to be taken
A.1.3/22-23	To review final form of SSR (Self Study Report) for NAAC due for submission	The SSR was routed through the BOG and submitted successfully in NAAC portal; in due time.
A.1.4/22-23	To review of academic activities of 2021-22	The academic activities were conducted as planned in Academic calendars and examinations were conducted successfully as planned.
A.1.5/22-23	To take up the task of reviewing and further processing the CAS applications of teachers.	No action to be taken
A.1.6/22-23	To review the placement record of 2022 passing out batch of students	No action to be taken
A.1.7/22-23	Miscellaneous	No action to be taken

R.2.3./22-23: To discuss the summary and recommendation based on the Students' Satisfaction survey of 2022 batch of students:

IQAC advised the HODs to analyse the Students' Satisfaction Survey feedbacks of their respective departments and take appropriate measures.

R.2.4./22-23: Miscellaneous: NIL

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**Meeting Notice Dated: 13<sup>th</sup> January 2023**

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **3<sup>rd</sup> meeting** of the IQAC of 2022-23 academic session on the 20<sup>th</sup> January' 2023 (Friday) at 3.30 P.M at the conference room of the College to discuss the following:

**AGENDA OF THE MEETING:**

- A.3.1./22-23 Confirmation of the minutes of the 2<sup>nd</sup> meeting of IQAC (2022-23) held on 14<sup>th</sup> October 2022
- A.3.2./22-23 Consideration of Action taken report
- A.3.3./22-23 To discuss the progress in respect of processing of CAS applications of teachers
- A.3.4./22-23 To discuss matters relating to holding Fifth Graduate Day on the 3<sup>rd</sup> February 2023 and its preparedness
- A.3.5./22-23 To report and review of conduction of Odd Semester End Examinations of 2022-23
- A.3.6./22-23 Miscellaneous

Dr. Rituparno Sen  
Co-Ordinator, IQAC



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**Resolution of IQAC meeting held on 20<sup>th</sup> January' 2023**

R.3.1./22-23 Minutes of the 3<sup>rd</sup> meeting of IQAC (2022-23) held on 14<sup>th</sup> October 2022 were confirmed

R.3.2./22-23 Consideration of Action taken report

Agenda Number	Agenda	Action Taken
A.2.1/22-23	Confirmation of the minutes of the meeting (2022-23) of IQAC held on 14 <sup>th</sup> October 2022	No action to be taken
A.2.2/22-23	Consideration of Action taken report	No action to be taken
A.2.3/22-23	To discuss the summary and recommendation based on the Students' Satisfaction survey of 2022 batch of students	No action to be taken
A.2.4/22-23	Miscellaneous	No action to be taken

R.3.3./22-23: To discuss the progress in respect of processing of CAS applications of teachers:

IQAC was happy to report that CAS interviews have already been over and been organized by GCECT for the whole state of West Bengal Govt. Engg. & Technological College teachers. Recommendations were lying with the Dept of Higher Education for issuance of appointment letters to CAS applicants as the cases might be.

R.3.4./22-23: To discuss matters relating to holding Fifth Graduate Day on the 3<sup>rd</sup> February 2023 and its preparedness:

Fifth Graduate Day was decided to be celebrated with grandeur on the 3<sup>rd</sup> February 2023. Different subcommittees were formed for holding the function in its full pomp & splendour like previous ceremonies.

R.3.5./22-23 To report and review of conduction of Odd Semester End Examinations of 2022-23:

Odd Semester End Examinations of all disciplines were conducted in strict discipline.

R.3.6./22-23 Miscellaneous: NIL

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Co-Ordinator, IQAC

Dr. Krishnendu Chakrabarty  
Chairman, IQAC



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**Meeting Notice Dated: 8<sup>th</sup> May 2023**

In consultation with the Principal, Chairperson of the IQAC of this institution, I would like to invite you to the **4<sup>th</sup> meeting** of the IQAC of 2022-23 academic session on the 16<sup>th</sup> May' 2023 (Tuesday) at 2.30 P.M at the conference room of the College to discuss the following:

**AGENDA OF THE MEETING:**

- A.4.1./22-23 Confirmation of the minutes of the 3<sup>rd</sup> meeting of IQAC (2022-23) held on 20<sup>th</sup> January 2023
- A.4.2./22-23 Consideration of Action taken report
- A.4.3./22-23 To review the report of the Academic Audit for the academic year 2021-22
- A.4.4./22-23 To discuss matters relating to conduction of Even Semester End Examination of 2022-23
- A.4.5./22-23 Proposal for revision of New M.Tech curriculum of Ceramic Technology to be effective from 2023-24 session

Dr. Rituparno Sen  
Co-Ordinator, IQAC





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**Resolution of IQAC meeting held on 16<sup>th</sup> May 2023**

R.4.1./22-23 The minutes of the 3<sup>rd</sup> meeting of IQAC (2022-23) held on 20<sup>th</sup> January 2023 were confirmed.

R.4.2./22-23 Consideration of Action taken report:

Agenda Number	Agenda	Action Taken
A.3.1/22-23	Confirmation of the minutes of the meeting (2022-23) of IQAC held on 20 <sup>th</sup> January 2023	No action to be taken
A.3.2/22-23	Consideration of Action taken report	No action to be taken
A.3.3/22-23	To discuss the progress in respect of processing of CAS applications of teachers	No further action to be taken
A.3.4/22-23	To discuss matters relating to holding Fifth Graduate Day on the 3 <sup>rd</sup> February 2023 and its preparedness	Fifth Graduate Day on the 3 <sup>rd</sup> February 2023 was celebrated in its proper perspective and grandeur
A.3.5/22-23	To report and review of conduction of Odd Semester End Examinations of 2022-23	No further action to be taken
A.3.5/22-23	Miscellaneous	NIL

R.4.3./22-23 To review the report of the Academic Audit for the academic year 2021-22:

Academic audit report was prepared and the IQAC, after close observations commended the measures taken by the institution in maintaining academic standards in respect of teaching – learning processes.

R.4.4./22-23 To discuss matters relating to conduction of Even Semester End Examination of 2022-23:

Examination conduction committee, with its team of faculties, conducted the even semester examinations of all disciplines in close observation of regulations and discipline. CCTV surveillance is being planned in the examination halls with the TV monitor installed at the control room for conduction of examination.

R.4.5./22-23 Proposal for revision of New M.Tech curriculum of Ceramic Technology to be effective from 2023-24 session:

Draft structure of New M. Tech curriculum was prepared through the Department and Board of Studies of Ceramic Technology department. All concerned were advised to prepare the detailed syllabi for the courses.

Dr. Rituparno Sen  
Co-Ordinator, IQAC

Dr. Krishnendu Chakrabarty  
Chairman, IQAC