

NETAJI SUBHASH ENGINEERING COLLEGE
Techno City, Garia, Kolkata – 700152

**ACTION TAKEN REPORT ON THE RESOLUTIONS OF
THE INTERNAL QUALITY ASSURANCE CELL**

Action taken on the Resolution of the meeting held on 25/ 07/ 2014

Agenda	Resolution	Action Taken
1. Confirmation of the Minutes and Resolution of the Last Meeting	The minutes and resolution of the last meeting of IQAC held on 08/ 05/ 2014 were confirmed by the members present.	
2. Action taken on Introduction of Faculty Mentor system replacing Faculty Advisor system	The Principal of the College and the Chairman informed the members that the academic committee has taken up the issue seriously and the process of implementation of the mentoring system has already started and it will be introduced step by step, in consultation with the general Faculty members, with their invaluable feedbacks and suggestions.	
3. Academic and Administrative Audit of the College	The members decided that the Academic and Administrative audit for the last academic year should be carried out which should include the areas of Teaching, syllabi, admissions, research, examinations, results, academic decisions and implementation, academic administration, facilities for students, teaching and research infrastructure, institution infrastructure, placement, benchmarking of best practices, citizen charter, etc. It was resolved to suggest the college authority to take proper initiative to start the audit.	Complied
4. Value added training programme on Domain Knowledge	The members present discussed and it was resolved that various specialised training programmes should be arranged for the students in the respective domain of knowledge. Training need analysis should be completed in consultation with the teachers, students and suitable persons from various industries, who are the potential employers for the students.	Technology Training cum Workshop under the Annual Training Plan will be finalized after discussion with HODs & representatives of Institution. The meeting is scheduled on 13 th December 2013 at 2.00 pm.
5. Miscellaneous	Nothing was discussed	

Sd/-
Prof. (Dr.) S.Roy
Coordinator-IQAC

Sd/-
Prof. (Dr.) A.K.Ghosh
Chairman-IQAC