

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 10/08/2018

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 31/05/ 2018 were confirmed by the members present.	
2. Mandatory Additional Requirements for B.Tech degree	A Student Mentoring Advisory Committee has to be formed for mentoring activities and mandatory additional requirements for getting B.Tech degree. The committee will frame a guidelines for Mentoring System and Mandatory Additional Requirement (MAR) in line with university guidelines.	It was resolved in the meeting of the Academic Committee that the concerned HODs will monitor the mentoring activities religiously. All HODs will submit a monthly report on mentoring to Dean, Academic Affairs. A Student Mentoring Advisory Committee has been formed consisting of Prof. D. Barman, Prof. S.Bagchi, Prof. M.Goswami and Prof. T.Datta-Dean, Academic Affairs as chairman. The committee will frame a guidelines for Mentoring System and Mandatory Additional Requirement (MAR) in line with university guidelines
3. Revised Internal Assessment	Internal Assessment has to be carried out within 100 Marks with the following distribution (a) Internal Tests: 50 Marks, (b) Assignments: 40 Marks 7 (c) Quiz: 10 Marks. The internal assessment test will comprise of 25 marks. For better performance, an additional test (3 rd internal test) may be conducted.	Complied and assessment process has started accordingly for the 1 st year students.
4. Technical Question Bank	Subject specific technical question bank will be prepared and all faculties will discuss in their respective classes from the forth coming semester	It was resolved in the meeting of the Academic committee that each department will conduct online technical test and prepare question banks for all courses. The departmental coordinator or HOD will submit the question bank to Prof. Anirban Kundu, Asso. Prof.-IT at the earliest.

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

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

