

Hooghly Engineering & Technology College

Vivekananda Road, Pipulpati, Hooghly, West Bengal – 712103



Action Taken Report of the Internal Quality Assurance Cell (IQAC)

Action Taken on the Resolution of the meetings held on 04.08.2018 and 21.02.2019:

Agenda	Resolution	Action Taken
<p>(4) Activities related to MOOCs for B. Tech students</p>	<p>I. Resolved that all the departments will arrange for at least one training programme (through Spoken Tutorial) as add on course based on present need of the industry in collaboration with IIT-BOMBAY under NMEICT, MHRD, Govt. of India and the same will be continued under the guidance of Mr. Sandeep Bhowmik, Assistant Professor, CSE Department.</p> <p>II. Resolved that a Local Chapter of SWAYAM-NPTEL would be formed for encouraging and guiding the newly admitted first year students for obtaining B. Tech with Honours degree after completion of their 4-year curriculum. The MOOCs which will be offered to the students must cover the following skills:</p> <ol style="list-style-type: none"> i. Computer Programing with Python ii. Soft skill iii. Ethics <p>Not only the students of first year but also other students of 2nd-4th year will also be encouraged to undergo different courses under SWAYAM-NPTEL. Mr. Subhajit Roy, Assistant Professor, ECE Department will be engaged as SPOC of Local Chapter of SWAYAM-NPTEL of this institute and he will look after all the issues in this regard.</p>	<p>I. All HODs/DICs/Department Coordinators monitored the allocation of spoken tutorial course/(s) under the guidance of some faculty coordinators of the department. All HODs/DICs/Department Coordinators submitted the allocated list with target students to Mr. Sandeep Bhowmik, Asst. Professor, CSE Department, Institute Coordinator, Spoken Tutorial Course. The detailed report about all courses and their outcomes was also prepared by the Institute Coordinator.</p> <p>II. All HODs/DICs/Department Coordinators informed that some faculty members of the department were engaged as Mentor of the allocated NPTEL courses, as per requirement by NPTEL and Mr. Subhajit Roy, Asst. Professor, ECE Department, and SPOC of Local Chapter of SWAYAM-NPTEL, HETC monitored all the activities throughout the year. At the end of odd semester, Local Chapter of SWAYAM-NPTEL, HETC was ranked 3rd in India and 1st in West Bengal as the Best New Local Chapter for the session July-October, 2018. A total of 198 students in 20 courses for the session July-October, 2018 and a total of 329 students in 19 courses for the session January-April, 2019 have successfully completed their respective courses and certified through NPTEL. The detailed report about all courses for the above-mentioned sessions are available with the SPOC of Local Chapter of SWAYAM-NPTEL, HETC.</p>
<p>(5) Professional Activities for the students by the departments</p>	<p>Resolved that besides Entrepreneurship Development Programmes, other different programmes would be started for grooming the students under jurisdiction of each department. Separate classes would be arranged for aptitude training by our esteemed faculty members as well as professionals from outside vendor. All the departments will work in collaboration with the Training and Placement Cell of the institute. Training classes for GATE will also be arranged for those interested 3rd year students who are planning to pursue M. Tech and sit for any PSU or Government examinations.</p> <p>Apart from these, the arrangement of regular</p>	<p>An Entrepreneurship Awareness Camp was organized by the ED Cell of HETC during 26th – 28th September, 2018 in association with EDI, Kolkata and NSTEDB, DST, GOI. The detailed report of the awareness programme is available at Entrepreneurship Development Cell.</p> <p>All HODs/DICs/Department Coordinators confirmed that separate slots for conducting aptitude training and training classes for GATE for 3rd year students were allocated in routine where the faculty members had taken classes about selected topics as per requirement.</p>

	seminars or workshops or short-term hands-on trainings for the students by the department will also continue.	Some of the departments arranged some seminars and an seminar on "Artificial Intelligence" was also organized by Student Chapter IE(I) on 28 th March, 2019.
(6) Faculty Development for quality enhancement	Resolved that faculty members will be encouraged also to participate and complete AICTE approved FDP conducted by SWAYAM-NPTEL. To keep updated with the latest technologies used in industries, it was decided that a greater number of faculty and technical staff members would join in different Faculty Development Programmes/Refresher Courses/Workshops/Short Term Training Programmes on regular basis.	The faculty members and technical staff members were encouraged by all HODs/DICs/Coordinators to attend Faculty Development Programmes/Refresher Courses/Workshops/Short Term Training Programmes by adjusting their schedule work. The staff members were informed to attend such programmes not only in offline mode but also in online mode using NPTEL Platform as AICTE had signed MoU with NPTEL about FDP programmes in online mode. As a result, 13 faculty members and technical staff members successfully completed FDP/STTP at NITTTR, Kolkata and Jadavpur University, Kolkata. Among them, 5 faculty members completed AICTE approved FDP by NPTEL.
(7) Revised Internal Assessment	As per the new guideline set by the University, the process to adopt the mechanism for Internal Assessment within 100 Marks has to be started with immediate effect with the following distribution – (a) Internal Tests: 50 Marks, (b) Assignments: 40 Marks (c) Quiz: 10 Marks Following the notification given by university, improvement tests may be conducted.	New process of Internal Assessment has successfully been adopted and completed for all students and staff members have also adopted the same under the guidance of Examination Cell and awareness was raised among the students about the new process of evaluation. Based on performance in internal tests, improvement tests were also conducted by Examination Cell
(8) Attainment Calculation	Resolved that some necessary activities from departmental level, such as extra class, guest lecture, seminar, workshop, ICT based teaching etc. would be arranged by tracking the deterioration (if any) in terms of calculated attainment values for Course Outcomes, Programme Outcomes and Programme Specific Outcomes for the ongoing academic session by comparing last two completed sessions. The same process of attainment calculation would be continued as discussed earlier.	All course teachers had completed the process of attainment calculation of Course Outcomes (COs) of each course with Programme Outcomes (POs) and Programme Specific Outcomes (PSOs) for the odd semester and the same would be done after the publication of result. For even semester. Some extra topics were discussed by some faculty members of some departments during classes to meet the need of Course as well as Programme Outcomes.
(9) Planning to start different processes for accreditation	To ensure the quality as the defining element, it has been unanimously resolved that all the activities related to NAAC and NBA accreditation would be started by all departments including Basic Science and Humanities. To continue the process, two teams may be formed. To prepare the SSR of NAAC, the following faculty members have been assigned to perform as Coordinators of different criteria: 1. Criterion 1: Mr. Subhajit Roy, Assistant Professor, E.C.E. Department 2. Criterion 2: Mrs. Arpita Chattopadhyay, Assistant Professor & DIC of C.E. Department 3. Criterion 3: Dr. Smitadhi Ganguly, Assistant Professor & DIC of M.E. Department 4. Criterion 4: Dr. Aishwarya Mukherjee, Assistant Professor, B.S.H. Department 5. Criterion 5: Mr. Dibyendu Samanta, Assistant Professor, C.S.E. Department 6. Criterion 6: Mr. Jagadish Bhattacharya, Assistant Professor, E.C.E. Department 7. Criterion 7: Dr. Pratyay Debnath, Associate Professor & HOD of B.S.H. Department	Necessary data collections to prepare the SSR of NAAC have been started by all the assigned Coordinators. Same task has also been started to prepare the SAR of NBA.

	<p>To follow up the overall matters, Mr. Subhojit Malik, Assistant Professor, E.C.E. Department and Mr. Milan Kumar Dholey, Assistant Professor, C.S.E. Department will be engaged.</p> <p>Similarly, Mrs. Writi Mitra, Assistant Professor, E.C.E. Department and Mr. Sumanta Daw, Assistant Professor, C.S.E. Department will be engaged to follow up all related activities of NBA accreditation.</p>	
<p>(10) Miscellaneous</p> <p>(I) Modification in existing Vision and Mission statements of the institute</p>	<p>By considering the latest improvement and trend in engineering and technological field, it was resolved to take feedback from different stake holders to check the necessity for changing the existing Vision and Mission statements of the institute.</p> <p>The same process may be done by each department.</p>	<p>The issue was taken care by NBA committee by following some of the benchmarks available in the guideline of NBA manual.</p> <p>The feedbacks form about the existing Vision and Mission statements of the institute were circulated to all stake holders and responses were received and subsequently analyzed. Based on the analysis of different responses, decision was taken to modify existing Vision and Mission of the institute.</p> <p>Based on received responses, the same had been framed as follows after a rigorous discussion and brainstorming among the Coordinators and a few faculty representatives of IQAC along with the Chairman of IQAC, who is also the Principal of HETC as per the directive:</p> <p>VISION: To develop professionally competent and socially responsible human resources by imparting quality education in the field of engineering and technology.</p> <p>MISSION:</p> <ol style="list-style-type: none"> 1. To impart learner-centric and comprehensive education that fosters holistic growth and encourages application of acquired knowledge in different areas of professional and social functioning, research and entrepreneurship. 2. To create a dynamic and innovative teaching-learning process with focus on continuous up-gradation of teaching resources, tools and technologies. <p>The newly framed Vision and Mission statements will be discussed in next IQAC meeting.</p>
<p>(10) Miscellaneous</p> <p>(II) Use of ERP</p>	<p>Resolved that the data related to any field of the institution would be preserved by using ERP. To do this job, Mr. Rupam Some, Assistant Professor, C.S.E. Department would be engaged to take care about this matter.</p>	<p>Different modules of College Automation System Software (ERP) were developed by Excel Infocom Pvt. Ltd. and subsequently some training programmes were arranged and the concerned members of Admission Cell, Examination Cell and Finance Department initiated the process to take entries through that ERP software.</p>



Sumanta Bhattacharyya 21/02/19
 Prof. (Dr.) Sumanta Bhattacharyya
 Chairman, IQAC of HETC

Prof. (Dr.) Sumanta Bhattacharyya
 Principal
 Hooghly Engineering & Technology College

Hooghly Engineering & Technology College

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Action Taken Report of the Internal Quality Assurance Cell (IQAC) Session: 2019-2020

Action Taken on the Resolution of the meeting held on 30/11/2019 :

Agenda	Resolution	Action Taken
1. Welcome Address by the Chairman, IQAC	Principal and Chairman, IQAC Prof. (Dr.) Sumanta Bhattacharyya, welcomed all the members present and started the proceedings.	-
2. Registration of HETC for NAAC Accreditation	Resolved that required registration of HETC will be done for NAAC accreditation. It has also been resolved that Institutional Information for Quality Assessment will be submitted online to NAAC within 29th February, 2020 for their processing.	All the seven coordinators have taken necessary steps to prepare the documents related to NAAC SSR.
3 & 4. Reporting on updated activities and Future plan of activities	<p>All the seven coordinators have presented the status and future plan of activities of their following seven respective criterion of QIF:</p> <ol style="list-style-type: none"> i. Curricular Aspects ii. Teaching Learning and Evaluation iii. Research, Innovations and Extension iv. Infrastructure and Learning Resources v. Student Support and Progression vi. Governance, Leadership and Management vii. Institutional Values and Best Practices <p>The Coordinators, while presenting the status of their criterion, mentioned about the specific progress of their work along with difficulties / doubts during working on their criterion. There was suggestion of getting of views from the experts for doing the job of NAAC accreditation. However it was resolved for criterion-wise discussion/meetings involving the Coordinator and members of respective criterion, the Coordinators of IQAC and responsible functionaries of HETC for removing the difficulties / doubts and making further progress.</p>	Criteria coordinators initiated activities according to the planned schedule. The process was interrupted in March 2020 due to the lockdown imposed following the outbreak of Covid-19.
5. Miscellaneous	<p><u>i) Industry-Institute Collaboration</u></p> <p>The representative members from industries emphasized on upgradation of academic standard and thereby the placement scenario by doing collaborative work with the industries. All of them also assured of necessary assistance from their respective organizations. The alumni representative also shared similar kind of views as many of the alumni are holding respectable positions in different industries and expected to be interested in assisting their Alma Mater in collaborative work.</p> <p><u>ii) Skill Development Courses</u></p> <p>The representative member from the local society (District Office, Skill Development, Hooghly)</p>	The departmental representatives from IQAC briefed about the potential scope and opportunities within the department for enhancing academic standards and improving the placement scenario through collaborative efforts with industries. However, the implementation of these initiatives was hindered by the lockdown imposed due to the Covid-19 outbreak. As a result, no concrete steps or actions were taken during this period to start the collaborative activity with industries for academic upgradation and enhancing placement prospects.

(District Office, Skill Development, Hooghly) expressed their satisfaction on HETC for its involvement in efficiently conducting different skill development courses, sanctioned by State Govt. (Paschim Banga Society for Skill Development) and confirmed their necessary support in future.



Avijit Maity 4/11/2020

Dr. Avijit Maity
Chairman, IQAC of HETC

Principal
Hooghly Engineering & Technology
College

Hooghly Engineering & Technology College

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Action Taken Report of the Internal Quality Assurance Cell (IQAC) Session: 2020-2021

Action Taken on the Resolution of the meeting held on 20/03/2021:

Agenda	Resolution	Action Taken
1. Welcome Address by the Chairman, IQAC	Principal and Chairman, IQAC Dr. Smitadhi Ganguly, welcomed all the members present and started the proceedings.	
4. Academic activity	<p>I. Resolved that the academic activities will be continued using Google Meet during this lock-down period.</p> <p>II. Resolved that soft copies of book and class notes will be shared through Google Classroom as students are not able to access the facilities provided by the college.</p> <p>III. Resolved that online platforms will be used to perform laboratory based experiments to enhance the skill of the students.</p> <p>IV. Resolved that the students will also be encouraged to do different online courses from NPTEL, Coursera etc to enhance their skills which are required in industries.</p> <p>V. Resolved that all the departments will arrange webinar or expert talk or guest lecture for the students in online mode to keep students updated about the recent trends and technologies as required in the industries.</p>	<p>I. Faculty members and TAs were instructed to maintain the Course Diary.</p> <p>II. Labs were conducted in offline mode.</p> <p>III. Study materials were shared via Google Classroom.</p> <p>IV. Students enrolled for NPTEL and other MOOCs</p> <p>V. Special Web Talk (webinar) organised by BSH Department on “Graphic Designing as a Career Option” on July 12, 2020. Guest Speaker: Internationally acclaimed graphic designer Dr. Pinaki De, Associate Professor, Raja Peary Mohan College (Calcutta University). Topic: The look of the Book: My Journey as a Cover Designer. Programme Host: Subham Ganguly.</p> <p>A Webinar was organised in collaboration with the ECE Department and Euphoria GenexX on “Virtual Industry Visit” on May 17, 2021. Speakers: 1) Mrs. Joendrisa Tagore -- Vice President of T-Web Exponent Services Pvt. Ltd... 2) Mr. Anirban Banerjee -- Sr. Manager of Euphoria GenX... 3) Mr. Saumitra Das -- Technical Head of Euphoria GenX... 4) Mr. Tridib Kr. Sinha -- Head -- HR & Academics.</p>
5. Faculty development and Research activity for quality enhancement	<p>I. Resolved that faculties and other staff members will be encouraged to update their knowledge to enrich the teaching ability through Online Mode and Classroom Management System.</p> <p>II. Resolved that faculties will try to publish research paper to enhance the quality enhancement</p>	<p>I. The institute organized an online Faculty Knowledge Sharing Program on “Enrichment of Teaching Ability through Online mode and Classroom Management in The New Normal” in collaboration with ICFAI Business School, Kolkata, on July 25, 2020. All faculty members from different departments participated in the program.</p> <p>Faculties from different departments participated in a 2-week online FDP from 17-</p>

		<p>08-2020 to 31-08-2020 on the 'Moodle Learning Management System'. The training was offered by the Spoken Tutorial Project, IIT Bombay.</p> <p>II. Special achievements (Mr. Sirshendu Hore, Assistant Professor, CSE Department, acted as a reviewer in the 'Journal of King Saud University - Computer and Information Sciences, a reputed Elsevier Journal, in June 2021. The Journal is SCI Indexed and ranked second among the Computer Science and Information Systems Journals.</p>
6. Activities related to NAAC accreditation	<p>I. Resolved that necessary data collection for the session 2019-2020 related to all criteria of NAAC SSR will be started by all concerned.</p> <p>II. Resolved that the registration process of Alumni Committee should be done as quickly as possible. This issue will be taken care of by Mr. Rajdip Paul, CE Department who is the Convener of Alumni Committee, HETC.</p> <p>III. Resolved that proper coordination among all the departments of the institute regarding data collection and data handling etc. should be maintained. A representative from each department will be chosen after consultation with concerned HOD/DIC/Coordinator. The assigned member will be guided by the different Criterion Coordinators. The Criterion Coordinators will remain same as assigned previously.</p> <p>IV. Resolved that the issues related to infrastructural deficiencies, development needed in various areas and maintenance issues will be listed and a report will be prepared.</p>	<p>I. Criteria coordinators started activities.</p> <p>II. Registration of alumni was started.</p> <p>III. HOD/DIC initiated the process of data collection from faculty members</p> <p>IV. Infrastructural development was started followed by maintenance.</p>
7. Miscellaneous	<p>It was unanimously decided that the necessary actions will be started as soon as possible.</p>	<p>An orientation program was organized for the newly admitted students of the college on YouTube on October 22 2021. A fifteen-day long induction program followed the program.</p> <p>Students and faculties from different departments participated in the 'SAMBHAV' awareness programme, a National Level Programme on Entrepreneurship, on 27-10-2021. The Department of MSME organized the program, the Government of India, in collaboration with Khadi and Village Industries Commission, WB.</p> <p>The institute secured 98th Rank (AIR) for Internship Day 2021 conducted by Internshala.</p> <p>A Web talk was organised in collaboration with the ECE Department and Euphoria GenexX on "Python & its Applications (Web Application Development, Machine Learning & Django)" on March 28, 2022.</p> <p>The Department of Civil Engineering and M/S GIDS Engineering Pvt. Ltd have mutually signed a Memorandum of Understanding for a tenure of Five</p>

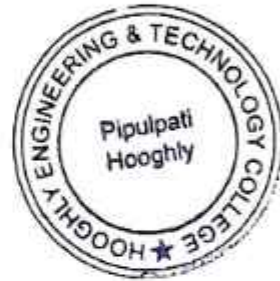
Years.

The Department of Civil Engineering tested Concrete Cubes of various grades for M/S Cosmic, Goghat Gram Panchayet Karyalaya.

The Department of Civil Engineering tested Concrete Cubes of various grades for Roy and Sahani developers private limited, Boinchee, Pandua, Hooghly, West Bengal, India.

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Dr. Smitadhi Ganguly
Chairman, IQAC of HETC
Principal in Charge
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Action Taken Report of the Internal Quality Assurance Cell (IQAC) Session: 2021-2022

Action Taken on the Resolution of the meeting held on 18/02/2022:

Agenda	Resolution	Action Taken
1. Welcome Address by the Chairman, IQAC	Principal and Chairman, IQAC Dr. Smitadhi Ganguly, welcomed all the members present and started the proceedings.	-
4. Academic activity	<ol style="list-style-type: none"> Resolved that the course plan and course diary should be maintained for theory and lab classes regularly. Regular updates can be stored using Google Forms in each department. Resolved that the laboratories which were conducted through online due to lock down, may be conducted in offline mode (if required) to make students familiar with the experimental set-ups. Resolved that the process to share the soft copies of book and class notes will be continued through Google Classroom to reduce the use of paper. Resolved that the students will also be encouraged to do different online courses from NPTEL, Coursera etc to enhance their skills which are required in industries. 	<ol style="list-style-type: none"> Faculty members and TAs were instructed to maintain the Course Diary. Updates are taken into Google Form. Labs were conducted in offline mode. Study materials were shared via Google Classroom. Students enrolled for NPTEL and other MOOCs
5. Faculty development and Research activity for quality enhancement	Resolved that faculties will be encouraged to publish research papers and to enroll for PhD to enhance the overall quality.	<p>Special achievements (Mr. Sirshendu Hore, Assistant Professor, CSE Department, acted as a reviewer in the 'Journal of King Saud University - Computer and Information Science's, a reputed Elsevier Journal, in October 2021. The journal is SCI Indexed and ranked second among the computer science and information systems journals.</p> <p>The institute organized an online Faculty Knowledge Sharing Program on "Enrichment of teaching ability through online mode and Classroom Management in The New Normal" in collaboration with ICFAI Business School, Kolkata, on July 31, 2021. All faculty members from different departments participated in the program</p> <p>Dr. Rajdip Paul, Asst. Professor, CE Department, received Doctoral Degree (PhD) in Civil Engineering from the</p>

		<p>Indian Institute of Engineering Science and Technology, Shibpur, in September 2021.</p> <p>Dr. Tanumoy Ghosh, Asst. Professor, CE Department, received Doctoral Degree (PhD) in Civil Engineering from the Indian Institute of Engineering Science and Technology, Shibpur, in September 2021.)</p>
6. Activities related to NAAC accreditation	<p>I. Resolved that necessary data collection for the session 2020-2021 related to all criteria of NAAC SSR will be started by all concerned.</p> <p>II. Resolved that the issues related to infrastructural deficiencies, development needed in various areas and maintenance issues will be started.</p>	<p>I. Criteria coordinators started activities.</p> <p>II. Infrastructural development was initiated followed by maintenance.</p>
7. Miscellaneous	<p>Resolved that the Principal (Secretary of Governing Body) along with the IQAC coordinator and the departmental heads, will prepare institutional perspective plan to focus on short and long term goals of the institution which will be implemented in due course of time.</p> <p>Resolved that students will be encouraged to enrol themselves in different internship programmes and to participate in co and extracurricular activities.</p>	<p>The perspective plan to focus on short and long term goals of the institution has been formed and attached herewith.</p> <p>An orientation program was organized for the newly admitted students of the college on YouTube on October 22 2021. A fifteen-day long induction program followed the program.</p> <p>Students and faculties from different departments participated in the 'SAMBHAV' awareness programme, a National Level Programme on Entrepreneurship, on 27-10-2021. The Department of MSME organized the program, the Government of India, in collaboration with Khadi and Village Industries Commission, WB.</p> <p>The institute secured 98th Rank (AIR) for Internship Day 2021 conducted by Internshala.</p> <p>A Web talk was organised in collaboration with the ECE Department and Euphoria GenexX on "Python & its Applications (Web Application Development, Machine Learning & Django)" on March 28, 2022.</p> <p>The Department of Civil Engineering and M/S GIDS Engineering Pvt. Ltd have mutually signed a Memorandum of Understanding for a tenure of Five Years.</p> <ul style="list-style-type: none"> • The Department of Civil Engineering tested Concrete Cubes of various grades for M/S Cosmic, Goghat Gram Panchayet Karyalaya. • The Department of Civil Engineering tested Concrete Cubes of various grades for Roy and Sahani developers private limited, Boinchee, Pandua, Hooghly, West Bengal, India.

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Dr. Smitadhi Ganguly
Chairman, IQAC of HETC



Principal in Charge
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Action Taken Report of the Internal Quality Assurance Cell (IQAC) Session: 2022-2023

Action Taken on the Resolution of the meeting held on 19/07/2022 and 17/03/2023:

Agenda	Resolution	Action Taken
1. Welcome Address by the Chairman, IQAC	Principal and Chairman, IQAC Dr. Smitadhi Ganguly, welcomed all the members present and started the proceedings.	-
4. Academic activity	<p>I. Resolved that the academic activity should be continued uninterruptedly as the lock-down period is almost over.</p> <p>II. Resolved that the evaluation of students for all courses will be done as per new initiatives taken by university. There will be four numbers of Continuous Assessments which will be conducted in each month as per new guideline.</p> <p>III. Resolved that rubrics will be formed to evaluate the students in Continuous Assessment 1 (Evaluation through Power Point Presentation) and Continuous Assessment 2 (Evaluation through Assignment).</p> <p>IV. Resolved that all the students should be encouraged to enhance their soft skill through power point presentation of any technical topic.</p> <p>V. Resolved that the faculty members will use the facility of ICT more for interactive discussion about any topic with the students.</p>	<p>I. All HODs and DICs of all departments informed that most of the course teachers have identified and framed the course outcomes of the courses that they have taken.</p> <p>II. Four Continuous Assessments were conducted as per guideline given by university.</p> <p>III. All course teachers conducted the evaluation based on rubrics.</p> <p>IV. Departments have taken initiatives to enhance the soft skill of students through power point presentation of any technical topic.</p> <p>V. Most of the faculty members have taken classes using ICT mode for interactive discussion about any topic with the students.</p>
<p>5a) Planning to organize Induction Programme</p> <p>5b) Planning to organize workshops, seminars, conference, social activities, outreach programmes and skill development programmes</p>	<p>a) Resolved that initiatives will be taken to organize the Induction Programme in offline mode once again. More number of faculty members and technical staff members will be engaged to organize this programme for the newly admitted 1st year and Lateral Entry Students in 2nd year.</p> <p>b) Resolved that more number of workshops, seminars, conference, social activities, outreach programmes and skill development programmes will be organized in regular basis.</p>	<p>a) Induction Programme was organized during 14.10.2022 to 02.11.2022.</p> <p>b) The Internal Compliance Committee (ICC) of our institute organized a seminar on the topic "Implementation of the Sexual Harassment of Women at Workplace (Prevention, Prohibition, and Redressal) Act, 2013 on 3rd December 2022. Approximately 62 teachers and staff attended the program.</p> <p>Mr. Subhojit Malik, Assistant Professor, ECE Department, acted as the Coordinator of Hooghly Engineering & Technology College for the following Outreach Programs conducted by the Indian Institute of Remote Sensing (IIRS), Indian Space Research Organization (ISRO) and received an Appreciation Certificate as Coordinator from IIRS, ISRO:</p> <p>NSS Unit HETC conducted the following programmes.</p> <ol style="list-style-type: none"> 1. Mental Health Awareness Program on 28/07/2022 2. Wildlife awareness program on 19/10/2022 3. Mental health issues and the present

		<p>situation on 21/10/2022</p> <ol style="list-style-type: none"> 4. Yoga and Meditation on 29/10/2022 5. Self defence and physical education on 20/10/2022 6. Clean campus drive on 22/10/2022 7. Tree Plantation on 02/11/2022 8. Seminar on Water conservation on 03/11/2022 9. AIDS Awareness poster drawing competition on 01/12/2022.
6. Faculty development, Research activity and Consultancy Work for quality enhancement	Resolved that more stress will be given to organize faculty development programme and to increase research activity and consultancy work.	A team of faculty members along with student implement The Real-Time Flood water level monitoring system. The team coordinated by Chandan Jana of EE, comprising faculties from each department- Rajib Kumar Mandal of ME, Shibasish Deb of CE, Subhojit Malik of ECE, Shyamal Pal of CSE - and a pass-out student Ayan Bag of ECE initiated the work after the personnel from Hooghly district administration approached us. The process began in the month of June 2022, and ultimately, on 30th October 2022, the team fixed the device on a pillar of Ramakrishna Setu, Arambagh, Hooghly. This news came in the local Anandabazar Patrika
7.a) Planning to organize workshops, seminars, conference, social activities, outreach programmes and skill development programmes	<p>a)</p> <ol style="list-style-type: none"> i. Resolved that initiatives will be taken to organize workshops, seminars and conferences by all the department of HETC. ii. Resolved that the NSS unit and the Internal Compliance Committee (ICC) will arrange few social activities with the help of students. iii. Resolved that initiatives will be taken to organize outreach programmes and skill development programmes. 	<p>a) i. The IQAC of HETC organized a one-week FDP program from 14th to 18th November 2022, in virtual mode on the topic "Institutional Quality enhancement through NAAC." Total 41 faculty had participated in this program. The resource person for the FDP was Prof. (Dr.) Subhashree Mukherjee from Kamala Nehru Mahavidyalaya, Nagpur.</p> <p>ii. NSS unit has organized Mental Health Awareness Program on 28.07.2022, Distribution of Mosquito nets to the underprivileged on 04.03.2023 etc.</p> <p>iii) Few outreach programmes were organized by IIRS-ISRO.</p>
7.b) Activities related to NAAC accreditation	<p>b) Academic and Administrative Audit (AAA) is almost done and will be completed after the publication of even semester result for the 2022-23 batch.</p> <p>Resolved that the following tasks will be done in urgent basis:</p> <ol style="list-style-type: none"> i. Necessary feedbacks by Feedback Committee in consultation with IQAC ii. Policies which are not finalized or not available, should be prepared immediately iii. Preparation of SSR correctly and properly iv. Additional documents required apart from the desired document as mentioned in SOPs of NAAC v. SWOC analysis of all departments and the Institute 	<p>b) Academic and Administrative Audit (AAA) is completed.</p> <ol style="list-style-type: none"> i. Necessary feedbacks by Feedback Committee in consultation with IQAC have been taken. ii. Many policies were prepared and finalized. iii. Initiatives has been taken to prepare the QIM and QnM of SSR so that the submission can be done in the first quarter of 2024. iv. Concerned person was instructed to collect the supporting documents required for SOPs of NAAC. v. All departments have finalized the analysis of SWOC.

8. Miscellaneous	<p>Necessary action has already been taken for the implementation of the perspective plan. Initiatives to start free of cost yoga and self-defense training for our students has been taken. Academic and Administrative Audit (AAA) will also be conducted for the session 2022-23.</p> <p>Resolved that necessary data collection for the session 2021-2022 related to all criteria of NAAC SSR will be started by all concerned.</p> <p>Resolved that necessary data collection for the session 2021-2022 related to all criteria of NAAC SSR should be completed by all concerned and the data collection for the session 2022-2023 should be started immediately.</p>	<p>Agreement with Academy of Self Defence & Martial Arts Research India to conduct free of cost yoga and self-defense training for students have been done on November, 2022 and the session is going on.</p> <p>Academic and Administrative Audit (AAA) is completed.</p> <p>Data collection for the session 2021-2022 related to all criteria of NAAC SSR have almost been finished and all members are further instructed to collect the data for the session 2022-2023</p>
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22.08.23



Dr. Smitadhi Ganguly
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