



SurTech

Dr. Sudhir Chandra Sur Institute of Technology and Sports Complex  
540 Dum Dum Road, Surermath (Near Dum Dum Jn. Station),  
Kolkata – 700074 West Bengal

## Internal Quality Assurance Cell (IQAC)

### Action Taken Report

Following are the action taken report of the IQAC meeting held on 13<sup>th</sup> August 2024.

Agenda	Resolution	Action Taken				
<b>Agenda 01:</b> Confirmation and approval of the minutes of the last IQAC meeting held on 13 <sup>th</sup> August, 2024	Principal sir invited all the members and welcomed in the assembly. The minutes of the last meeting has been placed and approved by the chairperson.	Noted				
<b>Agenda 02:</b> To note and ratification of Action Taken Report of last IQAC meeting	The action taken report is presented before the IQAC members.	Noted				
<b>Agenda 03:</b> Discussion on NIRF Data for Submission	It has been suggested to take care and carry out more analysis on the data before final submission.	Noted				
<b>Agenda 04:</b> Reporting of Parent-Teacher meeting by each Department	The cumulative report on Parent-Teacher meeting of different department was placed. The activity was appreciated by the members.	Noted				
<b>Agenda 05:</b> Review of R&D activity i) Research Facilities ii) Consultancy iii) Grants iv) Publication	The report of R&D activity was placed. Suggested to apply for more Govt. and Non-Govt. Grants. It is also suggested to give emphasis on more consultancy work.	The number of Govt. And Non-Govt. grant application has been improved. The details are mentioned below: <table border="1"><tr><td>Grant Applied</td><td>Grant Approved (till now)</td></tr><tr><td>42.85 Cr</td><td>1.59 Cr</td></tr></table>	Grant Applied	Grant Approved (till now)	42.85 Cr	1.59 Cr
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		The faculties are also motivated to enhance the consultancy work.																
<b>Agenda 06:</b> Analysis of placement status (Placement/ Higher Education/ Entrepreneurship)	Placement status of latest graduation batch has been placed and noted. It has been suggested to improve number of Entrepreneurs from the Institute.	The suggestions have been considered and the students are being trained properly for grabing good placement opportunities. The students are also being motivated by the placement team, IIC cell, R&D cell, faculty members, principal sir through various interactive sesions for job opportunities, higher studies as well as for entrepreneurship. A number of events have also been conducted by focusing the fact.																
<b>Agenda 07:</b> Reporting of past events organized at the institute	The list of events that were organized, have been placed.	The event reports have been verified by the committee and appreciated. The organized events are summarized department-wise for reference: <table border="1"><thead><tr><th>Department</th><th>No. of Events</th></tr></thead><tbody><tr><td>Civil Engineering</td><td>14</td></tr><tr><td>Computer Science &amp; Engineering</td><td>7</td></tr><tr><td>Mechanical Engineering</td><td>6</td></tr><tr><td>Electronics &amp; Communication Engineering</td><td>12</td></tr><tr><td>Automobile Engineering</td><td>13</td></tr><tr><td>Basic Science &amp; Humanities</td><td>7</td></tr><tr><td>Electrical Engineering</td><td>11</td></tr></tbody></table>	Department	No. of Events	Civil Engineering	14	Computer Science & Engineering	7	Mechanical Engineering	6	Electronics & Communication Engineering	12	Automobile Engineering	13	Basic Science & Humanities	7	Electrical Engineering	11
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<b>Agenda 08:</b> Analysis of Academic and Administrative report	The analysis of Academic and Administrative Audit has been placed.	The audit reports have been scrutinized by the concerned committee and accepted.																



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<b>Agenda 09:</b> Any other point	There have been conversations concerning the planned visit by NAAC and the status of the autonomy application.	<ul style="list-style-type: none"><li>• NAAC visit has been faced and the institution has been accredited with NAAC 'A' grade.</li><li>• The institution has also achieved the autonomy status.</li></ul>
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Debashis Das

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Principal  
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*Debashis Das  
12/10/2022*