

**Department of Industrial Engineering and Management**  
**Maulana Abul Kalam Azad University of Technology, West Bengal**  
NH-12, Haringhata, Nadia, West Bengal, Pin - 741249

**Minutes of the Departmental Meeting Held on 10<sup>th</sup> November 2022 in the Office of HOD**

Members present:

- Dr. Bivash Mallick
- Dr. Manik Chandra Das
- Dr. Parag Sen
- Dr. Sourav Das
- Dr. Ankita Ray

HOD-IEM initiated the discussion by welcoming all members. He informed that the analysis of stakeholders' feedback on the Programme & Infrastructure is needed. Members discussed the issue at length and arrived into the following conclusions.

**Item No. 1 of agenda: Students' feedback analysis and action taken**

After careful examination of the feedback submitted by the students, it has been understood that, students are happy with the existing curriculum, classroom and laboratory facilities, and other infrastructural supports such as drinking water, sanitation etc. However, they need more placement support from the Institute.

It was decided in the meeting that to make the students industry ready, experts from industry and academia will be invited at regular intervals to deliver talks on cutting-edge technologies used in industry. Thrust will be given to assign major project in collaboration with the industry. Beyond this, department is mentoring the students in making professional biodata, improving communication skills and other aspects related to placements.

**Item No. 2 of agenda: Analysis of feedback given by faculty members and action taken**

It has been revealed that faculty members are happy with the infrastructural and other general facilities available in the department as well as in the institute. They are satisfied with the Program Curriculum, teaching pedagogy, and evaluation and assessment techniques followed in the department. However, to promote research good quality subscribed journals in the library are needed.

HOD informed the issue of journal subscription would be placed in the next library committee meeting.

**Item No. 3 of agenda: Analysis of feedback given by alumni and action taken**

Alumni feedback analysis indicates their overall satisfaction with the knowledge and skills imparted to them through classroom teaching, and motivational interaction with the faculty members beyond the classroom.

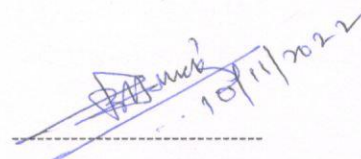
However, to promote higher studies in leading institutions in their domain some special courses beyond the curriculum should be designed and delivered by the department.

Members discussed on this issue and decided to offer such kind of course in the next semester as an experimental basis.

There being no other issues, the meeting ended with a vote of thanks to the chair.

  
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Convener

  
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HOD, IEM