

## **Internal Quality Assurance Cell (IQAC): Established on 19.8.2013**

### **Internal Quality Assurance Cell (IQAC)**

The Internal Quality Assurance Cell of Dumkal Institute of Engineering & Technology has been formed with the following members as per Appendix 6 of the AICTE, approval process Handbook 2021-2022.

### **Members of the IQAC, DIET**

<b>SI No</b>	<b>Member Name</b>	<b>Position hold</b>	<b>Email Id</b>	
1	Prof. Dr. Md. Headayetullah, Principal, DIET	Chairperson	directordiet1@gmail.com dietnet@hotmail.com	
2	Suman Pal, AP, DIET	Member	mr.sumanpal@gmail.com	
3	Faruk Aktar Saikh, AP, DIET	Member	frkmrn@gmail.com	
4	Baibhav Roy, AP, DIET	Member	tanoy.1989@gmail.com	
5	Samiran Sarkar, AP, DIET	Member	samiran25@gmail.com	
6	Dr. Subrata Kar, AP, DIET	Member	subrata.bacchu@gmail.com	
7	Subhasis Biswas, AP, DIET	Senior Administrative Official Member	subhasisbis@gmail.com	
8	Indranil De Sarkar, MD, Ardent Computech Pvt. Ltd.	External expert Industry	indranildesarkar@ardentcollaboration.com	
9	Mr. Monojit Chakraborty, MD, High-Tech next Engineering & Telecom Pvt. Ltd.	External expert Industry	support@high-technext.com	
10	Md. Hamid Islam, Registrar	Member Secretary	hamidcse@gmail.com	

## **# Prior to IQAC: Academic Cell (AC) for Quality**

- Since inception, DIET used to address the concerned quality issues through Academic Cell (AC) which was comprised of Principal, Vice-Principal, Registrar and all HODs.
- Md. Hamid Islam, HOD, IT, DIET is the present convener of AC.

## **# Style of Functioning of AC before the formation of IQAC**

### **(1)**

- In each month AC used to meet on second and fourth Tuesday.
- On a daily basis AC used to manage stop-gap-classes arising due to absentee teachers.
- Since inception framing Academic Calendars (there are records for the last four years).
- Framing semester-wise Class Routines.
- Monitoring logbooks for all faculties in consultation with respective HODs.
- Making long term laboratory development plan and defines short term phases for execution.
- Supervising laboratory manuals.
- Monitoring Orientation Programs and Mentorship Programs.
- Mid-Sem. Tests: AC used to frame dates of two class tests in each semester and to hold them properly by earmarking place of examinations, invigilators, and give responsibility to exam cell to organize matters related to question papers, marks and publication of results.

## **# Highlights of few prominent activities undertaken by**

### **Earlier AC**

- Best faculty, best student award – 2011, 2012, 2013, 2014

- Tech Fest 2011 - competition on students Projects
- Seminars “Science and Tech meet” – one each in 2011 and 2013.
- Symposium cum Workshop “Applied Nonlinear Dynamics and Chaos (ANDC)-2014”.
- Introduced Mentorship Program Since 2011.

## **# An Observation**

- The weakness of the previous style of functioning through AC was the lack of proper documentation and Long Term Planning.
- It was felt that IQAC would be a better route since it would be comprised of in-house members as well as outside members from wide cross section of the society, such as, management representative, academic experts from other institutes, expert from industry, student representative etc. IQAC was thus formed.

## **# Broad Purposes behind the formation of IQAC**

- The first purpose of introducing IQAC is to provide better guidance to AC for continuous development of academic programs and infrastructure.
- The second is the ability to extend better suggestion to improve teaching learning processes, to develop better courseware, to encourage land to lab activities, to create enthusiasm for formation of different types of academic clubs, to encourage inter-departmental seminars, workshops etc. and to encourage faculty members towards research.
- The third is the possible ability to conceive effective ideas in concrete terms to plan and implement activities for greater social impact benefitting locals as well as distant others.

## **# Style of Functioning of IQAC**

- Instead of dismantling AC, its function has been made more effective.
- It has an additional task to formulate agendas for IQAC – to follow up their execution by respective person/body – to document Action Taken Report (ATR) and to submit it to IQAC for consideration in its next meeting.

- After an experience of more than a year, all concerned are of the opinion that documentation is important in respect of tracking down status of execution of agendas.

## **# Highlights of few prominent activities undertaken by**

### **IQAC (1)**

- The laboratories of CSE, ECE, AEIE and EE are functioning for couple of years.
- During 2014 few laboratories in ME and CE are newly created. During the last 2 years ME has attracted an investment of about 1 crore.
- The existence of IQAC has made the Lab to land activities better which is expressed in excellent Education Fairs in 2013 and 2014.
- During 2014 KOHA open source software, a comprehensive online public access (OPAC) software, has been procured. In due time it was installed and made functional. KOHA has accepted the earlier data base created by local library management software. One can access library data base online through LAN or through internet.
- The IQAC used to encourage faculty members to download suitable teaching materials from NPTL and MIT sites. Noticing the interest among many faculties, the IQAC decided to procure complete NPTL video courses. This has now been installed in the library LAN server.
- The IQAC has introduced a practice to develop Lecture-wise and Semester-wise courseware compulsorily for all faculty members. This will be a part of the logbook of each faculty. A dream is in the horizon if text based DIET courses could be tailor-made to respective NPTL video courses and the two together could be effective student-centric self learning tools.
- There are some equipments/instruments related to some experiments in ECE and AEIE that went out of order. These have been repaired and made functional by our in-house experts.
- We would like to recognize the presence of experts with high hands-on skill-set in our academic institutes and intend to consolidate, to promote and to multiply such expertise for institutional advantage and also for greater social impact. This is our underlying attitude to establish academic clubs in various fields. Establishing a Robotic club is the first step in this direction.