

**THE WEST BENGAL NATIONAL UNIVERSITY OF JURIDICAL SCIENCES**

**Minutes of the Internal Quality Assurance Cell (IQAC) Meeting held on 13 September 2023**

**In Room No. 119 at 5:00 p.m.**

The following members were present in person in the meeting with the Hon'ble Vice Chancellor as the Chair:

Prof. (Dr.) Sandeepa Bhat B. – Co-ordinator, IQAC

Prof. (Dr.) Kavita Singh – Member

Dr. Sarfaraz Ahmed Khan – Member

Dr. S.K. Chakraborty – Member

Dr. Shameek Sen - Member

Dr. M.P. Chengappa - Member

Mr. Abhiroop Mukherjee - Member

Mr. Tanmay Roy - Member

The following members were absent:

Shri Manish Jain, IAS – Principal Secretary, Departments of School Education & Higher Education, Govt. of West Bengal

Mr. Ujjwal Kanti Karan – Executive Engineer, Bidhannagar Municipality

Prof. (Dr.) Sreenivasulu N.S. -Member

Dr. Bikramjit De - Member

Ms. Malobika Sen - Member

Mr. Kavan Patel - Member

Mr. Samarth Sansar - Member

Mr. Nishant Beniwal - Member

The Hon'ble Vice Chancellor welcomed all the members who were present in the meeting.

The following points were discussed and disposed of:

**Agenda No. 1**

**Approval of Minutes of the last meeting held on 20 June 2023:**

*All the members of the IQAC have approved the Minutes of the IQAC Meetings held on 20 June 2023 and 25 May 2023. It has been decided that one copy of the said Minutes is to be sent to the Office of the Registrar to place it before the Executive Council in its next meeting, and another copy is to be sent to the A.R. (Academics) to place the Minutes before the Academic Council in the next meeting.*



## Agenda No. 2

### Report on actions taken:

**i. Report on Academic and Administrative Activities:**

*The key academic and administrative initiatives were reviewed that were planned and implemented over the past quarter. This includes curriculum revisions, faculty development programs, student engagement activities, research collaborations, infrastructure enhancements, and other quality-improvement measures. Feedback and suggestions were invited from the members of the committee regarding possible solutions to address these challenges. This involved recommending policy adjustments, allocating additional resources, improving coordination between departments, or revising timelines for project completion. A clear action plan was formulated to ensure the successful completion of pending tasks and set a roadmap for further improvements in academic and administrative functions over the next quarter.*

**ii. Report on Faculty Development and Research Initiatives:**

*A detailed review of the faculty development programs was conducted currently in place, including workshops, seminars, training sessions, and any collaborations aimed at enhancing faculty teaching methodologies, research skills, and professional growth. Evaluate the effectiveness of these programs by considering feedback from participating faculty members, measurable improvements in teaching outcomes, and advancements in research productivity. The progress of ongoing research activities across various departments were discussed. This includes a review of research projects, publications, conferences attended, and any grants or funding received by faculty members. Assess whether the research initiatives align with the strategic objectives of the institution, such as promoting interdisciplinary research, contributing to societal impact, or enhancing the academic reputation of WBNUJS.*

**iii. Report on Student Support and Career Guidance Programs:**

*A comprehensive evaluation of existing student support services, including counselling, mentoring, and placement assistance, was conducted. Feedback was collected from students and faculty to assess the current programs' effectiveness in addressing the academic, emotional, and career-related needs of students. The mentoring program, which pairs students with faculty or senior peers, was found to be beneficial in guiding students academically, but there was a call for more structured mentoring sessions, especially for first-year students and those transitioning to research projects or internships. Placement assistance was evaluated by analyzing job placement rates, employer feedback, and student satisfaction with placement services. Although placement rates have been steady, the review highlighted the need for greater industry connections and more internship opportunities to enhance student employability.*

## Agenda No. 3:

### Review on NAAC SSR and Compliance Updates:

- i. *In preparation for the upcoming NAAC visit scheduled for next year, a detailed assessment has been conducted on the readiness of the institution. The recent confirmation of the Institutional Information for Quality Assessment (IIQA) submission on the NAAC website has further accelerated preparations. This*





confirmation serves as a formal acknowledgement of the institution's eligibility for accreditation, prompting a comprehensive review of all remaining tasks to ensure the institution is fully prepared for the NAAC peer team visit. The IIQA confirmation has been a pivotal point in driving focused efforts toward completing outstanding accreditation-related tasks. Following the IIQA confirmation, an internal audit was carried out to evaluate compliance with NAAC's benchmarks across all seven key criteria—curricular aspects, teaching-learning evaluation, research, infrastructure, student support, governance, and institutional values. While most areas are on track, several aspects have been identified for immediate attention, including enhanced documentation of research output, digitization of student records, and improved data collection on student progression and placements.

The meeting ended at 6:30 p.m.

Approved By:



Vice Chancellor

WBNUJS

Kolkata

