

Ref No : GNIT/IQAC/Minutes/10/2024/01

Date: 17/10/2024

Minutes of Meeting

Date: 21st October 2024

Time: 3:00 p.m.

Venue: Conference Hall

Minutes of Meeting held on 21/10/2024

1st meeting of 2024-25 of IQAC Cell was held on 21st October 2024 at conference hall and the following agenda were discussed.

1. To confirm and approve the minutes of the last IQAC meeting
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Analysis of the ongoing curriculum feedback from stakeholder
4. Result analysis of last even semester 2023-24
5. Proposal submitted/proposed for organizing Seminar/workshop/conference/FDP on emerging topic to funding agencies.
6. Research grant (Applied/Received)
7. Publications of faculty and Students (July- September, 2024).
8. Proposal submitted for In-house funding (Seed Grant)
9. Reporting of Industry-Institute Interaction through Membership & MoUs' Even semester 2024.
10. Internship opportunity availed by the students of each department of last semester 2023-24.
11. Annual report preparation of IIC, IIPC, EDC cell.
12. Proposal submission for strategic plan for Institutional Development Plan (IDP)
13. NPTEL Status of ongoing semester.
14. Revision of Academic and Administrative Audit committee.
15. Review the status of energy audit for of last semester 2023-24.
16. Any other matter with the permission of the chair.

Members Present:

Sl. No	Name	Department	Designation
1	Prof. (Dr.) Swarup Kumar Mitra	Administration	Chairperson
2	Dr. Adhish Kr. Chakrabarty	Administration	Member
3	Dr. Suparna Biswas	Administration	Member
4	Dr. Kakali Bandyopadhyay	Dean of Academics	Member
5	Dr. Suman Bhattacharya	HOD, CSE Dept.	Member
6	Dr. Mahmuda Sulatana	HOD, B.Sc. Dept.	Member
7	Dr. Ipsita Saha	Associate Professor, CSE Dept.	Member
8	Dr. Mahuya Hom Choudhury	West Bengal State Council of Science & Technology (WBSCST), Department of Science & Technology and Biotechnology (DSTBT)	Nominee from local society
9	Mr. Sougata Sarkar	Cognizant Technologies	Nominee from Employer
10	Prof. Sheli Sinha Chowdhury	Jadavpur University	Nominee from Academia

Agenda 1: To confirm and approve the minutes of the last IQAC meeting

Resolution : In the meeting of IQAC cell the minutes of the last meeting was discussed and a copy of which was circulated to the members. No Comments were received.

Agenda 2 : To note and ratify the action taken report (ATR) of the last IQAC meeting.

Resolution : The following action taken report was presented to IQAC members.

Agenda	Resolution	Action Taken
Agenda 1: To confirm and approve the Resolution: minutes of the last IQAC meeting held on 21 st June 2024	The IOAC discussed and considered the minutes of the last meeting held on 21 st June 2024 copy of which was circulated to the members. No Comments were received.	
Agenda 2: To note and	The action taken report was	

ratify the action taken report (ATR) of the last IQAC meeting.	presented before IQAC members.	
Agenda 3: Curriculum development and Implementation	NEP 2020 based R23 curriculum has been implemented in July 2023 with the approval of affiliating university. As per UGC guideline the credit kept 163 across the departments. One semester successfully completed with this new curriculum.	R23 syllabus is following by all the departments.
Agenda 4: Internship Status	Internship status presented in the meeting. Mostly 2 weeks duration internship found. Committee suggested making it 3 weeks at least from next semester for 70% student minimum.	It was taken into consideration.
Agenda 5: Feedback	External member has suggested to give emphasis on two parameters i.e. course completion on time and suggested to add course content parts also. It was also asked to present the Bar Chart in a different and better way. Committee agreed.	At the time of taking feedback these points are considered.
Agenda 6: Teaching-Learning process (TLP)	The entire semester innovative teaching learning processes were presented in the meeting. Committee observed and no further suggestion received.	The Teaching-Learning process is continuing as per academic calendar.
Agenda 7: Result Analysis	Result analysis was presented by the coordinator to the committee. The committee has suggested taking some initiatives to improve the result of 4 th semester student.	Some remedial classes were arranged as per the result analysis of 4 th semester.
Agenda 8: Research & Facilities	The R &D activities of the duration July 2023- December 2023 of each department has been presented in the meeting which include research journals (International/National), patents, conferences/symposiums (international/national), book chapters etc. Committee has Suggested to submit the grant as much as possible.	Along with paper/patent publication faculty members have taken initiative to submit grant to different government funding agencies.
Agenda 9: Department level	Committee noticed.	Faculty members started

Outreach/Extension Activity	Committee also encouraged collaborating with some other organizations.	collaborating with different organizations.
Agenda 10: Involvement in NSS /Outreach activity by faculty members. Student involvement in NSS activity from all departments	It was presented in the meeting and committee observed the activity list.	This is followed as per academic calendar.
Agenda 11: Activity Club: Activity of different clubs	Different club activity was presented and noticed by the committee	
Agenda 12: On the job training status	It was presented in the meeting.	This is followed by T&P cell
Agenda 13: Status of Total number of Collaborative activities per sem	Committee noticed. Committee also encouraged collaborating with some other organizations.	All the departments were encouraged to collaborate with other organizations.
Agenda 13: Status of Total number of Collaborative activities per sem	Committee noticed. Committee also encouraged collaborating with some other organizations.	All the departments were encouraged to collaborate with other organizations.
Agenda 14: MoUs status of different departments	Committee observed and appreciated.	IIPC cell along with the department arrange MoU with different organizations.
Agenda 15: Students qualification in different State/National / International level examination like GATE/NET/CAT/TOEFL etc.	The point kept pending for next semester as the frequency of theses exams are found in even semesters only generally.	Some students have qualified GATE/NET/CAT/TOEFL etc. examinations to pursue higher studies.
Agenda 16: online/ face-to-face Faculty Development Programmes (FDP) (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course)	As per the suggestion of last meeting, all the departments organized at least one FDP (5 days) in the respective department in this semester. Committee has also suggested giving emphasis on interdisciplinary topic and conducting the program jointly among the departments. As per the suggestion National level FDP	All the departments have organized FDPs.

	are encouraged with some technical sponsorship. As per the suggestion, institute organized the NBA Awareness program in July 2023.	
Agenda 17: Miscellaneous	Three departments are EE,CSE, ECE, and FT awarded with NBA accreditation and all the external members congratulated the team worked behind it. AQAR 2022-23 Data Preparation was initiated by IQAC Cell. National Seminar is going to be organized on 9 January 2024 by ECE dept with IEEE CAS Kolkata section. As desired by PMO, Amrit Kaal Vimarsh Vikasit Bharat (@2047 is going to be organized on 9 January 2024 at Institute level.	NBA received for EE,CSE and ECE for 4 years and FT received NBA for 6 years. AQAR for 2022-23 was submitted. All the events were organized.

Agenda 3 : Analysis of the ongoing curriculum feedback from stakeholder

Resolution: It was discussed that R23 Curriculum feedback was taken from faculty, student, alumni and employer. All the stakeholders have given their opinion on specific question and on that basis analysis was done.

Agenda 4 : Result analysis of last even semester 2023-24

Resolution: In the meeting summary of result analysis of even semester 2023-24 was shown. Graphical representation of comparison of SGPA-wise Results of even semester in between 2022-23 and 23-24 was also mentioned. Members suggested that the students who are getting below 7 in semester in-depth analysis should be done by the subject teacher after interacting with the students.

Agenda 5: Proposal submitted/proposed for organizing Seminar/ workshop/ conference/ FDP on emerging topic to funding agencies.

Resolution: In the meeting a list was shown containing that a good number of faculty members from all the branches have applied for seminar/workshop/conference/FDP grant. Some of them have received it and some proposals are under review.

Agenda 6: Research grant (Applied/Received)

Resolution: In the meeting a list was shown containing that a good number of faculty members from all the branches have applied for research grant. Some of them have received it and some are under review. Members suggested including business plan, sustainable eco system, creativity, Intellectual Property Right in FDP/research proposal. FDP programme can be in collaboration with industry.

Agenda 7: Publications of faculty and Students

Resolution: Detailed publication list of faculty members and students were shown to the members. They appreciated that GNIT students and faculty members are having good number of publication in reputed journals, book chapters, and national/internal conferences. List of patent (applied/published/grant) was also shown in front of the panel.

Agenda 8: Proposal submitted for In-house funding (Seed Grant)

Resolution: In the meeting chairperson of IQAC cell mentioned that JIS group has one policy under which faculty members can apply for seed grant. Till date 12 proposals were submitted for seed grant and those are under review by expert committee.

Agenda 9: Reporting of Industry-Institute Interaction through Membership & MoUs' Even semester 2024

Resolution: In the meeting the list of MoU's including national and international was shown.

Agenda 10: Internship opportunity availed by the students of each department of last semester 2023-24

Resolution : The detailed list of internship was shown in the meeting. Students are doing internship in internsala and different MNCs like Marpu Foundation, Elearning Design Center LLC, Elearning Design Center LLC, DeepThought Edutech Ventures Private Limited, SeekoG, Wise FinServ, INDIA Redefined, Adyan Consultants Private Limited, Solvaphile, Troopr, Suvidha Foundation, Keyideas Infotech Private Limited, Shine Projects, BYJU'S The Learning App, Technotification, Avishkar Tech Solutions, United Nations Volunteer, Purplle.com, Snapdeal, EarthDay.org India, Quinch Systems Private Limited, Youth India Foundation, United Nations Volunteer, Diyansh IT Services Private Limited, IDBI Federal Life Insurance Company Limited, Cyanberg Technology India Private Limited, IIT Delhi- Rendezvous, Systemic Altruism, Go For Millions Marketing Private Limited, Earth5R, Basti Ki Pathshala Foundation, NayePankh Foundation, Ekatva Foundation, Systemic Altruism, Hamari Pahchan NGO, Muskurahat Foundation, MiStay, InAmigos Foundation, NayePankh Foundation, Systemic Altruism, She Can Foundation, APOGEE, BITS Pilani, Shiga Edutainment, Elearning Design Center LLC, NSS IIT Delhi,, and many more.

Members suggested that when the students are going for internship they have to submit the report. In the final presentation if industry people can be invited (either in offline or online mode) their suggestion can be incorporated in the report.

Agenda 11: Annual report preparation of IIC, IIPC, EDC cell

Resolution: Annual report prepared by the convener of IIC, IIPC, EDC cell was shown in the meeting. Members appreciated that different sort of activities carried out by the institute. They suggested that in different activities faculty members and students should register in professional society. More industry interaction was also suggested.

Agenda 12: Proposal submission for strategic plan for Institutional Development Plan (IDP)

Resolution: In the meeting it was suggested that a strategic plan for Institutional Development Plan (IDP) to improve its academic quality, governance, infrastructure, research, and overall performance over a defined period should be submitted.

Agenda 13: NPTEL Status of ongoing semester

Resolution: In the meeting detailed list of students who are enrolled in NPTEL was shown.

Agenda 14: Revision of Academic and Administrative Audit committee

Resolution: In the meeting it was discussed that Academic and Administrative audit will be completed by November, 2024.

Agenda 15: Review the status of energy audit for of last semester 2023-24

Resolution: In the meeting it was discussed that as per management approval, service order has been issued to Vendor M/S Sonar Bharat on 3rd October, 2024 for i) Energy Audit, ii) Environment Audit, iii) Green Audit for 2023-24.

Agenda 16: Any other matter with the permission of the chair

Resolution : In the meeting members suggested establishing an Incubation lab for interdisciplinary work.

The Meeting ended with vote of thanks.

S. Roy

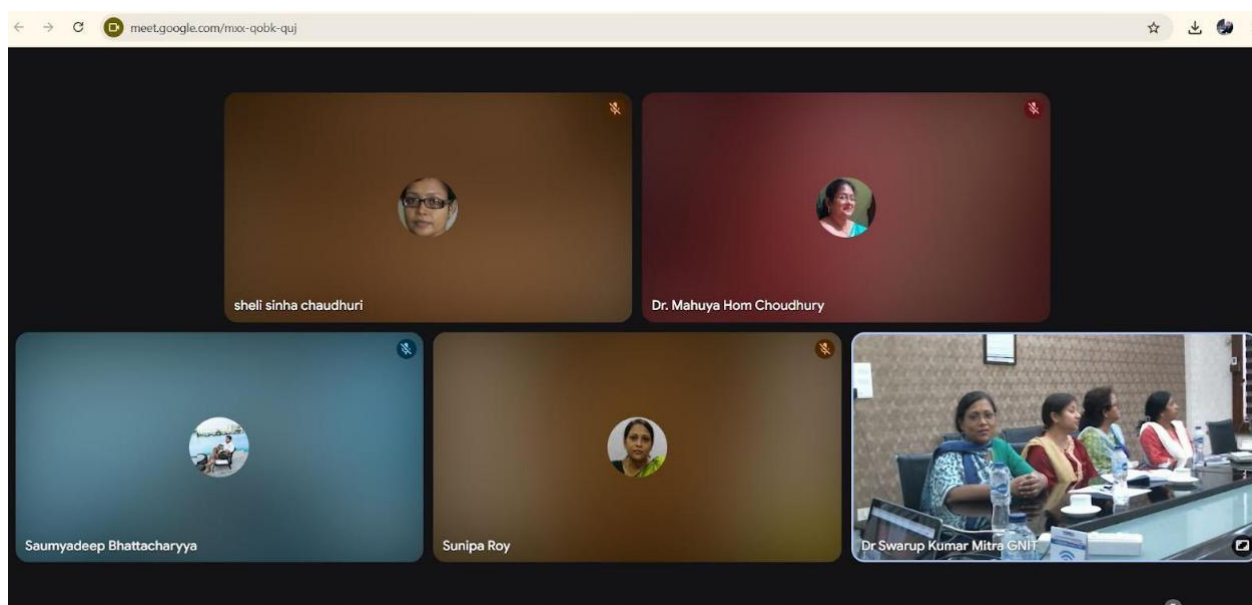
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Dr. Sunipa Roy
Dean, R & D
IQAC, GNIT

Prof. (Dr.) Swarup Kr. Mitra
Principal
Chairperson, IQAC



Guru Nanak Institute of Technology

Attendance Sheet

Date: 07.05.2025

Sub: IQAC Cell

Sl. No	Name	Department	Designation	Contact No	Signature
1	Dr. Swarup. Kr. Mishra	Admin	Principal.	9432012685	Dr. M. 5/5/25
2	Dr. SUNIYA ROY	ECE	Head of IQAC Coordinator	9830751550	S. Roy
3	Dr. Kakali Banerjee	FT	Dean - Academics	7980382909	Dr. 5/5/25
4	Dr. Suparna Dasgupta	Admin.	COE	8017432180	S. Dasgupta
5	Dr. Mahamuda Sultana	CSE	Associate Professor	4870366144	Dr. 7/5/25
6	Dr. Apurba Saha	CSE	Associate Prof.	8017451580	Dr. 7/5/25
7	Dr. Arindam Kr. Chakrabarty	Admin	Registrar (Acad.)	7830723653	Dr. 07/05/25
8	Dr. Saumya Bhatnagar	CSE	HOD	9830141645	Dr. 07/05/25
9	Manjona Han Choudhary	CE	scientist		} online.
10	Shelly Saha Choudhary	J. U.	Professor		
11	Saumydeep Bhatnagar	Accounting			
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