Guru Nanak Institute of Technolgy
157/F Nilgunj Road , Panihati, Kolkata-700114,
West Bengal

Ref No : GNIT/IQAC/2025/01 Date:22/11/2025

Minutes of the Meeting

Date: 07.11.2025
Time: 11:00 a.m. Venue: Conference Hall

1st meeting of IQAC Cell, GNIT of AY 2025-26 was held on 17th November 2025 at conference hall, GNIT and the following agenda were discussed.

Agenda:

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. R25 curriculum development as per AICTE notification and status of implementing new value-added courses, skill-enhancement programs following NEP 2020 guidelines for even semester 2025-26
4. Result analysis of last Odd semester 2025-26 and Gap analysis and continuous improvement training
5. Proposal submitted/received/ongoing for organizing Research Grant/ Seminar/workshop/conference/FDP on emerging topics to funding agencies
6. Seminar/conference/FDP organized and attended (Govt./Non Govt.)
7. Report of AICTE IDEA Lab
8. Publications of faculty and Students (November, 2025-March, 2026) only referred journal/conferences/book/book chapter/ Patents
9. Reporting of industry-institute interaction & MoUs' odd semester 2025-26
10. Internship opportunity availed by the students of each department of last odd semester 2025-26
11. Number of students benefited from scholarship A.Y. 2025-26
12. Implementation status of IDP
13. Placement status of 2026 pass-out batch
14. Remarkable Student Achievements
15. Remarkable Faculty Achievements
16. Effective Mentoring System
17. Events organized by the Department/Institute
18. Report of outreach programs/ events related to NSS/NCC initiatives
19. Review & Implementation of SDGs
20. Review of IDP
21. Preparation of AQAR / NAAC Requirements and Academic and Administrative Audit
22. 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. Ipsita Saha	Associate Professor, CSE Dept.	Coordinator
3	Dr. Aveek Chattopadhyaya	Assistant Professor, EE Dept.	Co-coordinator
4	Dr. Adhish Kr. Chakrabarty	Administration	Member
5	Dr. Suparna Biswas	Administration	Member
6	Dr. Mahmuda Sulatana	HOD, B.Sc. Dept.	Member
7	Prof. Sheli Sinha Chowdhury	Jadavpur University	Nominee from Academia
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	TCS	Nominee from Industry
10	Prof. Rajat Subhra Chakraborty	CSE, IIT KGP	Nominee from Academia
11	Mr. Debdutta Guha	MSME Representative	Nominee from Industry
12	Mr. Saumyadeep Bhattacharya	Accenture	Nominee from Alumni

Members Absent:

Sl. No	Name	Department	Designation
1	Dr. Suman Bhattacharya	HOD, CSE Dept.	Member

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Minutes of the Meeting:

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

Resolution : In the meeting of IQAC cell the minutes of the last meeting held on 7th November, 2025 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 l: To confirm and approve the minutes of the last IQAC meeting	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.	The action taken report was presented before IQAC members.	The action taken report was presented before IQAC members.
Agenda 3: R25 curriculum approval and execution in line with new POs as set by NBA	As per the NBA guideline with 11 PO, in compliance with that GNIT is framing its new curriculum R25. Approval has been taken from Academic Council	Approval for R25 of ongoing semester was taken and for upcoming semester it is to be taken.
Agenda 4: Result analysis of last Even semester.	In the meeting summary of result analysis of even semester 2024-25 was shown. Graphical representation of comparison of SGPA-wise Results of even semester in between 2024-25 and 2023-24 was also mentioned.	Experts appreciated the result analysis.
Agenda 5: Proposal submitted for organizing Seminar/workshop/conference/FDP on emerging topics to funding agencies	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. Committee suggested much more application from each department.	A good number of proposals were submitted.

Agenda 6: Seminar/conference/FDP organized and attended by the faculty (Govt./Non Govt.)	A detailed list was shown for Seminar/conference/FDP organized and attended by the faculty (Govt./Non Govt.).	Experts appreciated this process.
Agenda 7: Inauguration of IPR Cell sponsored by WBDST	IPR Cell, WBDST sponsored Rs. 50,000/- was inaugurated at GNIT on 19th August, 2025.	The feedback of the workshop was very much satisfactory
Agenda8: Research/project grant (Applied/Received/ongoing) (Applied/Received/ongoing)	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.	Experts appreciated this process and encouraged to submit more.
Agenda 9: Publications of faculty and Students (May- Oct, 2025) only referred-journal/conferences/book/ book chapter including Patents	List of publications was presented. Committee suggested improving the number in referred journals.	Experts appreciated this process and encouraged to submit more.
Agenda 11: Industry visits arranged by the departments in this tenure and the outcome	The detailed industry visits from different departments were shown in the meeting.	Experts appreciated this process.
Agenda 12: Approval of IDP	Institutional Development Plan (IDP) was proposed for its execution, monitoring, and periodic review in accordance with the institution's strategic objectives. The plan was approved by the authority.	Experts approved the plan.
Agenda 13: Govt. fund received if any other than research project/ conferences	The sanctioned AICTE IDEA lab grant was highly appreciated by all the members. It was also proposed to go submission of more research proposals from different funding agencies. Later it was placed that six AICTE- RPS proposals has been submitted from the institute and results are awaited	Delegates along with management teams inaugurated IDEA lab successfully.
Agenda 14: Remarkable Outreach activity by the faculty/ collaboration with Govt institute	Some remarkable activities by the faculty/ collaboration were shown.	Members appreciated this.
Agenda 15: Infrastructural development if any	In the meeting it was presented that some infrastructural improvements like new	This is a continuous process for overall

	machines with configuration-i7 13620H Processor, 16GB Ram , 512 ssd and P348 Workstation , Core i7/11/gen, RAM - 16GB/512 SSD were received.	improvement.
Agenda 16: Faculty Training arranged by the institute	3 National and 1 international FDP was organized.	Experts encouraged to organize more.
Agenda 17: Remarkable Student achievements if any	In the meeting enormous number of remarkable student achievements was presented. Committee members highly appreciated this. It was proposed to keep separate category on interdisciplinary projects in the coming institutional Tech FEST to be organized on February.	Experts appreciated student achievement and interdisciplinary projects was part of the institutional annual Tech Fest(TESSERACT 2K26) which was held on 28th & 29th March.
Agenda 18: Special contribution towards institute by the faculty members if any	In the meeting special contribution towards institute by the faculty members were presented. Committee members highly appreciated this.	Committee members highly appreciated this and appreciated more.
Agenda 19: Any other matter with the permission of the chair	In the meeting Institutional Development Plan (IDP) was presented and all the members accepted the proposal. Dr. Mahuya Hom Choudhury, West Bengal State Council of Science & Technology (WBSCST), Department of Science & Technology and Biotechnology (DSTBT) suggested that as GNIT publishes good number of patents every year, it would be good to apply in National Intellectual Property Award in the patent portal.	Committee members highly appreciated this.

Agenda 3 : R25 curriculum development as per AICTE notification and status of implementing new value-added courses, skill-enhancement programs following NEP 2020 guidelines for even semester 2025-26.

Resolution: It was concluded that the R25 Curriculum has been successfully developed based on comprehensive stakeholder feedback. Furthermore, various value-added courses and skill-enhancement programs aligned with NEP 2020 guidelines have been implemented for the even semester 2025-26. These initiatives have secured all necessary statutory approvals from the Departmental Academic Committee (DAC), Board of Studies (BOS), Academic Council (AC), and Board of Governors (BOG).

Agenda 4 : Result analysis of last Odd semester 2025-26 and continuous improvement

Resolution: A comprehensive summary of the result analysis for the **Odd Semester 2025-26** was presented to the committee. The presentation included a **graphical comparison** of SGPA-wise performance between the 2024-25 and 2025-26 academic years. Based on this comparative data, the committee noted a clear trajectory of **continuous improvement** in student performance and expressed satisfaction with the current academic trends.

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

Resolution: An exhaustive list was presented, showing that several faculty members across all branches have applied for seminar, workshop, conference, and FDP grants. While some grants have already been awarded and others remain under review, the committee strongly recommended that all departments increase the volume of submissions, specifically focusing on applications within emerging technology sectors.

Agenda 6: Seminar/conference/FDP organized and attended by the faculty (Govt./Non Govt.).

Resolution: A significant number of seminars, conferences, and FDPs were successfully organized across all departments, accompanied by strong participation from the faculty. A detailed list of these organized and attended events, including both Government and Non-Government initiatives, was presented during the meeting.

Agenda 7: Report of AICTE IDEA Lab

Resolution: A detailed report on the inauguration of the AICTE IDEA Lab was presented. The committee thoroughly discussed how the facility will serve as a vibrant ecosystem for students to explore innovative ideas and develop prototypes, an initiative that was highly appreciated by all members.

Agenda 8: Publications of faculty and Students (December, 2025-March, 2026) only referred journal/conferences/book/book chapter/ Patents

Resolution: A comprehensive list of publications was presented during the meeting. While acknowledging the current output, the committee strongly recommended focusing on increasing the number of publications in high-quality, refereed journals.

Agenda 9: Reporting of industry-institute interaction & MoUs' odd semester 2025-26.

Resolution: The members reviewed the report on activities conducted under existing Memorandums of Understanding (MoUs) for the Odd Semester 2025-26 and expressed their appreciation for the diversity of initiatives undertaken. To further strengthen the industry-institute ecosystem, it was resolved that:

- **Professional Registration:** The institute shall actively encourage and facilitate faculty members and students to register with relevant **professional societies** as part of their collaborative activities to enhance networking and technical growth.
- **Expansion of Partnerships:** The Department/Training & Placement cell shall prioritize the execution of **additional industry MoUs** to broaden the scope of internships, industrial visits, and consultancy projects.

A structured roadmap for the upcoming semester will be developed to ensure higher engagement levels within these professional bodies.

Agenda 10: Internship opportunity availed by the students of each department of last odd semester 2025-26

Resolution: A detailed report outlining the internships completed by students was presented and reviewed. The committee expressed its appreciation for the current engagement levels; however, it strongly recommended that further measures be taken to ensure that internship opportunities are availed by 100% of the student body across all departments to enhance practical industry exposure

Agenda 11: Number of students benefited from scholarship A.Y. 2025-26

Resolution: A detailed report, including scholarship names and the corresponding number of beneficiaries, was presented to the committee. The members expressed their appreciation for the significant number of students benefiting from schemes such as Aikashree, Kanyashree, and other various financial aid programs. The committee acknowledged the positive impact of these scholarships on student welfare and academic accessibility.

Agenda 12: Implementation status of IDP

Resolution: The committee members noted that the Institutional Development Plan (IDP) has been implemented successfully from 2025-26 across the institution. The implementation status was reviewed and appreciated, with a recommendation for continuous monitoring and periodic updates to ensure sustained institutional development.

Agenda 13: Placement status of 2026 pass-out batch

Resolution: The committee reviewed the detailed placement list and expressed appreciation for the quality of the starting pay packages and the prestige of the recruiting companies. However, members emphasized the need to improve the overall placement percentage to ensure a higher number of students are successfully transitioned into the industry..

Agenda 14: Remarkable Student Achievements

Resolution: The committee reviewed the comprehensive list of remarkable student achievements presented during the meeting. Members expressed great pride and unanimously applauded the students for their exemplary performance and dedication. The accolades span various disciplines and include recognitions at both national and international levels, further cementing the institution's reputation for excellence.

Agenda 15: Remarkable Faculty Achievements

Resolution: A showcase of remarkable faculty achievements and collaborative initiatives was presented. The committee members expressed their deep appreciation for these accomplishments.

Agenda 16: Effective Mentoring System

Resolution: The committee members unanimously praised the effective mentoring system that has been successfully and uniformly adopted across all departments.

Agenda 17: Events organized by the Department/Institute

Resolution: A detailed list of events organized by the institute and its respective departments was reviewed. While acknowledging these efforts, the members recommended prioritizing future events focused on emerging fields and technologies.

Agenda 18: Report of outreach programs/events related to NSS/NCC initiatives

Resolution: A detailed report highlighting outreach activities conducted under NSS/NCC initiatives—including a blood donation camp and donation drives for an old age home—was discussed. All members enthusiastically applauded these community service efforts.

Agenda 19: Review & Implementation of SDGs

Resolution: Activities relating to Sustainable Development Goals (SDGs), including recent energy and green audits, were presented. The committee also discussed and reviewed several upcoming SDG-related initiatives.

Agenda 20: Review of IDP

Resolution: The Institutional Development Plan (IDP) was reviewed as a systematic framework for evaluating the institution's vision, goals, and progress toward academic and infrastructural excellence. Discussions highlighted key areas—such as curriculum quality, teaching-learning processes, research, industry collaboration, and governance—focusing on upcoming activities designed to identify strengths and bridge gaps, thereby ensuring strict alignment with national education policies and global standards.

Agenda 21: Preparation of AQAR / NAAC Requirements and Academic and Administrative Audit

Resolution: To ensure the smooth functioning of academic and administrative operations and to facilitate AQAR/NAAC preparation, an internal Academic and Administrative Audit was successfully conducted on April 9, 2026. The committee noted that the external audit is scheduled for April 27, 2026. Furthermore, the Academic and Administrative Audit for the 2025-26 academic year will take place following the commencement of the upcoming odd semester.

Agenda 22: Any other matter with the permission of the chair

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Resolution: The formal proposal for the Institutional Development Plan (IDP) was presented and unanimously accepted by all members. Additionally, Dr. Mahuya Hom Choudhury (WBSCST, DSTBT) commended GNIT for its consistently high number of annual patent publications and proposed exploring further collaborative opportunities in this domain.

The meeting concluded with a vote of thanks to the Chair.

Saha

Chattopadhyaya

SKMitra.

Dr. Ipsita Saha Coordinator IQAC, GNIT	Dr. Aveek Chattopadhyaya Co-Coordinator IQAC, GNIT	Prof. Swarup Kr. Mitra Principal Chairman, IQAC

Few Glimpses are attached here:

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Attendance:

Guru Nanak Institute of Technology
2nd Meeting of IQAC of AY 2025-26
Attendance Sheet

Date 17-04-2026

Sl. No.	Name	Designation, Organization	Signature
1.	Sougata Sarkar	Architect Technology Cognizant	[illegible]
2.	Sheli Sinha Chaudhuri	Professor, ETCE, JU	S. S. Chaudhuri
3.	Dr. Swarup Kr. Mitra	Professor, Principal, GNIT.	S.K. Mitra 17/04/26
4.	Dr. Ashish Kr Chakraborty	Registrar (Acting), GNIT	[illegible] 17/04/26
5.	Dr. Suchismita Chakrabarti	Dean, Student Affairs, GNIT	[illegible] 17/4/26
6.	Dr. Aveek Chattopadhyaya	Assistant Professor, EE, GNIT IQAC, Co-ordinator	[illegible] 17/04/2026
7.	Dr. Suparna Biswas	COE, GNIT	S. Biswas
8	Dr. Mahamuda Sultana	Professor, CSE	[illegible] 17/04/2026
9.	Dr. Arpita Sha	Asso. Prof. CSE & IQAC Coordinator, GNIT	[illegible] 17/4/26
10.	Mr. Debabrata Saha	MSME, Nominee from Industry	online
11.	Prof. Rajat Subhra Chakraborty	IIT KGP, Nominee from Academia.	Joined online.
12.	Mr Soumyadeep Bhattacharyya.	TCS, Nominee from Alumni	Joined online.
13.	Dr. Mahuya Hom Chowdhury	West Bengal State Council of Science & Tech, DSTBT, Nominee from local society	Joined online. Joined online.