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

Ref No : GNIT/IQAC/2026/01 Date:16/10/2026

# Minutes of the Meeting

Date: 12.10.2026
Time: 3:00 p.m. Venue: Conference Hall

Meeting of IQAC Cell of AY 2026-27 was held on 12nd October, 2026 at conference hall and the following agenda were discussed.

**The agendas of the meeting:**

1. IQAC logo design
2. Academic & Administrative Audit for 2025-26
3. IQAC Meeting for odd semester 2026-27
4. Any other matter with the permission of the chair

All members are requested to be present.

**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. Suman Bhattacharyya | Prof. & HOD,CSE Department | Member |
| 7 | Dr. Mahmuda Sulatana | Prof.,CSE Department | Member |
| 8 | Dr. Srabani Biswas | Faculty, CSE Department | Member |
| 9 | Dr. Bapita Roy | HOD, ECS Department | Member |
| 10 | Dr. Avali Banerjee | HOD, ECE Department | Member |
| 11 | Dr. Debasree Saha | R&D Coordinator | |
| 12 | Ms. Suparna Karmakar | Faculty,IT Department | |
| 13 | Dr. Dolonchapa Sikdar | HOD, FT Department | |

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| 14 | Dr. Barnali Kundu | HOD, EE Department | |
| 15 | Mr. Nirvik De | Faculty, BBA Department | |
| 16. | Mr. Chiranjib Dutta | HOD,CA Department | |
| 17 | Dr. Indrajit Bose | HOD, ASHU Department | |

Agenda 1: IQAC logo design

Resolution: It will be held under the banner of IQAC in December, 2026

Agenda 2: Academic & Administrative Audit for 2025-26

Resolution: Academic & Administrative Audit for 2025-26 will be done in January, 2027

Agenda 3: IQAC Meeting for odd semester 2026-27

Resolution: IQAC Meeting for odd semester 2026-27 will be on 21st December, 2026. All the HODs are requested to submit the data within 14th December, 2026.

4. Any other matter with the permission of the chair

Resolution: An NBA awareness programme was organized from the institute level on 13th October, 2026 to sensitize faculty members and students about the NBA accreditation framework and Outcome-Based Education (OBE). The programme highlighted the importance of Course Outcomes (COs), Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and their attainment. It also emphasized the significance of continuous assessment, systematic documentation, and quality enhancement in technical education. The session encouraged active participation of faculty members in implementing NBA guidelines and fostering a culture of continuous improvement across the institution.

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The Meeting ended with vote of thanks.
Thanks & Regards,

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

PRINCIPAL
GURUNANAK INSTITUTE OF TECHNOLOGY

Copy to:
1. Principal, GNIT
2. All IQAC cell members