GNIT

Internal Quality Assurance Cell
Guru Nanak Institute of Technology
157/F, Nilgunj Road, Panihati, Kolkata-700114
Email: iqac@gnit.ac.in **Website:** www.gnit.ac.in

Ref: GNIT/IQAC/2017/02

Date: 12.12.2017

NOTICE

IQAC

This is to inform all the members that a meeting of Internal Quality Assurance Cell of GNIT will be held on 22nd December 2017 at 2.30 p.m. at conference Hall.

The agenda of the meeting is given below.

1. **To confirm and approve the minutes of the last IQAC meeting held on 18/08/2017.**
2. **To note and ratify the action taken report (ATR) of the last IQAC meeting.**
3. **Continuation of AICTE MODROB-RPS, UGC minor projects.**
4. **Installation of Security Cameras**
5. **Arrangement of need-based tutorial sessions**
6. **Making the campus a Green Zone by incorporating E-Waste management, Water and Energy saving schemes etc.**
7. **Organizing 1 month student Exchange program in AIT, Bangkok.**
8. **Miscellaneous**

All members are requested to be present.

With regards and thanks,

Dr. Arun Kumar Mondal

Coordinator

IQAC,GNIT

Copy to:

1. Principal, GNIT

2. All HODs

3. Registrar/Deans

4. All IQAC cell members

MEMBERS OF IQAC CELL:

S. No.	Name	Designation and Department		IQAC Designation
1	Prof.(Dr.)Santanu Kr. Sen, Principal	Principal	Admin	Chairman
2	Prof.(Dr.) Arun Kumar Mondal	Professor	HOD ECE	Coordinator
3	Prof.(Dr.) Annapurna Das	Director	Admin	Advisor
4	Prof.(Dr.) Sisir Kumar Das	Dean	Admin	Member
5	Prof. (Dr.) Shyamal Kumar Ghosh	Professor	EE	Member
6	Prof. (Dr.) Parimal Chattopadhyay	Professor	FT	Member
7	Prof. (Dr.) Subir Ray	Professor	EE	Member
8	Prof. (Dr.) Indrajit Bose	Professor	ASH	Member
9	Dr. Kakali Bandyopadhyay	Associate Professor	FT	Member
10	Dr. Sunipa Roy	Associate Professor	ECE	Member
11	Dr. Prabal Deb	Professor	EE	Member
12	Mr. Animesh Kar	Asst. Professor	MCA	Member
13	Mr. Moloy Dhar	Asst. Professor	CSE	Member
14	Mr. R.S. Bhattacharyya	Chief Area Manager,	Indian Oil Corporation	External Member
15	Mr. Basudeb Dey	Managing Director	Bentron Power System, Kolkata	External Member

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MINUTES OF THE IQAC MEETING

AUGUST 2017

A meeting was held on 22nd December, 2017 at the Conference Room of GNIT. The following agenda were discussed:

1. To confirm and approve the minutes of the last IQAC meeting held on 18/08/2017.
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Continuation of AICTE MODROB-RPS, UGC minor projects.
4. Installation of Security Cameras
5. Arrangement of need-based tutorial sessions
6. Making the campus a Green Zone by incorporating E-Waste management, Water and Energy saving schemes etc.
7. Organizing 1 month student Exchange program in AIT, Bangkok.
8. Miscellaneous

Members Present:

Name	Designation and Department		
Dr. Annapurna Das	Director	Admin	Advisor
Dr. Santanu Kumar Sen	Principal	Admin	Chairman
Dr. Sisir Kumar Das	Dean	Admin	Member
Dr. Arun Kumar Mondal	HOD, Professor	ECE	Convenor
Dr. Shyamal Kumar Ghosh	Professor	EE	Member
Dr. Parimal Chattopadhyay	Professor	FT	Member
Dr. Subir Ray	Professor	EE	Member
Dr. Indrajit Bose	Professor	ASH	Member
Dr. Kakali Bandyopadhyay	Associate Professor	FT	Member
Dr. Sunipa Roy	Associate Professor	ECE	Member
Mr. BasudebDey	Managing Director	Bentron Power System, Kolkata	External Member
Dr. Prabal Deb	Professor	EE	Member
Mr. R.S. Bhattacharyya	Chief Area Manager,	Indian Oil Corporation	External Member

The following members were absent:

Name	Designation and Department		
Mr. Animesh Kar	Asst. Professor	MCA	Member
Mr. Moloy Dhar	Asst. Professor	CSE	Member

➢ **Agenda 1:** To confirm and approve the minutes of the last IQAC meeting held on 18/08/2017.

The IQAC discussed and considered the minutes of the last meeting held on 18th August, 2017 copy of which was circulated to the members. No Comments were received in writing.

Resolution: The draft minutes of the meeting held on 18th August, 2017 was confirmed.

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

Resolution: The action taken report was presented before IQAC members.

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Item	Resolution	Action Taken
Agenda 1. **To confirm and approve the minutes of the last IQAC meeting held on 18/08/2017.**	The IQAC discussed and considered the minutes of the last meeting held on 18th August, 2017 copy of which was circulated to the members	The draft of the meeting was confirmed
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.	Approved by the members
Agenda 3 **Discussion on implementation of Students Chapter of Institute of Engineer**	IE student chapter started to function and with the effort of faculties and students some technical events like research paper writing competition, poster presentation etc. have been organized.	Events organized
Agenda 4 **Life Institutional Membership of ISTE**	The institute with the support of management life institutional membership of ISTE have been bought for the interested faculty members.	Budget sent to FC for buying membership.
Agenda 5 **Conduction of ACM ICPC 2018 as the Regional Centre**	As per the decision taken in the previous meeting, the institute along with the financial support of the management applied for the NODAL centre of the state to host the ICPC 2018 of ACM chapter.	Budget prepared and sent for the approval to the FC
Agenda 6 **Coding club establishment for all students**	IQAC members took initiative to circulate the notice to form coding club for CSE, IT, ECE, AEIE, EE students. Faculty members are chosen as coordinator, motivator to look after the club so that it can run smoothly.	Initiative taken by each department.
Agenda 7 **Miscellaneous.**	The HOI circulated strict notification for maintain the decorum of the institute along with the attendance.	Noted

> **Agenda 3:** Continuation of AICTE MODROB-RPS, UGC minor projects.

Resolution:

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It has been decided in the meeting that the grant AICTE MODROB-RPS which has been received as a UGC minor project will be continued till the completion of the entire project work.

➢ **Agenda 4:** Installation of Security Cameras

Resolution:

It has been finalized that more than **145 Security Cameras** across the campus will be installed for **360 degree infrastructural surveillance.**

➢ **Agenda 5:** Arrangement of need-based tutorial sessions

Resolution:

Institute has decided to arrange a need-based tutorial sessions for the students on GATE, GRE, MAT, CAT, Civil Service Examinations etc. so that they can qualify these exams with ease.

➢ **Agenda 6:** Making the campus a Green Zone by incorporating E-Waste management, Water and Energy saving schemes etc.

Resolution:

Initiative has been taken to make the campus as Green Zone by incorporating E-Waste management, Water and Energy saving schemes etc.

➢ **Agenda 7:** Organizing 1 month student Exchange program in AIT, Bangkok.

Resolution:

It was decided in the meeting with the kind permission of the management that 1 month student Exchange program in AIT, Bangkok will be organized for live industry exposure of the students.

➢ **Agenda 8:** Miscellaneous

Resolution:

Establishment of multi-platform digital communication system for availability of information at home to students and guardians will be arranged.

Meeting ended with vote of thanks by the Principal.

Dr. Arun Kumar Mondal
Coordinator, IQAC, GNIT

Prof. (Dr.) Santanu Kr. Sen
Chairman, IQAC, GNIT

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