



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/2019/02

Date: 16.12.2019

NOTICE

IQAC

This is to inform all the members that a meeting of Internal Quality Assurance Cell of GNIT will be held on 26th December, 2019 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 20/08/2019.
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Re-structure of present Committee inclusion of new members.
4. Review IQAC activities for Departmental and Institutional Level.
5. Intimation about **Annual Quality Assurance Report (AQAR) 2017-18**
6. Preparation and suggestion for AQAR for 2018-2019.
7. Miscellaneous

All members are requested to be present.

With regards and thanks,

Paramita Banerjee

Dr. Paramita Banerjee
Coordinator
IQAC,GNIT

Copy to:

1. Principal, GNIT
2. All HODs
3. Registrar/Deans
4. All IQAC cell members

MEMBERS OF IQAC CELL:

Sl. No.	Name	Department/ Work Status	Designation	IQAC Designation	Representation As Per Norms
1	Prof. (Dr) Santanu Kr. Sen	Administration	Principal	Chairperson	Head of the Institute
2	Dr. Paramita Banerjee	AEIE	Associate Professor	Coordinator	Coordinator
3	Dr. Sisir Kumar Das	ECE	Dean R & D	Member	Teacher
4	Dr. Sekhar Ranjan Bhadra Chowdhury	ECE	Professor	Member	Teacher
5	Dr. Sunipa Roy	ECE	HOD of ECE	Member	Teacher
6	Dr. Annapurna Das	ECE	EMERITUS PROFESSOR	Member	Teacher
7	Prof. (Dr.) Subir Ray	EE	Professor	Member	Teacher
8	Prof. (Dr.) Shyamal Kumar Ghosh	Professor	EE	Member	Teacher
9	Prof. (Dr.) Vir Singh	Professor	ASHU	Member	Teacher
10	Dr. Sucharita Bhattacharyya	ASHU	Dean Student Affairs	Member	Teacher
11	Mrs. Srabani Kundu	CSE	Assistant Professor	Member	Teacher
12	Mr. Indranil Roy Chowdhury	Sr. Manager – AI/ML & Cognitive	CTS	Member	Employer/Industrialist
13	Mr. Tapas Sen	CEO	TNS Consultancy Services	Member	Employer/Industrialist
14	Prof. (Dr.) Amalendu Ghosh	IEST	Professor (Retd)	External Member	External Expert
15	Prof. Achintya Das	Kalyani Govt. Engineering College	Professor	External Member	External Expert
16	Mr Adish Kumar Chakraborty	Administration	Registrar	Member	Senior Administrative Officers
17	Mr. Avisek Choudhury	Tata Consultancy Services	IT Analyst	External Member	Alumni
18	Mr. Sayantan Saha	Entrepreneur	Founder, Medera Healthcare Technologies	External Member	Alumni
19	Dr. Kakali Bandyopadhyay	FT	HOD of FT	Member	Teacher



Internal Quality Assurance Cell Guru Nanak Institute of Technology

157/E, Nilgunj Road, Panihati, Kolkata-700114

	Dr. Barnali Kundu	Email: iqac@gnit.ac.in	Website: www.gnit.ac.in	Member	Teacher
20	Dr. Sangeeta Bhattacharya	CSE	HOD of CSE	Member	Teacher
21	Dr. Sucharita Chakraborty	ASH	HOD of ASH	Member	Teacher
22	Mr. Sudip Ghosh	IT	HOD of IT	Member	Teacher
23	Ms. Bapita Roy	AEIE	HOD of AEIE	Member	Teacher
24	Ms. Debashruti Ganguly	BHM	HOD of BHM	Member	Teacher
25	Mr. Chiranjib Dutta	CA	HOD of CA	Member	Teacher
26	Mr Simarpreet Singh	JIS Group	Director	Member	Management Representative
27	Mr. Saswata Mukhopadyay	Current Student	Student	Member	Student Member
28	Ms. Saurjaynee Biswas	Current Student	Student	Member	Student Member
29	Mr Kallol Pal	Accounts	Accounts Officer	Member	Accounts
30					

MINUTES OF THE IQAC MEETING

AUGUST 2019

A meeting was held on 26th November, 2019 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 20/08/2019.
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Re-structure of present Committee inclusion of new members.
4. Review IQAC activities for Departmental and Institutional Level.
5. Intimation about **Annual Quality Assurance Report (AQAR) 2017-18**
6. Preparation and suggestion for AQAR for 2018-2019.
7. Miscellaneous

❖ Members Present:

Sl. No.	Name	Designation	IQAC Designation
1	Prof. (Dr) Santanu Kr. Sen	Principal	Chairperson
2	Mr Simarpreet Singh	Director	Member
3	Dr. Sunipa Roy	HOD of ECE	Vice Chairperson
4	Dr. Paramita Banerjee	Associate Professor	Coordinator
5	Dr. Sisir Kumar Das	Professor	Member
6	Dr. Sekhar Ranjan Bhadra Chowdhury	Professor	Member
7	Dr. Vir Singh	Professor	ASHU
8	Prof. (Dr.) Shyamal Kumar Ghosh	EE	Member



Internal Quality Assurance Cell Guru Nanak Institute of Technology

157/E, Nilgunj Road, Panihati, Kolkata-700114

Dr. Annapurna Das Email: iqac@gnit.ac.in Website: www.gnit.ac.in			
9		Professor	Member
10	Prof. (Dr.) Subir Ray	Professor	Member
11	Dr. Sucharita Bhattacharyya	Dean Student Affairs	Member
12	Mrs. Srabani Kundu	Assistant Professor	Member
13	Mr. Indranil Roy Chowdhury	CTS	External Member
14	Mr. Tapas Sen	TNS Consultancy Services	Member
15	Prof. (Dr.) Amalendu Ghosh	Professor(Retd)	External Member
16	Prof. Achintya Das	Professor	External Member
17	Mr Adish Kumar Chakraborty	Registrar	Member
18	Mr. Avishek Choudhury	IT Analyst	External Member
19	Mr. Sayantan Saha	Founder, Medera Healthcare Technologies	External Member
20	Dr. Kakali Bandyopadhyay	HOD of FT	Member
21	Dr. Barnali Kundu	HOD of EE	Member
22	Dr. Sangeeta Bhattacharya	HOD of CSE	Member
23	Dr. Sucharita Chakraborty	HOD of ASH	Member
24	Ms. Bapita Roy	HOD of AEIE	Member
25	Ms. Debashruti Ganguly	HOD of BHM	Member
26	Mr. Chiranjib Dutta	HOD of CA	Member
27	Ms. Saurjaynee Biswas	Student(FT-2017-21)	Member
28	Mr Kallol Pal	Accounts Officer	Member

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

The following members were absent in the meeting:

Name	Designation	IQAC Designation
Mr. Sudip Ghosh	HOD of IT	Ex-Officio Member
Mr. Saswata Mukhopadyay	Student (CSE-2017-21)	Member

The following members were added in the meeting:

Sl. No.	Name	Designation	IQAC Designation
1	Dr. Barnali Kundu	EE	Member
2	Dr. Sangeeta Bhattacharya	CSE	Member
3	Dr. Sucharita Chakraborty	ASH	Member
4	Mr. Sudip Ghosh	IT	Member
5	Ms. Bapita Roy	AEIE	Member
6	Ms. Debashruti Ganguly	BHM	Member
7	Mr. Chiranjib Dutta	CA	Member
8	Mr. Saswata Mukhopadyay	Student (CSE-2017-21)	Member
9	Ms. Saurjaynee Biswas	Student(FT-2017-21)	Member
10	Mr Kallol Pal	Accounts Officer	Member
11	Mr. Avisek Choudhury	IT Analyst	External Member
12	Mr. Sayantan Saha	Founder, Medera Healthcare Technologies	External Member
13	Dr. Sucharita Bhattacharyya	Dean Student Affairs	Member
14	Prof. Achintya Das	Professor	External Member



**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

AGENDA 1: To confirm and approve the minutes of the last IQAC meeting held on 20/08/2019

The IQAC discussed and considered the minutes of the last meeting held on 17th April, 2020 copy of which was circulated to the members. No Comments were received in writing.

Resolution: The draft minutes of the meeting held on 20th August, 2019 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.

ITEM	RESSOLUTION	ACTION TAKEN
1. Agenda 1: To confirm and approve the minutes of the last IQAC meeting held on 29/08/2019.	<p>The IQAC discussed and considered the minutes of the last meeting held on 20th August, 2019 copy of which was circulated to the members. No Comments were received in writing.</p> <p><i>Resolution:</i> The draft minutes of the meeting held on 17th April, 2020 was confirmed.</p>	Noted
<p>AGENDA 2: To note and ratify the action taken report (ATR) of the last IQAC meeting.</p> <p>AGENDA 3: To Plan the Action towards the Quality Enhancement for this academy year.</p>	<p>Action taken report of the last meeting was discussed in detail by the members present and was approved.</p> <p>Upgrading Smart Classrooms: Installation of WiFi Ensuring quality in education through Outcome Based Learning under Autonomous Structure Installation of CCTV Organization of conference, seminar workshop Coding competition BCT</p>	<p>Noted</p> <p>All are arranged</p>



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

AGENDA 3: Re-structure of present Committee inclusion of new members.

Resolution: The coordinator presented the summary of the AQAR 2017-18 and the copies of AQAR submitted to all members prior to the meeting, the IQAC approved the report.

AGENDA 4: Review IQAC activities for Departmental and Institutional Level.

Resolution: In view of the following members of the previous committee who left the organization during 2017-18 the committee decided to take new members.

AGENDA 5: Intimation about Annual Quality Assurance Report (AQAR) 2017-18

The Coordinator presented the summary report to IQAC on:

Curricular Aspects:

- Curriculum has been modified according to the recent trend and approved by Board of Studies and Academic Council by a Committee headed by the Director, GNIT.
- Online Courseware made and uploaded in college website (up to 4th Semester)
- Teaching Learning Process is modified by introducing proper lesson plan PO, CO and mapping as required in Outcome Based Education.
- Regular classes, Attendance, Unit Test, Discipline is being continuously monitoring and found as per requisite standards

Research activity

The IQAC expressed satisfaction over the research activities but also advised to augment the publication in quality journals, to put stress on IPR and Sponsored projects.

Institutional Activities

All Institutional Activities were presented and reviewed and the committee expressed satisfaction on the activities.

Mr Somnath Chatterjee advocated the need for fixation of policy and modus operandi of Academic Audit, its plan. And it was decided that the planning shall be done within the month of December 2018.

It was also proposed that the audit shall be done in two phases. First the IQAC will conduct the internal audit and in the subsequent phase external experts shall be engaged for audit.

AGENDA 6: Preparation and suggestion for AQAR for 2018-2019.

It was decided that the draft AQAR for 2019-20 to be prepared within February 2020.

AGENDA 7: Miscellaneous

Mr Somnath Chatterjee advocated the need for stressing on the engagement of industry adjunct faculties in more frequent manner particularly for Tutorial Practical Classes. The model of Lecture-Tutorial-Practical to be strengthened.

Focus to be given on the Faculty Quality Enhancement and up gradation.

Both the points were accepted by the committee and it was decided to be placed to Academic Council for implementation.

Meeting ended with vote of thanks by the Principal.

Paramita Banerjee

Dr. Paramita Banerjee
Coordinator, IQAC, GNIT

S.K.S.

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

Internal Quality Assurance Cell (IQAC)
Guru Nanak Institute of Technology
157/F, Nilgunj Road, Panihati, Sodepur
Kolkata-700114