Department of Food Technology
GNIT
Minutes of the BOS meeting

Date: 07.09.2020

Venue: R &D Lab Department of Food Technology, **GNIT**   **Time: 03:00 P.M.**

As per the notice dated 27.08.2020 with Ref. No. GNIT/FT/BOS/2020/02, a BOS meeting was held on 07/09/2020 in presence of following experts and members:

Members present (Internal):

1. Dr. Kakali Bandyopadhyay   :Head and Chairman, Dean (Academics)
2. Prof. Utpal Raychowdhury   :Professor, Member
3. Dr. Deborshi De   :Associate Professor, Member
4. Ms. Shairee Ganguly   :Assistant Professor, Member
5. Ms. Sanchita Sinha   :Assistant Professor, Member
6. Ms. Dolanchapa Sikdar   : Assistant Professor, Member
7. Ms. Rosalin Nath   :Assistant Professor, Member
8. Dr. Shiladitya Ghosh   : Assistant Professor, Member
9. Mr. Saikat Mazumder   :Assistant Professor, Member
10. Ms. Madhumita Saha   : Assistant Professor, Member
11. Mr. Souptik Bhattacharya   :Assistant Professor, Member

External Members Present:

1. Dr. Sunita Adhikari   : Associate Professor, Dept. of Food Technology and Biochemical Engineering, Jadavpur University, Kolkata

2. Dr.MadhumitaBasu   : R & D Incharge, Head scientist, CNG Agrocare Pvt. Ltd., Kolkata Biosar

3. Mrs. Krita Ganguli   : Lecturer, Govt. Polytechnic College. (Student Alumni)

Members Absent:
1. Prof. Uttam Raychaudhuri   : Professor, Internal Member
2. Ms. Kaninika Paul   : Assistant Professor, Internal Member

The discussion was based on the following agenda:

Agenda:

1. Confirmation of Minutes of last BOS Meeting
2. Approval of Action taken report of the resolutions taken in the last meeting
3. Review of 7th and 8th Semester autonomy syllabus(R 18).
4. Suggestion on innovative ideas for new project.
5. Suggestion on ideas for Innovative activities.
6. Discussion on online video lectures and virtual lab preparation
7. Discussion about Industry visit and Industry mentor meet
8. Miscellaneous

Resolutions:

Agenda 1: Confirmation of Minutes of last BOS Meeting

The minutes of last BOS meeting was duly confirmed and approved

Agenda 2: Approval of Action taken report of the resolutions taken in the last meeting

Action taken report of last BOS meeting' resolution was noted (vide Annexure I).

Agenda 3: Review of 7th and 8th Semester autonomy syllabus(R 18):

The external experts reviewed the syllabus of 7th and 8th Semester autonomy syllabus (R 18) and suggested some credit transfer for some theory and practical subjects. Regarding the course content of the modules of some subjects the experts suggested some additions (inclusion of more options for reference books) and minor modifications (addition of prerequisite, renaming of few laboratory experiments etc.). Specific points were noted by concerned faculties and the syllabus will be modified by duly following the guideline provided by the experts. The experts also pointed out some modifications required for the OE subjects offered by other departments. Moreover, all the experts reviewed and approved the syllabus as it was found to be well structured and satisfactory.

Agenda 4: Suggestion on innovative ideas for new project:

Dr. Deborshi De suggested to offer some innovative project based collaborative R&D activities along with VABL and SMC for the FT students. The initiative will be started from November, 2020.

Agenda 5: Suggestion on ideas for Innovative activities:

It was discussed some innovative activities will be planned and organized in every sem as value added programme.

Agenda 6: Discussion on online video lectures and virtual lab preparation:

External experts of BOS suggested that the video lectures and the virtual labs must be interactive. They gave some idea of online tools which can make easy to prepare the interactive video lectures and virtual labs.
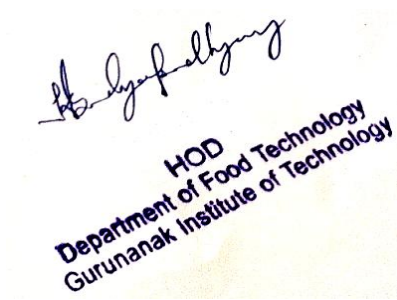
Agenda 7: Discussion about Industry visit and Industry mentor meet:

The experts discussed about arrangement of virtual tours inside some industrial operational units with cooperation and assistance from the concerned industry experts. Identification and selection of such industries will be initiated in November, 2020, so that in the coming semester break this can be organized.

Agenda 8: Miscellaneous:

External experts praised the efforts made by the faculty members and the students regarding publication and other achievements conducted during lockdown period. External experts suggested incorporation of some computer-based courses (multiple options) into the beyond syllabus training curriculum for the next semester to teach about the basic idea and knowledge about coding to the FT students. Discussion on MOOCS basket courses regarding compatibility with FT syllabus was also discussed.

      The meeting ended with vote of thanks by the HOD; FT & Chairman, BOS.

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HOD
Department of Food Technology
Gurunanak Institute of Technology

Head and Chairman
Dr. Kakali Bandyopadhyay

GNIT

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Annexure I
Department of Food Technology
Guru Nanak Institute of Technology
BOS Meeting
Action Taken Report

Following are the Action Taken Report of the BOS meeting held on 09.06.2020:

Agenda No.	Agenda Note	Resolution	Action Taken
Agenda 3	Review of 5th and 6th sem autonomy syllabus under R18	The external experts reviewed the syllabus of 5th and 6th semester and suggested some credit transfer for some theory and practical subjects.	Specific points were noted by concerned faculties and the syllabus was modified by duly following the guideline provided by the experts.

| Agenda 4 | Incorporation of Value-added Courses under beyond curriculum training | Depending on the feedbacks the BOS members have decided to add the following value added courses under the beyond curriculum training:

 • Food Safety Training and Certification (FoSTaC)
 • Time and Task Management
 • Automatic System Design Using Arduino
 • Mobile Application Security
 • Data Analysis using R programming

 The BOS members have also suggested that the industry visit for 2nd and 3rd year students and industry mentor meets can also be included under the value added courses. | These courses are considered as beyond curriculum training and as the topic of Industry mentor Meet, Alumni Meet and other Industrial seminar under value added courses |