

Ref: GNIT/IQAC/2021-22/01

Date: 21.09.2021

**NOTICE**

**IQAC**

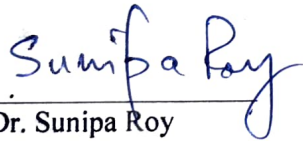
This is to inform all the members that a meeting of the Internal Quality Assurance Cell of GNIT will be held on 28<sup>th</sup> September 2021 at 2.00 p.m. through an online platform.

The agenda of the meeting is given below:

1. To confirm and approve the last minutes of IQAC meeting held on 28th June, 2021
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Analysis of the Exit survey of students 2021
4. Result analysis for even semester 2021
5. Faculty Feedback for Even Sem 2021
6. Extra-Curricular, Co-Curricular, Social Services, extension and Student Club activities during June to September 2021
7. FDP/International Seminar/National Seminar /Workshop/ Alumni Activities organized by the institute during June to September 2021
8. Achievements for Faculty and students during June to September 2021
9. Alumni Meet 2021
10. Miscellaneous

All members are requested to be present.

With regards and thanks,



Dr. Sunipa Roy  
Coordinator  
IQAC, GNIT

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

Copy to:

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

**MEMBERS OF IQAC CELL:**

Sl.	Name of the members	Department	Designation in IQAC
1.	Prof.(Dr) Santanu Kr. Sen	Admin	Chairperson
2.	Dr. Sunipa Roy	ECE	Coordinator
3.	Dr. Rupak Chakraborty	CSE	Member
4.	Mrs. Srabani Kundu	CSE	Member
5.	Dr. Adhish Kumar Chakraborty	Administration	Member
6.	Dr.Kakali Bandyopadhyay	FT	Member
7.	Dr.Barnali Kundu	EE	Member
8.	Dr.Sangeeta Bhattacharya	CSE	Member
9.	Mr.Sudeep Ghosh	IT	Member
10.	Mrs.Bapita Roy	ECS	Member
11.	Mr.Chiranjib Dutta	CA	Member
12.	Mr.Simarpreet Singh	Admin	Member
13.	Dr.Sucharita Chakrabarti	ASH	Member
14.	Dr. Arun Kumar Mandal	ECE	Member
15.	Mr Kallol Pal	Accounts	Member
16.	Mr. Indranil Roy Chowdhury	TCS	External Member
17.	Mr.Tapas Sen	TNS Consultancy Services	External Member
18.	Prof.(Dr.)Amalendu Ghosh	IEST	External Member
19.	Prof. Achintya Das	Kalyani Govt. Engineering College	External Member
20.	Mr.Avishek Choudhury	Tata Consultancy Services	External Member
21.	Mr.Sayantan Saha	Medera Healthcare Technologies	External Member
22.	Mr.Saumyadeep Bhattacharyya	ECE	Student Member
23.	Mr.Soumyadipta Basu	IT	Student Member
24.	Ms. Shreyasree Sarkar	CSE	Student Member

## MINUTES OF THE IQAC MEETING

SEPTEMBER 2021

A meeting was held on 28<sup>th</sup> September 2021 through online mode. The following agenda were discussed:

1. To confirm and approve the last minutes of IQAC meeting held on 28th June, 2021
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Analysis of the Exit survey of students 2021
4. Result analysis for even semester 2021
5. Faculty Feedback for Even Sem 2021
6. Extra-Curricular, Co-Curricular, Social Services, extension and Student Club activities during June to September 2021
7. FDP/International Seminar/National Seminar /Workshop/ Alumni Activities organized by the institute during June to September 2021
8. Achievements for Faculty and students during June to September 2021
9. Alumni Meet 2021
10. Miscellaneous

### Members Present:

Sl.	Name of the members	Designation	Department	Designation in IQAC
1.	Prof.(Dr)Santanu Kr. Sen	Principal	Admin	Chairperson
2.	Dr. Sunipa Roy	Associate Professor &HoD	ECE	Coordinator
3.	Dr. Rupak Chakraborty	Assistant Professor	CSE	Member
4.	Mrs. Srabani Kundu	Assistant Professor	CSE	Member
5.	Dr. Adhish Kumar Chakraborty	Registrar	Administration	Member
6.	Dr. Kakali Bandyopadhyay	Professor &HoD	FT	Member
7.	Dr. Barnali Kundu	Associate Professor	EE	Member
8.	Dr. Sangeeta Bhattacharya	Associate Professor	CSE	Member
9.	Mr. Sudeep Ghosh	Assistant Professor	IT	Member
10.	Mrs. Bapita Roy	Assistant Professor	ECS	Member
11.	Mr. Chiranjib Dutta	Assistant Professor	CA	Member
12.	Mr. Simarpreet Singh	Director of JIS group	Admin	Member
13.	Dr. Sucharita Chakrabarti	Associate Professor &HoD	ASH	Member



14.	Dr. Arun Kumar Mandal	Professor & COE	ECE	Member
15.	Mr. Kallol Pal	Accountant	Accounts	Member
16.	Mr. Indranil Roy Chowdhury	Consultant	TCS	External Member
17.	Mr. Tapas Sen	CEO	TNS Consultancy Services	External Member
18.	Prof.(Dr.)Amalendu Ghosh	Professor (Retd.)	IEST	External Member
19.	Prof. Achintya Das	Professor	Kalyani Govt. Engineering College	External Member
20.	Mr. Avisek Choudhury	IT Analyst	Tata Consultancy Services	External Member
21.	Mr. Sayantan Saha	Entrepreneur - Founder	Medera Healthcare Technologies	External Member
22.	Mr. Saumyadeep Bhattacharyya	Current Student	ECE	Student Member
23.	Mr. Soumyadipta Basu	Alumni	IT	Student Member
24.	Ms. Shreyasree Sarkar	Current Student	CSE	Student Member

**The following members were absent:**

\* All the members were present

- ❖ **Agenda1: To confirm and approve the minutes of the last IQAC meeting held on 28/06/2021.**

**Resolution:**

The IQAC discussed and considered the minutes of the last meeting held on 28<sup>th</sup> June, 2021 copy of which was circulated to the members. No Comments were received in writing.

- ❖ **Agenda2: 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	Resolution	Action Taken
Agenda 1: Curriculum Review and declaration of commencement of classes for odd semester 2021	The revised R21 curriculum was discussed, and it was declared that the commencement of classes for odd semester 2021 will be from 19th July, 2021.	HoDs of various departments asked mentors to circulate notice regarding commencement of classes.

Agenda 2: <b>Review of R&amp;D activities during AY 2020-21</b>	The institutional research facilities, paper published by faculty members and students, grants received and applied for, consultancy received, and the patents filed were presented in the meeting.	A common message from HoI circulated to all employees of the institute for increasing R & D activities like research papers, patents, grants, seed money etc.
Agenda 3: <b>Finalization of R&amp;D Goals for the forthcoming Academic Session, July-Dec 2021</b>	The R&D goals for the forthcoming Academic Session, July-Dec 2021 for all the faculty members were shown in the meeting and the members have advised to try to fulfil the goals within the allotted time.	Initiative taken by each department to conduct various research-oriented events.
Agenda 4: <b>Review of AQAR for AY 2020-21</b>	It has been discussed that the AQAR for academic year 20-21 is in the formation stage and will be completed and submitted by Dec, 2021.	Noted
Agenda 5: <b>Achievements during AY 2020-21</b>	The achievements of the faculty members and the students during AY 20-21 were presented in the meeting and the members appreciated the overall achievements.	Achievements were appreciated and encouraged by the members.

❖ **Agenda 3: Analysis of the Exit survey of students 2021**

**Resolution:**

The department wise analysis of Exit survey of the students for the pass-out batch 2021 was presented to the members of IQAC. The committee members have suggested that the analysis of feedback along with the corrective measures to be prepared and the reason for poor feedback should be identified and appropriate action to be taken to improve it.

❖ **Agenda 4: Result analysis for even semester 2021.**

**Resolution:**

The result analysis for the Even Semester 2021, for all the departments, was presented to the members and also the action taken for the students whose secured poor marks have been explained.

❖ **Agenda 5: Faculty Feedback for Even Sem 2021**

**Resolution:**

The feedback analysis of the faculty members and technical assistants for the Even Semester

2021 were presented to the members and they were quite satisfied with the analysis.

❖ **Agenda 6: Extra-Curricular, Co-Curricular, Social Services, extension and Student Club activities during June to September 2021.**

**Resolution:**

Activities during the last three months like Industry Mentor meet, Mock Interview, Industry Alumni Meet, Coding Competition, Poster Making Competition, etc, for different departments are presented in the meeting. Students of FT department secured 3rd Position in AICTE Chhatra Vishwakarma award 2020 in the category of “Promote Value Added Agricultural Process, Products and Handicrafts”. The participation of students in various state and national level activities are appreciated by the members.

❖ **Agenda 7: FDP/International Seminar/National Seminar /Workshop/ Alumni Activities organized by the institute during June to September 2021.**

**Resolution:**

The list of FDPs / Seminars/ Conferences / Webinars organized during June – August, 2021 by the departments and the institution were showcased along with the program outcome. The members advised to separate the activities into different categories based on alumni activities, FDP, training organized by external bodies, etc, and mention the summary of feedback for each activities.

❖ **Agenda 8: Achievements for Faculty and students during June to September 2021.**

**Resolution:**

- The members have congratulated for the NIRF Ranking of GNIT and wished for the further improvement in the coming years.
- The institute is also got Time Ranking.
- The achievements of the faculty members and the students during June to September were presented in the meeting and the members appreciated the overall achievements.
- The role of the faculties as the MOOCS course developer is highly appraised by the members of the committee.
- The national level recognitions of the faculty members are well appreciated by the committee.



❖ **Agenda 9: Alumni Meet 2021**

**Resolution:**

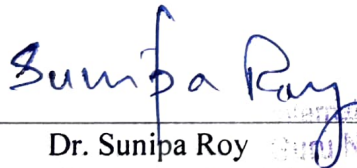
The Annual Homecoming ONLINE ALUMNI MEET "SAMANWAY – 2021" was organized on 26th June 2021. More than 100 alumni had participated in the virtual meet. The report of this alumni meet was presented in the meeting.

❖ **Agenda 10: Miscellaneous**

**Resolution:**

- The reports of BOG meeting and Academic Council meeting were presented in the meeting.
- The report on online Farewell Program is also presented in the meeting
- Discussion has been done regarding the time duration of the coming odd semester examination in online mode. Considering the limitation of bandwidth, experts have suggested that the duration of semester examination in the online mode can be reduced to 2hrs as per the guideline of AICTE.
- Considering the current industry trends, the Committee members have suggested to take special attention for the final and pre-final year students for their upcoming placement.

*Meeting ended with vote of thanks*



Dr. Sunipa Roy  
Coordinator, IQAC, GNIT, Nilgunj Road, Pandara Godepur  
Kolkata-700114



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

Principal  
Gurunanak Institute of Technology