GNIT

Internal Quality Assurance Cell
Guru Nanak Institute of Technology
157/F, Nilgunj Road, Panihati, Kolkata - 700114
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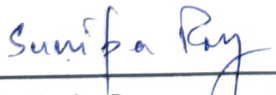Ref: GNIT/IQAC/2021-22/03

Date: 11.03.2022

NOTICE

IQAC

This is to inform that **a meeting of Internal Quality Assurance Cell (IQAC) of GNIT** will be held on **18.03.2022, Thursday** at **11:30 am** through online platform (**https://meet.google.com/bzf-rpey-rct**) on the following agenda. The corresponding link will be sent separately. All members of the **Internal Quality Assurance Cell (IQAC)** are hereby requested to be present in the meeting.

The agenda of the meeting is given below.

1. To confirm and approve the last minutes of the IQAC meeting held on 22nd December 2021.
2. To note and ratify the follow up action taken pursuant to the last meeting on 22nd December 2021.
3. Analysis of the feedback on curriculum from stakeholders for AY 2021-2022.
4. Result Analysis for Odd semester 2022.
5. Review of Research & Developmental activities of faculty and Students (1st Jan. 2022–31st July 2022).
6. Finalization of R&D goals for the forthcoming Academic Session.
7. Faculty empowerment strategy like FDP attended, SEED grant received etc.
8. MOU signed/renewed by the institution in semester 2022.
9. FDP/International/National Seminar/conferences/Workshop organized by the institute till date starting from Jan 2022.
10. Development of Innovation ecosystem at the institute
11. Renovation/developmental activity of physical facilities (including infrastructure, Laboratories, Library etc.)
12. Follow up of the Best Practices at the institute.
13. Analysis of SSS (full form) with action taken report.
14. Incorporation of teacher's training and I & E policy.
15. Miscellaneous

All members are requested to be present.

With regards and thanks,

Dr. Sunipa Roy
Coordinator, IQAC Cell

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

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

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MEMBERS OF IQAC CELL:

Sl.	Name of the members	Designation in IQAC
1.	Prof. (Dr) Santanu Kr. Sen	Chairperson
2.	Dr. Sunipa Roy	Coordinator
3.	Mr. Simarpreet Singh	Member
4.	Dr. Rupak Chakraborty	Member
5.	Mrs. Srabani Kundu	Member
6.	Mrs. Priyanka Basu	Member
7.	Dr. Kakoli Bandhopadhyaya	Member
8.	Dr. Barnali Kundu	Member
9.	Dr. Sangeeta Bhattacharya	Member
10.	Mr. Sudeep Ghosh	Member
11.	Mrs. Bapita Roy	Member
12.	Mr. Chiranjib Dutta	Member
13.	Dr. Sucharita Chakrabarti	Member
14.	Prof.(Dr) Arun Kumar Mondal	Member
15.	Mr Kallol Pal, Accounts GNIT	Member
16.	Dr. Adhish Kumar Chakraborty	Member
17.	Mr. Indranil Roy Chowdhury	External Member
18.	Mr. Tapas Sen, CEO	External Member
19.	Prof.(Dr.) Amalendu Ghosh	External Member
20.	Prof. Achintya Das, Professor	External Member
21.	Mr. Avisek Choudhury	External Member
22.	Mr. Sayantan Saha	External Member
23.	Mr. Saumyadeep Bhattacharyya	Student Member
24.	Mr. Soumyadipta Basu	Student Member
25.	Ms. Shreyasree Sarkar	Student Member

Minutes of the IQAC meeting on 18th March 2022

A meeting of IQAC GNIT was held on 18th March 2022 in the online platform. The following members were present in the meeting:

1. Prof. (Dr) Santanu Kr. Sen, Principal, GNIT- Chairperson of IQAC
2. Dr. Sunipa Roy, GNIT- Coordinator of IQAC
3. Dr. Rupak Chakraborty, GNIT- Member
4. Mrs. Srabani Kundu, Assistant Professor - GNIT
5. Mr. Indranil Roy Chowdhury- Consultant-TCS
6. Mr. Tapas Sen - CEO - TNS Consultancy Services
7. Prof(Dr.) Amalendu Ghosh - IIEST - Professor(Retd)
8. Prof. Achintya Das - Kalyani Govt. Engineering College – Professor
9. Dr. Adhish Kumar Chakraborty - Administration – Registrar - GNIT
10. Mr. Avisek Choudhury - Tata Consultancy Services - IT Analyst
11. Prof. (Dr.) Arun Kumar Mandal-COE, GNIT
12. Dr. Sunipa Roy- HOD of ECE - GNIT
13. Dr. Kakoli Bandhopadhyaya - HOD of FT - GNIT
14. Dr. Barnali Kundu - HOD of EE - GNIT
15. Dr. Sangeeta Bhattacharya - HOD of CSE - GNIT
16. Mr. Sudeep Ghosh - HOD of IT - GNIT
17. Mrs. Bapita Roy - HOD of AEIE - GNIT
18. Mr. Chiranjib Dutta - HOD of CA – GNIT
19. Dr. Sucharita Chakrabarti-HOD of ASH-GNIT
20. Mr. Saumyadeep Bhattacharyya - Current Student of GNIT
21. Mr. Soumyadipta Basu - Alumni of GNIT
22. Ms. Shreasree Sarkar- Current Student of GNIT

The following members were absent in the meeting:

Name	IQAC Designation
Mr. Simarpreet Singh	Member
Mrs. Priyanka Basu	Member
Mr. Sayantan Saha	External Member

The following agenda were discussed:

1. To confirm and approve the last minutes of IQAC meeting held on 22nd December 2021.
2. To note and ratify the follow up action taken pursuant to the last meeting on 22nd December 2021.
3. Analysis of the feedback on curriculum from stakeholders for AY 2021-2022.
4. Scrutiny of Result for even semester 2022.
5. Review of Research & Developmental activities of faculty and Students (1st Dec. 2021–15th March 2022).
6. Finalization of R&D goals for the forthcoming Academic Session.
7. Faculty empowerment strategy like FDP attended, SEED grant received etc.
8. MOU signed/renewed by the institution in even semester 2022.
9. FDP/International/National Seminar/conferences/Workshop organized by the institute till date starting from Jan 2022.
10. Development of Innovation ecosystem at the institute
11. Renovation/developmental activity of physical facilities (including infrastructure, Laboratories, Library etc.)
12. Follow up of the Best Practices at the institute.
13. Analysis of SSS (full form) with action taken report.
14. Incorporation of teacher's training and I & E policy.
15. Miscellaneous

Agenda 1: To confirm and approve the last minutes of IQAC meeting held on 22nd December 2021.

Resolution: The draft minutes of the meeting held on 22nd December 2021 was confirmed.

Agenda 2: To note and ratify the follow up action taken pursuant to the last meeting on 22nd December 2021.

Item	Resolution	Action Taken
Agenda 1: Curricular Planning and Implementation	The syllabus reform in R-21 curriculum against R-18 curriculum structure has been placed in front of the external members and approved as well. The comparative structure of R18 and R21 has also been presented in the meeting.	As per the suggestion of the members present, the changes will be incorporated in the next revision of the curriculum.
Agenda 2: Review of R & D Activities	The R &D activities of the year 2021 of each department has been presented in the meeting which include research journals (International/National), patents, conferences/symposiums (international/national), book chapters etc. Status of the R & D activities was appreciated by the external members.	As suggested patent bank has been introduced.

Agenda 3: Analysis of Placement Status	The analysis of the placement status of 2021 and 2022 batch were presented to the members and they were quite satisfied with the highly placed data of students.	The emphasis has been initiated for core companies' placement of circuit branch as per the suggestion.
Agenda 4: Analysis of Students Satisfaction Survey (SSS) 2020-2021	The survey report which was Generated after student's feedback against each set of questions were presented to Members and satisfactory scores were appreciated as Well though Q.No.-19 (https://gnit.ac.in/sss/) has Been pointed out by the external members and emphasis to be given on the same as suggested by them.	ICT tool enabled classroom preparation work is under process.

Agenda 3: Analysis of the feedback on curriculum from stakeholders for AY 2021-2022.

Resolution: Feedback from faculties, students, alumni and employer have been taken as Stakeholder and were presented to the members and they were quite satisfied with the analysis.

Agenda 4: Result Analysis for Odd semester 2021-2022.

Resolution: The result analysis for the odd semester 2021-22, for all the departments, was presented to the members and also the action taken for the students who secured poor marks have been explained.

Agenda 5: Review of Research & Developmental activities of faculty and Students (1st Dec. 2021–31st March 2022).

Resolution: 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. Though Mr. Avisek suggested to increase the number of publications for IT and CSE departments.

Agenda 6: Finalization of R&D goals for the forthcoming Academic Session.

Resolution: The R&D goals for the forthcoming Academic Session, July-Dec 2022 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.

Agenda 7: Faculty empowerment strategy like FDP attended, SEED grant received etc.

Resolution: The committee observed the initiative taken by the management in terms of seed grant. As per the comments of external members, some departments were asked to increase their Seed grant.

Agenda 8: MOU signed/renewed by the institution in even semester 2022.

Resolution: The existing and new MoU signed between different departments were listed along with the activities under MoU and were presented in the meeting. The members advised to add the overall feedback of the participants for each event under MoU in the format, so that the effectiveness of the MoU signed can be analyzed.

Agenda 9: FDP/International/National Seminar/conferences/Workshop organized by the institute till date starting from Jan 2022.

Resolution: The list of FDPs / Seminar s/ Conferences / Webinars organized during Jan– July, 2022 by the departments and the institution were showcased along with the program outcome. The proposed list for the same during the next session July – December 2022 was also shown in the meeting. Members advised to keep the feedback forms for all the organized events for future reference.

Agenda 10: Development of Innovation ecosystem at the institute

Resolution: Development of Innovation ecosystem at the institute.

Agenda   11: Renovation/developmental   activity   of   physical   facilities   (including   infrastructure, Laboratories, Library etc.). IIC activity will be increased with self-driven, celebration, MIC and all. EDC Cell taken the initiative.

Resolution: Work under progress

Agenda 12: Follow up of the Best Practices at the institute.
Resolution: The Committee noted the development on those areas.

Agenda 13: Analysis of SSS (full form) with action taken report.

Resolution: The survey report which was generated after student's feedback against each set of questions were presented to members and satisfactory scores were appreciated as well though Q.No.-19 (https://gnit.ac.in/sss/) has been pointed out by the external members and emphasis to be given on the same as suggested by them
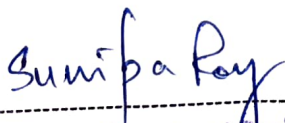
Agenda 14: Incorporation of teacher's training and I & E policy.

Resolution: It is formulated and uploaded on the website.
Agenda 15: Miscellaneous

NAAC DVV clarification received. Team is working on it. It will be submitted very soon.

The meeting ended with vote of thanks by the Chairman.

Dr. Sunipa Roy
Coordinator, IQAC, GNIT

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