

Ref: GNIT/IQAC/Minutes/12/2023/132

Date: 02.06.2023

**NOTICE****IQAC**

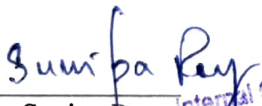
This is to inform all the members that a meeting of Internal Quality Assurance Cell of GNIT will be held on 8<sup>th</sup> June, 2023 at 11 am at conference Hall.


The agenda of the meeting is given below:

1. To confirm and approve the minutes of the last IQAC meeting held on 22/12/2022
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Proposal to conduct NBA Awareness program by June 2023.
4. Proposal submission for organizing Seminar/workshop/conference on emerging topics to funding agencies.
5. Proposal for conduction of one week Faculty Development Program at the department level.
6. Review of Research & Developmental activities of faculty and Students (January 2023- May 2023)
7. MOU signed/renewed or Industry visit by the departments in Even semester 2023.
8. Discussion on completion status of faculty and students in MOOCs courses.
9. Developmental activity of physical facilities for upcoming NBA visit in 2023.
10. Revision of Autonomy Curriculum (R23) and Implementation of NEP 2020.
11. Achievements (student/faculty) during AY 2022-23.
12. 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, Godepur  
Kolkata-700114

Copy to:

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

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Date: 28/06/2023

## Minutes of Meeting

Date: 8 June 2023

Time: 3:00 p.m.

Venue: GNIT (Blended mode)

**A meeting of IQAC cell was held on 8 June 2023. The following Agenda were discussed:**

1. To confirm and approve the minutes of the last IQAC meeting held on 22/12/2022
2. To note and ratify the action taken report (ATR) of the last IQAC meeting.
3. Proposal to conduct NBA Awareness program by June 2023.
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8. Discussion on completion status of faculty and students in MOOCs courses.
9. Developmental activity of physical facilities for upcoming NBA visit in 2023.
10. Revision of Autonomy Curriculum (R23) and Implementation of NEP 2020.
11. Achievements (student/faculty) during AY 2022-23.
12. Miscellaneous

**Members Present:**

Sl.	Name of the members	Department	Designation in IQAC
1.	Prof.(Dr) Santanu Kr. Sen	Admin	Chairperson
2.	Dr. Sunipa Roy	ECE	Coordinator
3.	Mr. Simarpreet Singh	Admin	Member

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4.	Dr. Adhish Kumar Chakraborty	Administration	Member
5.	Prof.(Dr.) Arun Kumar Mondal	ECE	Member
6.	Dr. Kakali Bandyopadhyay	FT	Member
7.	Mrs. Srabani Kundu	CSE	Member
8.	Dr. Barnali Kundu	EE	Member
9.	Dr. Suman Bhattacharya	CSE	Member
10.	Mrs. Bapita Roy	ECS	Member
11.	Mr. Chiranjib Dutta	CA	Member
12.	Ms. Suparna Karmakar	IT	Member
13.	Mrs. Anurima Majumdar	ECE	Member
14.	Dr. Sucharita Chakraborty	ASH	Member
15.	Dr. Mahamuda Sultana	CSE	Member
16.	Prof.(Dr.)Amalendu Ghosh	IEST	External Member
17.	Mr. Avisek Choudhury	Tata Consultancy Services	External Member
18.	Mr. Saumyadeep Bhattacharyya	ECE	Student Member

**The following members were absent:**

Sl.	Name of the members	Department	Designation in IQAC
1.	Mr Kallol Pal	Accounts	Member
2.	Mr.Sayantana Saha	Medera Healthcare Technologies	External Member
3.	Mr.Indranil Roy Chowdhury	TCS	External Member
4.	Mr.Tapas Sen	TNS Consultancy Services	External Member

5.	Mr. Soumyadipta Basu	Alumni	IT	Student Member
6.	Ms. Shreyasree Sarkar	Current Student	CSE	Student Member

❖ **Agenda 1: To confirm and approve the minutes of the last IQAC meeting held on 22/12/2022**  
**Resolution:**

The IQAC discussed and considered the minutes of the last meeting held on 22<sup>nd</sup> December, 2022 copy of which was circulated to the members. No Comments were received in writing.

❖ **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	Resolution	Action Taken
Agenda 1: Result analysis for odd semester 2022.	The result analysis for the odd semester 2022-23, for all the departments, was presented to the members and also the action taken for the students who secured poor marks have been explained.	Members were satisfied with the analysis.
Agenda 2: Proposal to conduct NBA Awareness program by January 2023	Committee agreed the proposal of conducting the NBA Awareness program by January 2023.	IQAC coordinator has taken the initiative and an 5 Days FDP will be organized from 17-21 July with all reputed speakers.
Agenda 3: Proposal submission for organizing Seminar/workshop/conference	all departments should actively submit the proposal	Dept initiated the process.
Agenda 4: Submission in SERB- Power transition grant and SERB power mobility grant to promote research opportunity for women	Committee has suggested to submit this type of grant as much as possible.	Submitting SERB- GOC

Agenda 5: Review of Research & Developmental activities of faculty and Students (1st Jan. 2022–31st July 2022).	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.	Taken into consideration
Agenda 6: MOU signed/renewed or Industry visit by the departments in Odd semester 2022	It was presented in the meeting and committee noticed.	Initiative taken
Agenda 7: Discussion on completion status of faculty and students in MOOCs courses	The completion status of MOOCs courses has been revised as committee members are advised.	Status Updated
Agenda 8: Laboratories, Library etc. for upcoming NBA visit	The up gradation of facilities has been taken care of for upcoming visit.	Requisition Placed
Agenda 9: Student feedback on facilities	External member has suggested to give emphasis on two parameters 'course completion on time' and suggested to add course content parts also. It was also asked to present the Bar Chart in a different and better way. Committee agreed.	Action taken
Agenda 10: Upcoming NBA SAR submission by 1st week of January for the dept. of ECE, CSE, FT and EE	Institute is going to submit eNBA SAR for the dept. of ECE, CSE, FT and EE by 15th Jan'23. Committee noticed the same.	completed
Agenda 11: Miscellaneous	AQAR 2021-22 to be submitted in stipulated time as prescribed by NAAC.	Submitted and accepted on 30 May 2023

❖ **Agenda 3: Proposal to conduct NBA Awareness program by June 2023.**

**Resolution:**

IQAC coordinator has taken the initiative and an 5 Days FDP will be organized from 17-21 July at institute level with all reputed speakers. Committee noted.

❖ **Agenda 4: Proposal submission for organizing Seminar/workshop/conference on emerging topic to funding agencies.**

**Resolution:**

Data was presented by the coordinator. The committee noted and Mr. Avishek Choudhury suggested to present a comparative analysis at department level to motivate all others.

❖ **Agenda 5: Proposal for conduction of one week Faculty Development Program in department level.**

**Resolution:**

The FDPs already completed have been completed, presented to the IQAC team. And the future programme also presented over there. They appreciated and no comment found.

❖ **Agenda 6: Review of Research & Developmental activities of faculty and Students(January 2023- May 2023)**

**Resolution:**

- ❖ The R &D activities of the duration January 2023- May 2023 of each department has been presented in the meeting which include research journals (International/National), patents, conferences/symposiums (international/national), book chapters etc. Committee noticed.
- ❖ Expert suggested to place publication/patent details department wise for proper understanding.

❖ **Agenda 7: MOU signed/renewed or Industry visit by the departments in Even semester 2023**

**Resolution:**

Multiple MOUs in last 6 months at department level have been found. Committee observed the MOU signed with academics/industry and appreciated.

❖ **Agenda 8: Discussion on completion status of faculty and students in MOOCs courses.**

**Resolution:**

A comparative report has been presented before the expert. All the departments performed well.

❖ **Agenda 9: Developmental activity of physical facilities for upcoming NBA visit in 2023.**

**Resolution:**

Institute already submitted eNBA SAR for the dept. of ECE, CSE, FT and EE. Committee noticed the same.

The infrastructural development works carried out till date presented in the meeting like requisition submission department level etc. The up gradation of facilities has been taken care of for upcoming visit.

❖ **Agenda 10: Revision of Autonomy Curriculum (R23) and Implementation of NEP 2020.**  
It was presented in the meeting and committee noticed. No observation found.

❖ **Agenda 11: Achievements (student/faculty) during AY 2022-23.**

Achievements during the tenure department wise presented and committee appreciated.

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❖ **Agenda 12: Miscellaneous**

AQAR 2021-22 has been submitted on 30/05/2023 at 2:43 pm and it was approved on the very date. IQAC Coordinator expressed her thankfulness to all the concerned faculty members and the team worked behind it.

*The Meeting ended with vote of thanks by HOI.*

*Sunipa Roy*

Dr. Sunipa Roy  
Coordinator, IQAC, GNIT

Internal Quality Assurance Cell (IQAC)  
Guru Nanak Institute of Technology  
157/E, Nilgiri Road, Panipat, Godepur  
Kolkata-700114

*S. Santanu Kr. Sen*  
Principal  
Gurunank Institute of Technology

Prof(Dr.) Santanu Kr.Sen

PRINCIPAL  
GURUNANK INSTITUTE OF TECHNOLOGY