



Office of the Internal Quality Assurance Cell (IQAC)
GURU NANAK INSTITUTE OF TECHNOLOGY

Ref No GNIT/IQAC/Minutes/12/2023/132

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.
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

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.	Mr. Simarpreet Singh	Director of JIS group	Admin	Member

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4.	Dr. Adish Kumar Chakraborty	Registrar	Administration	Member
5.	Prof.(Dr.)Amalendu Ghosh	Professor (Retd.)	IEST	External Member
	Prof.(Dr.) Arun Kumar Mondal	Professor & COE, GNIT	ECE	Member
7.	Mr. Avisek Choudhury	IT Analyst	Tata Consultancy Services	External Member
8.	Dr.Kakali Bandyopadhyay	Professor & HoD	FT	Member
9.	Mrs.SrabaniKundu	Assistant Professor	CSE	Member
10.	Dr.Barnali Kundu	Associate Professor	EE	Member
11.	Dr.Suman Bhattacharya	Associate Professor	CSE	Member
12.	Mrs.Bapita Roy	Assistant Professor	ECS	Member
13.	Mr.Chiranjib Dutta	Assistant Professor	CA	Member
14.	Suparna Karmakar	Assistant Professor & HoD	IT	Member
15.	Mrs. Anurima Majumdar	Assistant Professor	ECE	Member
16.	Dr.SucharitaChakraborty	Associate Professor & HoD	ASH	Member
17.	Dr. Mahamuda Sultana	Associate Professor	CSE	Member
18.	Mr.Saumyadeep Bhattacharyya	Current Student	ECE	Student Member

The following members were absent:

Sl.	Nameofthemembers	Designation	Department	Designation in IQAC
1.	Mr Kallol Pal	Accountant	Accounts	Member
2.	Mr.Sayantana Saha	Entrepreneur - Founder	Medera Healthcare Technologies	ExternalMember
3.	Mr.Indranil Roy Chowdhury	Consultant	TCS	ExternalMember
4.	Mr.Tapas Sen	CEO	TNS Consultancy	External Member

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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 22nd 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
Agenda4: 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.
Agenda5: 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.
Agenda6: Proposal submission for organising Seminar/workshop/conference	all departments should actively submit the proposal	Dept initiated the process.
Agenda7: 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

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Agenda 9: 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 10: 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 11: 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 13: Laboratories, Library etc. for upcoming NBA visit	The up gradation of facilities has been taken care of for upcoming visit.	Requisition Placed
Agenda 15: 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



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Agenda 16: 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 17: 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. Avisek 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:

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- ❖ 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 17: 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.

Dr. Sunipa Roy
Coordinator, IQAC, GNIT

Prof(Dr.) Santanu Kr.Sen

PRINCIPAL
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