

**Internal Quality Assurance Cell**  
**GURU NANAK INSTITUTE OF TECHNOLOGY**

## MINUTES OF THE IQAC MEETING

### AUGUST 2019

A meeting was held on 20<sup>th</sup> August, 2019 at the Conference Room of GNIT. The following agenda were discussed:

1. Plan of Action towards the Quality Enhancement for this academy year

#### ❖ Members Present:

Sl. No	Name	Department	Designation
1	Dr.Santanu Kr.Sen	Admin	Principal
2	Dr Annapurna Das	Admin	Director
3	Dr Paramita Banerjee	AEIE	Coordinator of IQAC
4	Dr Arun Mondol	Admin	COE
5	Dr S K Das	Admin	Dean
6	Mr.Gaurab Majumder	Admin	Asst. Registrar
7	Mrs.Srabani Kundu	CSE	Asst. Professor
8	Dr Indrajit Bose	ASHU	Asst. Professor
9	Dr Sunipa Roy	ECE	HOD
10	Dr kakali Bandhopadhyaya	FT	Asst. Professor
11	Ms Bapita Roy	EIE	Asst. Professor
12	Dr. Barnali Kundu	EE	HOD

### Resolutions

#### ❖ Upgrading Smart Classrooms

Principal, GNIT advised to increase the ICT facilities in each Smart Classroom.

**Point of Action: Registrar**

#### ❖ Installation of WI-Fi

Committee has decided more Wi-Fi needs to installed for better connectivity.

**Point of Action: Coordinator IQAC cell**

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### ❖ Ensuring quality in education through Outcome Based Learning under Autonomous Structure

To improve the quality of outcome based education, different quality initiative programs should be arranged.

**Point of Action: HODs of all Departments**

### ❖ Installation of CCTV

To improve the surveillance of entire campus CCTV needs to be installed.

**Point of Action: Registrar**

### ❖ Organization of conference, seminar workshop

Departments will organize conference, seminar, and workshop for the betterment of employees.

**Point of Action: HODs of all Departments**

### ❖ Coding Competition

Department will organize coding competition for students.

**Point of Action: HODs of all Departments**

### ❖ Beyond curriculum Program

Beyond curriculum Programs need to be organized to bridge the gap between industry and academics.

**Point of Action: HODs of all Departments**

### ❖ Entrepreneurship Initiatives

Institute will organize entrepreneurship talks or programs to increase the entrepreneurship awareness.

**Point of Action: Coordinator of IQAC cell**

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- ❖ Establishment of Laboratory incorporating recent trends in Technology

IQAC cell will take the initiative to set up the laboratory

**Point of Action: Coordinator of IQAC cell**

Meeting ended with vote of thanks by the Principal.