

Internal Quality Assurance Cell

GURU NANAK INSTITUTE OF TECHNOLOGY

MINUTES OF THE IQAC MEETING

APRIL 2020

A meeting was held on 21st April, 2020 at the Conference Room of GNIT. The following agenda were discussed:

2. Reformation of IQAC
3. To discuss the different aspects of IQAC & AQAR as per the new guidelines
4. Discussion on preparation of AQAR.
5. Miscellaneous

❖ 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.Jiban Krishna Das	EE	Professor

❖ Resolutions

❖ Agenda 1: Reformation of IQAC

It was resolved that the IQAC shall be reformed as per a new members to be included as per the new guidelines.

Principal, GNIT advised that the new committee to be finalized within one week from the date of the meeting.

It was further decided that members from local societies and Management is to be incorporated.

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It was resolved that Alumni and Stakeholders meeting to be conducted.

Point of Action: Coordinator, IQAC

❖ Agenda 2: To discuss the different aspects of IQAC & AQAR as per the new guidelines

- ❖ Point wise different aspects were discussed of the AQAR and the entire system was reviewed and it was decided that for preparation of AQAR a separate meeting shall be convened.
- ❖ It was resolved that all members of IQAC shall spread the awareness about the IQAC among the staff members and sensitize them about allied activities
- ❖ It is proposed that IQAC shall conduct the internal audit annually and accepted unanimously.

❖ Agenda 3: Discussion on preparation of AQAR.

- ❖ AQAR Format and IQAC documents to be sent to all staff members of GNIT by the Principal for mass awareness.

❖ Agenda 10: Miscellaneous

It was decided that a PowerPoint presentation to be made depicting the comparative study of different provisions of IQAC and AQAR as in the older version against the new version.

Meeting ended with vote of thanks by the Principal.