

MINUTES OF IQAC OF
GURU NANAK INSTITUTE OF PHARMACEUTICAL SCIENCE & TECHNOLOGY
HELD ON 15th JAN, 2019

Member Present:

1. Mr.Taranjit Singh, Managing Trustee-Guru Nanak Educational Trust
2. Chairman, Panihati Municipality
3. Mr. Aritra Chatterjee, Alumni member (Stakeholder Nominee)
4. Dr. Lopamudra Datta, (Faculty)- Coordinator, IQAC
5. Dr. Sumana Chatterjee, Faculty Nominee
6. Mr. Jaydip Ray, Faculty Nominee
7. Dr. PreronaSaha, Faculty Nominee
8. Dr. Sriparna Kundu Sen, Faculty Nominee
9. Dr. AsisBala, Faculty Nominee
10. Mr. Abhijit Das, Student Nominee (Stakeholder Nominee)
11. Ms. Semanti Paul, Student Nominee (Stakeholder Nominee)
12. Dr.Abhijit Sengupta, Chairman-IQAC

Leave of Absence Granted:

1. Mr.Anup Pal, Nominee from Industry

The chairperson extended welcome to all the invitees present in the meeting of IQAC.

Initiating the agenda items the chairperson urged upon all the, members for their valuable contribution and participating towards attainment of excellence and quality in academic and administrative matter of the institution.

Notice of meeting was granted as read, permission sought to start proceedings of the IQAC meeting.

It was resolved that Agenda no 1.00 was noted and ratified.

AGENDA 1: To confirm and approve the minutes of the last IQAC meeting held on 26th October, 2018.

The IQAC discussed and considered the minutes of the last meeting held on 26th October, 2018, a copy of which was circulated to the members. No Comments were received in writing.

Resolution: The draft minutes of the meeting held on 26th October, 2018 was confirmed.

AGENDA 2: To note and ratify the action taken report (ATR) of the last IQAC meeting.



The action taken report was presented before IQAC members.

ITEM	RESOLUTION	ACTION TAKEN
AGENDA 1 To confirm and approve the minutes of the last IQAC meeting	The draft minutes of the meeting held on 28 th April 2018 was confirmed.	NOTED
AGENDA 2 To note and ratify action taken report (ATR) of the last meeting.	Action taken report of the last meeting was discussed in detail by the members present and was approved.	NOTED
AGENDA 3 To discuss on NIRF ranking	The Committee member gave their suggestions and mark improvement in terms of budget allocation, Consultancy, etc. and requested the NIRF sub-committee to upload NIRF related data in university website latest by 30th Nov 2018.	Data submitted by 30th Nov 2018
AGENDA 4: Result Analysis	The members present was satisfied with the presentation and unanimously suggested to apply all the institute's best practices towards teaching and learning to acquire the university medal. Resolved to emphasize on the proposal.	University Medal was acquired by the PG student.
AGENDA 5: To discuss on preparedness of Autonomy visit	The IQAC members suggested that the college must prepare itself for the forthcoming inspection by the UGC team and a mock visit to be conducted	Mock visit was organized on 4 th and 5 th January 2019
AGENDA 6: To discuss on measures to improve interaction with stakeholders.	Following suggestions were made by the IQAC members : i) Feedback mechanism shall be a routine activity and not driven by events. ii) For better data collection the formats be made available well in advance. iii) Social media platforms also to be explored for	Feedback form are available in website for easy access by the stakeholders.



	improving perception.	better
--	-----------------------	--------

Resolution: Action taken report of the last meeting was discussed in detail by the members present and was approved.

AGENDA 3: To discuss on the improvement of class room facilities.

The members of the IQAC discussed about the possibilities of infrastructure development in the campus especially for improvement of existing class room to facilitate Teaching and learning of the institute. The IQAC members suggested that the digital projection system may be installed in the classroom. In addition to this all members suggested to develop a flip class room in the institute.

Resolution: It was resolved to emphasize on the suggestions.

AGENDA 4: Improving the use of ICT in teaching, evaluation and administrative process.

Resolution: After taking rigorous review of existing ERP Module, it is decided that there is a need to go for Institute level designed ERP Module. It is decided that phase wise class routine, student's attendance, mentorship program, etc, will all be under ERP

Resolution: Resolved that Institute along with Hash Technology will work on customized ERP Module for integrating all academic and administrative activities.

AGENDA 5: To organize international Conference

The members discussed that the institution should organize Conference on latest topics. Not only the faculty, but the students should also be encouraged to attend and present papers in these conferences, this will help them to build confidence and learn the latest happenings in their respective subjects

Resolution: It was resolved that the institute will organize a conference

Miscellaneous

Since no one requested for any other items, the Chairman then expressed his gratitude and thanks to all the members for their presence in spite of their busy schedule and for their whole hearted support, guidance, valuable suggestion and cooperation extended to him during the meeting to attend greater heights and excellence of the Institute.

The meeting ended with vote of thanks to the chair.


Dr. Lopamudra Datta
(Co-ordinator)




Dr. Abhijit Sengupta,
Chairman-IQAC