



GURU NANAK INSTITUTE OF ENGINEERING & TECHNOLOGY

APPROVED BY AICTE, DTE & AFFILIATED TO RTM NAGPUR UNIVERSITY, NAGPUR
Dehgaon, Opp. IOC Petrol Pump, Kalmeshwar Road, Nagpur - 441501 Ph. 07118-661400
Website: www.gniet.ac.in Email: gnietnagpur@gmail.com



GNIET/2023-24/Circular

Date: 14/06/2023

IQAC (Internal Quality Assurance Cell)

For the academic session 2023-2024 following will be the composition of Internal Quality Assurance Cell for smooth conduction of session.

Sr. no.	Designation & Affiliation	Name of Person
A. Chairperson :		
1	Head of the Institution	Dr. Hemant Hajare
B. One Member from Management :		
2	Management Member	Mrs. Kunal Padole
C. One nominee each from employers/Industrialists/Stakeholders		
3	Employer (Altius customer service private limited)	Ms. Seema Bera
4	Industrialist (REVET, Network, Nagpur)	Mr. Raj Kumar Arora
5	Stakeholder (Parent of student B.Tech,ETC)	Mrs. Uma Tiwari
D. One nominee each from local society, students and alumni		
6	Local Society Member (Centre Head, Maharashtra centre for entrepreneurship Development)	Mr. Hemant Waghmare
7	Alumini,ETC (IT,Recruiter,Optim Hire)	Ms. Harshita Patil
8	Student (Final year B.Tech ,Computer Science Engineering)	Mr. Atharva Wankar
E. Teachers Nominee		
9	Faculty Member (HOD EE)	Mr. R. M. Bhombe
10	Faculty Member (HOD ETC)	Dr. Sushma Telrandhe
11	Faculty Member (HOD CSE & Allied Branches)	Dr. Balram Timande
12	Faculty Member (HOD DMS)	Mrs. Ashima Varghese
13	Faculty Member (HOD ASH)	Ms. Sadaf Gauhar
14	Faculty Member	Mrs. Diksha Khare
15	Faculty Member	Mrs. Kalpana Malpe
16	Faculty Member	Ms. Fauzia Ansari
F. Administrative Officers		
17	Member (Registrar)	Mr. Shital Likhar
18	Member (T&P Officer)	Ms. Mehar Lalwani
19	Member (Librarian)	Mr. Prashant Wankhede
G. Coordinator of the IQAC		
20	Coordinator	Dr. Satishchandra Ragit

IQAC Co-ordinator

Principal
 Guru Nanak Institute of
 Engineering & Technology
 Nagpur - 441501



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IQAC (Internal Quality Assurance Cell)

NOTICE

Date: 19/06/2023

Time: 11:00 AM

Venue: Seminar Hall

All IQAC members are hereby informed that the IQAC meeting will be held on 22/06/2023 at 11:00 AM in the Seminar Hall to discuss the following agenda points.

Agenda

1. Academic Planning for the Session 2023-2024
2. Quality Improvement Initiatives
3. ICT Integration in Teaching-Learning
4. Student Support Activities
5. NAAC Documentation Work

IQAC Coordinator

Principal
Guru Nanak Institute of
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Nagpur - 441501



Guru Nanak Educational Society's

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IQAC (Internal Quality Assurance Cell)

MINUTES OF MEETING

Date: 22/06/2023

Time: 11:00 AM

Venue: Seminar Hall

Members Present

S.N.	Name	Designation	Sign
1	Dr. Hemant Hajare	Principal	
2	Dr. Gajanan Nikhade	Academic Ext. expert Ramdeobaba Clg of Engineering, Nagpur	
3	Mr. Raj Kumar Arora	Industrialist (REVET, Network, Nagpur)	
4	Mr. R. M. Bhombe	HOD, EE Member	
5	Dr. Sushma Telrandhe	HOD, ETC Member	
6	Mr. Ayaz Khan	HOD, CSE & Allied Branches Member	
7	Ms. Pooja Nagpure	HOD, DMS Member	
8	Ms. Sadaf Gauhar	HOD, ASH Member	
9	Mrs. Diksha Khare	Member	
10	Mrs. Kalpana Malpe	Member	
11	Ms. Fauzia Ansari	Member	
12	Mr. Shital Likhar	Registrar Member	
13	Ms. Mehar Lalwani	T&P Officer Member	
14	Mr. Prashant Wankhede	Librarian Member	
15	Mr. Rakesh Karmarkar	Sport Incharge, Member	

Detailed Discussion

1. Academic Planning

The committee discussed academic calendar preparation, syllabus completion plans, and internal assessment schedules for smooth academic activities.

2. Quality Improvement

Discussion was held on improving teaching-learning methods through innovative practices and Outcome Based Education (OBE).

3. Student Support

The committee discussed mentoring activities, remedial classes, career guidance, and skill development programs for students.

4. ICT Integration

Discussion was held on the effective use of smart classrooms, PPT presentations, online quizzes, and digital learning tools.

5. NAAC Documentation

The committee discussed proper maintenance of departmental files, records, and criterion-wise documentation.

RESOLUTION / ACTION TAKEN

- OBE practices will be strengthened.
- ICT enabled teaching will be encouraged.
- Student mentoring activities will be conducted regularly.
- NAAC documentation work will be completed department-wise.
- Faculty participation in FDPs will be promoted.

NAAC Criteria Mapping

- Criterion I – Curricular Aspects
- Criterion II – Teaching-Learning and Evaluation
- Criterion V – Student Support and Progression
- Criterion VI – Governance, Leadership and Management

S.S. Reshi

IQAC Coordinator

[Signature]
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IQAC (Internal Quality Assurance Cell)

NOTICE

Date: 09/08/2023

Time: 12:00 PM

Venue: Seminar Hall

All IQAC members are hereby informed that the IQAC meeting will be held on 14/08/2023 at 12:00 PM in the Seminar Hall.

Agenda

1. Research Promotion Activities
2. Academic Audit Preparation
3. Student Feedback Analysis
4. Workshop and Seminar Planning
5. Institutional Development Activities

S.S. Rajit

IQAC Coordinator

[Signature]

**Principal
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IQAC (Internal Quality Assurance Cell)

MINUTES OF MEETING

Date: 14/08/2023

Time: 12:00 PM

Venue: Seminar Hall

Members Present

S.N.	Name	Designation	Sign
1	Dr. Hemant Hajare	Principal	
2	Dr. Gajanan Nikhade	Academic Ext. expert Ramdeobaba Clg of Engineering, Nagpur	
3	Mr. Raj Kumar Arora	Industrialist (REVET, Network, Nagpur)	
4	Mr. R. M. Bhombe	HOD, EE Member	
5	Dr. Sushma Telrandhe	HOD, ETC Member	
6	Mr. Ayaz Khan	HOD, CSE & Allied Branches Member	
7	Ms. Pooja Nagpure	HOD, DMS Member	
8	Ms. Sadaf Gauhar	HOD, ASH Member	
9	Mrs. Diksha Khare	Member	
10	Mrs. Kalpana Malpe	Member	
11	Ms. Fauzia Ansari	Member	
12	Mr. Shital Likhar	Registrar Member	
13	Ms. Mehar Lalwani	T&P Officer Member	
14	Mr. Prashant Wankhede	Librarian Member	
15	Mr. Rakesh Karmarkar	Sport Incharge, Member	

Detailed Discussion

1. Research Promotion

The committee encouraged faculty members to publish research papers, attend conferences, and apply for funded projects.

2. Academic Audit

Discussion was held regarding internal academic audits and maintenance of academic records.

3. Student Feedback

Student feedback regarding teaching-learning, infrastructure, and laboratory facilities was reviewed.

4. Workshops and Seminars

The committee discussed organizing workshops, seminars, guest lectures, and FDPs for faculty and students.

5. Institutional Development

Discussion was held regarding laboratory improvement, library resources, and campus development.

RESOLUTION / ACTION TAKEN

1. Faculty members will be encouraged for research publications.
2. Academic audits will be conducted department-wise.
3. Workshops and FDPs will be organized regularly.
4. Student feedback analysis reports will be maintained.
5. Infrastructure development activities will be strengthened.

NAAC Criteria Mapping

- Criterion II – Teaching-Learning and Evaluation
- Criterion III – Research, Innovations and Extension
- Criterion IV – Infrastructure and Learning Resources
- Criterion VI – Governance, Leadership and Management

S. S. Rajit
IQAC Coordinator


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IQAC (Internal Quality Assurance Cell)

NOTICE

Date: 16/10/2023

Time: 11:30 AM

Venue: IQAC Room

All IQAC members are informed that the IQAC meeting will be conducted on 20/10/2023 at 11:30 AM.

Agenda

1. Review of Academic Progress
2. Student Development Programs
3. Industry Interaction Activities
4. Placement and Training Activities
5. NAAC Preparation Review

S.S. Ragh

IQAC Coordinator

[Signature]

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IQAC (Internal Quality Assurance Cell)

MINUTES OF MEETING

Date: 20/10/2023

Time: 11:30 AM

Venue: IQAC Room

Members Present

S.N.	Name	Designation	Sign
1	Dr. Hemant Hajare	Principal	
2	Dr. Gajanan Nikhade	Academic Ext. expert Ramdeobaba Clg of Engineering, Nagpur	
3	Mr. Raj Kumar Arora	Industrialist (RENET, Network, Nagpur)	
4	Mr. R. M. Bhombe	HOD, EE Member	
5	Dr. Sushma Telrandhe	HOD, ETC Member	
6	Mr. Ayaz Khan	HOD, CSE & Allied Branches Member	
7	Ms. Pooja Nagpure	HOD, DMS Member	
8	Ms. Sadaf Gauhar	HOD, ASH Member	
9	Mrs. Diksha Khare	Member	
10	Mrs. Kalpana Malpe	Member	
11	Ms. Fauzia Ansari	Member	
12	Mr. Shital Likhar	Registrar Member	
13	Ms. Mehar Lalwani	T&P Officer Member	
14	Mr. Prashant Wankhede	Librarian Member	
15	Mr. Rakesh Karmarkar	Sport Incharge, Member	

Detailed Discussion

1. Academic Progress

The committee reviewed syllabus completion and student academic performance.

2. Student Development Programs

Discussion was held regarding communication skills and personality development programs.

3. Industry Interaction

The committee discussed internships, industrial visits, and MoU activities.

4. Placement Activities

Discussion was held regarding placement training and aptitude sessions.

5. NAAC Preparation

Criterion-wise documentation work was reviewed.

RESOLUTION / ACTION TAKEN

1. Student development programs will be conducted regularly.
2. Industry interaction activities will be strengthened.
3. Placement training sessions will be organized.
4. Department-wise NAAC files will be updated.
5. Academic monitoring will continue regularly.

NAAC Criteria Mapping

- Criterion II – Teaching-Learning and Evaluation
- Criterion III – Research, Innovations and Extension
- Criterion V – Student Support and Progression
- Criterion VI – Governance, Leadership and Management

S.S. Rajit

IQAC Coordinator


Principal
Guru Nanak Institute of
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Nagpur - 441501



IQAC (Internal Quality Assurance Cell)

NOTICE

Date: 11/12//2024

Time: 1:00 PM

Venue: Seminar Hall

All IQAC members are hereby informed that the IQAC meeting will be held on 14/12/2024 at 1:00 PM.

Agenda

1. Review of Research Activities
2. Student Progress Monitoring
3. Library and Laboratory Development
4. Faculty Development Programs
5. Academic Audit Reports


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IQAC (Internal Quality Assurance Cell)

MINUTES OF MEETING

Date: 14/12/2024

Time: 1:00 PM

Venue: Seminar Hall

Members Present

S.N.	Name	Designation	Sign
1	Dr. Hemant Hajare	Principal	
2	Dr. Gajanan Nikhade	Academic Ext. expert Ramdeobaba Clg of Engineering, Nagpur	
3	Mr. Raj Kumar Arora	Industrialist (REVET, Network, Nagpur)	
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7	Ms. Pooja Nagpure	HOD, DMS Member	
8	Ms. Sadaf Gauhar	HOD, ASH Member	
9	Mrs. Diksha Khare	Member	
10	Mrs. Kalpana Malpe	Member	
11	Ms. Fauzia Ansari	Member	
12	Mr. Shital Likhar	Registrar Member	
13	Ms. Mehar Lalwani	T&P Officer Member	
14	Mr. Prashant Wankhede	Librarian Member	
15	Mr. Rakesh Karmarkar	Sport Incharge, Member	

Detailed Discussion

1. Research Activities

The committee reviewed faculty publications and project activities.

2. Student Progress Monitoring

Discussion was held regarding attendance and mentoring activities.

3. Library and Laboratory Development

The committee discussed enhancement of laboratory equipment and library resources.

4. Faculty Development Programs

Discussion was held regarding participation in FDPs and workshops.

5. Academic Audit Reports

The committee discussed preparation of academic audit records.

RESOLUTION / ACTION TAKEN

1. Faculty research activities will be encouraged.
2. Student mentoring systems will be strengthened.
3. Laboratory and library facilities will be upgraded.
4. Faculty participation in FDPs will be promoted.
5. Academic audit reports will be maintained.

NAAC Criteria Mapping

- Criterion II – Teaching-Learning and Evaluation
- Criterion III – Research, Innovations and Extension
- Criterion IV – Infrastructure and Learning Resources
- Criterion VI – Governance, Leadership and Management

S. S. Rasi

IQAC Coordinator

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IQAC (Internal Quality Assurance Cell)

NOTICE

Date: 13/02/2024

Time: 11:00 AM

Venue: Seminar Hall

All IQAC members are hereby informed that the IQAC meeting will be held on 16/02/2024 at 11:00 AM in the Seminar Hall.

Agenda

1. Annual Academic Review
2. Quality Assurance Activities
3. Planning for Next Academic Session
4. Review of Student Support Systems
5. Final NAAC Documentation Review

S. S. Rajit
IQAC Coordinator

[Signature]
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IQAC (Internal Quality Assurance Cell)

MINUTES OF MEETING

Date: 16/02/2024

Time: 11:00 AM

Venue: Seminar Hall

Members Present

S.N.	Name	Designation	Sign
1	Dr. Hemant Hajare	Principal	
2	Dr. Gajanan Nikhade	Academic Ext. expert Ramdeobaba Clg of Engineering, Nagpur	
3	Mr. Raj Kumar Arora	Industrialist (RENET, Network, Nagpur)	
4	Mr. R. M. Bhombe	HOD, EE Member	
5	Dr. Sushma Telrandhe	HOD, ETC Member	
6	Mr. Ayaz Khan	HOD, CSE & Allied Branches Member	
7	Ms. Pooja Nagpure	HOD, DMS Member	
8	Ms. Sadaf Gauhar	HOD, ASH Member	
9	Mrs. Diksha Khare	Member	
10	Mrs. Kalpana Malpe	Member	
11	Ms. Fauzia Ansari	Member	
12	Mr. Shital Likhar	Registrar Member	
13	Ms. Mehar Lalwani	T&P Officer Member	
14	Mr. Prashant Wankhede	Librarian Member	
15	Mr. Rakesh Karmarkar	Sport Incharge, Member	

Detailed Discussion

1. Annual Academic Review

The committee reviewed academic performance and completion of activities.

2. Quality Assurance

Discussion was held regarding continuous quality improvement practices.

3. Planning for Next Session

The committee discussed institutional goals and academic planning.

4. Student Support Systems

Discussion was held regarding mentoring and grievance support systems.

5. NAAC Documentation Review

The committee reviewed criterion-wise files and supporting documents.

RESOLUTION / ACTION TAKEN

1. Continuous quality improvement activities will be strengthened.
2. Student support systems will be monitored regularly.
3. Academic planning for next session will be implemented effectively.
4. Documentation work will be completed department-wise.
5. Workshops and seminars will continue regularly.

NAAC Criteria Mapping

- Criterion I – Curricular Aspects
- Criterion II – Teaching-Learning and Evaluation
- Criterion V – Student Support and Progression
- Criterion VI – Governance, Leadership and Management

S.S. Ravi

IQAC Coordinator

[Signature]
Principal
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