



Minutes/IQAC/ /2024

Date: 18.11.2024

### Minutes of IQAC Meeting – 8<sup>th</sup> November 2024

The monthly meeting of IQAC SMIT was conducted on **8<sup>th</sup> of November, 2024** at 11:30am in the Conference Hall. The meeting was chaired by Prof. (Dr.) G.L. Sharma, Director, SMIT. The following members were present:

1. Dr. G.L. Sharma, Director, SMIT
2. Dr. Nayan Kamal Bhattacharya, Associate Director(SA)
3. Dr. Samarjeet Borah, HOD, CA
4. Dr. Swarup Sarkar HOD(i/c), AI&DS
5. Mr. N. Ansari, HOD, EEE
6. Dr. Anjan Roy Choudhury, HOD, MATH
7. Dr. Pankaj Chettri, Additional Registrar, SMIT
8. Dr. Udit Kumar Chakraborty, HOD CSE and Head, QC
9. Dr. T. Ramu, Deputy Controller of Examinations (Tech.)
10. Dr. G. C. Mishra, HOD, Physics
11. Dr. Jyotika Sharma, Convenor, Psychology
12. Dr. K. Premoda Devi, HOO, Library
13. Dr. Biswaraj Sen, HOD, IT, HOO, T&P
14. Dr. Bikash Sharma, HOD, ECE
15. Dr. M. K. Roy, Quality Cell Representative, for HOD, ME
16. Dr. Anindita Adhikary, HOD i/c, MGT
17. Dr. Manoranjan Pandey, CTTO
18. Ms. Bijoyeta Roy, Coordinator i/c, IQAC
19. Dr. Archit Yagnik, Member, IQAC


The following points were discussed:

1. A detailed analysis of the NIRF ranking and individual parametric scores was presented by Head, QC.
2. It was observed that:
  - a. The overall score has been increasing over the last few years.
  - b. There was however a decrease in the scores of RPC, GO and OI.
  - c. Substantial increase was observed in the Perception score of the institute.
3. Upon comparison with institutes ranked higher than SMIT, the following points were observed:
  - a. SMIT is placed better in RPC than the institute ranked 100 in NIRF.
  - b. The TLR, GO, OI and Perception scores were however lower than the 100<sup>th</sup> ranked institute.

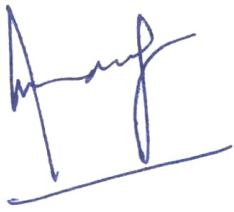


4. Director, SMIT encouraged the HODs to take proactive steps in managing the number of year-back cases, motivating students to stay on track and complete their courses within the stipulated time.
5. Director, SMIT proposed to take initiative to strengthen alumni relations and enhance the alumni network, contributing to a more robust placement record.
6. Prof. A. Yagnik suggested that to improve outreach and perception of the institute, all FDP's and workshops organized should have invitations sent out to principals of colleges in the entire northeastern region of India.
7. He also recommended using social media to highlight SMIT's various achievements.
8. Dr. Udit Kr. Chakraborty also added that all major institute events should be promoted externally, particularly on national media.
9. It was proposed in the meeting to consider reducing the number of approved intakes for master's programs as the number students seeking admission for the same is on the decline.
10. It was discussed in meeting that brochure design should be handled professionally and the same should be well circulated.
11. Director, SMIT proposed forming faculty groups to conduct a SWOC analysis on various parameters of the NIRF ranking. A follow-up meeting has been scheduled for February 2025 to develop a strategic roadmap based on this analysis.

There being no other issues, the meeting ended with thanks to the Chair.

  
(Prof. (Dr.) Udit Kr Chakraborty)  
Head QC



  
(Prof. (Dr.) G. L. Sharma)  
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