



Internal Quality Assurance Cell (IQAC) Minutes of the Meeting

Ref No. (IQAC/2024-25/GM/02)

Meeting Date: 22-04-2025

Meeting Time: 4:30 PM

Meeting Venue: Conference Room

No. of members Present:17

No. of members absent:9

Sl. No	Agenda	Discussion and Outcome
1	Uploading of AQAR Data to the respective Drive	It has been decided data uploading in requisite size need to completed within 02.05.2025.
2	Uploading data to the college website through link landing	It has been decided unanimously that the uploading of data in the college Website, would be completed within 16.05.2025.

Awra
23.04.25

Director, Internal Quality Assurance Cell (IQAC)
Siliguri Institute of Technology

ACTION TAKEN REPORT

Committee Name: IQAC

on

AQAR Data Uploading

REF. NO.: ((IQAC/ 2024-25 /GM-02)

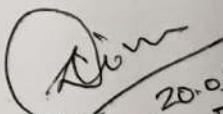
Meeting Date: 22.04.2025 Meeting Venue: Conference Room, SIT

Minutes Issued By: Dr. Debajyoti Misra

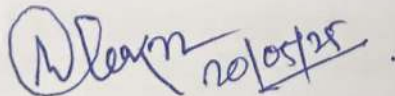
SL. NO.	AGENDA	RESOLUTION	ACTION TAKEN
1.	Uploading of AQAR Data to the respective Drive	It has been decided data uploading in requisite size need to completed within 02.05.2025.	The AQAR data was uploaded in the requisite size to the designated Drive within the stipulated date of 02.05.2025, as per the decision taken in the meeting.
2.	Uploading data to the college website through link landing.	It has been decided unanimously that the uploading of data in college website, would be completed within 16.05.2025	The required data was uploaded to the college website through the specified link landing on or before 16.05.2025, in compliance with the meeting decision.

Dr. Debajyoti Misra

Name of the IQAC Director



20.05.25
Full Signature



20/05/25

Dr. Mithun Chakraborty

Chairperson, IQAC Committee

Director
IQAC
Siliguri Institute of Technology
Full Signature



Signature Roll of Meeting

Committee Name.: IQAC

Ref No. (IQAC/2024-25/GM/02)

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Meeting Venue: SIT Conference Room

Name of The Member	Position in the Committee	Member Designation	Full Signature with Date
Dr. Mithun Chakraborty	Chairperson	Principal, SIT	
Debajyoti Misra	Director, IQAC	HoD and Assistant Prof. ECE, ECS	Debajyoti Misra 22/4/25
	Assigned Criteria Heads		
Ms. Santana Guha	CR1	Asst. Prof	Santana Guha 22/4/25
Dr. Manas Saha	CR1		Manas Saha 22/4/25
Mr. Debajyoti Guha	CR1	Asst. Prof.	Debajyoti Guha 22/4/2025
Dr. Arup Das	CR2	Asst. Prof.	Arup Das 22/04/25
Mr. Sujit Chatterjee	CR2		
Dr. Jayanta Dutta	CR3	Asst. Prof.	Jayanta Dutta
Mr. Soumendu Golui	CR3		
Mrs. Suparna Bhowmick	CR3	Asst. Prof.	Suparna Bhowmick 22/4/25
Mr. Rajen Koley	CR4	Asst. Prof.	Rajen Koley
Mr. Pinaki Sarkar	CR4	LIBRARIAN	Pinaki Sarkar 22-04-25
Mr. Plabon Roy	CR4	ABSENT	
Mr. Gobinda Sarkar	CR4	"	
Mr. Sudeep Das	CR5	TPD	Sudeep Das
Mr. Koushik Chakraborty	CR5	ABSENT	
Mr. Deb Shekhar Laha	CR6	ASST. PROF.	Deb Shekhar Laha 22/04/2025
Mr. Kallol Dutta	CR6		
Dr. Sudip Kr. Ghosh	CR7	Asst. Prof.	Sudip Kr. Ghosh 22/04/25
Mrs. Anindita Sinha	CR7	Asst. Prof.	Anindita Sinha
Mr. Sanjit Jha	CR7	ABSENT	
	Data Compilation Committee		
Mr. Jayanta Bhusan Basu		OSD, Exam	Jayanta Bhusan Basu
Mr. Subhajit Roy		Asst. Professor	Subhajit Roy
Mr. Rupam Dutta		Asst. Prof.	Rupam Dutta 22/4/25
Mr. Anupam Mukherjee		ABSENT	