

# PROPOSAL 1

## Overview

PG and RS students at IIT Kharagpur often find themselves stuck in avoidable hurdles from delayed seminars caused by unresponsive faculty to the absence of a proper system to raise academic concerns or change supervisors. Many don't get enough opportunities to share their research within their departments, which limits feedback and recognition. Accessing research facilities like CRF is still complicated and slow, making it hard to plan experiments smoothly. On top of that, the placement process mainly caters to undergrads, leaving PG and RS students with fewer chances to land roles that match their expertise. These everyday struggles highlight the need for meaningful changes that actually support students and their growth.

## Implementation

### 1. Ensuring Timely Seminars for PG and Research Scholars

To resolve delays in seminar approvals, each department will implement a structured **semester-wise seminar calendar**. This will define specific windows for all key seminars including MTP reviews, pre-synopsis, synopsis, and final defenses enabling both students and faculty to plan accordingly.

A maximum **response period of seven working days** will be established for faculty to act on seminar-related communication. To promote transparency, a **real-time seminar tracking dashboard**, integrated within ERP, will allow students to monitor progress. Delays beyond the set timeframe will be addressed through a **two-level escalation process**, first to the Head of Department and then to the Dean. Regular **monthly reviews** at the departmental level will identify bottlenecks and ensure smoother seminar workflows.

### 2.Strengthening Academic Grievance Redressal

An effective academic grievance mechanism will be established through a **Central Academic Grievance Cell (CAGC)**, which will operate both online and in person. This system will support students facing challenges such as delayed evaluations, lack of feedback, or supervisor-related concerns.

To bring clarity to the supervisor change process, a detailed **Standard Operating Procedure (SOP)** will be developed. This document will specify the steps, required documentation, and timelines to ensure a smooth transition. In addition, an **annual research guidance review** will be introduced, allowing an impartial academic panel to evaluate student progress and provide mentorship recommendations.

### 3.Enhancing Research Exposure and Networking

Every department, centre, and school will organize an **Annual Research Meet (ARM)**, offering PG and RS students a platform to present posters, papers, and project demos. These events will foster academic exchange, peer learning, and inter-lab collaborations.

In addition, the **Institute Research Conclave (IRC)** will be expanded to feature **dedicated sessions and tracks** for PG and early-stage RS students. This initiative will enhance visibility for emerging researchers and promote stronger academic networking within the institute.

#### 4.Improving Access to Research Infrastructure

Efficient and equitable access to the **Central Research Facility (CRF)** remains a top priority. Despite ERP integration, students still face multiple approval layers and lack visibility into available slots. This will be addressed by introducing a **live slot calendar**, accessible to all research scholars, enabling real-time planning.

A **time-bound auto-approval mechanism** will also be established. If a slot request remains unaddressed beyond a defined number of working days, it will automatically proceed to approval. These changes aim to minimize downtime, improve lab access, and reduce administrative delays.

#### 5.Expanding Career and Placement Support for PG and RS Students

To align placement timelines with academic calendars, a **dedicated placement window** will be scheduled for research scholars, particularly following thesis submission. This ensures students do not miss out due to scheduling conflicts.

A **PG and RS-specific Career Cell team** within the CDC will focus on providing tailored support including resume workshops, mock interviews, and skill gap assessments. Additionally, **domain-focused outreach teams** will be formed in collaboration with faculty and alumni to connect with organizations in research-intensive and high-tech sectors, ensuring roles that align with the deep expertise of PG and RS students.

#### Impact

##### 1. Quick Grievance Resolution

We're committed to making it easier for students to raise concerns and have them addressed quickly. A dedicated grievance redressal committee and regular feedback sessions will ensure that no issue goes unheard and that solutions come fast.

##### 2. Safe Feedback Channels

Sometimes it's hard to speak up so we're introducing an anonymous feedback system that lets students share their thoughts freely. This will help us create a more transparent and responsive academic environment, where every voice counts.

##### 3. Fair Supervisor Transition

Changing research supervisors can be stressful so we're putting systems in place to make the process smoother and more transparent. An independent review panel and clear, consistent guidelines will ensure that students are treated fairly across all departments.

##### 4. Strong Mentorship Support

Navigating academic life is tough, especially during transitions. Our mentorship program will connect students with experienced guides who can help them handle challenges, make smart choices, and stay focused on their research goals.

##### 5. Research Showcases

Departmental research expos and conferences will provide students a chance to present their work, exchange ideas, and get noticed both within IIT Kharagpur and beyond. These events will spotlight the incredible research being done here and position our students as future leaders in science and technology.

##### 6. Skill-Building Platforms

Conferences aren't just about presenting, they're also about learning. Students will get the chance to network, improve public speaking, explore new ideas, and stay on top of developments in their fields. These experiences are invaluable for personal and professional growth.

## **7. Cross-Disciplinary Collaboration**

Research expos will also act as melting pots of ideas, bringing students from different fields together to collaborate and learn from each other. Innovation often happens at the intersections and these events will help spark those cross-disciplinary conversations.

## **8. Industry Engagement**

We'll work toward inviting industry professionals and alumni to attend expos and conferences. This helps students showcase their work to potential collaborators, recruiters, or funders, creating a bridge between academic research and real-world application.

## **9. Digital Research Presence**

To reach a wider audience, we aim to support online showcases of student research. Whether through videos, blogs, or digital posters, this platform will help students share their work with the world, increasing IIT Kharagpur's global visibility while helping students build a public academic portfolio.

## **10. Talent Retention**

When students feel supported, valued, and heard, they stay. By improving the research experience from mentorship to grievance redressal we hope to reduce attrition and build a research culture where everyone has the tools and confidence to succeed.

# **PROPOSAL 2**

Proposal for KGP Nexus: A Centralized Opportunity Platform for IIT Kharagpur

## **1. Overview**

KGP Nexus is a proposed digital platform designed to streamline access to career and academic opportunities for IIT Kharagpur students. Currently, various opportunities such as research internships, hackathons, and job postings are scattered across PRC (Public Relations Chairman) emails and multiple informal channels. This platform aims to consolidate these resources into a structured, user-friendly portal, ensuring that students can efficiently explore and apply for relevant opportunities.

## 2. Proposal

### Objectives

KGP Nexus will serve as a centralized hub for:

PRC Opportunity Portal: A dedicated section listing all opportunities shared by PRC, categorized for easy navigation.

Startup Recruiting Hub: A comprehensive list of startup hiring opportunities facilitated by PRC, IIT KGP networks, and alumni.

Hackathon Central: A section aggregating hackathons organized by IIT KGP cells and societies, allowing students to discover and participate effortlessly.

Research Internship Portal: A specialized section where faculty members can post research internship opportunities, making it easier for students to connect with professors.

User Profile Dashboard: A personalized student dashboard to display skills, projects, certificates, and achievements, creating a structured professional profile for recruiters.

## 3. Implementation Plan

### Phase 1: Platform Development

Requirement Analysis: Gather input from PRC, faculty, student representatives, and recruiters to define platform features.

Technical Development: Develop the web-based platform with a user-friendly interface, integrating filters and search options.

Beta Testing: Conduct a trial phase with selected students and faculty to refine the platform based on feedback.

### Phase 2: Content Integration

PRC and Faculty Collaboration: Ensure regular updates with PRC job postings and faculty-led research internships.

Hackathon Listings: Work with student societies and innovation cells to curate an updated list of ongoing hackathons.

Industry Connect: Engage with startups and recruiters to post hiring opportunities, leveraging IIT KGP's alumni network.

### Phase 3: Launch and Continuous Improvement

Full Launch: Officially roll out the platform with promotional outreach to students and faculty.

Feedback Mechanism: Implement a feedback loop to ensure continuous updates and improvements.

Scalability: Explore expanding the platform's scope, incorporating more features like mentorship programs and networking events.

## 4. Impact & Benefits

**Accessibility & Organization:** Eliminates the need to browse multiple emails and informal channels by centralizing all opportunities.

**Increased Student Participation:** More students will be able to discover and apply for relevant opportunities, boosting overall engagement.

**Enhanced Industry Relations:** Provides a structured channel for recruiters and startups to engage with IIT KGP students.

**Improved Research Collaboration:** Facilitates better connections between students and faculty for research internships and projects.

**Structured Career Planning:** The user profile dashboard enables students to track their achievements, enhancing their professional visibility.

## 5. Groundwork & Next Steps

**Stakeholder Consultation:** Engage with PRC, faculty, student bodies, and recruiters to refine the proposal.

**Resource Allocation:** Identify funding sources, whether through institute support, sponsorships, or industry collaborations.

**Technical Development Team:** Form a team of student developers or collaborate with the institute's IT services to build the platform.

**Marketing & Awareness:** Conduct workshops and awareness sessions to familiarize students and faculty with KGP Nexus.

By implementing KGP Nexus, IIT Kharagpur can take a significant step toward enhancing career preparedness and accessibility for its students, ultimately strengthening its industry and research collaborations.

# PROPOSAL 3

## Goal - Research about Midterm Evaluation for Elected Candidates and Infer about it

A midterm evaluation is a structured assessment conducted midway through a term or tenure to review and provide feedback on an individual's or group's performance relative to their established goals and responsibilities. In Gymkhana at IIT Kharagpur, this evaluation serves as a checkpoint to ensure that elected representatives are fulfilling their commitments and effectively serving the student community.

### Purpose of Midterm Evaluations:

- **Accountability:** They hold representatives responsible for their actions and decisions, ensuring transparency in leadership.
- **Feedback:** They offer constructive insights into what is working well and what areas need improvement, facilitating personal and organizational growth.
- **Course Correction:** They provide an opportunity to adjust strategies and approaches to better meet objectives in the remaining tenure

### Typical Process:

1. **Preparation:** Representatives compile reports detailing their activities, initiatives, challenges faced, and outcomes achieved since the beginning of their term.
2. **Evaluation Session:** A panel—often comprising faculty advisors, senior student leaders, and possibly external observers—reviews the reports and engages in a dialogue with the representatives.
3. **Assessment Criteria:** The evaluation focuses on:
  - **Goal Achievement:** Progress towards fulfilling campaign promises and organizational objectives.
  - **Leadership and Collaboration:** Effectiveness in leading teams and working with peers.
  - **Innovation and Initiative:** Ability to introduce new ideas and drive projects forward.

- **Responsiveness:** Attentiveness to student needs and feedback.
  - **Financial Management:** Prudent handling of allocated budgets and resources.
4. **Feedback Delivery:** The panel provides feedback highlighting strengths and areas for improvement, often accompanied by recommendations for the remainder of the term.
  5. **Action Plan:** Representatives may be required to develop and submit a plan addressing the feedback, outlining steps to enhance their performance moving forward.

By implementing midterm evaluations, student organizations can foster a culture of continuous improvement, ensuring that elected leaders remain effective and responsive throughout their tenure.

### **Midterm Evaluation of Gymkhana :**

#### **1. Documentation of Activities:**

- **Maintain Detailed Records:** Keep a comprehensive log of initiatives, events, and projects undertaken since assuming office. Include objectives, execution strategies, outcomes, and any challenges faced.
- **Collect Evidence:** Gather supporting materials such as reports, photographs, feedback forms, and financial statements to substantiate your contributions.

#### **2. Self-Assessment:**

- **Evaluate Objectives vs. Outcomes:** Reflect on your campaign promises and assess how effectively they've been addressed. Identify areas where goals were met, exceeded, or require further attention.
- **Identify Challenges:** Acknowledge obstacles encountered and articulate the steps taken to overcome them or lessons learned.

#### **3. Solicit Feedback:**

- **Engage with Constituents:** Seek input from the student body regarding your performance, responsiveness, and the impact of your initiatives. This can be done through surveys, open forums, or informal discussions.

- **Consult Peers and Mentors:** Obtain perspectives from fellow Gymkhana members, faculty advisors, and other stakeholders to gain a holistic understanding of your performance.

### **Facing Evaluation Questions:**

During the midterm evaluation, anticipate questions that assess both qualitative and quantitative aspects of your tenure. Here are some potential areas of inquiry:

#### **1. Achievement of Goals:**

- "Can you provide examples of the key initiatives you've implemented and their outcomes?"
- "How have your actions aligned with the objectives outlined during your campaign?"

#### **2. Leadership and Collaboration:**

- "Describe instances where you collaborated with other councils or external organizations. What were the results?"
- "How have you fostered teamwork within your council?"

#### **3. Challenges and Problem-Solving:**

- "What significant challenges have you faced in your role, and how did you address them?"
- "Can you discuss a situation where an initiative did not go as planned? What did you learn?"

#### **4. Engagement and Communication:**

- "How have you ensured transparent communication with the student body?"



- "What strategies have you employed to increase student participation in Gymkhana activities?"

## 5. Financial Accountability:

- "How have you managed budgets for your initiatives? Can you provide an overview of expenditures versus allocations?"
- "What measures have you taken to ensure financial transparency?"

### General Tips:

- **Be Honest and Reflective:** Authenticity is valued. Acknowledge both successes and areas for improvement.
- **Use Data and Examples:** Support your responses with concrete data and specific examples to demonstrate impact.
- **Stay Composed:** Listen carefully to questions, pause to collect your thoughts if needed, and respond thoughtfully.

By thoroughly preparing and engaging in self-reflection, one will be well-equipped to navigate the midterm evaluation process effectively.