

MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL HELD ON JANUARY 12th 2022.

The meeting was held on Wednesday 12th January 2022 at 3:30 P.M. in the conference hall.

The following members were present:

Head of the Institution	Dr. Arpita Gupta
Senior Faculty	Dr. Mamta Bhardwaj
	Dr. Bipin Pandey
	Dr. Shailesh Kumar Singh
	Dr. Hari Mohan
	Dr. Lily Gupta
Administrative Official	Dr. Pawan Sharma
	Prof. Sanghamitra V Arora
External experts	Mr. Sandeep Ghai
IQAC Coordinator	Dr. Neelam Bhardwaj
Alumni	Ritu Sharma

The following agenda points were discussed and decision taken:

- To confirm resolution of previous meeting's issues.
All members confirmed for the resolution of all the issues pertaining to academic and non-academic matters.
- To review odd semester teaching of B.Tech and MBA Programme.

The HODs expressed their satisfaction regarding on-line and offline teaching of theory and practical courses. It was observed that the attendance of the students was satisfactory, but still students should be motivated to attend theory and practical classes regularly.

- To discuss the Academic Programs and suggest improvements.
Curricular aspects of all the Academic Programs were discussed and it was observed that there is need to focus upon the growth of the slow learners. It was suggested to take more remedial/doubt classes for them.
- To discuss action taken against feedback of different stakeholders.
The IQAC coordinators informed the members about the action taken against the feedback received from faculty members, alumni and students in improving the college's overall performance.
- To discuss about conducting Extension activities.
It was advised to all the members to conduct more extension activities for students and staff through online/offline mode.
- To discuss about conducting mentoring sessions for student.
Students must be encouraged to participate in various competitions held inside the college premises or outside. The HODs were advised to inform faculty members to prepare audio/video recordings of the lectures/experiments for the benefits of the students.
- To discuss strategies for implementing future plans for next academic year
Future plan of action was also discussed and it was concluded that more focus should be laid upon uplifting slow learners and motivating all to participate in various competitions organized within the college or by outside agencies.

As no other point of discussion was left, the meeting was declared as closed.

Arpita

Neelam

Shamoo

Rishi

Kalyan

Manita

Ssing

Pran

Prosa

Randeep

Ritesh