

### MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL HELD ON July 8<sup>th</sup>, 2022

The meeting was held on Friday, 8<sup>th</sup> July, 2022 at 3:30 P.M. at 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	Shiwangi Pokhriyal

The following agenda points were discussed and decision taken:

- To discuss even semester teaching of B.Tech and MBA Programme: The HODs expressed their satisfaction regarding teaching of the curriculum. It was observed that lectures need to be delivered using more informative approach. This way student's interest would be built and attendance could be improved.
- To discuss the curricular aspects of the Academic Programs and suggest improvements: Curricular aspects of all the Academic Programs were discussed and it was strategized that there is need to focus upon the growth of the slow learners. It was suggested to take more doubt classes for them.
- To discuss about conducting mentoring sessions for students: Students must be encouraged to participate in various competitions held inside/outside the college premises. 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 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 and make them aware about importance of celebrating national days.

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

Arpit Shivangi Neelam Randeep Bipin

Arjun Manita Prosa Ssing

Kalyanwali Shamoo