

# **DRONACHARYA**

## **Group of Institutions**

B-27, Knowledge Park – III, Greater Noida, Uttar Pradesh - 201308  
Approved by: All India Council for Technical Education (AICTE), New Delhi  
Affiliated to: Dr. A. P. J. Abdul Kalam Technical University (AKTU), Lucknow

**Notice No: DGI/GN/IQAC/2022-23/11**

**Date: 8<sup>th</sup> July, 2022**

### **NOTICE**

All the Academic and Management Council members are hereby requested to attend the committee meeting on 9<sup>th</sup> July, 2022 at Conference Hall at 10:30 A.M. Attendance is compulsory.

### **AGENDA of the Meeting**

- To confirm resolution of previous meeting's issues.
- To discuss about Student orientation Programme
- To review odd semester teaching of B.Tech and MBA Programme.
- To discuss action taken against feedback of different stakeholders.
- NAAC Accreditation Planning
- To discuss on Academic and Administrative auditing to be performed on 16<sup>th</sup> July 2022 by external auditors.
- To discuss about conducting mentoring sessions for student.
- To discuss Faculty Development Programme
- Any other point of discussion with the permission of the Chair.

### **Copy to:**

1. Director
2. Registrar
3. All HOD's

*Neelam*

**IQAC Coordinator**



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### **MINUTES OF THE MEETING OF ACADEMIC AND MANAGEMENT COUNCIL HELD ON 9<sup>th</sup> July, 2022**

The meeting was held on Saturday, July 9<sup>th</sup>, 2022 at 10:30 A.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. Adarsh Malviya
	Dr. Shailesh Kumar Singh
	Dr. Lily Gupta
Administrative Official	Dr. Pawan Sharma
R & D Head	Dr. Sanghamitra V Arora
External experts	Mr. Sandeep Ghai (Employer)
	Dr. Sameer Kumar (Industrialist)
IQAC Coordinator	Dr. Neelam Bhardwaj
Alumni	Shiwangi Pokhriyal (Software Test Professional, Siemens)
Student	Niharika Chaudhary (3 <sup>rd</sup> Year, CSE)
Parent	Mr. Neeraj Jain (Parent)

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 nonacademic matters.
- To discuss about the Student Orientation Program



All the members discussed about the conduction of orientation program for first year students

- To discuss odd semester teaching of B.Tech and MBA Programme.

All members discussed the strategy to follow in forth coming semester to improve the results and more students are involved in research practices. Also motivation must be given to students to participate in extra- curricular and co-curricular activities.

- 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.

- NAAC Accreditation Planning

Criteria Heads were informed for the NAAC visit preparation.

- To discuss on Academic and Administrative auditing to be performed on 16<sup>th</sup> July 2022 by external auditors.

It was advised by IQAC coordinator to all the departmental HoDs to make the necessary documents ready for the auditing to be done on the specified date.

- 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 Faculty Development Programme

All members discussed faculty should be encouraged more FDP for updates on latest technologies and college should also conduct FDP.

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

Ans Neelam

Randeep Bisri

Lily Kewali

5sing

Adolph Melzig

Prosa

Manita

*Shameo*

Shiwangi