

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/2022-23/39

Date: 27th January, 2023

NOTICE

All the Academic and Management Council members are hereby requested to attend the committee meeting on 28th January, 2023 at Conference Hall at 10:30 A.M. Attendance is compulsory.

AGENDA of the Meeting

- To confirm resolution of previous meeting's issues.
- To review even semester teaching of B.Tech and MBA Programme.
- Ensuring the Quality of Question papers and assessments.
- To discuss about conducting mentoring sessions for student.
- To discuss on implementing Green Campus Initiatives.
- To discuss on conducting regular Skill Development Workshops.
- To discuss on Remedial Class Conduction.
- Any other point of discussion with the permission of the Chair.

Copy to:

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



IQAC Coordinator

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MINUTES OF THE MEETING OF ACADEMIC AND MANAGEMENT COUNCIL

HELD ON 28th January, 2023

The meeting was held on Saturday, 28th January, 2023 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 rd 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 even 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.

- Ensuring the Quality of Question papers and assessments.

IQAC Coordinator emphasized that the faculty members must be sure that the questions should not be repeated, and more logical and conceptual questions must be there in the question paper. He further added that the students must be encouraged to read the textbooks instead of depending on quantum. This can be done only when the faculty members enhance the quality of questions.

It is very important for all the departmental moderation committee to be very vigilant while moderating the question papers, the committee should check that the repetition of questions should not occur in addition to the language of the questions must be appropriate as per the standards.

- Planning for NAAC Accreditation

All members discussed and planned to start the process of NAAC reaccreditation in the coming semester.

- 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 on implementing Green Campus Initiatives.

Adopting sustainable practices like waste management, energy conservation, and promoting the use of renewable energy sources to create an eco-friendly campus environment were some of the initiatives to carry.

- To discuss on conducting regular Skill Development Workshops.

It was decided to organize workshops and training sessions on soft skills, communication, and leadership to enhance the employability of students.

- Remedial Class Conduction

It is discussed that Remedial Classes are only for learning purposes not for attendance. No remedial classes will be scheduled on Sundays or holidays. The suggestion is given by the house that no attendance may be marked for remedial classes or attendance improvement. Students must complete the notes themselves to improve the writing habit.

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

Arsh

Neelam

Bipin

Ssing

Prosa

Manita

Kalyan

Aradhya

Shivangi

Randeep

Sham