

# **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/2024-25/01**

**Date: 5<sup>th</sup> July, 2024**

### **NOTICE**

All the Academic and Management Council members are hereby requested to attend the committee meeting on 8<sup>th</sup> July, 2024 in Conference Hall at 3:30 P.M. Attendance is compulsory.

### **AGENDA of the Meeting**

- Introduction of IQAC Members and Review of IQAC Composition
- Review of Quality components
- NBA Readiness for Evaluation team's visit.
- Any other point of discussion with the permission of the Chair.

### **Copy to:**

1. Director
2. Registrar
3. All HOD's
4. NAAC Coordinator



**IQAC Coordinator**

### **MINUTES OF THE MEETING OF INTERNAL QUALITY ASSURANCE CELL HELD ON December 7<sup>th</sup> 2024, Saturday**

Referring to the circular **DGI/GN/IQAC/2024-25/02** dated **5<sup>th</sup> December 2024, Thursday**, the meeting was held on **December 7<sup>th</sup> 2024, Saturday** at 3:30 P.M. at the conference hall.

The following members were present:

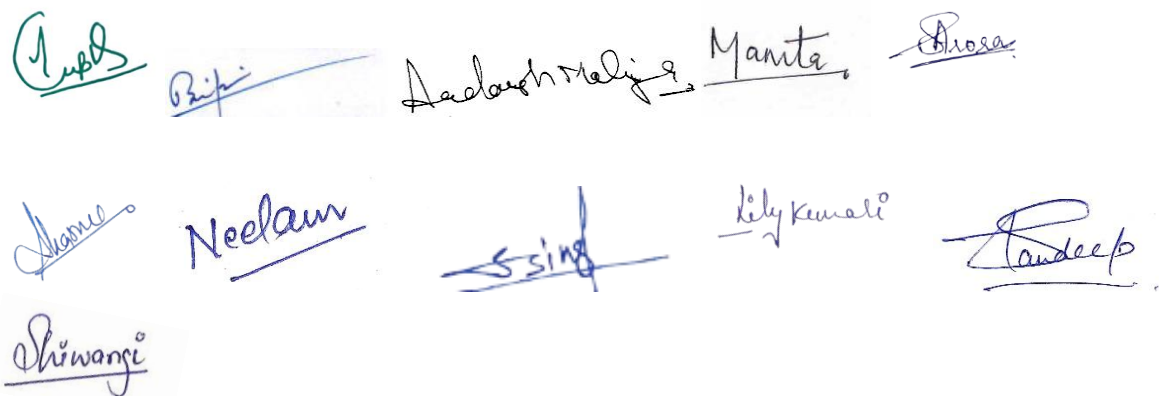
Head of the Institution	Dr. Arpita Gupta
Senior Faculty	Dr. Mamta Bhardwaj
	Dr. Bipin Pandey
	Dr. Aadarsh Malviya
	Dr. Shailesh Kumar Singh
	Dr. Lily Gupta
Administrative Official	Dr. Pawan Sharma
	Prof. Sanghamitra V Arora
External experts	Mr. Sandeep Ghai
IQAC Coordinator	Dr. Neelam Bhardwaj
Alumni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

#### **Proceedings of the Meeting:**

1. The meeting commenced with a welcome address by Dr. Arpita Gupta (Chairperson). She extended gratitude to all members for their participation and encouraged active engagement in the discussions.
2. **Review & ATR of previous minutes of meeting:** The IQAC Coordinator Dr. Neelam Bhardwaj discussed previous meeting's minutes, highlighting key discussions and action points. The progress on assigned tasks was assessed, with updates on completed and pending initiatives. Challenges faced during implementation were discussed, along with possible solutions. The committee agreed on the next steps to ensure timely execution of remaining actions

3. She discuss about the Preparation of the Annual Quality Assurance Report (AQAR) of the college based on the quality parameters/assessment criteria developed by the relevant quality assurance body in the prescribed format on or before deadline.
4. **To discuss first sessional and PUT academic performance of the students:** Student performance in sessional and PUT were discussed and plan of action to improve the result in university exam is discussed.
5. **To discuss academic internal and external academic audit.** Discussion on academic internal and external academic audit is made and plan of action is made accordingly.
6. **To discuss about organizing technical and cultural fest.** The IQAC Coordinator initiated a discussion on organizing a technical and cultural fest to enhance student engagement and holistic development. The committee explored potential themes, event formats, and collaboration opportunities with industry and alumni
7. **Enhancing research and development activities.** The IQAC Coordinator emphasized the need to enhance research and development activities to foster innovation and academic growth. Strategies such as increasing research funding, industry collaborations, and faculty-student research initiatives were discussed
8. After the suggestion of NBA evaluators, it was decided to go for NAAC Re-assessment.
9. The committee undertook a detailed review of the NAAC Peer Team Report and the institutional Grade Sheet from the previous accreditation cycle. The Coordinator presented a summary of scores across all seven criteria, highlighting areas where the institution underperformed.
10. It was observed that although qualitative metrics (QIM) were relatively satisfactory, several quantitative metrics (QnM) lacked proper documentation and proofs submission to the DVV partners. Committee members expressed concern over inadequate documentation.
11. **Any other point of discussion with the permission of the Chair.**

The meeting ended with vote of thanks by Dr. Neelam Bhardwaj (IQAC Coordinator)

A collection of handwritten signatures in blue ink, arranged in three rows. The first row contains five signatures: 'Anshu', 'Bipin', 'Aadish Malig', 'Manita', and 'Shruti'. The second row contains five signatures: 'Shruti', 'Neelam', 'Ssing', 'Lily Kumari', and 'Randeep'. The third row contains one signature: 'Shivangi'.