

MINUTES OF MEETING

Minutes of the 17th Meeting of the IQAC Held in the Board Room on Tuesday i.e. 14th August 2023 at 2:30 PM

The following Members were present:

S. No.	Names	Positions
1.	Prof (Dr.) Yuvraj Bhatnagar	Chairperson-Head IQAC
2.	Mr. Devendra Soni, Associate Professor	IQAC Coordinator
3.	Dr. Riya Sapra, Associate Professor	Member, Internal Teacher
4.	Dr. Ishwar Singh, Associate Professor	Member, Internal Teacher
5.	Mr. Dhananjay Singh, Assistant Professor	Member, Internal Teacher
6.	Ms. Monika Mann, Assistant Professor	Member, Internal Teacher
7.	Mr. Abhishek Sharma, Head T & P Cell	Member, Internal Senior AO
8.	Mr. Bhupendra, TPO	Member, Internal Senior AO
9.	Mr. Ram Yadav, Accountant	Member, Internal Senior AO
10.	Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member, Management Representative
11.	Mr. Ashok Gupta, Rotary Club, Noida	Member, Local Society Representative

The 17th meeting of IQAC was held on 14th August 2023 in the Board Room at 2.30 PM.

The Chairman of the IQAC presided over the meeting and welcomed all the members present. The Chairperson of the IQAC commenced the proceedings of the meeting after confirming the quorum.

Agenda of the Meeting

Item Numbers	Particulars
Item no. 17 (1)	Confirmation of minutes of 16 th meeting of IQAC held on 22 nd June 2023.
Item no. 17 (2)	Action taken report of 16 th meeting of IQAC held on 22 nd June 2023
Item no. 17 (3)	Subject Allocation to the faculty Members for the academic session 2023-24
Item no. 17 (4)	Preparation of Academic and Event Calendar & Time Table.
Item no. 17 (5)	NPTEL and Massive Open Online Courses (MOOC) Courses



Item no. 17 (6)	Value-added Programmes, Workshops & FDPs which are to be held.
Item no. 17 (7)	Planned Activities of Committees/Cells
Item no. 17 (8)	Evaluate the policies of maintaining discipline in the campus.
Item no. 17 (9)	Research Seminars for CS/AI/ DS for the session 2023-24.
Item no. 17 (10)	Faculty Wise Course Files.
Item no. 17 (11)	Preparation of NAAC Documents for the year 2023-24
Item no. 17 (12)	Research Promotion Policy & Faculty Wise Target for the Research Papers
Item no. 17 (13)	Utilization of Research Grants available
Item no. 17 (14)	Any other point with permission of chair

Deliberations and Decisions Taken:

Item no. 17 (1) Confirmation of minutes of 16th meeting of IQAC held on 22nd June 2023. –

The minutes of the 16th meeting of the Internal Quality Assurance Cell (IQAC), held on 22nd June 2023, were circulated to all members for their review and approval.

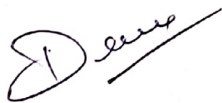
After reviewing the circulated minutes, no further amendments or objections were raised. Therefore, the minutes of the 16th meeting were confirmed as an accurate record of the discussions and decisions made during the meeting.

Item no. 17 (2) Action taken report of 16th meeting of IQAC held on 22nd June 2023–

The ATR of the 16th Minutes of the Meeting were approved by all the present members.

Item no.17 (3) Subject Allocation to the faculty Members–

The Director informed all IQAC members that the subject allocation for the courses to be taught in the upcoming semester has been completed and the allocations have been distributed to all faculty members for their information. The committee took note of this update.



Item no. 17 (4) Preparation of Academic and Event Calendar & Time Table

The Academic Calendar, Event Calendar and Time Table for the session 2023-24 have been prepared and circulated for the information to all concerned.

The committee approved the academic calendar, event calendar, and timetable for the session 2023-24.

Item no. 17 (5) NPTEL and Massive Open Online Courses (MOOC) Courses

It is decided that 1st Year students will not undertake NPTEL courses and focus on their studies. However, from 2nd year onward students will undertake NPTEL courses under the guidance of the faculty members. The committee discussed and approved the proposal as presented.

Item no. 17 (6) Value-added programmes / Add-on Programmes/ Workshops & FDPs which are to be held.

The list of the Value Added and Add-On courses have been finalized and circulated soon for the information of the students. The committee discussed and approved the proposal as presented.

Item no. 17 (7) Activities of committees in accordance with planning document

The new guidelines of Anti Ragging Committee/ Grievances Redressal Committee/ Internal Complaint Committee / SC, ST & OBC Committee guidelines have been finalized and approved as well.

Item no. 17 (8) Evaluate the polices of maintaining discipline in the campus

The Discipline Policy of the institute is quite effective and should be continued for the year 2023-24 as well. The committee discussed and approved the proposal as presented.

Item no. 17 (9) Research Seminars for CS/AI/ DS for the session 2023-24.

In the year 2023-24, it has been decided that there would be three seminars on research for each programme. Two seminars should be done by December 2023 and third on in the next even semester before June 2024.

The committee discussed and approved the proposal as presented.

Item no. 17 (10) Faculty Wise Course Files

Since the course allocation has been completed hence all the concerned faculty members have been advised to prepare their faculty wise course



files for the subjects assigned to them before the commencement of the new session.

The committee discussed and approved the proposal as presented.

Item no. 17 (11)

Preparation of NAAC Documents for the year 2023-24

The Director of IQAC confirmed that the preparation of NAAC/AQAR for the session 2023-24 has already been initiated. The committee discussed and approved the proposal as presented.

Item no. 17 (12)

Research Promotion Policy & Faculty Wise Target for the Research Papers

The Research Promotion Policy which is in existence shall be continued for the new session 2023-24 as well. The Director IQAC has informed to the present members that each and every faculty member has been instructed to write minimum two research papers in the session before June 2024 and get them published in any UGC Care Journal as well. The committee discussed and approved the proposal as presented.

Item no. 17 (13)

Utilization of Research Grants available

The Director IQAC has informed that the respective HODs has been instructed to initiate/ start research projects to utilized research grants received from non-government agencies in the new year 2023-24. The proposal of the same shall be submitted to IQAC by the respective heads soon.

The committee discussed and approved the proposal as presented.

Item no. 17 (14)

Since there was no other business for the transaction, the meeting ended with Vote of Thanks to the Chair.

The date of the 18th meeting will be announced separately along with the agenda of the meeting.


Coordinator IQAC
CC to


Director IQAC

➤ Hon'ble Chairman / All IQAC Members