



Ref. No. IPEC/IQAC/24-25

June 27, 2025

## Minutes of 20<sup>th</sup> Meeting of the IQAC (Internal Quality Assurance Cell)

Date: 21.06.2025

Time: 10:00 AM

Venue: Conference Room (Administrative Block)

Chairperson, IQAC: Prof. (Dr.) Ajay Kumar, Director – IPEC

Head-IQAC : Prof. ( Dr.) Meenakshi Sharma, Dean – Student Welfare

### **Members who attended the meeting:**

S.No.	Name	Designation
1	Prof. (Dr.) Ajay Kumar, Director, IPEC	Chairperson-IQAC
2	Mr. Puneet Agarwal, Vice Chairman , IPEC	Member
3	Prof. (Dr.) Meenakshi Sharma, Prof.-ECE & Dean (SW)	Head - IQAC
4	Prof. (Dr.) Vikas Gupta, Dean-Management & Computer Applications	Member
5	Dr. Pankaj Rana, Registrar	Member
6	Prof. (Dr.) Vijai Singh, HOD-CSE	Member
7	Prof. (Dr.) Pooja Tripathi, HOD-IT	Member
8	Prof. (Dr.) Neeta Verma, HOD-CSE (AI)	Member
9	Prof. (Dr.) Kumud Kundu, HOD-CSE (AIML)	Member
10	Mrs. Priyanka D. Gupta, CEO, IPEC-TBI	Member
11	Dr. Mahjabin Banu , HOD-Management Studies	Member
12	Sh. Yashpal Singh, Rtd. EE (Civil) CPWD- Local Society Member	Member

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13	Sh. Rajesh Mishra, Head - Operations, Bajel Projects Limited, Mumbai	Member
14	Mr. Deepak Kumar Pant F/o Mr. Raghav Pant, (Student of IT - 2 <sup>nd</sup> Year)	Member
15	Mr. Akessh Gupta, Sr. Project Manager, Coforge Ltd., (Alumni)	Member
16	Mr. Dhruv Pandey, Student of CSE (DS) 2 <sup>nd</sup> Year	Member
17	Mr. Vibhuti Shankar, Vice President (International Relations)	Special Invitee
18	Prof. (Dr.) Neetu Goel, Dean - First Year	Special Invitee
19	Ms. Katyani Shukla, Dean - Corporate Relations	Special Invitee
20	Prof. (Dr.) Jugal Kishore, HOD-ECE	Special Invitee
21	Prof. (Dr.) S.P. Singh, HOD-ME	Special Invitee
22	Dr. Tanveer Ikram, Head -SDC	Special Invitee
23	Mr. Arun Shukla, AP-ECE	Special Invitee

- The meeting of reformulated Internal Quality Assurance Cell of the institute was held in pursuance of its Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of institution.*
- To start with Head- IQAC, Prof. (Dr.) Meenakshi Sharma presented a warm welcome note to the members and special invitees.*

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3. She then invited Chairperson IQAC, Prof. (Dr.) Ajay Kumar to present the Action Taken Report (ATR) on the Quality Initiatives put forth in the previous IQAC meeting. She also urged him to discuss Agenda for the on-going IQAC meeting.

### **ACTION TAKEN REPORT (ATR) ON 19<sup>TH</sup> IQAC MEETING**

S.No.	ATR on points discussed in 19 <sup>th</sup> IQAC Meeting	Responsible / PDC	Status of Action Taken
19.1	Preparation of Annual Quality Assurance Report (AQAR)	Director, Prof (Dr.) Ajay Kumar Prof (Dr.) Meenakshi Sharma Criteria Incharges Mr. Vishal Gupta – for Compilation	In Process
19.2	Preparation for Autonomous AKTU Visit	Director, Prof (Dr.) Ajay Kumar Head-IQAC, Prof (Dr.) Meenakshi Sharma Registrar, Dr. Pankaj Rana Deans/HoDs	In Process
19.3	National Education Policy NEP Pe Charcha	Director, Prof (Dr.) Ajay Kumar Head-IQAC, Prof (Dr.) Meenakshi Sharma	Complied

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19.4	To Increase the Publications, Patents & Research Projects	Professor Incharge Research, Prof(Dr.) Vijai Singh Prof. (Dr.) Neeta Verma All HODs	In Process
19.5	International Conference	Prof(Dr.) Jugal K Gupta Dr. Pooja Dwivedi Dr. Rana Tabassum Mr. Arun Shukla	Complied
19.6	IEEE Activities	Prof. (Dr.) Meenakshi Sharma Dr. Shafali Jagga	Complied
19.7	Activities in collaboration with IEI / BIS	IQAC Coordinator, Prof(Dr.)Meenakshi Sharma Dr. Bhaskar Kandpal	Complied
19.8	Remedial Classes / Results/ WSDP	Dean 1 <sup>st</sup> Year and All HoDs	Complied
19.9	Conduction of Udbhav' 2025 & Spardha 2025	Prof (Dr.) Meenakshi Sharma, DSW	Complied
19.10	Clothes Donation	Head-IQAC, Prof (Dr.) Meenakshi Sharma	Complied
19.11	Extension Activities	Head-IQAC, Prof(Dr.)Meenakshi Sharma Prof(Dr.) Neeta Verma	Complied
19.12	Technical Trainings to enhance employability (AWS Azure etc)	Mr. Mandeep Katre All HODs	Complied
19.13	Emphasis on Skill based Learning / Experiential Learning	Prof (Dr.) Pooja Tripathi All HODs Dr. Pooja Dwivedi	In Process
19.14	Active Involvement of Professor of Practice (POP)	HR Department	In Process
19.15	MOUs (National / International)	Mr. Vibhuti Shankar, Vice President (International Relations)	In Process

		Mr. Devansh, Coordinantor – Outreach Programs	
19.16	Monthly Activities under IQAC	Prof. (Dr.) Meenakshi Sharma, Head-IQAC	On-going
19.17	Collaboration with Schools to organize Cultural / Technical events	Prof. (Dr.) Meenakshi Sharma, DSW Ms. Priyanka D Gupta, CEO-TBI Ms. Shobhna Sharma, School Liaisoning Officer	On-going
19.18	Local Department Discipline Committee to be created to address department issues	Dean – First Year / All HODs	Complied
19.19	Feedback to be taken from Meritorious / Topper Students of every department	Prof. (Dr.) Ajay Kumar, Director, IPEC Prof. (Dr.) Meenakshi Sharma, Head-IQAC All HODs	Complied
19.20	Felicitation of prominent Alumni and conduction of Alumni Meet	Prof. (Dr.) Ragini Karwayun Mr. Mandeep Katre	Complied
19.21	CONVOCATION Ceremony	Prof. (Dr.) Ajay Kumar, Director, IPEC Prof. (Dr.) Meenakshi Sharma, Head-IQAC & Dean (SW) Registrar Deans / HODs	Complied
19.22	Review of Vision Mission Statements of CSE, IT, ME, ECE	Prof. (Dr.) Ajay Kumar, Director Prof. (Dr.) Meenakshi Sharma Respective HODs	Complied



19.23	Felicitation of Head-IQAC and Criterion Incharges	Prof. (Dr.) Ajay Kumar, Director, IPEC	Complied
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## AGENDA FOR 20<sup>TH</sup> IQAC MEETING

S.No.	Agenda / Discussion points in 20th IQAC Meeting	Responsibility/PDC (wherever applicable)
20.1	Strengthen Industry - Academia Connect	Mr. Arun Shukla, A.P ,ECE
20.2	Preparation for Autonomous AKTU Visit	Director, Prof (Dr.) Ajay Kumar Head-IQAC, Prof (Dr.)Meenakshi Sharma Registrar, Dr. Pankaj Rana Deans/Heads
20.3	Apply for ICSSR Funded Projects	Prof. (Dr.) Pooja Tripathi Prof. (Dr.) Kumud Kundu Dr. Mahjabin Banu
20.4	Conduction of Conference / FDPs / STP / Workshops	Dean – Ist Year / Heads
20.5	Encourage Faculty Members to develop apps	Dean-Ist Year /All Heads
20.6	Use of Proper Teaching Aids & Prohibition of use of Mobile Phones for teaching	Dean-Ist Year / All Heads
20.7	Celebration of International Yoga Day	Prof. (Dr.) Meenakshi Sharma Mr. Ujjwal Tomar
20.8	To organize Cycle Marathon (Save Environment)	Prof. (Dr.) Meenakshi Sharma Ms. Priyanka D Gupta
20.9	Close Monitoring of Student Attendance and remedial measures for Slow Learners	Dean – First Year All Heads

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20.10	Effective Lecture Delivery related workshop for faculty with less than 5 years of teaching experience	Prof. (Dr.) Ajay Kumar
20.11	Initiate and Strengthen Outreach programs	Mr. Devansh Agarwal
20.12	To organize Hackathon / Ideathon / Creathon / Startathon for students	Ms. Priyanka D Gupta Prof. (Dr.) Meenakshi Sharma Prof. (Dr.) Vijai Singh Prof. (Dr.) Pooja Tripathi Dr. Tanveer Ikram
20.13	Celebration of Library Day	Mr. Lakshman
20.14	Conduction of Activities under the banner of Russian House	Prof. (Dr.) Meenakshi Sharma
20.15	Promotion of continuous assessment tools in Laboratories so as to make assessment easier, effective and transparent	All Heads Mr. Mandeep Katre
20.16	Active and more involvement of TBI with the students)	Ms. Priyanka D Gupta
20.17	Apply for AICTE – Distinguished Professional Scheme	Prof. (Dr.) Ajay Kumar Prof. (Dr.) Meenakshi Sharma
20.18	Emphasis on Final Year Projects outcomes in terms of publications / patents	Dr. Rana Tabassum All Heads
20.19	Apply for CII STEM Awards	Prof. (Dr.) Meenakshi Sharma Dr. Pankaj Rana
20.20	Celebration of Independence Day	Prof. (Dr.) Meenakshi Sharma
20.21	Celebration of Engineers Day	Prof. (Dr.) Meenakshi Sharma All Heads
20.22	Plantation Drive on the occasion of Hosteller's birthday	Prof. (Dr.) Meenakshi Sharma
20.23	Initiative for Set up of NCC & NSS at IPEC	Prof. (Dr.) Meenakshi Sharma Dr. Pankaj Rana Prof. (Dr.) S.P. Singh

**Feedback/ Inputs :**

- Vice Chairman-IPEC, Shri Puneet Agarwal focused on the promotion of entrepreneurial qualities among the students. He emphasized on the promotion of new start-ups. He also stressed upon the assessment of students through proper tools.
- Shri Rajesh Mishra stated that feedback should be taken from all students so as to work on their inputs.
- Shri Yashpal Singh emphasized on the updation and grooming of faculty with regards to technology. He also emphasized on the awareness about societal requirements.
- Mr. Akesh Gupta advised that feedback should be taken from all Stakeholders and their Action Taken Report must be circulated. He also stated that we should also focus on the overall grooming of students in terms of Soft Skill.



*The meeting concluded with a vote of thanks proposed by Prof.*

*(Dr.) Meenakshi Sharma, Head – IQAC*

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**Prof. (Dr.) Meenakshi Sharma**

**Head – IQAC**



**Prof. (Dr.) Ajay Kumar**

**Chairperson- IQAC**

**Copy to :**

1. All IQAC Members
2. Deans / All HODs & Concerned Person (to take necessary action accordingly)
3. Office File