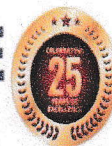




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Internal Quality Assurance Cell

Ref. No. IPEC/IQAC/25-26

27.12.2025

Minutes of 21st IQAC Meeting

Date: 27.12.2025

Time: 10:00 AM

Venue: **Conference Room (Administrative Block)**

Dean-IQAC : **Prof. (Dr.) Meenakshi Sharma**

Members who attended the meeting:

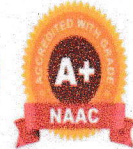
S.No.	Name	Designation-IQAC
1	Prof. (Dr.) Amit Jain, Dean-Academics, IPEC	Officiating Director
2	Mr. Puneet Agarwal, Vice Chairman, IPEC	Member
3	Prof. (Dr.) Meenakshi Sharma, Dean -IQAC & SW	Dean - IQAC
4	Prof. (Dr.) Sunita Yadav, Dean-CSE & Allied Branches	Member
5	Prof. (Dr.) Y.S. Yadav, Dean-First Year	Member
6	Ms. Alpna Rani, Registrar	Member
7	Prof. (Dr.) Vijai Singh, HOD-CSE	Member
8	Prof. (Dr.) Pooja Tripathi, HOD-IT	Member
9	Prof. (Dr.) Ragini Karwayun, HOD- Computer Applications	Member
10	Prof. (Dr.) Neeta Verma, HOD-CSE (AI)	Member
11	Prof. (Dr.) Kumud Kundu, HOD-CSE (AIML)	Member
12	Mrs. Priyanka D. Gupta, CEO, IPEC-TBI	Member
13	Dr. Mahjabin Banu , HOD-Management Studies	Member
14	Mr. Vishal Gupta, AP-ECE	Member
15	Mr. A.K. Garg, CMD-Biltech, Ghaziabad	Member
16	Sh. Yashpal Singh, Rtd. EE (Civil) CPWD- Local Society Member	Member
17	Mr. Akesh Gupta, Sr. Project Manager, Coforge Ltd., (Alumni)	Member
18	Dr. Vipin Kr. Solanki, COE	Special Invitee
19	Mr. Shailendra Singh, T&P Officer	Special Invitee
20	Dr. Arvind Tiwari, Incharge-IIC	Special Invitee



Director

Inderprastha Engineering College

62 Site IV, Sahibabad, Ghaziabad



Members who could not attend meeting:-

1	Sh. Rajesh Mishra, Head - Operations, Bajel Projects Limited, Mumbai	Member
2	Mr. Deepak Kumar Pant F/o Mr. Raghav Pant, (Student of IT – 3 rd Year)	Member
3	Mr. Dhruv Pandey, Student of CSE (DS) 3 rd Year	Member

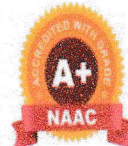
1. The meeting of reformulated Internal Quality Assurance Cell of the institute was held in pursuance of its Action Plan for performance evaluation, assessment and quality up-gradation of institution.
2. To start with Dean- IQAC, Prof. (Dr.) Meenakshi Sharma presented a warm welcome note to the members and special invitees.
3. She then invited Prof. (Dr). Amit Jain, Officiating Director 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.

Confirmation of Minutes of 20th Meeting & Action Taken Report

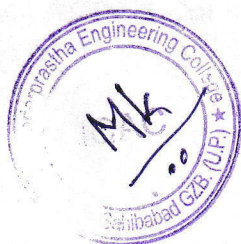
S.No.	Points discussed in 20 th IQAC Meeting	Action Taken by	Status
20.1	Strengthen Industry - Academia Connect	Mr. Arun Shukla, Head-IIIC	In Process
20.2	Preparation for Autonomous AKTU Visit	Director, Prof (Dr.) Ajay Kumar Dean-IQAC, Prof (Dr.)Meenakshi Sharma Registrar, Deans/Heads	Complied
20.3	Apply for ICSSR Funded Projects	Prof. (Dr.) Pooja Tripathi Dr. Mahjabin Banu	Complied
20.4	Conduction of Conference / FDPs / STP / Workshops	Dean-First Year / All Heads	In Process
20.5	Encourage Faculty Members to develop apps	Dean-First Year /All Heads	Partially Complied
20.6	Use of Proper Teaching Aids & Prohibition of use of Mobile Phones for teaching	Dean-First Year / All Heads	Complied and in process
20.7	Celebration of International Yoga Day	Prof. (Dr.) Meenakshi Sharma Mr. Ujjwal Tomar	Complied
20.8	To organize Cycle Marathon (Save Environment)	Prof. (Dr.) Meenakshi Sharma	Postponed due to permission not granted by the Govt. bodies



Chiranjeev
20/12/2025



20.9	Close Monitoring of Student Attendance and remedial measures for Slow Learners	Dean – First Year / All Heads	Complied and in process
20.10	Effective Lecture Delivery related workshop for faculty with less than 5 years of teaching experience	Prof. (Dr.) Ajay Kumar	Complied
20.11	Initiate and Strengthen Outreach programs	Mr. Devansh Agarwal	Complied
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	Complied
20.13	Celebration of Library Day	Mr. Lakshman, Librarian	Complied
20.14	Conduction of Activities under the banner of Russian House	Prof. (Dr.) Meenakshi Sharma	Complied
20.15	Promotion of continuous assessment tools in Laboratories so as to make assessment easier, effective and transparent	All Heads Mr. Mandeep Katre	Ongoing
20.16	Active and more involvement of TBI with the students	Ms. Priyanka D Gupta	On-going
20.17	Apply for AICTE – Distinguished Professional Scheme	Prof. (Dr.) Ajay Kumar Prof. (Dr.) Meenakshi Sharma Prof. (Dr.) Pooja Tripathi	Complied
20.18	Emphasis on Final Year Projects outcomes in terms of publications / patents	Dr. Rana Tabassum All Heads	Complied
20.19	Apply for CII STEM Awards	Prof. (Dr.) Meenakshi Sharma Dr. Pankaj Rana	CII Stem awards for women awarded to IPEC
20.20	Celebration of Independence Day	Prof. (Dr.) Meenakshi Sharma	Complied
20.21	Celebration of Engineers Day	Prof. (Dr.) Meenakshi Sharma All Heads	Complied
20.22	Plantation Drive on the occasion of Hosteller's birthday	Prof. (Dr.) Meenakshi Sharma	Complied
20.23	Initiative for Set up of NCC & NSS at IPEC	Prof. (Dr.) Meenakshi Sharma Dr. Pankaj Rana Prof. (Dr.) S.P. Singh	On-going



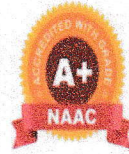
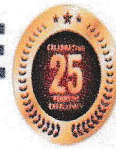
Sharma
28/12/2025
Director
Inderprastha Engineering College
63, Site-IV, Sahibabad, Ghaziabad



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AGENDA POINTS OF 21ST IQAC MEETING

S.No.	Discussion on	Responsibility/PDC (wherever applicable)
21.1	To conduct the Board of Studies of various departments	Dean-First Year / All HODs
21.2	To conduct the Academic Council Meeting of the Institute	Director & Dean-IQAC
21.3	To conduct Board of Governing Body Meeting	Director & Dean-IQAC
21.4	To formulate the End Semester Examination Framework	Controller of Examination
21.5	To decide upon the list Examiners and Paper Setters for the Institute	Deans / HODs / COE
21.6	To devise the question paper setting process and moderation of Question paper	Director / Deans / HODs / COE
21.7	To formulate the process of registration for filling exam forms	SPOCs / COE
21.8	To prepare Policies & SOPs related to unfair means and discipline during examination	COE
21.9	To work upon the Slow Learners as an outcome of Continuous Internal Evaluation (CIE).	Deans / HODs
21.10	Faculty Development and Academic Quality Initiatives	Deans / HODs
21.11	Filling of NIRF application for four categories	Dr. Meenakshi Sharma / Registrar / Dr. Arvind Tiwari
21.12	Preparation of Ordinance of UG & PG Programs under autonomous	Dean (Academics)
21.13	Discussion on the Finalization and Approval of evaluation guidelines and software company	Director / Deans / COE
21.14	Formation of DAC & DQAC	Deans / HODs
21.15	Review of Autonomous Academic Calendar	Director / Dean (Acad.)

The meeting concluded with a vote of thanks proposed by Dean-IQAC.

Prof. (Dr.) Meenakshi Sharma
Dean – IQAC



Prof. (Dr.) Amit Jain
Officiating Director, IPEC

Amit Jain
28/12/2025

Inderprastha Engineering College
63, Site-IV, Sahibabad, Ghaziabad

Copy to :

- 1. All IQAC Members & Special Invitee**
- 2. Deans / All HODs & Concerned Persons - (to take necessary action accordingly)**
- 3. Office File**