

GIMET/IQAC /11

16/11/18

Global Institute of Management & Emerging Technologies, Amritsar

Circular

Dear Sir/ Madam,

The meeting of IQAC, GIMET, Amritsar is scheduled to be held on 16th Nov, 2018 at 11 AM in Conference Room, Newton Block, 2nd Floor. The agenda is annexed herewith.

You are requested to make it convenient to attend to same.

Thanking You,

Yours sincerely,


Coordinator

Encl: Agenda

Copy to:

1. Dr. Rajesh Goel, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Er. Rasleen Kaur, Assistant Professor, CSE/IT (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club,Civil Lines, Amritsar
9. Mr. Ranjan Vashisth, CEO, Quantum Jump Consultancy Services, New Delhi
10. Gursheerbir Singh, B. Tech. (ME), Batch 2011-2015
11. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Kulwinder Singh, Member, Guru Har Rai Educational Society

Agenda of IQAC Meeting to be held on 16.11.2018

- 6.1 To approve minutes of previous meeting held on 19th June, 2018.
- 6.2 To appraise the members about status of action taken on minutes of 5th meeting.
- 6.3 Preparation of AQAR of academic year 2018-2019.
- 6.4 Discussion on previous result analysis.
- 6.5 Training and Placements of final and pre-final year students.
- 6.6 Focus on the improvement areas pointed out in the quality profile.
- 6.7 Student's Feedback.
- 6.8 Internal Formulation and conduct of Internal as well as External Practical Viva-Voce.
- 6.9 IKGPTU Examination Duties.


Leonor

Global Institute of Management & Emerging Technologies, Amritsar**Subject: Proceedings of IQAC Meeting held on 16.11.2018**

The proceedings of IQAC meeting held on 16.11.2018 are sent herewith for your information and comments, if any. In case your good self wish to suggest anything, you are requested to send the same within fortnight from the date of issue of proceeding.

Thanking you,

Yours sincerely,


Coordinator

Copy to:

1. Dr. Rajesh Goel, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
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11. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Kulwinder Singh, Member, Guru Har Rai Educational Society

Global Institute of Management & Emerging Technologies, Amritsar

(Internal Quality assurance cell)

The meeting was attended by following:

1. Dr. Rajesh Goel, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, (Secretary and Coordinator)
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Er. Rasleen Kaur, Assistant Professor, CSE/IT (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)

Leena

**PROCEEDINGS OF IQAC MEETING HELD ON 16.11.2018 AT 11 AM IN
CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL INSTITUTE
OF MANAGEMENT AND EMERGING TECHNOLOGIES, AMRITSAR**

The meeting started with the welcome by Chairman IQAC and followed by introduction of all the members of IQAC composition. The following agenda items were discussed in the meeting:

6.1 To approve minutes of previous meeting held in April.

Since no comments have been received as such, minutes are confirmed.

6.2 To appraise the members about status of action taken on minutes of 5th meeting.

Sr.no	Reference in minutes	Action Related	Status
1	5.3	Preparation of AQAR of academic year 2017-2018.	Done
2	5.4	Create web link for AQAR on college website	Done
3	5.5	Start compilation of AQAR of Academic Year 2017-2018	Done

6.3 Preparation of AQAR for academic year 2018-2019

Committee asked to collect the data from various departments for academic year 2018-2019 and start preparation of AQAR.

6.4 Discussion on Previous Result Analysis

The result analysis of various departments was put up in the meeting, which was seen by the members. The discussion was taken on pass percentage. House was appraised for the result analysis.

6.5 Training and Placements of final and pre-final year students

House was appraised the imitative taken by training and placement cell to conduct industrial academic interface programme for pre final and final year students. The students scheduled to undergo Industrial/ Institutional Training and submit confirmation letters to the training and placement office having details of the name of the company/ institute and location of the place of training.

6.6 Focus on the improvement areas pointed out in the Quality Profile

Committee asked to respective HODs and Deans to focus on the improvement area suggested out in quality profile and implement them in current academic year 2018-2019.

6.7 Feedback

House agreed to take parent's feedback along with student's feedback. All class in-charges must collect feedback form from the IQAC cell and take the feedback from the students and parents. The feedback analysis should be submitted to IQAC cell on or before 3rd week of Dec, 2018.

6.8 Internal Formulation and conduct of Internal as well as External Practical Viva-Voce.

All HODs must prepare internal assessment of odd Semester by considering Attendance, Assignments, MST 1 Marks and MST 2 Marks. HODs have to conduct internal as well as external practical viva-voce according to the University prescribed dates. The internal marks of theory and practical must be uploaded on IKGPTU exam portal.

6.9 University Examination Duties.

The examination cell will be formed by following members:

- Prof. Parminderjit Singh (Exam Superintendent)
- Prof. Vijender Noonwal (Deputy Superintendent)

The examination cell will distribute the duty roster among faculty and all faculty members will give the duties accordingly.

The meeting ended with vote of thanks to chair.


Coordinator

Global Institute of Management & Emerging Technologies, Amritsar**Circular**


Dear Sir/ Madam,

The meeting of IQAC, GIMET, Amritsar is scheduled to be held on 2nd Jan, 2019 at 10.30AM in Conference Room, Newton Block, 2nd Floor. The agenda is annexed herewith.

You are requested to make it convenient to attend to same.

Thanking You,

Yours sincerely,


Coordinator

Encl: Agenda

Copy to:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, (Secretary and Coordinator)
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME, GIMET, Amritsar (Member)
7. Col.(Retd) Sudhir Bahel, Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club, Civil Lines, Amritsar
9. Mr. Ranjan Vashisth, CEO, Quantum Jump Consultancy Services, New Delhi
10. Er. Hiba Tul Shakoor, B. Tech. (CE), Batch 2013-2017
11. Mr. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Mr. Kulwinder Singh, Member, Guru Har Rai Educational Society

Agenda of IQAC Meeting to be held on 02.01.2019

- 7.1 Introduction of the new Chairman Dr. M. S. Saini & members by Dr. Leena.
- 7.2 Coordinator Dr. Leena to explain the working of IQAC.
- 7.3 To confirm the minutes of the previous meeting held on 16th Nov, 2018.
- 7.4. To appraise the members about the status of action taken on previous meeting of Minutes.
- 7.5 To plan merging of other institutes running in the campus with GIMET as per AICTE guidelines and to be known as Global Group of Institutes.

Leena

GIMET/IQAC/13/A

Dated:- 2/1/19

Global Institute of Management & Emerging Technologies, Amritsar

Subject: Proceedings of IQAC Meeting held on 02.01.2019

The proceedings of IQAC meeting held on 02.01.2019 are sent herewith for your information and comments, if any. In case your good self wish to suggest anything, you are requested to send the same within fortnight from the date of issue of proceeding.

Thanking you,

Yours sincerely,


Coordinator

Copy to:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME, GIMET, Amritsar (Member)
7. Col.(Retd) Sudhir Bahel, Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club, Civil Lines, Amritsar
9. Mr. Ranjan Vashisth, CEO, Quantum Jump Consultancy Services, New Delhi
10. Hiba Tul Shakoor, B. Tech. (CE), Batch 2013-2017
11. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Mr. Satbir Singh, Member, Guru Har Rai Educational Society

Global Institute of Management & Emerging Technologies, Amritsar

(Internal Quality assurance cell)

The meeting was attended by following:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME,GIMET,Amritsar (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)

Leena

**PROCEEDINGS OF IQAC MEETING HELD ON 02.01.2019 AT 10.30 AM IN
CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL INSTITUTE
OF MANAGEMENT AND EMERGING TECHNOLOGIES, AMRITSAR**

The meeting started with the welcome and best wishes for new year by Coordinator IQAC.
The following agenda items were discussed in the meeting:

7.1 Introduction of the new Chairman Dr. M. S. Saini & members by Dr. Leena.

The meeting started with the welcome of Dr. M.S.Saini and new members of IQAC by Dr. Leena and followed by introduction of all other members.

Followings are the details of new IQAC team with designation.

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME,GIMET,Amritsar (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club,Civil Lines, Amritsar
9. Mr. Ranjan Vashisth, CEO, Quantum Jump Consultancy Services, New Delhi
10. Er. Hiba Tul Shakoor, B. Tech. (CE), Batch 2013-2017
11. Mr. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Mr. Satbir Singh, Member, Guru Har Rai Educational Society.

7.2 Coordinator Dr. Leena to explain the working of IQAC.

Coordinator explained the working status of IQAC team to the new members.

7.3 To confirm the minutes of the previous meeting held on 16th Nov, 2018.

Since no comments have been received as such, minutes are confirmed.


7.4. To appraise the members about the status of action taken on previous meeting of Minutes.

House appreciated the action taken and working of the committee on previous meeting.

Sr.no	Reference in minutes	Action Taken	Status
1.	6.1	To approve minutes of previous meeting held in 16Nov, 2018.	Done
2	6.2	To appraise the members about status of action taken on minutes of 6 th meeting.	Done
3	6.3	Preparation of AQAR of academic year 2018-2019.	In Process
4	6.4	Discussion on Previous Result Analysis.	Done
5	6.5	Training and Placements of final and pre-final year students.	In Process
6	6.6	Focus on the improvement areas pointed out in the Quality.	In process
7	6.7	Student's Feedback.	In Process
8	6.8	Internal Formulation and conduct of Internal as well as External Practical Viva-Voce.	Done
9	6.9	IKGPTU Examination Duties.	Done

7.5 To plan merging of other institutes running in the campus with GIMET as per AICTE guidelines and to be known as Global Group of Institutes.

The meeting ended with vote of thanks to the chair.


Coordinator

GIMET/IQAC/14

Dated:- 9/4/19

Global Institute of Management & Emerging Technologies, Amritsar

Circular

Dear Sir/ Madam,

The meeting of IQAC, GIMET, Amritsar is scheduled to be held on 9th April, 2019 at 10.15 AM in Conference Room, Newton Block, 2nd Floor. The agenda is annexed herewith.

You are requested to make it convenient to attend to same.

Thanking You,

Yours sincerely,



Coordinator

Encl: Agenda

Copy to:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, Assistant Professor, ME (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club,Civil Lines, Amritsar
9. Mr. Ranjan Vashisth, CEO, Quantum Jump Consultancy Services, New Delhi
10. Er. Hiba Tul Shakoor, B. Tech. (CE), Batch 2013-2017
11. Mr. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Mr. Satbir Singh, Member, Guru Har Rai Educational Society.

Agenda of IQAC Meeting to be held on 9.04.2019

- 8.1 To confirm the minutes of the previous meeting held on 2nd Jan, 2019.
- 8.2 To appraise the members about the status of action taken on previous Minutes of meeting.
- 8.3 To appraise the members about the successful completion of AICTE inspection.
- 8.4 Preparation of AQAR of academic year 2018-2019.
- 8.5 Create web link for AQAR on college website
- 8.6 Need of more interaction of students to the industrial environment.
- 8.7 Implementation of student satisfaction survey as per NAAC guidelines.
- 8.8 Training and Placements of final and pre-final year students.
- 8.9 Focus on the improvement areas pointed out in the Quality Profile.
- 8.10 Parents and Students Feedback.
- 8.11 Internal Formulation and conduct of Internal as well as External Practical Viva-Voce.
- 8.12 IKGPTU Examination Duties.
- 8.13 Preparation of Model Test Papers and Remedial Classes for weak students.


Leena

Global Institute of Management & Emerging Technologies, Amritsar**Subject: Proceedings of IQAC Meeting held on 9.04.2019**

The proceedings of IQAC meeting held on 9.04.2019 are sent herewith for your information and comments, if any. In case your good self wish to suggest anything, you are requested to send the same within fortnight from the date of issue of proceeding.

Thanking you,

Yours sincerely,


Coordinator

Copy to:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME,GIMET,Amritsar (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club,Civil Lines, Amritsar
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10. Er. Hiba Tul Shakoor, B. Tech. (CE), Batch 2013-2017
11. Mr. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Mr. Satbir Singh, Member, Guru Har Rai Educational Society.

Global Institute of Management & Emerging Technologies, Amritsar

(Internal Quality assurance cell)

The meeting was attended by following:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, Assistant Professor, ME (Member)
7. Col.(Retd) Sudhir Bahel, Dean Training and Placement Cell, (Member)

Leena

**PROCEEDINGS OF IQAC MEETING HELD ON 9.04.2019 AT 10 AM IN
CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL INSTITUTE
OF MANAGEMENT AND EMERGING TECHNOLOGIES, AMRITSAR**

8.1 To confirm the minutes of the previous meeting held on 02nd Jan, 2019

Since no comments have been received as such, minutes are confirmed.

8.2 To appraise the members about the status of action taken on previous minutes of meeting

House appreciated the action taken and working of committee on previous meeting.

Sr.no	Reference in minutes	Action Related	Status
1	7.1	Introduction of the new Chairman Dr. M. S. Saini & members by Dr. Leena.	Done
2	7.2	Coordinator Dr. Leena explained the working of IQAC.	Done
3	7.3	To confirm the minutes of the previous meeting held on 2 nd Jan, 2019.	Done
4	7.4	To appraise the members about the status of action taken on previous minutes of meeting.	Done
5	7.5	To plan merging of other institutes running in the campus with GIMET as per AICTE guidelines and to be known as Global Group of Institutes.	In process

8.3 To appraise the members about the successful completion of inspection.

Chairman apprised all the members of house for successful completion of AICTE inspection for merger of all institutes in the campus. He shared that new approval letter will be issued in the name of Global Group of Institutes by AICTE soon.

8.4 Preparation of AQAR of academic year 2018-2019.

It was observed that some departments have not submitted the required data for this purpose. Strong concern was expressed by the chairman IQAC for non-compliance by some departments and instructed them to ensure the submission by 22nd June 2019.

8.5 Create web link for AQAR on college website.

Committee asked Prof. Amit Puri to create link on institute web site for uploading of AQAR and minutes of meetings of IQAC.

8.6 Need of more interaction of students with industrial environment.

House agreed to plan at least one industrial visit for each class every semester. It was also stressed to have more frequent talks by industry experts.

8.7 Implementation of student satisfaction survey as per NAAC guidelines.

It was felt that the sample size of survey was too small to draw any inference, so efforts must be made by the departments to increase the participation of students in the survey. There is also a need to improve the interaction of students with faculty. All H.O.Ds should interact with their departmental students at least once in a month.

8.8 Training and Placements of final and pre-final year students.

House was appraised of the initiative taken by Training and Placement Cell to conduct Industrial Academic Interface programme for pre final and final year students. House agreed to conduct more interactive session and train students for interviews. The students scheduled to undergo Industrial/ Institutional Training should submit confirmation letters to the Training and Placement office giving details of the name of the company and location etc.

8.9 Focus on the improvement areas pointed out in the Quality Profile.

It was decided to ask the respective H.O.Ds to focus on the improvement in the areas such as conduct of at least one Expert Talk/Seminar/Workshop in a semester and implement the same in current academic year 2018-2019. House also agreed to add more smart class rooms.

8.10 Feedback.

The committee asked to collect feedback according to NAAC format and take suitable measures. All class in-charges must collect feedback forms from the IQAC cell and get it filled by the students. The feedback analysis should be submitted to IQAC cell by 29th April, 2019.

8.11 Internal Formulation and conduct of Internal as well as External Practical Viva-Voce.

All HODs must prepare internal assessment of Even Semester by considering Attendance, Assignments, MST 1 Marks and MST 2 Marks. HODs must also conduct internal as well as external practical viva-voce according to the University prescribed dates. The internal marks of theory and practical must be uploaded on IKGPTU exam portal in time.

8.12 PTU Examination Duties.

The examination cell will be formed by following members:

- Prof. Parminderjit Singh (Exam Superintendent)
- Prof. Vijender Noonwal (Deputy Superintendent)

The examination cell will distribute the duty roster among faculty and all faculty members will give the duties accordingly.

8.13 Preparation of Model Test Papers and Remedial Classes of weak students.

All heads were instructed to send 3 Model test papers to the students according to pattern of university exam in order to prepare the students well for the upcoming IKGPTU final exams. They were also asked to prepare list of weak students and subsequently arrange for conduct of remedial classes.

The meeting ended with vote of thanks to the chair.


Coordinator

Global Institute of Management & Emerging Technologies, Amritsar**Circular**

Dear Sir/ Madam,

The meeting of IQAC, GIMET, Amritsar is scheduled to be held on 25th June, 2019 at 10.30 AM in Conference Room, Newton Block, 2nd Floor. The agenda is annexed herewith.

You are requested to make it convenient to attend to same.

Thanking You,

Yours sincerely,



Coordinator

Encl: Agenda

Copy to:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A, Secretary and Coordinator.
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4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME, GIMET, Amritsar (Member)
7. Col.(Retd) Sudhir Bahel, Dean Training and Placement Cell, (Member)
8. Mr. Bunny Bhullar, Member, Rotary Club, Civil Lines, Amritsar
9. Mr. Ranjan Vashisth, CEO, Quantum Jump Consultancy Services, New Delhi
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11. Mr. Sudhanshu Sharma, Student, B.Tech. (ME), Batch 2016-2020
12. Mr. Satbir Singh, Member, Guru Har Rai Educational Society.

Agenda of IQAC Meeting to be held on 25.06.2019

- 9.1 To confirm the minutes of the previous meeting held on 09th April, 2019.
- 9.2 To appraise the members about the status of action taken on previous minutes of meeting.
- 9.3 Conduct of Internal Academic Audit for 2018-2019 session.
- 9.4 To review the result analysis of final year students.
- 9.5 To finalize AQAR for Academic year 2018-2019.
- 9.6 To plan for upcoming Academic Session 2019-2020.
- 9.7 Any other item with the permission of Chair.

Leena

Global Institute of Management & Emerging Technologies, Amritsar

(Internal Quality assurance cell)

The meeting was attended by following:

1. Dr. M.S Saini, Director, GIMET, Amritsar (Chairman)
2. Dr. Leena Jain ,H.O.D, M.C.A,(Secretary and Coordinator)
3. Dr. Maninder Singh, Principal GIMET (Member)
4. Prof. DS Bhambra, HOD (ME) (Member)
5. Prof. Meenakshi Sharma, HOD (CSE) (Member)
6. Prof. Ravinder Singh, ME,GIMET,Amritsar (Member)
7. Col.(Retd) Sudhir Bahel,Dean Training and Placement Cell, (Member)

Leena

PROCEEDINGS OF IQAC MEETING HELD ON 25.06.2019 AT 10 AM IN CONFERENCE HALL, NEWTON BLOCK, 2ND FLOOR OF GLOBAL INSTITUTE OF MANAGEMENT AND EMERGING TECHNOLOGIES, AMRITSAR

9.1 To confirm the minutes of the previous meeting held on 09th April, 2019.

Since no comments have been received as such, minutes were confirmed.

9.2 To appraise the members about the status of action taken on previous minutes of meeting.

House appreciated the action taken and working of committee on previous meeting.

Sr.n o	Reference in minutes	Action Taken	Status
1	8.1	To confirm the minutes of the previous meeting held on 09 th April, 2019.	Done
2	8.2	To appraise the members about action taken on previous meetings.	Done
3	8.3	To appraise the members about the successful completion of inspection.	Done
4	8.4	Preparation of AQAR of Academic year 2018-2019.	Done
5	8.5	Create web link for AQAR on institute website	Done
6	8.6	Need of more interaction of students to the industrial environment.	Done
7	8.7	Implementation of student satisfaction survey as per NAAC guidelines.	In Process
8	8.8	Training and Placements of final and pre-final year students.	Done
9	8.9	Focus on the improvement areas pointed out in the Quality Profile.	In process
10	8.10	Students and Parents Feedback.	Done
11	8.11	Internal Formulation and conduct of Internal as well as External Practical Viva-Voce examination.	Done
12	8.12	IKG PTU Examination Duties.	Done
13	8.13	Preparation of Model Test Papers and conduct of remedial classes for weak students.	Done

9.3 Conduct of Internal Academic Audit for 2018-2019 Session.

It was decided to conduct the Internal Academic Audit by a committee constituted by the Director. The report of Internal Academic Audit should be submitted to IQAC office within two weeks.

9.4 To review the result analysis of final year students.

It was observed that the final result for B.Tech CSE and B.Tech Civil was not up to mark. The concerned departments should submit the detailed analysis by 28th June, 2019.


9.5 To finalize AQAR for Academic year 2018-2019.

The Dean Academics illustrated all the parameters required to be filled in AQAR and submitted it for consideration and approval.

9.6 To plan for upcoming Academic Session 2019-2020.

The committee asked to finalize the work load distribution, prepare time table and also check the physical infrastructure and subsequently raise the requirement for deficient if any.

The meeting ended with vote of thanks to chair.


Coordinator