

Minutes of the Meeting

A second meeting of IQAC was held on 02.01.2018 at 3:00 P.M. in Conference Hall. Meeting was chaired by Dr. Brajesh Varshney, Chairperson of IQAC. Following members attended the meeting:

1. Dr. Brajesh Varshney	Chairperson	Present
2. Sh. Vipul Jain	Management representative	Present
3. Dr. Nand Kumar Pandey,	Dean, Student Welfare	Present
4. Dr. Rakesh Kumar Pandey,	Dean, Academics	Present
5. Mr. Som Nath Gupta,	Dean, Administration	Absent
6. Mr. Pratyush Tripathi,	Controller of Examinations	Present
7. Mr. Sanjeev Shukla,	Asst. Prof., Dept. of Comp. Application	Present
8. Mr. Praveen Tripathi,	Asst. Prof., Dept. of CSE	Absent
9. Mr. Pramendra Kumar Singh,	Asst. Prof., Dept of Buss. Admin.	Present
10. Mr. Asheesh Gupta,	Assistant Dean Academics	Present
11. Dr. Anshu Srivastava,	Assistant Dean Student Welfare	Present
12. Mr. Anurag Trivedi,	Deputy Registrar	Present
13. Mr. Santosh Gupta,	Accounts Dept.	Present
14. Ms. Shefali Tiwari,	Director Office	Present
15. Mr. Shiv Prakash,	IT Dept.	Present
16. Ms. Anita Sharma,	Librarian	Present
17. Dr. S.K. Mishra,	Blood Bank Superintendent, UHM, Kanpur	Present
18. Chandra Tiwari	Alumni	Present
19. Raj Gupta	Alumni	Absent
20. Ms. Medha Dwivedi, Managing Director Saletancy Consulting Pvt. Ltd.	Employer	Present
21. Mr. Pramit Agarwal, Managing Director, India Braids Pvt. Ltd.	Industrialist	Present
22. Mr. Surya Narayan Singh	Father of a Student	Present
23. Mrs. Geeta Yadav	Mother of a Student	Present
24. Ms. Nidhi G. Kapoor	IQAC Coordinator	Present

The Chairperson Dr. Brajesh Varshney (Director) welcomed the members for participating in the meeting. Ms. Nidhi G. Kapoor, Coordinator of IQAC started the proceedings of the meeting.

The following points were discussed in the meeting:

Agenda 1: To verify the minutes of the first meeting.

- (i) The mission and vision of the departments have been created.
- (ii) To promote the Research & Development Activities, Research & Development Cell has been created. The objective of the cell is to organize the workshop, conference, faculty development program, motivation for research publications, etc. The head of R&D Cell has informed that IEEE branch of KIT (STB18791) is active and various activities will be planned through this branch.
- (iii) Dean, Student Welfare has informed that tree plantation is done in the campus. Blood donation camp is organized with UHM, Kanpur. In this camp more than 50 units of blood was donated. Moreover, other activities like road safety program, literary activities and cultural activities are being continuously organized.

Agenda-2 : To work out the mechanism for ensuring efficient performance of academic activities on regular basis.

Resolution :- Dr. Brajesh Varshney, Chairperson of IQAC is emphasized on mechanism required for efficient and periodic progress of academics activities. All committee members discussed the current status and recommended for the decentralization of academics activities.

Members also stressed on enhancing teaching-learning process in various departments. The members suggested on providing students Industry oriented courses apart from the regular syllabus. The members suggested Dean Academics and HOD's to prepare the curriculum as per the requirement of their respective departments..

Agenda 3: To initiate E-Governance in administration for Administrative reforms

Resolution: Mr. Anurag Trivedi discussed about the digitalization of the administrative reforms of the institute with the help of which the functioning of administration activities like service record of the employees, Leave Records etc can be easily maintained. All the Head of Departments also emphasized on digitalization to improve the student's database such as attendance, marks statements, achievements, Training & Placements etc. IQAC Committee members supported the views of above members regarding the need of digitalization required for integrating all academic and administrative activities.

Meeting ended with a cup of tea at 4:00 P.M. with thanks to the Chair.



Ms. Nidhi G. Kapoor

Coordinator (IQAC)



Dr. Brajesh Varshney (Director)

Chairperson

Director
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