

MINUTES OF IQAC MEETING HELD ON 03.04.2018 AT 2:00 PM
IN CONFERENCE HALL OF IMSEC

1. **Following were present:**

i)	Dr. Rahul Dayal	Dean (Academic) & HOD ECE
ii)	Prof. Neeraj Kumar Sirohi	Dean (SW)
iii)	Dr. S.N. Rajan	Dean (R&D)
iv)	Dr. Neetu Goel	Dean (AS&H)
v)	Dr. Pankaj Agarwal	HOD (CSE)
vi)	Dr. Rishi Asthana	HOD (EN)
vii)	Prof. N.U. Khan	HOD (IT)
viii)	Dr. S.K. Kalla	HOD (ME)
ix)	Dr. Monica Verma	HOD (MBA)
x)	Prof. A.K. Srivastava	HOD (CE)
xi)	Prof. Rashmi Chandra	HOD (BT)
xii)	Prof. Narendra Kumar	Coordinator IQAC

2. During the meeting following points were discussed:

a) Reconstitution of IQAC Cell:

Dr. Sarban Mukherjee, Chairperson IQAC informed that IQAC has been reconstituted with Prof. Narendra Kumar as its Co-ordinator, for monitoring the quality parameters in IMS, Engineering College. He also apprised the new members regarding its composition and quorum.

b) Duties and responsibilities:

The functionaries chalked out strategies and outlined functions of IQAC. The Co-ordinator IQAC explained roles and responsibilities of IQAC members.

c) Development of Quality Benchmarks:

Chairperson IQAC emphasized the need of development and application of quality benchmarks to impart quality teaching learning process.

d) Multiple Set of Question Papers:

For better Assessment of students, Chairperson instructed the HODs to get prepared multiple sets of question papers for a particular paper in sessional examination. He authorized Dean (Academics) and HODs to select one question paper from the multiple paper sets.

e) Innovation and Entrepreneurship:

Chairperson instructed HODs to encourage students to showcase their live technical projects prepared during annual technical fest Technovation at National and International levels.

There being no other point, meeting concluded with vote of thanks.

(Dr. Narendra Kumar)
Coordinator IQAC

Distribution

Director: For Kind Information

All HODs & Deans

All Faculty Members

Registrar

CDC Head