

MINUTES OF IQAC MEETING HELD ON 09.09.2016 AT 2:00 PM

IN CONFERENCE HALL OF IMSEC

1. **Following were present:**

i)	Dr. Sraban Mukherjee	Director
ii)	Dr. Rahul Dayal	Dean Academic & HOD ECE
iii)	Dr. S.N. Rajan	Dean (R&D)
iv)	Dr. V. K. Saini	HOD (ME)
v)	Dr. Abhimannu Kumar Jha	HOD (BT)
vi)	Dr. Pankaj Agarwal	HOD (CSE)
vii)	Dr. Rishi Asthana	HOD (EN)
viii)	Prof. N.U. Khan	HOD (IT)
ix)	Prof. Monica Verma	HOD (MBA)
x)	Prof. Pankaj Goel	Dean (SW)
X)	Prof. Narendra Kumar	Coordinator IQAC

2. During the meeting following points were discussed:

a) **NBA Accreditation Preparation:**

The discussion was held related to the preparation of NBA accreditation visit of ME and CSE department, Director instructed to HODs of both department to ensure the readiness for NBA visit in all respect.

b) **Dissemination of Vision, Mission, Pos, PSOs and COs:**

Department heads are requested to ensure that the students should know about the Vision, Mission, Program Outcomes, Program Specific Outcomes, Course Outcomes. For this concern class coordinator should circulate this among students.

c) **Technical Fest for Students:**

Director instructed that Tech Fest scheduled on 14th and 15th Oct, will be coordinated by Physics Department. It was also decided that Tech Fest would be given a suitable name related to innovations.

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. For the preparation of NBA it was decided that question papers in CSE, ME and first year will be mapped with Course Outcomes /Program Outcomes.

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