

# Attendance Sheet

16<sup>th</sup> IQAC Meeting held on 27<sup>th</sup> May, 2024 at 11:00 AM  
in the Conference Room (A-Block)

Position	Name	Designation	Signature
Chairperson/Faculty	Dr. Vikram Bali	Director	
Management Representative	Shri Sanjay Agarwal Ji	Treasurer, IMS Society	
Nominee from Local Society/Trust	Shri Apurve Goel Ji	Member-IMS Society	
Senior Administrative Officer	Mr. Manoj Kumar Kukreja	Registrar	 27/5/2024
Alumni	Mr. Prakhar Bansal	Alumni (IT, Batch 2011)	
Student	Basant Yadav	B.Tech (CSE)	
Employers of College Product	Mr. Anurag Gupta	Director-Tevtron Technologies	
Industrialists	Mr. Anand Mohan Singh	Probus, Okhla, New Delhi	
Stakeholder / Representative of Community	Mrs. Jyoti Saxena	Parent of Student	
Faculty Members to represent at all levels	Dr. S.N. Rajan	Dean (Acad) & HoD (IT)	
	Dr. Vivek Pandey	HoD (ME)	 27/5/24
	Dr. Sonali Mathur	HoD (CSE)	 27/5/24
	Dr. Sonia Juneja	HoD (CS/CSD)	 27/5/24
	Dr. Kavita Saxena	HoD (MCA)	 27/5/24
	Dr. Deepti Aggarwal	Professor (CSE)	
	Dr. Pramod Singh	HoD (ECE/EN)	
	Dr. Siddharth Vats	Assoc. Prof. - BT	 27/5/24
	Dr. Manoj Choudhary	Asstt. Prof. - MBA	
	Mr. Mohit Mittal	Asstt. Professor (CSE)	
Dr. Ajay Kumar	Asstt. Professor (ECE)		
IQAC Coordinator	Dr. Amit Sharma	Associate Professor (IT)	
Invitee	Dr. Radha Raman Pandey	Professor (CS)	
	Dr. Meenu Baliyan	HoD (MBA)	
	Dr. Kokila Saxena	Professor (MBA)	
	Mr. Nikhil Kawatra	Asstt. Prof. (BT)	



# IMS Engineering College, Ghaziabad

Ref.No. IQAC/IMSEC/2023-24/03

May 29, 2024

## Minutes of IQAC Meeting held on 27.05.2024

The Third Meeting of IQAC for the Academic Session 2023-24 was held on May 27, 2024. The meeting was chaired by Dr. Vikram Bali, Chairman - IQAC. The following members attended the meeting:

1. Shri Sanjay Agarwal	:	Treasurer - IMS Society
2. Shri Apurve Goel	:	Member - IMS Society
3. Dr. Vikram Bali, Director	:	Chairman - IQAC
4. Dr. S.N. Rajan, Dean (Academic)	:	Member
5. Dr. Sonali Mathur, HOD (CSE)	:	Member
6. Dr. Sonia Juneja, HOD (CS/CSD)	:	Member
7. Dr. Pramod Singh, HOD (ECE)	:	Member
8. Dr. Vivek Pandey, HOD (ME)	:	Member
9. Mr. Mohit Mittal, Asstt. Prof. (CSE)	:	Member
10. Mr. Manoj Kr. Chaudhary, Asstt. Prof. (MBA)	:	Member
11. Dr. Ajay Kumar, Asstt. Prof. (ECE)	:	Member
12. Mrs. Jyoti Saxena	:	Parent
13. Mr. Basant Yadav, Student	:	Member
14. Dr. R.R. Pandey	:	Invitee
15. Dr. Kokila Saxena	:	Invitee
16. Dr. Siddharth Vats, Asstt. Prof. (BT)	:	Member
17. Dr. Kavita Saxena, HOD (MCA)	:	Member
18. Mr. Nikhil Kawatra, Asstt. Prof. (BT)	:	Invitee
19. Dr. Amit Sharma, Associate Professor	:	Coordinator - IQAC
20. Mr. Manoj Kukreja, Registrar	:	Member

### **Agenda of the meeting:**

- 1) Confirmation and approval of 15<sup>th</sup> IQAC Minutes of Meeting & Action Taken Report for session 2023-2024.
- 2) Focus on implementation of OBE Resolution.
- 3) Domain - Specific training for the CSE Allied branches.
- 4) Online coding platform for students.
- 5) Requirement of Books in the department(s) for next academic year, if any.

- 6) Policy regarding late submission of library books.
- 7) Plastic free campus.
- 8) Responsibility of subject coordinator.
- 9) Minor and Honours degree effective from B.Tech - 4<sup>th</sup> Semester of Session 2023-24.
- 10) NBA preparation of MBA, BT, ECE and CSE department.
- 11) Any other agenda point with the permission of Chair.

**Agenda 1: Confirmation and approval of 15<sup>th</sup> IQAC Minutes of Meeting & Action Taken Report (for session 2023-2024)**

**Resolution:**

The minutes of the last meeting of the IQAC held on 12 Feb 2024 were circulated among all the members and read out. There was no objection to the minutes, hence confirmed by the Chairman IQAC of the meeting and the same was taken on record by IQAC.

**Action Taken Report of 15<sup>th</sup> IQAC Meeting:**

Agenda No.	Description	Action Taken .
2	Research and Innovation: Productivity and Quality	Around 22 R&D groups were formed in college in different departments for preparing Research Proposals and submitting the same to various funding agencies.
4	<b>Participation of students in more sports activity.</b>	Teams were formed for various sports at departmental level, college level and year wise and activities were organised to inculcate a healthy sports spirit among students.
5	Quality Placement	Technical trainings were organised along with career counseling sessions. In addition to this, HoDs accompanied by Head - CDC visited reputed companies for quality placement.
6	<b>Incentive provided to faculty members for published Research papers in Year 2023.</b>	Incentives were provided to faculty members who published their Research paper in the year 2023 as per norms.



10	<b>Updating Server Configuration</b>	To strengthen the network security and to increase the speed of internet a firewall has been installed.
11	<b>To organise Alumni Meet, Vibgyor and Chakravuh in Even Semester.</b>	Chakravuh was held in the month of April and Vibgyor was successfully organised in the month of May 2024.
13	<b>Website Updation</b>	Website is already updated with all the necessary details of College, each department and mandatory disclosure.
14	<b>Requirement of Books in the library for Even Sem 2023-24.</b>	Books have been procured as per requisition.

**Agenda 2: Focus on implementation of OBE Resolution:**

It was discussed that the institute has already started implementation of OBE in the regular teaching-learning process. Accordingly, CO-PO attainment with proper justification for both theory and practical subjects can be revised, if necessary. Dr. Vikram Bali, Chairman - IQAC, asked Dr. Amit Sharma, Coordinator - IQAC to make a detailed plan of CO-PO mapping presentation by HoDs. He further suggested all the HoDs to organise workshops/sessions regarding OBE for better understanding of students.

**Action: Dr. Amit Sharma & All HoDs**

**Agenda 3: Domain - Specific training for the CSE Allied branches:**

Dr. Vikram Bali, Chairman - IQAC, suggested that all the HoDs will organise two short term workshops/seminars for their students specifically according to the requirement of their domain in every semester.

**Agenda 4: Online Coding platform for students:**

For enhancing and enriching technical and coding skills, Dr. Vikram Bali, Chairman - IQAC, asked all the HoDs to motivate students to register themselves on various coding platforms like HackerRank, Hacker Earth, Code Chef, Kaggle etc. It was also discussed that all the department Heads will provide the list of registered students on above mentioned platforms by June 07, 2024.

**Action: All HoDs**

**Agenda 5: Requirement of Books in the department(s) for next academic year, if any:**



Dr. Vikram Bali, Chairman - IQAC, asked Dr. Pramod Singh, Prof. Incharge - Library to prepare a list of required books from each department for next academic year and process the same at the earliest.

**Action: Dr. Pramod Singh**

**Agenda 6: Policy regarding late submission of library books:**

Dr. Pramod Singh, Prof. Incharge – Library highlighted the new policy for submission of library books in time and requested all the HoDs to inform the students about the same.

**Agenda 7: Plastic free campus:**

Dr. Vikram Bali, Chairman - IQAC emphasized to ban single use plastic such as plastic bottles, carry bags and plates etc. in the college premises. He also asked BT department to organise awareness campaign to sensitize students about the harmful effect single use plastic.

**Action: HoD (BT)**

**Agenda 8: Responsibility of subject coordinator.**

Dr. S.N. Rajan, Dean (Academic) pointed out that the subject Coordinator will be responsible for the formation of CO-PO mapping; to freeze the lesson plan, to collect Question Papers from faculty members and will check thoroughly to correct any discrepancy, if any, and submit it to the CoE through the department.

**Agenda 9: Minor and Honours degree effective from B.Tech - 4<sup>th</sup> Semester of Session 2023-24:**

Dr. Vikram Bali, Chairman - IQAC, delivered an insightful lecture to B.Tech - 2<sup>nd</sup> year students regarding introduction of dual degree program by AKTU, including minor degree tracks and honours degree. He also encouraged students to distinguish themselves in their academic and professional careers to boost up their employability.

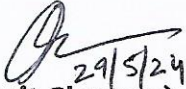
**Agenda 10: NBA preparation of MBA, MCA, BT, ECE and CSE department:**

Dr. Vikram Bali, Chairman – IQAC said that the following departments -CSE, BT, ECE, MBA, MCA will apply for the accreditation in 2024-25. He further asked Dr. Kokila Saxena to supervise the MBA and MCA departments and Dr. R.R. Pandey to supervise the BT and ECE departments and submit the detailed action plan for the same.

**Action: Dr. Kokila Saxena, Dr. R.R. Pandey**


The meeting was concluded with a vote of thanks proposed by Dr. Amit Sharma, Coordinator IQAC.

Minutes of Meeting prepared by:

  
29/5/24.  
**(Dr. Amit Sharma)**  
Coordinator - IQAC

Copy to:

1. Chairman - IQAC for kind information and approval of minutes.
2. All IQAC Members and Special Invitees.
3. All Concerned and HoDs to take necessary action accordingly.
4. Office file.

OK  
  
29.5.2024