



SUPPORTING DOCUMENTS

AQAR: 2022-23

6.5.2

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Attachment: [Minutes of IQAC Meeting](#)



Ref. No. IQAC/IMSEC/2022-23/1

September 14, 2022

Minutes of IQAC Meeting held on 14.09.2022

The First meeting of IQAC for Academic Session 2022-23 was held on September 14, 2022. The meeting was chaired by **Dr. Vikram Bali, Chairman-IQAC**. 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-Academics	:	Member
5. Dr. Sonali Mathur, HOD – CSE	:	Member
6. Dr. Sachi Gupta, HOD – IT	:	Member
7. Dr. Sonia Juneja, HOD – CS/CSD	:	Member
8. Dr. Jyoti Guglani, HOD – ECE/EN	:	Member
9. Dr. Indu Bhatt, Assistant Professor – BT	:	Member
10. Mr. Manoj Chaudhary, Assistant Professor – MBA	:	Member
11. Mr. Mohit Mittal, Assistant Professor – CSE	:	Member
12. Dr. Ajay Kumar, Assistant Professor – ECE	:	Member
13. Mr. Manoj Kumar Kukreja, Registrar	:	Member
14. Mrs. Jyoti Saxena	:	Parent
15. Ms. Purna Kumari – Student	:	Member
16. Dr. Vijay Kumar – Controller of Examination, IMSEC	:	Special Invitee
17. Mr. Abhishek Saxena – AP & Prof. In-charge-Library	:	Special Invitee
18. Dr. Amit Sharma, Associate Professor – IT	:	Coordinator – IQAC

Agenda of the Meeting:

1. Confirmation and approval of 10th IQAC Minutes of Meeting & Action Taken Report.
2. Reformation of Internal Quality Assurance Cell (IQAC).
3. Research & Publication work.
4. Submission of AQAR for session 2021-2022.
5. AQAR data collection and preparation.
6. Provision of Special leaves for faculty members pursuing Ph.D.
7. Allocation of Book Bank to 2nd, 3rd, and 4th year students.
8. Question Paper Preparation for first Sessional Examination (Odd semester 2022-2023)
9. FDP to be organized by each department in every semester.
10. National/International conferences to be organised by every department in academic Year (2022-2023).
11. Regarding students' academic progression.



12. Preparation of Academic calendar for first year students of B.Tech, Bio. Tech., MBA, MCA.

At the outset of the meeting, Chairman IQAC gave his welcome address. After the welcome address, the meeting started with the agenda.

Agenda 1: Confirmation and approval of 10th IQAC Minutes of Meeting & Action Taken Report for session 2021-2022

IQAC Coordinator read the Minutes of meeting & ATR of IQAC meeting held on 11th April, 2022. The members agreed to the minutes & confirmed their approval.

Agenda 2: Reformation of Internal Quality Assurance Cell

The IQAC Committee has been re-constituted as some of the faculty members have left the institute. Director welcomed all the members to the newly constituted IQAC.

Agenda 3: Research & Publication Work

1. Dr. Vikram Bali, Chairman-IQAC emphasized that research & publication work by faculty members should be augmented in order to get a good rank in NIRF.
2. Further, he suggested that faculty members should be encouraged by HoDs to publish research papers in SCI/Scopus/UGC or any other reputed journals for which incentives may be given as per the Research Policy of the college.

Action: All HoDs

Agenda 4: Submission of AQAR for session 2021-2022

1. Dr. Ajay Kumar stated that the data has been received from most of the departments and the compilation of the criteria is in progress.
2. Dr. Vikram Bali, Chairman-IQAC asked Dr. Ajay Kumar to present the progress report of AQAR for session 2021-2022 on 21/09/22.

Action: Dr. Ajay Kumar

Agenda 5: AQAR data collection and Preparation

The matter was discussed in details and it was decided that Dr. Ajay Kumar will coordinate with the Criteria In-charges to collect the data from concerned departments, so that report may be prepared and submitted on time.

Action: Dr. Ajay Kumar

Agenda 6: Provision of special leaves for faculty members pursuing Ph. D

Dr. S.N. Rajan, Dean-Academics informed that matter has been discussed with worthy Director and the final decision will be taken up accordingly.



Agenda 7: Allocation of Book Bank to 2nd, 3rd and 4th year students

1. Mr. Abhishek Saxena, Prof. In-charge-Library informed that books are being given to students of 2nd, 3rd and 4th year students as per schedule through the Book Bank.
2. He stated that books requirements for first year students have also been prepared.
3. Dr. S.N. Rajan (Dean Academic) advised to arrange/purchase books for newly opened MCA branch well in time.
4. Dr. S.N. Rajan (Dean Academic) advised to issue additional books to meritorious students.

Action: Mr. Abhishek Saxena, Prof. In-charge-Library

Agenda 8: Question paper preparation for first sessional Examination ODD-Semester 2022-2023

1. Dr. Vijay Kumar, Controller of Examination informed that the work of Exam Cell is in progress and last date for submission of Question paper is 24.09.2022.
2. He also informed that one common paper for each subject should be submitted by subject coordinator after the approval of concerned HoD.
3. Dr. Amit Sharma, Coordinator-IQAC stated that the students should be informed about the sessional schedule, reporting time for examination and not to use UFM (mobile phones, smart watches, programmable calculators etc.).

Action: Dr. Vijay Kumar, Controller of Examination, IMSEC

Agenda 9: FDP to be organized by each department in every semester

1. Dr. Vikram Bali, Chairman-IQAC desired that HoDs should encourage faculty members to attend FDP/STC/Workshop on regular basis.
2. He asked HoDs to organise FDPs in Dec., 2022/Jan., 2023.
3. He suggested HoDs of MBA/B.Tech (first year) to organize five day FDP in the month of Sep/Oct, 2022.

Action: All HoDs

Agenda 10: National/International conference to be organized by every department in academic year (2022-2023)

Chairman IQAC, Dr. Vikram Bali, reinforced HoDs to organize National/International conference in academic year 2022-2023.

Action: All HoDs

Agenda 11: Regarding students academic progression

1. Dr. Vikram Bali, Chairman-IQAC suggested that the students should be motivated and counseled for enhancing their academic performance in various subjects. This can be done by identifying the advance learners and slow learners in the classes. Faculty members should take extra care of the slow learners to improve the academic result of the students.
2. Dr. S.N. Rajan, Dean-Academics suggested that various activities & performances of the students should be monitored and analysed graphically.

Action: All HoDs



IMS ENGINEERING COLLEGE, GHAZIABAD

NAAC Accredited Institute, NBA Accredited Courses

Approved by AICTE, New Delhi and affiliated to Dr. APJ Abdul Kalam Technical University, Lucknow
Under the Aegis of IMS Society, Ghaziabad

Agenda 12: Preparation of Academic Calendar for first year students of B.Tech, MBA & MCA

Dr. Vikram Bali, Chairman-IQAC asked that academic calendar for first year Students of B.Tech/MBA/MCA should be prepared by Dr. S.N. Rajan, Dean-Academics well in time.

Action: Dr. S.N. Rajan, Dean- Academics

Agenda 13: Any other agenda with the permission of the chair

1. Dr. Sachi Gupta, HoD-IT informed that she is not able to get student data for the session 2021-2022 on ERP. It was decided that Mr. Amit Tyagi, System Admin will look into the matter to find out/resolve the issue.
2. Mr. Manoj Kumar Kukreja, Registrar informed that 39 students of 2018 batch who have carry over papers should be informed timely to fill the examination form. HoDs will ensure to disseminate the information to all the students.
3. Dr. S.N. Rajan, Dean-Academics desired that alumni group to be prepared and added to different social media platforms by the Alumni Coordinator through concerned HoD.

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

Minutes of Meeting Prepared by:

(Dr. Amit Sharma)
Coordinator - IQAC

Copy to:

1. Chairman-IQAC for kind information and approval of minutes.
2. All IQAC Members, Special Invitees and concerned.
3. All Deans and HoDs for necessary action accordingly.
4. Office File

Minutes Approved and to be circulated.
V. R.
14.09.2022



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Ref. No. IQAC/IMSEC/2022-23/2

January 10, 2023

Minutes of IQAC Meeting held on 06.01.2023

The second meeting of IQAC for academic session 2022-23 was held on Jan 06, 2023. 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 | : Member |
| 5. Mr. Manoj Kukreja, Registrar | : Member |
| 6. Dr. Sonali Mathur, HOD – CSE | : Member |
| 7. Dr. Sachi Gupta, HOD – IT | : Member |
| 8. Dr. Sonia Juneja, HOD – CS/CSD | : Member |
| 9. Dr. Jyoti Guglani, Asstt. Prof. (ECE) | : Member |
| 10. Dr. Indu Bhatt, Asstt. Prof. (BT) | : Member |
| 11. Mr. Mohit Mittal, Asstt. Prof. (CSE) | : Member |
| 12. Mr. Manoj Chaudhary, Asstt. Prof. (MBA) | : Member |
| 13. Dr. Ajay Kumar, Asstt. Prof. (ECE) | : Member |
| 14. Mrs. Jyoti Saxena | : Parent |
| 15. Dr. Pramod Singh, HOD-ECE/EN | : Special Invitee |
| 16. Dr. Vijay Kumar, CoE, IMSEC | : Special Invitee |
| 17. Dr. Ravi Shankar Raman, HoD (ME/CE) | : Special Invitee |
| 18. Dr. Amit Sharma, Associate Professor | : Coordinator, IQAC |

Agenda of the meeting:

1. Action Taken Report of 11th IQAC meeting.
2. Strategic plan of the institute for next five years i.e. 2022-2027.
3. To review the overall progress of the academic, co-curricular and extra-curricular activities.
4. Academic and Administrative manual of institute.
5. Discussion on academic and administrative audit.
6. Proposed to sign more number of MOUs with industries to promote the quality of education.
7. Strengthen Green Initiatives.
8. To Plan alumni, meet in the month of February 2023.
9. Record keeping of NBA programme specific files in all departments.
10. Awards for faculty and staff members.
11. Participation in NIRF.
12. To celebrate commemorative days throughout the year.

At the outset of the meeting, Chairman IQAC gave his welcome address followed by its operation according to agenda.

Agenda 1: Confirmation and approval of 11th IQAC Minutes of Meeting & Action Taken Report (for session 2022-2023)

The minutes of the last meeting of the IQAC held on 14 Sep 2022 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 11th IQAC Meeting:

Agenda no.	Description	Action Taken
3	Research and Publication work	1. More than 20 research papers/book chapter have been published. 2. Total 24 patents have been filed and published by faculty members and students.
4 and 5	Submission of AQAR for the session 2021-22 and AQAR data collection & preparation	AQAR for 2021-22 is ready for submission and date for submission is extended till 28.02.2023 by NAAC.
7	Allocation of Book bank to 2 nd , 3 rd and 4 th year students	Book bank has been distributed to all the students from 1 st to 4 th years.
8	Question paper preparation for first sessional examination Odd Semester 2022-23	Common question paper has been designed for students of all the year.
9	FDP to be organized by each department in every semester	One FDP has been organized by ECE department and 2 more FDPs are scheduled in the month of January/February 2023.
10	National/International Conference to be organized by every department in academic year 2022-23	In process
11	Regarding Student Progression	1. Regular counselling of students has been done to solve their academic/ departmental issues if any. 2. Parents of students with short attendance are informed through letters after each Class Test. 3. The department prepares a list of advanced learners and slow learners. Extra Classes are conducted for slow learners to clear their doubts and motivate them to perform better 4. Mentor mentee activities have been organized by each department.
12	Preparation of academic calendar for the first-year students	Academic Calendar for the first-year students has been prepared

Agenda 2: Strategic plan of institute for next five years i.e. 2022-2027.

- 1) Chairman IQAC, described all the vital points of strategic plan in detail through power point presentation. He also highlighted the fact how an institute plans to function and grow over a significant period.
- 2) Chairman IQAC, further added that feedback was taken from all the stakeholders to finalize the strategic plan.
- 3) Chairman IQAC, requested all the HoDs to revise Vision and Mission of their respective departments if required.
Action: All HoDs

Agenda 3: To review the overall progress of the academic, co-curricular and extra-curricular activities.

1) Chairman IQAC, stated that AMC would facilitate the verification of internal assessment marks of the 3rd and 4th year before final submission to university.

2) He emphasized to organize VIBGYOR (a technical and cultural fest) in the month of February/March positively. Action: AMC

3) It was also suggested to HoD-ECE to start Drone lab and Robotics in IoT lab to hone technological skill and ability of students. Action: Dr. Meenu Baliyan, HoD-MBA

Action: HoD, ECE

Agenda 4: Academic and Administrative manual of Institute

Dr. S. N. Rajan, Dean (Academics) has prepared an Academic and Administrative Manual for the session 2022-2023 to ensure transparency and help the academic and administrative functionaries of institute to discharge their responsibilities with ease and efficiency. It would be provided to all the stakeholders through institute website.

Agenda 5: Discussion on academic and administrative audit

The academic and administrative audit was done in the month of November, 2022 to evaluate the quality processes and standards. The audit report was presented and discussed. Chairman IQAC, instructed all the HoDs to work on deficit areas. He also emphasized to conduct the same at regular intervals.

Action: All concerned

Agenda 6: Proposed to sign more number of MoU with industries to promote the quality of education

1) Chairman, IQAC, asked all the HoDs to put their endeavors to get more MoU signed for their respective departments.

2) He also suggested to plan activities under each functional MoU's to be held on regular basis.

3) Dr. Ajay Kumar, Assistant Professor, ECE Dept. would keep record of all the activities organised under different MoUs.

Action: All HoDs

Agenda 7: Strengthen Green Activities

Dr. Amit Sharma, Co-ordinator IQAC informed that a list of obsolete electronic items has been prepared by Mr. Amit Tyagi, System Admin. The available E-waste would be disposed off as per norms.

Action: Mr. Amit Tyagi, System Admin

Agenda 8: To Plan Alumni Meet in the month of February, 2023

- 1) Chairman IQAC, Dr. Vikram Bali, Director requested Mr. Manoj Chaudhary, Asst. Professor, MBA Dept., to plan alumni meet in the month of Feb/Mar 2023. He also suggested that 'Destination Alumni Meet' may also be organised.

Action: Mr. Manoj Chaudhary, Asst. Professor, MBA Dept.

- 2) It was also proposed that alumni meet can also be organised at department level.

Action: All HoDs

Agenda 9: Record keeping of NBA Programme specific files in all departments.

Chairman IQAC, emphatically asked all the HoDs to maintain the record of programme specific files related to NBA as per instruction provided earlier.

Action: All HoD's

Agenda 10: Awards for faculty and staff members

It was discussed in the meeting that a policy would be framed to recognize the individual efforts of faculty and staff members. The nomination for the same shall be taken from all the faculty and staff in the month of March/April 2023.

Agenda 11: Participation in NIRF

Dr. Sonali Mathur, HoD-CSE confirmed that all the data related to NIRF has been collected and will be submitted on NIRF Portal before due date.

Agenda 12: To celebrate commemorative days throughout the year

Chairman IQAC, requested Dr. Meenu Baliyan to arrange the specific activities to celebrate the commemorative days throughout the year.

Action: Dr. Meenu Baliyan, HoD MBA

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

Minutes of Meeting prepared by:



(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

10.1.2023

IMS Engineering College, Ghaziabad

Ref. No.: IQAC/IMSEC/2022-23/3

June 04, 2023

Minutes of IQAC Meeting held on 29.05.2023

A meeting of IQAC for Academic Session 2022-23 was held on May 29, 2023. The meeting was chaired by Dr. Vikram Bali, Chairman-IQAC. Following members attended the meeting:

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|---|---|-------------------------|
| 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. Mr. Manoj Kukreja, Registrar | : | Member |
| 6. Dr. Sonali Mathur, HoD - CSE | : | Member |
| 7. Dr. Pushpendra Singh, HoD - IT | : | Member |
| 8. Dr. Sonia Juneja, HoD - CS/CSD | : | Member |
| 9. Dr. Pramod Singh, HoD - ECE | : | Member |
| 10. Dr. Indu Bhatt, Asstt. Prof. (BT) | : | Member |
| 11. Mr. Mohit Mittal, Asstt. Prof. (CSE) | : | Member |
| 12. Mr. Manoj Kr. Chaudhary, Asstt. Prof. (MBA) | : | Member |
| 13. Dr. Ajay Kumar, Asstt. Prof. (ECE) | : | Member |
| 14. Ms. Prerna Kumari, Student | : | Member |
| 15. Mrs. Jyoti Saxena | : | Parent |
| 16. Dr. P.K. Srivastava, Prof. Incharge - TID | : | Special Invitee |
| 17. Mr. Nitin Jain, General Manager - CDC | : | Special Invitee |
| 18. Dr. Siddharth Vats, Addl. HoD - BT | : | Special Invitee |
| 19. Mr. Abhishek Saxena, Addl. Head - ME | : | Special Invitee |
| 20. Dr. Amit Sharma, Associate Professor | : | Coordinator - IQAC |

Agenda of the meeting:

- 1) Confirmation and approval of 12th IQAC Minutes of Meeting and Action Taken Report (for Session 2022-2023).

- 2) AQAR Data collection and Preparation for Session 2022-23.
- 3) Speed up of NBA Activities.
- 4) Summer Internship for 2nd and 3rd year students.
- 5) Report of Placement of students for the Session 2022-23.
- 6) Budget requirement by various departments for the next Financial Year.
- 7) Monitoring of 1st & 2nd year classes and put-up suggestion for further Improvements of Teaching Learning Practices.
- 8) Resources and infrastructure requirements of all the departments.

At the outset of the meeting, Chairman - IQAC gave his welcome address followed by its operation according to agenda.

Agenda 1: Confirmation and approval of 12th IQAC Minutes of Meeting and Action Taken Report (for Session 2022-2023)

Resolution:

The minutes of the last meeting of the IQAC held on January 06, 2023 were circulated among all the members and read out. There was no objection to the minutes, hence confirmed by the Chairman - IQAC and the same was taken on record.

Action Taken Report of 12th IQAC Meeting:

Agenda No.	Description	Action Taken
2	To revise Vision and Mission statement of the department	The Vision and Mission statement of CSE, CS, CSD, IT, ECE, BT and MBA has been revised in accordance to the revised Vision and Mission statement of the institute.

3	To review overall progress of academics, co-curricular and extra-curricular activities	<ol style="list-style-type: none"> 1. Dean (Academic), Dr. S.N. Rajan highlighted and presented the various initiatives taken throughout the semester to strengthen academic activities of the institute. 2. Dean (Academic) briefed that regular academic audits have been conducted to evaluate the academic strengths of the departments which includes course file audit, students feedback on academic delivery, departmental audits. 3. Academic Monitoring Cell (AMC) has consolidated the CT marks for all the departments and detail analysis has been presented by the Prof. Mohit Mittal to the HoDs in the various meetings throughout the semester. 4. Course coverage and status of assignments given by faculty members to the students has been consolidated by the AMC. 5. Faculty members are uploading the students' attendants every fortnight. 6. Parents of the students having less attendance are informed by sending letters through Speed Post to improve the academic level of the institute. 7. VIBGYOR was successfully organised on 4th & 5th May, 2023. 8. Annual Sports Fest was successfully organised from 26th - 28th May, 2023 and students from all the departments participated with full enthusiasm.
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5	Discussion on Academic Audit	<ol style="list-style-type: none"> 1. An audit team was constituted by the Director to examine progress of NBA, NAAC and academic activities of various departments. 2. The audit was conducted from 6th to 12th December, 2022. 3. All the departments are working on the suggestions given by audit team and again an academic audit scheduled from 17th May, 2023 onwards.
6	Proposed more number of MoUs with industries to promote quality of education.	Currently there are 21 MoUs in college out of which 7 MoUs have been signed since January, 2023.
7	To strengthen Green Initiatives	<ol style="list-style-type: none"> 1. The institute has initiated discussion with the companies for disposal of e-waste of the institute. 2. Various banners have been pasted throughout the campus to spread the awareness about pollutants which are harmful for the environment. 3. Circular to promote car-pooling to save fuel and environment issued by the Director. 4. Various events, seminars and competitions were organised in institute to promote the green initiatives.
8	To Plan Alumni Meet in the month of February, 2023.	Alumni Sports Meet was organised on 11 th February, 2023.
9	Record keeping of NBA Programme specific files in all the departments.	In order to maintain departmental records which are required for the NBA visit, the data has been kept in the form of P-files which are prescribed by the NBA.
12	To celebrate commemorative days throughout the year	In total 13 commemorative days were organised in session 2022-23.

Agenda 2: AQAR Data collection and preparation for session 2022-23:

- 1) Dr. Amit Sharma, Coordinator - IQAC informed that AQAR for the Session 2021-22 has been successfully submitted on NAAC portal.
- 2) The matter was discussed in detail, and it was decided that Dr. Ajay Kumar will collect data from concerned departments so that AQAR may be prepared and submitted on time.
- 3) Dr. Vikram Bali, Chairman - IQAC suggested to keep a hard copy of all the files related to NAAC in their respective department. He also emphasized to prepare the report of all the activities in the format provided earlier.

Action: Dr. Ajay Kumar

Agenda 3: Speed up of NBA activities.

Dr. Vikram Bali, Chairman - IQAC told that audit of Programme specific files of NBA been carried out by AMC and IQAC and the report of same is already shared with all the departments. Next audit will be held from 15th to 19th June, 2023, therefore, all the departments are advised to rectify the shortcomings, if any.

Agenda 4: Summer internship for 2nd and 3rd year students:

Dr. Vikram Bali, Chairman - IQAC emphatically asked Dr. P.K Srivastava to coordinate with all the departments in order to identify the students according to their specialization so that groups can be formed accordingly and summer internship training schedule to be prepared as early as possible.

Action: Dr. P.K. Srivastava

Agenda 5: Report of placement of students for the session 2022-23:

Dr. Vikram Bali, Chairman - IQAC asked Mr. Nitin Jain to provide the report of placement of students for the Session 2022-23 by 12th June, 2023.

Action: Mr. Nitin Jain

Agenda 6: Budget requirement by various departments for next financial year:

Dr. Vikram Bali, Chairman - IQAC requested Prof. S.N. Rajan to collect and provide the budget requirement from all the departments for the Session 2023-24.

Action: Prof. S.N. Rajan

Agenda 7: Monitoring of 1st & 2nd year classes and put-up suggestions for further improvement of Teaching - Learning Practices:

It was discussed and decided that all the departments shall prepare strategies and novel practices which will enhance the employability, skill enrichment and quality of projects made by B.Tech students along with their participation in various activities such as Smart India Hackathon (SIH).

Action: All the HoDs

Agenda 8: Resources and infrastructure requirements of all the departments:

Dr. Vikram Bali, Chairman - IQAC, requested all the departments to provide resources and infrastructure requirements like Furniture, Laboratory Equipments, if any, for next Academic Year latest by 15th June, 2023.

Action: All the HoDs

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

Minutes of Meeting prepared by:


(Dr. Amit Sharma)
Coordinator - IQAC

APPROVED
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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