



VISHVESHWARYA GROUP OF INSTITUTIONS

Affiliated to AKTU, Lucknow (U.P) | CCS University, Meerut (U.P)
Technical Campus, Approved by AICTE / UGC / PCI / BTE / BCI
Approved by Ministry of Education, Govt. of India



RefNo: VGI/IQAC/ION/06

Date: 28/05/2024

18 Minutes of Meeting of IQAC of VGI Campus on

25 May 2024 at 3:00 PM at Conference Hall, VGI Campus

The Meeting was chaired by: Dr. S.P.Pandey , Advisor of VGI Campus & Chairperson of IQAC.

Date, Time and Venue: Conference Hall, VGI Campus at 3:00 PM

The following members were Present: -

- | | |
|---------------------------|--|
| 1) Dr. Poorima Sharma | Member from Management |
| 2) Ms. Hina Chadda | Member (Teacher to represent) |
| 3) Dr. Bharat Goel | Member (Teacher to represent) |
| 4) Dr. Bibek Kumar | Member (Teacher to represent) |
| 5) Ms. Seema Jain | Member (Teacher to represent) |
| 6) Mr. Hitendra Chaudhary | Member (Senior Administrative Officer) |
| 7) Ms. Parul Patrick | Member (Senior Administrative Officer) |
| 8) Sh. S.K. Jindal | Member from Industries |
| 9) Dr. Amit Kumar Agarwal | Coordinator IQAC |

Amit



VISHVESHWARYA GROUP OF INSTITUTIONS

Affiliated to AKTU, Lucknow (U.P) | CCS University, Meerut (U.P)
Technical Campus, Approved by AICTE / UGC / PCI / BTE / BCI
Approved by Ministry of Education, Govt. of India



Welcome Address:

Dr. Amit Kumar Agarwal, Coordinator, IQAC conducted the welcome meeting of IQAC in which He briefed about various agendas of meeting. Then He welcomed Dr. S.P. Pandey, Advisor VGI & Chairperson IQAC for further discussion on meeting's agenda. Following are the agenda that were discussed in meeting:

Agenda Point No. 1: Considered confirmation of minutes of meeting of 17 IQAC held on 13th April 2024

The coordinators read out the minute of 17 meeting of IQAC committee held on 13th April 2024. The house confirmed the minutes of 17 meeting of IQAC committee.

Agenda Point No. 2: To discuss the IQAC benefits, functions, strategies, and their expected outcomes.

Coordinator IQAC initiated the meeting by explaining importance of IQAC in an institution. Honourable Chairperson IQAC talked about IQAC benefits, strategies and their expected outcomes. He said that there should be uniformity in each activity of university. The formats circulated by IQAC should be of uniform standards. All documentation should be well written, very précised and error free. He emphasized on attainment of academic and administrative Excellency of institute.

Agenda Point No. 3: To discuss and finalize the composition of the IQAC and main team members of the IQAC cell.

Coordinator IQAC discussed the role of all members of IQAC cell and finalize the composition of IQAC. He encouraged all members to work with high spirit and motivation.

Agenda Point No. 4: To discuss and finalize IQAC calendar for upcoming Academic Session 2024-25

Coordinator IQAC discussed the IQAC calendar and informed that there should not be any clash with the academic calendar for upcoming session. Every event should have deadlines which have to be followed by concerned department. He suggested that there should be one faculty in-charge from every department for IQAC activities.

Agenda Point No. 5: To discuss how to improve the teaching learning skills of the faculty members.

Coordinator emphasized on CCC's concept i.e., content, capacity and communication skills of faculty. He said that Heads need to request their faculty members to prepare well before delivering the lectures.

Amit



VISHVESHWARYA GROUP OF INSTITUTIONS

Affiliated to AKTU, Lucknow (U.P.) | CCS University, Meerut (U.P.)
Technical Campus, Approved by AICTE / UGC / PCI / BTE / BCI
Approved by Ministry of Education, Govt. of India



Agenda Point No. 6: To discuss the framework of research policies for the faculties and students.

Coordinator discussed about the research policies for the faculties and add certain points before finalizing. He motivated all members present in the meeting to publish research papers, patents, books, book chapters for the development of university.

Agenda Point No. 7: To discuss and finalize the gap of content in core subject of all department.

Coordinator discussed the present status of curriculum of all programs of Dr. A.P.J Abdul Kalam Technical University / CCS / BTE. All Heads are instructed to identify gaps in the university curriculum according to current industry requirements and inform the Coordinator IQAC. The Coordinator IQAC will inform the VC Office about this through the Registrar.

Agenda Point No. 8: Upgradation of faculty members through FDPs, MOOCs.

Coordinator strongly pointed out that each faculty members those are not doctorate or not enrolled in Ph.D. program, they should enroll at the earliest for personal upgradation. He also said that FDPs, MOOCs online certification is mandatory for all the faculty members of university.

Agenda Point No. 9: Intimation for Application of NBA/NAAC Process for accreditation for VGI.

The Chairperson of IQAC emphasized the importance of accreditation to all committee members and informed them that we are applying for NAAC and NBA accreditation. Different committees have been formed for this purpose. The NBA pre-qualifier process is currently underway for application.

Agenda Point No. 10: Quarterly publication of e-magazine of all the department and put On the website and social media.

The Chairperson of IQAC explained the benefits and requirements of an e-magazine to all committee members and instructed all departments to draft their e-magazines and publish them on the college website. So far, the ECE department's e-magazine has been published on the website. All other departments are requested to publish as soon as possible.

Agenda Point No. 2: Intimation for Application of NBA/NAAC Process for accreditation for VGI.

The Chairperson of IQAC emphasized the importance of accreditation to all committee members and informed them that we are applying for NAAC and NBA accreditation. Different committees have been formed

Amr



VISHVESHWARYA GROUP OF INSTITUTIONS

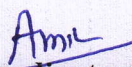
Affiliated to AKTU, Lucknow (U.P) | CCS University, Meerut (U.P)
Technical Campus, Approved by AICTE / UGC / PCI / BTE / BCI
Approved by Ministry of Education, Govt. of India



Agenda Point No. 11: Two additional points were discussed in this meeting:

- i. All faculty members are required to create digital notes by June 15th for the 2023-24 session and by July 15th, 2024 for the 2024-25 session. These notes will be sent to the Honourable Advisor for review.
- ii. Course files should be prepared as per the IQAC format.

The meeting of IQAC concluded with a vote of thanks to the Chair.


Coordinator IQAC