

# G.L.Bajaj Institute of Technology & Management, Gr. Noida

Ref. No. GLBITM/IQAC/2019/01

Date: 14 Jan. 2019

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) with Heads of departments

Dated : 11<sup>th</sup> January 2019  
Day : Friday  
Timings : 4:00PM –5:00PM  
Venue : Director Board Room

A meeting of Internal Quality Assurance Cell (IQAC) was held on 11<sup>th</sup> January, 2019 at 4:00PM –5:00PM in the Board Room of Director-GLBITM. The following members were present-

1. Dr. Rajeev Agarwal, Director-GLBITM (In Chair)
2. Dr. Mohit Bansal, Prof. & Head, EEE Dept. (Convener-IQAC)
3. Dr. Satyendra Sharma, Prof. & Head, ECE Dept.
4. Dr. V.R. Mishra, Prof. & Head, ME Dept.
5. Dr. P. C. Vashist, Prof. & Head, IT Dept.
6. Mr. Bhoopendra Dwivedy, Asst. Prof., CSE-Dept.
7. Dr. Sachin Yadav, Professor, CSE-Dept. (Member, IQAC)
8. Dr. Paramita De, Associate Prof. IT Dept. (Member, IQAC)
9. Dr. Dinesh Kumar Singh, Associate Prof. ECE Dept. (Member, IQAC)
10. Dr. Manvinder Singh, Asst. Prof., ASH. Dept.(Member, IQAC)
11. Dr. Jay Singh, Associate Prof. EEE Dept. (Member, IQAC)
12. Dr. Ramakant Pandey, Asst. Prof., ME-Dept. (Member, IQAC)

The meeting started with sharing of Academic Audit report with all the Heads of the departments.

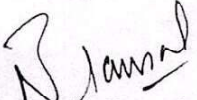
Major points of report are summarized as:-

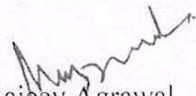
- The documents of the departments are in-line with the requirements of audit with some minor glitches.
  - Records of remedial action against academically weak students were not properly maintained in some of the departments.
  - In the format of assignments given to students, course outcomes were not mentioned.

- Few of faculty members were not able to elaborate different institute policies during discussion.
- Documents related to research and consultancy was not properly maintained.
- Documents related to departmental budget and its utilization was not properly maintained.
- Documents related to faculty interaction with outside world were not properly maintained.
- Other than the above-mentioned points, the labs in the departments were well maintained.
- Faculty research paper publication was good in some of the departments.
- Beyond curriculum labs were established and well maintained in some of the departments.
- Students' project was the focus area of some of the departments.

In last, a copy of individual departments report is shared with the respective Head of departments.

The meeting ended with vote of thanks to The Chair.

  
Dr. Mohit Bansal  
Convener- IQAC GLBITM

  
Dr. Rajeev Agrawal  
Chairman- IQAC GLBITM