

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

Ref. No. GLBITM/IQAC/2018/01

Date: 20 Dec. 2018

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

**Dated** : 20<sup>th</sup> December 2018  
**Day** : Thursday  
**Timings** : 4:00PM –5:00PM  
**Venue** : Director Board Room

A meeting of Internal Quality Assurance Cell (IQAC) was held on 20<sup>th</sup> December, 2018 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. Sachin Yadav, Professor, CSE-Dept. (Member, IQAC)
4. Dr. Paramita De, Associate Prof. IT Dept. (Member, IQAC)
5. Dr. Dinesh Kumar Singh, Associate Prof. ECE Dept. (Member, IQAC)
6. Dr. Manvinder Singh, Asst. Prof., ASH. Dept (Member, IQAC)
7. Dr. Jay Singh, Associate Prof. EEE Dept. (Member, IQAC)
8. Dr. Ramakant Pandey, Asst. Prof., ME-Dept. (Member, IQAC)

The meeting started with discussion of modus operandi of the audit to be carried out by the team.

Major points of discussion are summarized as:-

- A tentative visit schedule was presented and it was decided that the visit shall be carried out in three days.
- The format of internal academic audit was discussed. It was decided that the visit shall be confined to academic part.
- It was also decided that the team shall assemble in the board room for lunch. Any doubts/queries amongst the team members shall be sorted out during discussions on lunch.

The meeting ended with vote of thanks to The Chair.

*Mohit Bansal*  
Dr. Mohit Bansal  
Convener- IQAC GLBITM

*Rajeev Agarwal*  
Dr. Rajeev Agrawal  
Chairman- IQAC GLBITM