



**Minutes of 3<sup>rd</sup> IQAC Committee Meeting for session 2021-22, held on 03.12.2021**

The 3<sup>rd</sup> meeting of IQAC Committee for session 2021-22 was held on 3<sup>rd</sup> December 2021 in the Conference Room of Bhabha Block at 3.00 pm. The meeting was chaired by Dr. Sanjay Kr. Singh, Chairman - IQAC.

**The following members were present during the meeting:**

S.No.	Name	Designation	Status in IQAC
1.	Dr. Sanjay Kr. Singh	Director (Officiating), ABESEC & HoD, ECE	Chairman
2.	Dr. Kusum Lata Agarwal	HoD, EN	Coordinator
3.	Ms. Nitika Jain	Registrar, ABESEC	Member (Administration)
4.	Mr. Mohit Misra	Head-HR, ABESEC	Member (Administration)
5.	Mr. Vijay	Admin Officer, ABESEC	Member (Administration)
6.	Dr. Nimisha	Associate Professor, ASH	Member (Faculty)
7.	Dr. Santosh Kr. Gupta	Associate Professor, CSE	Member (Faculty)
8.	Mr. Manish Mangal	Assistant Professor, ME	Member (Faculty)
9.	Mr. Gurpreet Singh	Assistant Professor, EN	Member (Faculty)
10.	Ms. Deepali Dev	Assistant Professor, IT	Member (Faculty)
11.	Ms. Arpita Johri	Assistant Professor, ECE	Member (Faculty)
12.	Dr. Vivek Srivastava	HoD, ME	Special invitee
13.	Dr. Amit Sinha	HoD, IT	Special invitee
14.	Dr. Monika Gupta	HoD, MBA	Special invitee
15.	Dr. Devendra Kumar	HoD, MCA	Special invitee
16.	Dr. Pankaj Sharma	HoD, CEIT	Special invitee
17.	Dr. Divya Agarwal	HoD, CSE	Special invitee
18.	Ms. Jaya Singh	HoD, ASH	Special invitee
19.	Mr. Mohd. Uzair	Coordinator, CE	Special invitee

**Agenda:**

1. Confirmation of Quorum & Welcome address by the Chairman-IQAC
2. Welcome address by the Chairman-IQAC
3. Approval, Review & ATR of previous minutes of meeting, meeting date 25.10.2021
4. Acknowledgement and appreciation of NAAC - A Grade with 3.24 CGPA
5. Discussion of various reports received from NAAC office and decision on appeal
6. Review strategy of SAR of ME department proceeding for NBA accreditation
7. CSE and ECE departments preparedness and filling of prequalifies for NBA.
8. Any other agenda with the permission of chair.

### 1. Confirmation of Quorum by the Coordinator - IQAC

After ascertaining that the requisite quorum for the meeting was present, the Coordinator - IQAC called the meeting to order and welcomed all the members.

### 2. Welcome address by the Coordinator -IQAC

Coordinator - IQAC thanked all the members of the meeting for their presence. It was further shared that IQAC will continuously work to initiate and comply to maintain quality in the system.

### 3. Approval of MoM and ATR of the previous IQAC Meeting

The minutes of the last meeting of the IQAC held on 25.10.2021 was presented to all the members. There were no objections to the minutes, hence confirmed by the Chairman of the meeting and the same was taken on record by IQAC.

<b>Agenda</b>	<b>Minutes Recorded</b>	<b>Action taken</b>
1.	Approval of patent application from Departmental CRC <i>Responsibility: Academic Department Heads</i>	The required action was completed.
2.	Revised Research Paper Publication Policy <i>Responsibility: Head -HR &amp; Asstt. Dean Research</i>	The required actions have been initiated.
3.	University SIRF <i>Responsibility: IQAC Team</i>	The required action was completed, and the report was submitted to Chairman, IQAC for the needful.
4.	Constitution of Canteen Advisory Committee <i>Responsibility: Director (Officiating) &amp; Asst. Dean Student Welfare</i>	The required action was completed.
4.	Research paper publication target for faculty <i>Responsibility: All Academic Heads</i>	The required actions have been initiated.
5.	IQAC Internal Audit Cycle-2 <i>Responsibility: All Office Bearers</i>	The required action was completed.

#### **4. Acknowledgement and appreciation of NAAC - A Grade with 3.24 CGPA**

Chairman - IQAC acknowledged and appreciated the efforts put by beach and every member of ABESEC during the NAAC Peert Team Visit held during November 22 & 23, 2011. Due to this immense devotion and dedication, ABESEC got NAAC-A with 3.24 CGPA.

He has further motivated that we shall strive harder to score better grade in the next cycle. He also requested Coordinator - IQAC to share the NAAC Peer Team Visit Report in detail for learning and to decide, if some further actions are required.

#### **5. Discussion of various reports received from NAAC office and decision on appeal**

Coordinator - IQAC presented the received NAAC Peer Team Visit Report. Following points were discussed:

- As perceived by the Peer Team, three major features in the Institutional Context were:
  - ❖ Hostel facilities are adequate, and the sports ground is well maintained.
  - ❖ Placement is reasonably good, and the average package has improved distinctly.
  - ❖ All classrooms are equipped with AC and LCD projectors.
- The strengths of the institute as analyzed by the Peer Team are:
  - ❖ The institute has a well-maintained campus and adequate infrastructure to run various courses.
  - ❖ Outcome based teaching and learning system exists.
  - ❖ Institute-industry interaction has been started.
  - ❖ Placement is good and the average package has improved.
  - ❖ ERP is implemented in some areas.
  - ❖ All classrooms are equipped with AC and LCD projectors.
  - ❖ HR policies are published and practiced.
  - ❖ The institute has a functional incubation center having sufficient space and a number of new start-ups have taken off.
  - ❖ The Institute has a mechanism to identify slow and fast learners and accordingly corrective action is taken for slow learners resulting in a high pass percentage.
- The weaknesses of the institute as analyzed by the Peer Team are:
  - ❖ Innovation & research has still a scope for improvement.
  - ❖ Seats are vacant in some of the PG and UG courses.
  - ❖ The Institute lacks faculty and student exchange programs.
  - ❖ The faculty cadre ratio needs improvement.
  - ❖ Associate professors are less than norms.
  - ❖ Curriculum gaps are identified but the action taken plan needs strengthening.

- ❖ Industry exposure of students needs further enhancement.
  - ❖ Senior faculty are not adequate to meet high end technologies.
  - ❖ Research publications are not up to the mark and need to be improved significantly.
- The opportunities for the institute as analyzed by the Peer Team are:
    - ❖ Achieving autonomous status in the near future.
    - ❖ Approved research center in every department.
    - ❖ Being situated in NCR, industry institute interaction should further be enhanced.
  - The challenges for the institute as analyzed by the Peer Team are:
    - ❖ Bridging the syllabus gaps.
    - ❖ Some students do not have the required IT infrastructure at home necessary for effective online delivery.
    - ❖ Recruitment and retention of well-qualified faculty members.
    - ❖ Outcome based education should be implemented in the true spirit.

In the end of the presentation, Coordinator, IQAC shared that the scores in the following Quantitative Metrics are zero and we must appeal for the re-evaluation:

*Metric 3.3.2* - Number of research papers per teacher in the Journals notified on UGC website during the last five years.

*Metric 3.3.3* - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years.

It was emphasized that if the re-evaluation goes in the positive direction, we may be promoted to A+ grade with higher CGPA.

**Action Required:** Appeal for re- evaluation of metric 3.3.2 & 3.3.3

**Responsibility:** Coordinator, IQAC

## 6. Review strategy of SAR of ME department proceeding for NBA accreditation.

Coordinator - IQAC shared the NBA-SAR of ME Dept. is ready and must be reviewed before the submission to NBA Office before 15<sup>th</sup> December 2021.

**Action Required:** Review of NAB SAR of ME

**Responsibility:** Coordinator - IQAC, & HOD-IT

## **7. CSE and ECE departments preparedness and filling of prequalifies for NBA.**

Chairman - IQAC enquired about the preparedness of the NBA Pre-Qualifiers from the Heads of CSE & ECE Dept. The response was affirmative and was decided that the pre-qualifiers will be submitted before 25<sup>th</sup> December 2021, so that the CAY remains 2021-22. The Coordinator - IQAC, Registrar and Head - HR were requested to provide the full support for the needful documentation.

***Action Required:*** Preparedness of NBA Pre-Qualifiers by CSE & ECE Dept.

***Responsibility:*** Respective HOD (s), Coordinator - IQAC, Registrar & Head-HR

**Sd/-**

**Prof. (Dr.) Kusum Lata Agarwal**  
**Coordinator, IQAC**

**Prof. (Dr.) Sanjay Kr. Singh**  
**Chairman, IQAC**

*MoM prepared by : Ms. Arpita Johri*