Ref.No.-IET/IQAC/2024-25/20

Date: 16/12/2024

CIRCULAR

The meeting of IQAC is scheduled to be held on 19th December 2024 at 2:00 PM in conference Hall (F-Block), IET Bhaddal. The agenda of the meeting is as follows:

Agenda:

- 1. To approve minutes of previous meeting held on 17th July,2024
- 2. To appraise the members about status of action taken on minutes of previous meeting. Held on dated 17th July,2024
- 3. NAAC Preparedness.
- 4. Feedback from Stakeholder.
- 5. Training and placement.
- 6. NIRF
- 7. AISHE
- 8. Conduction of Academic and Administrative Audit.
- 9. Faculty Development Programs.
- 10. Reformation of IQAC 2024-25
- 11. Discussion on previous semester results
- 12. Discussion on Annual Athletic Meet, 2025.

(Mr. Vishal Arora, HOD-AS)

CC:

Chairman

Campus Director

Principals

All Concerned

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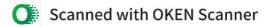
PROCEEDING OF IQAC MEETING HELD ON 19/12/2024 AT 2:00 PM IN CONFERENCE HALL (F-BL0CK), IET BHADDAL

Agenda.1To approve minutes of previous meeting held on 17/07/2024. Since no comments have been received as such, minutes are confirmed.

Agenda.2To appraise the members about status of action taken on minutes of previous Meeting held on dated 17th July, 2024.

Sr.	Reference in minutes	Action Taken	Status	
no.				
1	Agenda.3	Discussions about the	AQAR & SSR to be submitted by	
		NAAC accreditation and assessment process.	the end of DEC 2024	
2	Agenda.4	Questions paper based on Cos in MST-1 & MST-2	Implemented	
3	Agenda. 5	Preparation of AQAR 2023-24	Prepared	
4	Agenda. 6	Implementation of ERP.	Implemented	
5	Agenda. 7	Implementation of Mentor-Mentee Scheme	Initiated	
6	Agenda. 8	Display POs in each department and on Website	Done	
8	Agenda. 13	Collaborative Quality Initiatives with other Institutes	Seminar to be conducted in JAN	
9	Agenda. 14	Strategies for Slow learner & Advanced Learners	Implemented	

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10	Agenda.15	ICT Enabled class rooms	16 ICT Enabled classrooms
			e-i
11	Agenda.16	Digitalization of Library.	In Process
12	Agenda.17	Extension activities/Student Clubs/	Various extension activities were conducted in surrounding area
13	Agenda.18	Start a new course B.tech in AI & ML	Initiated

Agenda.3 NAAC Preparedness.

Discussions were made on process and framework of NAAC which constitute the following three stages:

- 1. Self-study (SSR) submission.
- 2. Data validation & verification (DVV) and student satisfaction survey (SSS)
- 3. Peer Team Visit (PTU).

Agenda.4 Feedback from Stakeholder.

IQAC instructed all HODs to collect Feedback from students, Parents etc. and to submit report to IQAC. Also action taken report to be submitted on the basis of Analysis.

Agenda.5 Training and placement.

The committee instructed the Training and placement committee to submit the details of the confirmation letters of the students of final and pre final year.

Agenda.6 NIRF

It was stressed to ensure that all parameters are updated & uploaded timely on portal.

Agenda.7 AISHE

It was stressed to ensure that all parameters are updated & uploaded timely on portal.

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Agenda. 8 Conduction of Academic and Administrative Audit.

It was proposed to conduct AAA in the month of May, 2025.

Agenda. 9 Faculty Development Programs.

Faculty members will registers themselves on NITTTR FDP Portal and attend online FDPs by NITTR in Jan 2025.

Agenda.10 Reformation of IQAC 2024-25

IQAC Committee has been revised

Agenda.11 Discussion on previous semester results

The IQAC reviewed the performance of all the students in previous semester results and recommended action to improve them. Also all HoDs are asked to submit the result analysis report to IQAC.

Agenda. 12 Discussions on Annual Athletic Meet, 2025 Annual Athletic meet has been decided to be conducted in the month of March, 2025.

The meeting ended with vote of thanks to all the present.

(Mr. Vishal Arora, HoD-AS)

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Attendees:

Sr. No.	Name	Designation	Signature
(.	Dr. Greepret singh	Chairperson-TOA	c fell
2.	Dr.SS Bjirdre	Member-IDAC	
3.	Mo. Vishal Asosa	Co-ordinates	-Nour
4.	Mr. onkar Lingh	Menber	(Day)
5,	Ar Guerpreet Longh	Member	Ogró .
6.	Mon la malject ringh	pember	(w)
1.	Mr. Nileshwar Taak	Member	17
8.	M. Bhawanpreet Par	rember	(8)7.
9.	Ms. Disha Thabur	Member	Taka They
10.	Mr. OM Andri, student	rember	Outles
11.	Mr. Lovbesh kumar	Pember	WILL
12.	5. Sharpa Varna	Member	2
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