

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


Date: 16/12/2024

### CIRCULAR

The meeting of IQAC is scheduled to be held on 19<sup>th</sup> 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 17<sup>th</sup> July, 2024
2. To appraise the members about status of action taken on minutes of previous meeting.  
Held on dated 17<sup>th</sup> 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.

  
IQAC Coordinator  
(Mr. Vishal Arora, HOD-AS)

CC:

Chairman

Campus Director

Principals

All Concerned

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

**Agenda.1** To approve minutes of previous meeting held on 17/07/2024.

Since no comments have been received as such, minutes are confirmed.

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

Sr. no.	Reference in minutes	Action Taken	Status
1	Agenda.3	Discussions about the NAAC accreditation and assessment process.	AQAR & SSR to be submitted by 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

10	Agenda.15	ICT Enabled class rooms	16 ICT Enabled classrooms
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.



**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 NITTTR 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.

  
IQAC Coordinator

(Mr. Vishal Arora, HoD-AS)



# IET BHADDAL

Campus: Bhaddal, PO Mianpur, Distt. Ropar, Punjab-140108 (India)  
UGC approved (2f & 12B) | Affiliated to IKG-PTU (Jalandhar)

TECHNICAL  
CAMPUS  
ROPAR

## Attendees:

Sr. No.	Name	Designation	Signature
1.	Dr. Gurpreet Singh	Chairperson-IOAC	
2.	Dr. S S Bindra	Member-IOAC	
3.	Mr. Vishal Arora	Co-ordinator	
4.	Mr. Onkar Singh	Member	
5.	Dr. Gurpreet Singh	Member	
6.	Mr. Kamaljeet Singh	Member	
7.	Mr. Niteshwar Taab	Member	
8.	Ms. Bhawanpreet Kaur	Member	
9.	Ms. Disha Thakur	Member	
10.	Mr. O M Andoi, student	Member	
11.	Mr. Lovkesh Kumar	Member	
12.	Er. Shailza Kaur	Member	