Ref.No.: IQAC/2024-25/Even/Feb/01 Date: 17 February, 2025

MINUTES OF MEETING

From: IQAC office	To: IQAC Members	

Offline	Day:	MONDAY		4:30 PM
Offline Meeting	Date:	17 February, 2025	Time:	
	Venue:	Room No 204, A Block		
Chaired By:		DG Sir	Coordinated By:	Dr. Seema
		Coordin	Coordinated by.	Nayak
Focal Agenda: IQAC Acti		IQAC Activities		
		Dr.A.P.Singh, Dr. Prabhat Kumar, Dr. Ajay Gupta, Dr. N.K.Sharma, Dr. Nitin		
Meeting Attended		Waghmare, Dr. Deepak Sharma, Dr. Tabasssum Abbasi, Dr Mahinder Sharma,		
Ву		Mr Dinesh Kumar Yadav, Mr Saswat Das,		
_		Mr Rajesh Jha		

Agenda:

- Review of Previous Meeting
- Implementation of ERP
- Format of Final year Project report
- Course files
- Lab Audit
- Newsletter
- Quality activity

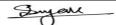
Action Taken/Deadline/Remark

Agenda No.	Agenda Point		
1.	Action Taken Report of Previous meeting was reviewed.		
2.	All Heads were asked to implement ERP 100%.Use flipped classroom , Quiz, GD options in LDS in the department		



- Aim For Excellence -

3.	All Final year students' projects must be in given format. Also mentioned external industry person as co guide if any	Concerned Person: All Heads		
4.	All Heads were asked to prepare current semester course files in hardcopy format as per index	Concerned Person: All Heads		
5.	Lab Audit will be done in the first week of March'25. All were requested to set up labs as per AKTU syllabus.	Concerned Person: All Heads		
6.	All Heads were asked to add students in the Editorial Board of the Newsletter. Also add achievements of the departments.	Concerned Person: All Heads		
7.	All Heads were requested to invite Resource person from reputed organizations.	Concerned Person: All Heads		
Meeting conclusion				
All Heads were asked to ensure the quality in all respect.				



Prof.(Dr.) Seema Nayak **Dean IQAC IIMT College of Engineering, Gr. Noida**

CC:

- PA to Honourable MD Sir
- DG Sir
- All Heads
- Registrar







