

# AJAYKUMARGARGENGINEERINGCOLLEGE

27<sup>th</sup>Km.Milestone,Delhi-MeerutExpressway,Ghaziabad-201015

AKGEC/IQAC/2024-25/004

21 November 2024

## MINUTES OF THE IQAC MEETING

An IQAC meeting for the session 2024-25 (Odd Semester) was held on 14<sup>th</sup> November 2024. The following members were present during the meeting:

- |  |   |
|--|---|
| 1. Dr. Hemant Ahuja (Director)                   | 10. Dr. Uma Sharma (Special Invitee)                |
| 2. Dr. Neelesh Kumar Gupta<br>(IQAC Coordinator) | 11. Ms. Gaganpreet Kaur(Member, Faculty)            |
| 3. Ms. Neelam Chhibber (Member Admn.)            | 12. Mr. Dushyant Singh Chauhan<br>(Special Invitee) |
| 4. Dr. Shraddha Dixit (Member Admn.)             | 13. Mr. Parveen Kumar Dhull<br>(Special Invitee)    |
| 5. Dr. Anupama Sharma(Member, Faculty)           | 14. Mr. Anuj Kumar Singh (Special Invitee)          |
| 6. Dr. Himani Garg (Member, Faculty)             | 15. Mr. Ishu Bansal (Member, Alumni)                |
| 7. Dr. Vani Bhargava (Member, Faculty)           | 16. Mr. Priyanshu Pallav (Member, Student)          |
| 8. Dr. Saroj Bala (Member, Faculty)              |   |
| 9. Dr. Shivani Singhal (Member, Faculty)         |   |

## Minutes of the Meeting Agenda

The meeting started with the welcome address by the Director. The meeting mainly focused on planning and assigning responsibilities for the uploading of QS I-GAUGE Ranking Survey data on the portal, AQAR and the related tasks. The meeting continued with discussion as follows:

1. It was decided that additional IQAC members will be included in the various criteria of the QS I-GAUGE responsibility chart.
2. The **Teaching and Learning** criterion data will be prepared by Dr. Uma Sharma and Mr. Dushyant Singh, with Dr. Neelesh Kumar Gupta joining the team as an IQAC member.
3. Dr. Hemant Ahuja and Ms. Neelam Chhibber will finalize the **Faculty Quality** criterion.
4. Dr. Neelesh Kumar Gupta will compile the **Faculty Development Program (FDP)** data.
5. **Research-related data** will be collected through the Dean (R&D). In her absence, Dr. Namarta will oversee this responsibility under the supervision of Dr. Hemant Ahuja.
6. Dr. Anupama Sharma will assist the Dean of Training & Placement to ensure the timely preparation of **placement-related data**.
7. The responsibility for collecting **alumni satisfaction data** was assigned to Dr. Anupama Sharma in the absence of the HoD (IT).
8. Dr. Shraddha Dixit, with the assistance of Dr. Himani Garg, will prepare the **Diversity and Accessibility** data.
9. Dr. Anupama Sharma will prepare the **facility-related data** for her assigned criterion.

10. It was discussed that data for all advanced criteria will be prepared, and the two best-performing criteria will be selected for uploading after evaluation, as instructed by the Director.
11. Dr. Avadhesh Gupta will complete the **NBA pre-qualifier form** for eligible CS-related branches by the end of this month.
12. Dr. Neelesh Kumar Gupta will update the **QS I-GAUGE responsibility chart** based on the discussions of this meeting.
13. All teams were directed to finalize their respective QS I-GAUGE data by **25th November 2024**.
14. It was decided that the **NAAC AQAR for the Session 2023-24** will be uploaded by the end of **December 2024**.

*Scheduled on 27/11/24 now at 3:00 PM.* 15. An online meeting with QS I-GAUGE representative Ms. Ayushi will tentatively be scheduled for **25th November 2024 at 3PM** to address IQAC members' queries regarding data preparation.

16. All IQAC members were requested to review the agenda points from the previous QS I-GAUGE meeting, which were shared via email, for greater clarity on assigned tasks and responsibilities.

The meeting concluded with a summary of tasks assigned and deadlines, emphasizing collaboration and adherence to the timeline for successful data submission.

There being no agenda point left; the meeting ended at 12:40 PM.

*A 95 21/11/24*  
**Dr. Hemant Ahuja**  
Director

**Copyto:**

- i. Director General (for kind information)
- ii. IQAC Coordinator
- iii. Concerned IQAC Members