

Ref: RCPSR B/IQAC/22-23/02

Date: 03/01/2023

Internal Quality Assurance Cell (IQAC)

CIRCULAR

It is proposed to convene the first IQAC meeting on 07/01/23 at 03:00 PM. All the members of IQAC are requested to attend the meeting without fail.

AGENDA

- Welcome address
- Confirmation of minutes of last meeting.
- To review overall progress of the academic, co-curricular, extracurricular, research and extension activities.
- Any other matter with the permission of the cell.


Coordinator


Principal & Chairperson (IQAC)



Copy to

- Chairman Sir (for kind information)
- All IQAC members for necessary action
- Institute website and Notice Board for dissemination

Internal Quality Assurance Cell (IQAC)

IQAC Minutes of the meeting

Meeting No: 02

Date & Time: 07/01/23 & 03:00 PM

Venue: Principal Office

Member Present

SN	Name of Member	Designation
1.	Dr. Ajazuddin	Chairperson
2.	Mr. Kushagra Nagori	Faculty Member
3.	Ms. Kalyani Sakure	Faculty Member
4.	Mr. Ayushmaan Roy	Faculty Member
5.	Mr. S U Ansari	Administrative Officer
6.	Dr. Rakesh Himte	External Member
7.	Dr. Neema Balan	External Member
8.	Mr. Sourabh Chandra	Student Representative
9.	Mr. Mukesh Tiwari	Industry expert
10.	Dr. Sourabh Rungta	Member from management
11.	Dr. Mukesh Kumar Sharma	IQAC coordinator

The IQAC coordinator welcomed the gathering and briefed the meeting agenda. The following points were deliberated in the meeting.

- **To confirm the minutes of last IQAC meeting**

The minutes of last meeting were read and confirmed.



- **To review overall progress of the academic, co-curricular, extracurricular, research and extension activities.**

Ms. Kalyani Sakure proposed plan for organizing Farewell celebration in college for final year students.

Dr. Mukesh Kumar Sharma NAAC criteria head were appointed.

Dr, Ajazuddin suggested for the arrangement of industrial visit for students.

Mr. Kushagra Nagori discuss about the university exams schedule and internal examination schedule.

- **Any other matter with the permission of the cell.**

The meeting was concluded with no other matter to be discussed.



Dr. Mukesh Kumar Sharma
IQAC Coordinator



Dr. Ajazuddin
Principal & Chairperson
(IQAC)