

**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**  
**NOTICE FOR IQAC MEETING 2015-16**

Ref. No.:- IQAC/ITSEC/2015/001

Date: August 24, 2015

The 1<sup>st</sup> quarterly IQAC Meeting for 2015-16 has been scheduled for **August 29, 2015** (Saturday) at **10:30AM** in CRC Board Room.

All department heads are requested to be prepared with department review preparation.

**The agenda of this meeting is as follows:**

1. Discuss about Departmental time table and load distribution.
2. Library status to be reviewed and reports to be submit to the Dean.Academic by HOD's.
3. Faculty should be prepare complete lesson plan and submit to the concern HOD's in the on the top priority, and submit to the Dean Academic by HOD's.
4. Every HOD's will be discussed with faculty of their Departments for Departmental events.
5. HOD's ensure the Physical check of all Lab equipments/ machines.
6. Internship report of previous semester by HOD's and performance of Centre of Excellence.
7. All HOD's will be indentifying 2 CR's in every Section with help of mentors.
8. Minimum 2 industrial visits to be arrange in this session 2015-16 by all department for 2<sup>nd</sup> and 3<sup>rd</sup> year students.
9. Any other matter with permission of chair.

  
(Dr. P. K. Shukla)  
IQAC Coordinator

CC: Director  
Chairman  
Vice Chairman  
Secretary  
IQAC Members  
Registrar Office  
Administrator

**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**

**MINUTES OF MEETING – IQAC: 2015-16**

Ref. No.: IQAC/ITSEC/2015/002

Date: August 29, 2015

Location: CRC Board Room

Date: August 29, 2015

Time: 10:30 AM

**IQAC Members Presented in the Meeting 2015-16:**

1. Chair Person: Dr. Vineet Kansal
2. IQAC Coordinator: Dr. P. K. Shukla
3. Faculty Members:
  - Dr. Gagan Deep Arora (Dean - Academics)
  - Dr. Sanjay Yadav (Dean - Student Welfare)
  - Dr. Rakesh Dube (HOD, Applied Science)
  - Dr. Lokesh Bansal (HOD, ECE)
  - Dr. Vinay Kakkar (HOD, EEE)
  - Dr. Shailesh Tiwari (HOD, CSE)
  - Mr. Vijay Shukla (Asst. Prof., CSE)
4. Administrative/ Technical Staff : Mr. Sukhpal Singh
5. Student Representative : Ms. Bhumika Chaudhary  
Ms. Aditi Sharma
6. Management Representative : Mr. S. Sood
7. Alumni Representative : Mr. Aayush Saxena  
Mr. Ankit Kumar Singh
8. Community Representative : Mr. Pawan Kohli, First Generation Entrepreneur
9. Employer/ Industrialist : Mr. Sohil Chadha, Vice Chairman
10. External Expert : Dr. S.K. Garg, Professor, DTU

Non Attendees: Prof. Ankur Srivastava (Coordinator, MBA)

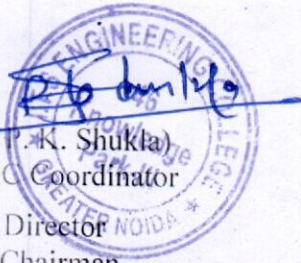
**Issues Raised and Decisions Taken**

1. All HODs should ensure all faculty members of their department should prepare time table and upload the same in the College ERP
2. Before uploading, the time table should be verified by the respective HOD and Dean Academics
3. Ensuring the teaching aids of all classrooms are fully functional
4. Ensuring quick resolving of issues related to CMS of students

5. Record faculty members' attendance by event coordinator for every event conducted along with event reports
6. Close monitoring and supervision by Anti Ragging Squad in the college and hostel premises
7. HODs should take responsibility to manage the attendance of students during class
8. Ensuring issuance and uses of book bank facility by the students
9. To ensure students' participation for the MSME based projects
10. Organizing a meeting of all Trainer of Center of Excellence
11. To ensure timely monitoring of academic plan
12. Lab equipment stock register should be checked and verified
13. Alumni coordinator to initiate and coordinate alumni relationship
14. HODs should ensure maximum participation of students in campus placements

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**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**  
**NOTICE FOR IQAC MEETING: 2015-16**

Ref. No.: IQAC/ITSEC/2015/003

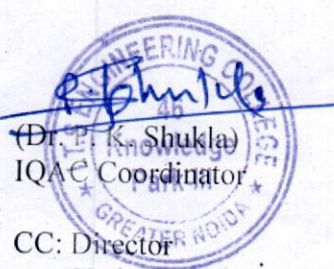
Date: October 19, 2015

The 2<sup>nd</sup> Quarterly IQAC Meeting for 2015-16 has been scheduled for **October 24, 2015** (Saturday) at **10:30AM** in the **CRC Board Room**.

All the department heads are requested to be prepared with their department review preparation.

**AGENDA OF THIS MEETING:**

1. Discussion about attendance of students
2. Discussion about the utilization of Center of Excellence
3. Submission of lab assessment reports to Dean (Academics) by HODs
4. Submission of book bank reports from Library Head
5. Submission of course coverage reports to Dean (Academics) by HODs
6. Discussion about paper publications in journals of repute
7. Encouragement to students of all departments to participate in college technical fest
8. Discussion for organizing CR meetings at departmental level in the presence of Director and Dean (Academics)

  
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**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**

**MINUTES OF MEETING – IQAC:2015-16**

Ref. No.: IQAC/ITSEC/2015/004

Date: October 24, 2015

Location: CRC Board Room

Date: October 24, 2015

Time: 10:30 AM

**IQAC Members Presented in the Meeting 2015-16:**

1. Chairperson: Dr. Vineet Kansal
2. IQAC Coordinator: Dr. P. K. Shukla
3. Faculty Members:
  - Dr. Gagan Deep Arora (Dean - Academics)
  - Dr. Sanjay Yadav (Dean - Student Welfare)
  - Dr. Rakesh Dube (HOD, Applied Science)
  - Dr. Vinay Kakkar (HOD, EEE)
  - Dr. Shailesh Tiwari (HOD, CSE)
  - Prof. Ankur Srivastava (Coordinator, MBA)
  - Mr. Vijay Shukla (Asst. Prof., CSE)
4. Administrative/ Technical Staff : Mr. Sukhpal Singh
5. Student Representative : Ms. Bhumika Chaudhary  
Ms. Aditi Sharma
6. Management Representative : Mr. S. Sood
7. Alumni Representative : Mr. Aayush Saxena  
Mr. Ankit Kumar Singh
8. Community Representative : Mr. Pawan Kohli, First Generation Entrepreneur
9. Employer/ Industrialist : Mr. Sohil Chadha, Vice Chairman
10. External Expert : Dr. S.K. Garg, Professor, DTU

**Non Attendees:** Dr. Lokesh Bansal (HOD, ECE)

**Issues Raised and Decisions Taken**

1. Close monitoring and supervision by Anti Ragging Squad (ARS) in the college and hostel premises
2. HODs should take responsibilities to manage attendance of students during class
3. Record faculty attendance by event coordinator for every event conducted along with event reports

4. Encourage students for better use of book bank facility
5. To ensure students' participation for the MSME based projects
6. To ensure timely monitoring of academic plan
7. Lab equipments stock register should be checked and verified
8. Alumni coordinator to initiate and coordinate alumni relationship
9. HODs should ensure maximum participation of students in campus placements

  
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**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**

**NOTICE FOR IQAC MEETING: 2015-16**

Ref. No.: IQAC/ITSEC/2016/005

Date: January 18, 2016

The 3<sup>rd</sup> Quarterly IQAC Meeting for 2015-16 has been scheduled for **January 23, 2016** (Saturday) at **10:30AM** in **COE Board Room**.

All the department heads are requested to be prepared with their department review preparation.

**AGENDA OF THE MEETING:**

1. Discussion about departmental time table and faculty load distribution
2. Discussion about complete lesson plan of all faculty members which will be presented by the respective HOD
3. Discussion about Library status to be reviewed
4. All HODs will submit the Odd Semester events report and give the names of upcoming events
5. Discussion about organizing CR meetings at departmental level
6. Ensuring of physical check of all lab equipment/ machines by HOD
7. Discussion for paper publications in journals of repute
8. Discussion and analysis of placement status/report department wise
9. Discussion and planning for College cultural fest
10. Discussion related to faculty feedback of previous semester
11. Industrial visit reports and feedback by students

  
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**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**

**MINUTES OF MEETING - IQAC:2015-16**

Ref. No.: IQAC/ITSEC/2016/006

Date: January 23, 2016

Location: COE - Board Room

Date: January 23, 2016

Time: 10.30 AM

**IQAC Members Presented in the Meeting 2015-16:**

1. Chair Person: Dr. Vineet Kansal
2. IQAC Coordinator: Dr. P. K. Shukla
3. Faculty Members:
  - Dr. Gagan Deep Arora (Dean - Academics)
  - Dr. Sanjay Yadav (Dean - Student Welfare)
  - Dr. Rakesh Dube (HOD, Applied Science)
  - Dr. Lokesh Bansal (HOD, ECE)
  - Dr. Vinay Kakkar (HOD, EEE)
  - Dr. Shailesh Tiwari (HOD, CSE)
  - Prof. Ankur Srivastava (Coordinator, MBA)
  - Mr. Vijay Shukla (Asst. Prof., CSE)

- |                                       |   |  |
|---------------------------------------|---|--|
| 4. Administrative/<br>Technical Staff | : | Mr. Sukhpal Singh                              |
| 5. Student Representative             | : | Ms. Bhumika Chaudhary<br>Ms. Aditi Sharma      |
| 6. Alumni Representative              | : | Aayush Saxena<br>Ankit Kumar Singh             |
| 7. Community Representative           | : | Mr. Pawan Kohli, First Generation Entrepreneur |
| 8. Employer/ Industrialist            | : | Mr. Sohil Chadha, Vice Chairman                |

Non Attendees: Dr. Shailesh Tiwari (HOD, CSE)  
Mr. S. Sood  
Dr. S.K. Garg, Professor, DTU

**Issues Raised and Decisions Taken**

1. Ensuring the teaching aids of all classrooms is fully functional
2. HODs should take responsibility to manage proper attendance of students during class
3. Record faculty attendance by event coordinator for every event conducted along with event reports

4. Ensuring issuance and uses of book bank facility by the students
5. To ensure students' participation for the MSME based projects
6. Administrator will ensure the hostel amenities are fully functional
7. HODs should ensure all faculty members of their department would publish one research paper in a journal of repute

  
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**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**

**NOTICE FOR IQAC MEETING: 2015-16**

Ref. No.: IQAC/ITSEC/2016/007

Date: March 21, 2016

The 4<sup>th</sup> Quarterly IQAC Meeting for 2015-16 has been scheduled for **March 26, 2016** (Saturday) at **10:30AM** in **COE Board Room**.

All the department heads are requested to be prepared with their department review preparation.

**AGENDA OF THE MEETING:**

1. Discussion about attendance of students
2. Submission of lab assessment reports to Dean (Academic) by HODs
3. Submission of book bank reports from Library Head
4. Submission of course coverage reports to Dean (Academics) by HODs
5. Submission of reports of paper publications in journals of repute
6. Submission of reports of participation in college technical fest
7. Discussion about industrial internship for 2<sup>nd</sup> and 3<sup>rd</sup> year students
8. Details of COE activities planned
9. Student Projects/ competitions planned

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**I.T.S Engineering College**  
**46, Knowledge Park III, Greater Noida**

**MINUTES OF MEETING – IQAC : 2015-16**

Ref. No.: IQAC/ITSEC/2016/008

Date: March 26, 2016

Location: Board Room

Date: March 26, 2016

Time: 10:30 AM

**IQAC Members Presented in the Meeting 2015-16:**

1. Chair Person: Dr. Vineet Kansal
2. IQAC Coordinator: Dr. P. K. Shukla
3. Faculty Members:
  - Dr. Gagan Deep Arora (Dean - Academics)
  - Dr. Sanjay Yadav (Dean - Student Welfare)
  - Dr. Lokesh Bansal (HOD, ECE)
  - Dr. Vinay Kakkar (HOD, EEE)
  - Dr. Shailesh Tiwari (HOD, CSE)
  - Prof. Ankur Srivastava (Coordinator, MBA)
  - Mr. Vijay Shukla (Asst. Prof., CSE)
4. Administrative/  
Technical Staff : Mr. Sukhpal Singh
5. Student Representative : Ms. Bhumika Chaudhary  
Ms. Aditi Sharma
6. Management Representative : Mr. S. Sood
7. Alumni Representative : Aayush Saxena  
Ankit Kumar Singh
8. Community Representative : Mr. Pawan Kohli, First Generation Entrepreneur
9. Employer/ Industrialist : Mr. Sohil Chadha, Vice Chairman
10. External Expert : Dr. S.K. Garg, Professor, DTU

**Non Attendees:** Dr. Rakesh Dube (HOD, Applied Science)

**Issues Raised and Decisions Taken**

1. To ensure the teaching aids of all classrooms are fully functional
2. HODs should take responsibility to manage attendance of students during class

3. To record faculty attendance by event coordinator for every event conducted along with event reports
4. To ensure issuance and uses of book bank facility by the students
5. To ensure submission of full functional projects along with reports by 4<sup>th</sup> year students
6. HODs will ensure all 2<sup>nd</sup> and 3<sup>rd</sup> year students will join 4 week or 6 week summer internship program
7. Discussion and analysis of placement status/report department wise
8. HODs should ensure all faculty members of their department will publish one research paper in the college journal
9. To ensure training/ internship programs should be conducted by Centre of Excellence

  
(Dr. P. Shukla)  
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