



BHARATI VIDYAPEETH'S COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi & Affiliated to Guru Gobind Singh Indraprastha University, Delhi)

(An ISO 9001:2015 Certified Institution)

A-4, Paschim Vihar, Main Rohtak Road, New Delhi – 110 063

Ph: 25278443, 25278444, 25258637 Telefax: 011-25275436

E-mail: coedelhi@bharatividyaapeeth.edu, Website: www.bvcoend.ac.in

Ref no: BVCOE/ND/IQAC/02/2023-24

Date: 20.09.23

MINUTES OF MEETING

IQAC MEETING HELD ON 20th SEPTEMBER, 2023

Minutes of the Meeting of Internal Quality Assurance Cell (IQAC) held on 20th September, 2023 at 2.30 PM in the Conference Room of Bharati Vidyapeeth College of Engineering (BVCOE), New Delhi-110063.

The following members were present.

- | | | |
|-----|--|--------------------|
| 1. | Prof. Dharmender Saini
Principal, BVCOE, New Delhi | - Chairperson |
| 2. | Dr. A. K. Srivastava
Professor, BVIMR, New Delhi | - Member |
| 3. | Prof. Kirti Gupta
Vice-Principal (Academic) and Head (ECE) | - IQAC Coordinator |
| 4. | Prof. Sushil Kumar
Head (Applied Science) | - IQAC Coordinator |
| 5. | Prof. Prakhar Priyadarshi
Vice-Principal (Administration) and Head (IT) | - Member |
| 6. | Prof. Kusum Tharani
Professor and Head (EEE) | - Member |
| 7. | Prof. Deepika Kumar
Professor and Head (CSE) | - Member |
| 8. | Dr. Gargi Mishra
Associate Professor | - Member |
| 9. | Dr. Apoorva Aggrawal
Assistant Professor | - Member |
| 10. | Dr. Sangeeta Gupta
Assistant Professor | - Member |

11. Mr. Sandeep Patil - Member
Office Superintendent

The following members could not attend the meeting due to their pre-occupation:

1. Mr. Ajay Goel - Member
Managing Director, Nagarro
2. Arati Kane - Member
Assistant Professor
3. Mr. Aditya Jain - Member
Alumni

The agenda and minutes of the meeting are as follows:

Agenda 1: Review of the action-taken report for the points emerging from the last meeting.

Minutes:

- The agenda items from the previous IQAC meeting were presented and circulated to all members.
- Members appreciated the progress made on the action items discussed in the last meeting.

(Action to be taken by: All Heads of the Department, Higher studies cell and Training & placements)

Agenda 2: Review and execution of the Academic Audit in each department.

Minutes:

- Academic audit reports were received from all Heads of Departments.
- The reports were reviewed, and suggestions for improvement were provided.

(Action to be taken: All Heads of the Department, Deans and Training & placements)

Agenda 3: To discuss the new scheme of Internal Assessment introduced by GGSIPU.

Minutes:

- IQAC members discussed the newly introduced Internal Assessment Scheme by GGSIPU.
- A thorough review of the assessment criteria was conducted.

(Action to be taken by: All Heads of the Department and Deans)

Agenda 4: The proposal to increase the department budget from ₹2000 to ₹3000.

Minutes: A proposal was made to increase the departmental budget from ₹2,000 to ₹3,000 due to rising costs associated with academic activities, workshops, seminars, and student development programs.

(Action to be taken by: All Heads of the Department and Deans)

Agenda 5: Discussion on NBA Comments and Observations.

Minutes:

- Review of the feedback received from the NBA evaluation.
- Action plan to address identified gaps and areas of improvement.
- Strategies for continuous quality enhancement to align with NBA standards.

(Action to be taken: All Heads of the Department, Deans)

Agenda 6: Roles and Responsibilities of Vice Principal (Academic & Admin)

Minutes:

- Discussion on the responsibilities and expectations of both positions.
- Coordination between academic and administrative functions for quality enhancement.
- Measures to strengthen governance and institutional efficiency

(Action to be taken by: All Heads of the Department and Deans)

Agenda 7: Formation of Industry Collaboration Labs

Minutes:

- Departments were advised to establish collaborations with industries.
- Identification of key industry partners for setting up labs.
- Discussion on expected outcomes for students and faculty

(Action to be taken by: All Heads of the Department and Deans)

Agenda 8: Encouraging faculty members to undertake sponsored projects.

Minutes:

- Faculty members were encouraged to undertake sponsored projects.
- Strategies for identifying funding agencies and submitting proposals were discussed.

- A system for monitoring progress and ensuring successful project completion was proposed.

(Action to be taken by: All Heads of the Department and Deans)

Agenda 9: Conducting at least one Short-Term Course (STC), Conference, or Faculty Development Program (FDP) during the Academic Year.

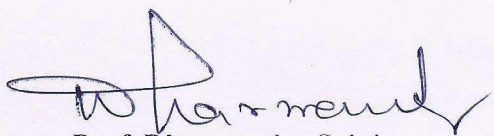
Minutes:

- Departments were advised to conduct at least one Short-Term Course (STC), Conference, or Faculty Development Program (FDP) during the academic year.
- Planning and execution strategies for these events were discussed.
- Faculty members were encouraged to organize interdisciplinary and industry-oriented programs.

(Action to be taken by: All Heads of the Department and Deans)


Prof. Sushil Kumar

IQAC Coordinator


Prof. Dharmender Saini

IQAC Chairperson

Principal, BVCOE, New Delhi