

DRONACHARYA

College of Engineering

Khentawas, Farrukh Nagar, Gurugram, Haryana

Approved by: All India Council for Technical Education (AICTE), New Delhi

Affiliated to: Maharshi Dayanand University (MDU) Rohtak, Haryana

Notice No: DCE/GGN/IQAC/2021-22/05

Date: 6th July, 2021

NOTICE

All the Academic and Management Council members are hereby requested to attend the committee meeting on 9th July, 2021 on Microsoft Teams at 12:30 P.M. Attendance is compulsory.

AGENDA of the Meeting

- To discuss even semester teaching of B.Tech and M.Tech Programme.
- To discuss the curricular aspects of the Academic Programs and suggest improvements.
- To discuss about conducting mentoring sessions for students.
- To assign AAA members and to conduct Gender Audit.
- To discuss about conducting energy audit.
- To discuss action taken against feedback of different stakeholders.
- Any other point of discussion with the permission of the Chair.

Copy to:

1. Principal
2. Registrar
3. All HOD's

IQAC Coordinator

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MINUTES OF THE MEETING OF ACADEMIC AND MANAGEMENT COUNCIL HELD ON July 9th, 2021

The meeting was held on Friday, 9th July, 2021 at 12:30 P.M. on Microsoft Teams.

The following members were present:

| | |
|-------------------------|---|
| Head of the Institution | Dr. Isha Malhotra |
| Senior Faculty | Dr. Ashok Kumar |
| | Dr. Anupam Dalal |
| | Dr. Ashima Mehta |
| | Dr. Vimmi Malhotra |
| | Dr. Dimple Sapoo |
| Registrar | Dr. Hansraj Yadav |
| Administrative Official | Dr. Yashwardhan Soni |
| External experts | Dr. Sameer Kumar |
| IQAC Coordinator | Dr. Megha Goel |
| Alumni | Naman Bajgoti |
| Student | Ishita Sehgal (3 rd Year, CSE) |
| Parent | Shiv Kumar Sharma |

The following agenda points were discussed and decision taken:

- To discuss even semester teaching of B.Tech and M.Tech Programme.

The HODs expressed their satisfaction regarding on-line teaching of the curriculum. It was observed that lectures need to be delivered using more informative approach. This way student's interest would be built and attendance could be improved.

- To discuss the curricular aspects of the Academic Programs and suggest improvements.

Curricular aspects of all the Academic Programs were discussed and it was strategized that there is need to focus upon the growth of the slow learners. It was suggested to take more doubt classes for them.

- To discuss about conducting mentoring sessions for students.

Students must be encouraged to participate in various competitions held inside/outside the college premises. The HODs were advised to inform faculty members to prepare audio/video recordings of the lectures/experiments for the benefits of the students.

- To assign AAA members and to conduct Gender Audit.

Auditing Team was constituted and was advised to carry auditing procedure as per schedule finalized.

- To discuss action taken against feedback of different stakeholders.

The IQAC coordinators informed the members about the action taken against the feedback received from faculty members, alumni and students in improving the college's overall performance.

- Discussion on Conducting Energy Audit

In reference to the criterion 7, Institutional Values and Best Practices, it was suggested that the external audits of Solar energy, Biogas plant Wheeling to the Grid, Senior-based energy conservation, Use of LED bulbs/power efficient equipment, Solid waste management, Liquid waste management, Biomedical waste management, E-waste management, Waste recycling system, Hazardous chemicals and radioactive waste management should be conducted. Principal appreciated the suggestion.

As no other point of discussion was left, the meeting was declared as closed.