

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 /2022-23/11

Date: 8th July, 2022

NOTICE

All the Academic and Management Council members are hereby requested to attend the committee meeting on 9th July, 2022 at Conference Hall at 10:30 A.M. Attendance is compulsory.

AGENDA of the Meeting

- To confirm resolution of previous meeting's issues.
- To discuss about Student orientation Programme
- To review odd semester teaching of B.Tech and M.Tech Programme.
- To discuss action taken against feedback of different stakeholders.
- Filling of Annual Quality Assurance Report (AQAR)
- NAAC Accreditation Planning
- To discuss on Academic and Administrative auditing to be performed on 16th July 2022 by external auditors.
- To discuss about conducting mentoring sessions for student.
- To discuss Faculty Development Programme
- 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 9th July, 2022

The meeting was held on Saturday, July 9th, 2022 at 10:30 A.M. at the conference hall. The following members were present:

Head of the Institution	Dr. Isha Malhotra
Senior Faculty	Dr. Ashok Kumar
	Dr. Vimmi Malhotra
	Dr. Yashwardhan Soni
	Dr. Ashima Mehta
	Dr. Ashwani Kumar
Registrar	Dr. Hansraj Yadav
R &D Head	Dr. Dimple Saproo
External experts	Dr. Sameer Kumar
IQAC Coordinator	Dr. Megha Goel
Alumni	Naman Bajgoti (SDE II Swiggy)
Student	Divyanshu Kataria (R&A 3 rd Year)
Parent	Mr. Pradeep Kumar Jha

The following agenda points were discussed and decision taken:

- To confirm resolution of previous meeting's issues.

All members confirmed for the resolution of all the issues pertaining to academic and nonacademic matters.

- To discuss about the Student Orientation Program

All the members discussed about the conduction of orientation program for first year students

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

All members discussed the strategy to follow in forth coming semester to improve the results and more students are involved in research practices. Also motivation must be given to students to participate in extra- curricular and co-curricular activities.

- 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.

- Filling of Annual Quality Assurance Report (AQAR)

IQAC Coordinator has discussed that AQAR 2022-23 has already started. It is the responsibility of every department to send the data after verification. In case of any long breaks, it was advised to assign responsibility to another faculty member.

- NAAC Accreditation Planning

Criteria Heads were informed for the NAAC visit preparation.

- To discuss on Academic and Administrative auditing to be performed on 16th July 2022 by external auditors.

It was advised by IQAC coordinator to all the departmental HoDs to make the necessary documents ready for the auditing to be done on the specified date.

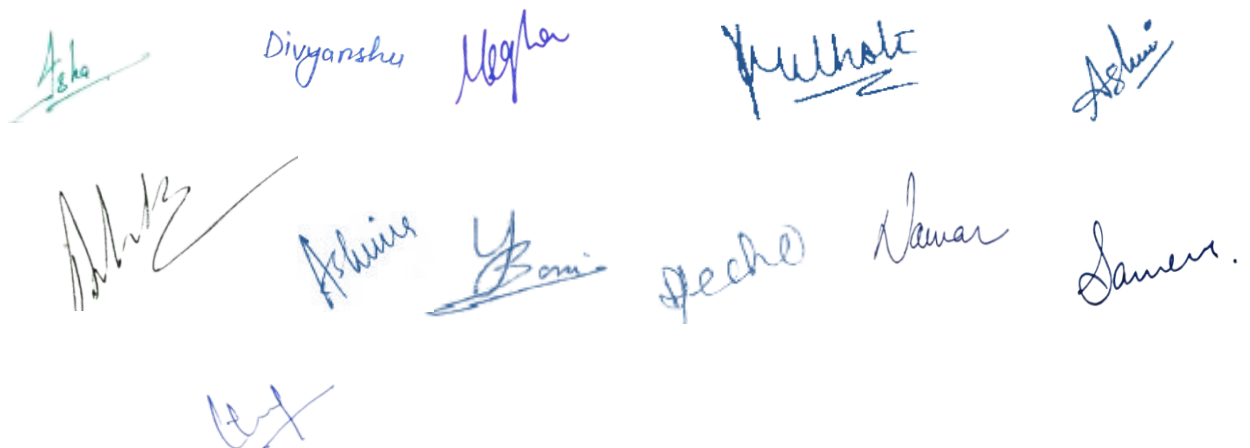
- To discuss about conducting mentoring sessions for students.

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 discuss Faculty Development Programme

All members discussed faculty should be encouraged more FDP for updates on latest technologies and college should also conduct FDP.

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



A collection of handwritten signatures in blue and black ink, arranged in two rows. The top row contains five signatures: 'Asha' (green), 'Divyanshu', 'Nagha', 'Pulkit', and 'Ashini'. The bottom row contains six signatures: 'Aditya', 'Ashini', 'Yami', 'Decho', 'Naman', and 'Samar'. There is also a signature 'Arif' written below the bottom row.