Notice No: DCE/GGN/Admin/2023-24/ 17   **Date: 21 July, 2023**

NOTICE

All the Academic and Management Council members are hereby requested to attend the committee meeting on 22 July, 2023 at Conference Hall at 10:30 A.M. Attendance is compulsory.

AGENDA of the Meeting

- To confirm resolution of previous meeting's issues.
- To review odd semester teaching of B.Tech and M.Tech Programme.
- Planning for activities in AY 2023-24
- To discuss about conducting Extension activities.
- To discuss about Student orientation Programme.
- To discuss action taken against feedback of different stakeholders.
- Any other point of discussion with the permission of the Chair.

Copy to:
1. Registrar
2. Principal
3. All HOD's
4. NAAC Coordinator

IQAC Coordinator

MINUTES OF THE MEETING OF ACADEMIC AND MANAGEMENT COUNCIL HELD ON 22nd July, 2023

The meeting was held on Saturday, 22nd July, 2023 at 10:30 A.M. at the conference hall.

The following members were present:

Head of the Institution	Prof.(Dr.) Isha Malhotra
Senior Faculty	Dr. Ashok Kumar
	Prof. Vimmi Malhotra
	Prof. Yashwardhan Soni
	Dr. Ashima Mehta
	Prof. Ashwani Kumar
Registrar	Prof. Hansraj Yadav
R & D Head	Prof. Dimple Saproo
External experts	Dr. Sameer Kumar
IQAC Coordinator	Prof. Megha Goel
Alumni	Naman Bajgoti

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 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.

- Planning for activities in AY 2023-24

It is discussed that on the grounds of activities conducted in AY 2022-23, similar activities can be planned in AY 2023-24. Apart from this, the focus is also required on Industry-Institute Interaction, Internship, Industry Projects and Placements. The activities currently are on-going and the progress is satisfactory. The review would be taken at regular intervals.

- To discuss about conducting Extension activities.
  It was advised to all the members to conduct more extension activities for students and staff through online/offline mode.

- To discuss about the Student Orientation Program

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

- 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.

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

ACTION TAKEN REPORT BASED ON STUDENTS' FEEDBACK
A.Y. 2023-2024

The College obtained the feedback on design and review of syllabus, facilities provided and teaching learning process from students to improve the process of teaching and learning. The feedback was based on a structured questionnaire. The data was analyzed and a feedback report was prepared in order to gain insights into the area where improvements are needed. On the basis of the feedback following actions were taken to incorporate the improvements suggested by students.

ACTION TAKEN

S. No.	Feedback/Suggestions	Action Taken
1	Students gave feedback for more international exposure.	A decision was taken to explore the possibility of collaboration with foreign universities for the purpose of collaborative conference, internship and research project.
2	More motivation for participation in challenges/hackathons.	Department has started Internships, Competitive Coding Challenges, Research based projects
3	More external lecturers should be invited for understanding of the industry.	Subject experts to be invited more in number to give lectures and engage in one-on-one interactions with students.
4	Students suggested regarding teaching-learning methodologies.	It was decided that courses on Google cloud program will be offered to the students and one faculty and two students will coordinate the program.
5	Some students require career counseling and guidance towards higher studies	College arranged alumni panel interaction programs along with fully functional Counseling cell. More career guidance and soft skill development schemes have been implemented.

6	Library Resources	Books of latest editions are regularly purchased in libraries as per the course syllabus.
7	Value added courses to be implemented according to demand of the industry	It was decided to launch some courses which are in demand as per the industry requirement, so we started courses like web designing and data science. We made a WhatsApp group according to the area of interest of students and alumni to enhance peer-to-peer learning. It was decided that practical oriented subject should be aligned according to the requirement of industry
8	More recreational and teambuilding events.	The students were taken for picnics/ outings/ national and international educational tours department-wise for recreational, educational and teambuilding exercises
9	Students should be made aware of placement of the courses	Students are made aware of outcome of the programme during Orientation Program in the beginning.

Isha

Head of the Institution