

# **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/2020-21/34**

**Date: 15<sup>th</sup> January, 2021**

### **NOTICE**

All the Academic and Management Council members are hereby requested to attend the committee meeting on 18<sup>th</sup> January, 2021 on Microsoft Teams at 12:30 P.M. Attendance is compulsory.

#### **AGENDA of the Meeting**

- To confirm resolution of previous meeting's issues.
- To discuss the curricular aspects of the Academic Programs and suggest improvements.
- To discuss action taken against feedback of different stakeholders.
- To discuss on placement activities.
- To discuss on the innovative teaching methodologies.
- To discuss on Certification courses for students.
- To discuss about conducting mentoring sessions for student.
- To discuss strategies for implementing future plans for next academic year.
- 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 JANUARY 18<sup>th</sup> 2021**

The meeting was held on Monday, January 18<sup>th</sup>, 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. Yashwardhan Soni
	Dr. Ashima Mehta
	Dr. Vimmi Malhotra
	Dr. Dimple Sapru
Registrar	Dr. Anupam Dalal
Administrative Official	Dr. Hansraj Yadav
External experts	Dr. Sameer Kumar
IQAC Coordinator	Dr. Megha Goel
Alumni	Vertika Shukla

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 non-academic matters.

- To review teaching of B.Tech and M.Tech Programme.

The HODs expressed their satisfaction regarding on-line teaching of theory and practical courses. It was observed that the attendance of the students was satisfactory, but still students should be motivated to attend theory and practical classes regularly.

- To discuss the Academic Programs and suggest improvements.

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

- 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 placement activities

It was decided to bring on board more software companies for placement of the students. It was suggested to all the HODs to support the T&P department for conducting online placement drives.

- 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 conducting mentoring sessions for student.

Students must be encouraged to participate in various competitions held across the nation in any mode. 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 strategies for implementing future plans for next academic year

Future plan of action was also discussed and it was concluded that more focus should be laid upon uplifting slow learners and motivating all to participate in various competitions organized within the college or by outside agencies.

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