**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**

1, Knowledge Park-II, Greater Noida

# CIRCULAR

Date: 5th Feb 2019

A meeting of IQAC members will be conducted on 6th Feb 2019 t Director Office,

B Block at 3:00 PM.

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members

**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**

1, Knowledge Park-II, Greater Noida

Date: 6th February 2019

# Minutes of the Meeting

A meeting of all HoDs was held in Director Office on 6th February 2019 and following members were present:

Dr. Laxmanan M
Dr. Asim Qadri
Dr. Vishnu Sharma
Dr. Sanjay Garoliya
Dr. Rajni Saggu
Dr. Ambikapathy
Dr. Rajesh Tripathi
Dr. Nirupa Laxmi
Dr. Gagan Tiwari
Dr. Jaspreet Kour

Following points were discussed in the meeting:

1. It has been observed, faculty has been started in participation in FDP, conference, seminar.
2. Centre of Excellence was established by EEE department in collaboration with Panasonic.
3. On campus projects got initiated on biogas, solar plant, creating compost unit.
4. Most of department planned technical exhibition in month of may2019.
5. Management has taken initiative to fund faculty training program, like PDP, MDP in IITs, IIMs.

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members

**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**

1, Knowledge Park-II, Greater Noida

# CIRCULAR

Date: 1st Aug, 2019

A meeting of IQAC members is scheduled 2nd Aug, 2019 at B-002 Meeting room at 3:00 PM.

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members

**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**
1, Knowledge Park-II, Greater Noida

Date: 2nd Aug, 2019

# Minutes of Meeting Of Internal Quality Assurance Cell (IQAC) held on 2nd Aug 2019

Members Present: Dr. Laxmanan M
Dr. Asim Qadri
Dr. Vishnu Sharma
Dr. S.K. Singh
Dr. Rajni Saggu
Dr. A. Ambikapathy
Dr. Md. Danish Equbal
Dr. Rajesh Tripathi
Dr. Nirupa Laxmi
Dr. Gagan Tiwari
Dr. Jaspreet Kour
Ms Kriti Sagar
Mr. Devender Khari –DKOP labs

The meeting started with the IQAC coordinator Dr. Praveen Maduri welcoming all the members. The following points were discussed and resolved in the meeting.

- The IQAC Coordinator, Dr. Praveen Kumar Maduri, introduced all the members, followed by a talk on the purpose, activities and functions of IQAC. The minutes of the previous IQAC meeting held were reviewed.
  - To improve the soft skills and communication of students, Personality Development Program is introduced from second year onwards for all the branches of engineering.
  - Short term training programs on latest areas of technology conducted by CS and EEE department.
  - Faculty is encouraged to publish papers in journals and conferences of national and international repute. Expert talk on Patent organized and faculty motivated to publish patents.

- Department of CE received funding from DST, and other departments were motivated to submit research proposals to various government and non-government agencies.

- Life skills and technical skills under value added courses to be incorporated in all the branches of Engineering and Management. These courses to be included in time table also.
- Results of session 2018-19 was discussed and compared with 2017-18 results. IQAC coordinator congratulated department of civil and Electronics and Instrumentation for securing rank in AKTU university exams.
- HODs are entrusted to allocate subjects to faculty as per their area of specialization and instructed to prepare academic calendar/roadmap for the next session.
- The dates for next IQAC audit for session 2018-19 were finalized, IQAC coordinator to share the schedule soon.
- The evaluators list is finalized from the existing senior faculty members.
- IQAC has proposed to increase the enrollment of faculty and students for online courses like NPTEL and courser.
- Overall student placement has improved by 3% in 2018-19 as compared to previous session.
- The no. of PhD faculty at institute level increased tremendously from 43 in 2017-18 to 89 in 2018-19.

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members

**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**

1, Knowledge Park-II, Greater Noida

# CIRCULAR

**Date: 02.08.2019**

The academic audit is scheduled for all branches (**Academic year 2018-19**) from **20.08.19- to 23.08.19** by IQAC team. The following is the schedule for the audit:

| Date of Audit | Department | Auditors |
|---|---|---|
| 20.08.19 | CSE | Dr. R.L. Yadav (ECE),<br>Ms. Avinash Kaushal Awasthi |
| 20.08.19 | IT | Dr. Sunil Kumar Chaudhary (EE)<br>Mr. Kuldeep Singh (ECE) |
| 20.08.19 | ECE | Dr. Vivek Keshari (IT)<br>Mr. Shivam (EIE) |
| 21.08.19 | EEE | Mr. Saurabh Katiyar (ECE)<br>Mr. Rajiv Nath (CSE) |
| 21.08.19 | EE | Dr. Sandhya Katiyar (IT)<br>Mr. Atul (ECE) |
| 21.08.19 | EIE | Dr. Mohammad Shahid (EE)<br>Mr. Ajeet Kumar Bhartee (CSE) |
| 22.08.19 | CE | Dr. S. K Verma (MBA)<br>Mr. Manish Sanserwal(ME) |
| 22.08.19 | ME | Mr. Navneet Mishra (EIE)<br>Ms. Ranjana (ECE) |
| 22.08.19 | AS | Dr. Brijesh Kumar Singh (MBA)<br>Ms. Lipika Dutta (EE) |
| 23.08.19 | MBA | Dr.Sunil Kumar Bharti (IT)<br>Ms. Surabhi (EE) |
| 23.08.19 | MCA | Ms. Ruchi Aggarwal (ECE)<br>Mr. Rajesh Narayan Deo (EEE) |
| 23.08.19 | Humanities | Dr. Gauri Katiyar (EEE)<br>Ms. Meenu Kalra (CE) |

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members

Galgotias College of Engineering and Technology, Greater Noida

**Academic Administrative Audit (AAA)**

**Part A (Academics)**

**Name of the Department : Compute Science and Engineering**
**Session: 2018-19**
**Semester: ODD & EVEN**

**Date:20.08.19**

**Name and Designation of Academic Auditors :** **Dr. R.L. Yadav (ECE),**
**Ms. Avinash Kaushal Awasthi(EIE)**

| * Evaluation |
|---|
| No data - 0 point |
| Partial data - 1 point |
| Complete data - 2 points |

| S. No. | Item | Verification (Yes/No) | Evaluation* (0-2) | Comments | Suggestions for improvement |
|---|---|---|---|---|---|
| 1 | Department Academic Calender | Y | 2 | availavle | |
| 2 | Course File (as per attached checklist) | Y | 1.72 | Proper sequence as per Course File Checklist is missing | Few course file missing impact analysis. |
| 3 | Value Added Courses | Y | 2 | available | |
| 4 | **Feed back** | | | | |
| | **a)** Student | Y | 2 | available | |
| | **b)** Teacher | Y | 2 | available | |
| | **c)** Employer | Y | 2 | available | |
| | **d)** Alumni | Y | 2 | available | |
| | **e)** Parent | Y | 2 | available | |
| | **f)** Feedback Analysis & Action taken | Y | 2 | No faculty with poor performance in academics | |

| | | | | | |
|---|---|---|---|---|---|
| 5 | **Mentoring** | | | | |
| | **a)** List of Mentor : Mentee | Y | 2 | available | |
| | **b)** Mentoring Forms | Y | 2 | available | |
| 6 | Result Analysis | | | | |
| | **a)** Semester wise | Y | 2 | available | |
| | **b)** Subject wise | Y | 2 | available | |
| | **c)** Faculty wise | Y | 2 | available | |
| | **d)** Analysis and action taken for result improvement | NA | NA | No faculty with poor results as per departmental criteria | |
| 7 | **Research** | | | | |
| | **a)** Fund Received | Y | 2 | | Need to encourage faculty members to write more quality research paper, Need to encourage students about Entrepreneurship & Startups. |
| | **b)** Intellactual property rights | Y | 2 | available | |
| | **c)** Award/ honor/ Achivements | Y | 2 | available but Not in chronological order | |
| | d) Incubation Center and Startups | Y | 2 | available | |
| | **e)** Publication , book chapters , awards | Y | 2 | available | |
| | **f)** Faculty participation | Y | 2 | Year-wise data, Proof not in | |
| 8 | **Collabrations** | | | | |
| | **a)** Activities | Y | 2 | Session-wise | |
| | **b)** Linkages | Y | 2 | available | |
| | **c)** MoUs | Y | 2 | INFOSYS | |
| 9 | Time Table & Subject Allocation | Y | 2 | available | |
| 10 | Question Paper & QP audit | Y | 2 | available | |

| | | | | | |
|---|---|---|---|---|---|
| 11 | **Placement and higher studies** | | | | |
| | **a)** Guidance for competetive exams and career counselling | Y | 2 | Data available on annual basis | |
| | **b)** On campus and off campus placements | Y | 2 | available | |
| | **c)** Higher education progression | Y | 2 | available | |
| | **d)** State/ National/ International Level Examination(5.2.3) | Y | 2 | Data available on annual basis | |
| 12 | **Student Projects** | | | | |
| | **a)** Circular, Project review MOM | Y | 2 | available | Suggested to students to write research paper & publication based on their project |
| | **b)** Rubrics | Y | 2 | available | |
| | **c)** Evaluation Sheet | Y | 2 | available | |
| | **d)** Hardware/ Software | Y | 2 | available | |
| | **e)** Publications from Projects | Y | 2 | Data available on annual basis | |
| 13 | Extension and Outreach Programmes | Y | 2 | Proof available with Dean-Academics | |
| 14 | Internship/summer training of students and Industrial Visits | Y | 2 | OK (Copy of certificates were well attached) | |
| 15 | Student participation in Sports and Cultural events– Internal & External Events (Participation and achievements) | Y | 2 | Data available on annual basis | |
| 16 | Department Magazine/News letter | Y | 2 | available | |
| 17 | E-content development | N | 2 | available | |
| 18 | Faculty using ICT | Y | 2 | available | |

**IQAC** **HOD- CSE** 20/8/2019 **Auditor-1** 20/8/2019 **Auditor-2**

Galgotias College of Engineering and Technology, Greater Noida

**Academic Administrative Audit (AAA)**

**Part A (Academics)**

**Name of the Department : Electrical Engineering**
**Session: 2018-19**
**Semester: ODD & EVEN**

**Date: 21.08.19**

**Name and Designation of Academic Auditors :** **Dr. Sandhya Katiyar (IT)**
**Mr. Atul Kumar Sharma(ECE)**

| * Evaluation |
|---|
| No data - 0 point |
| Partial data - 1 point |
| Complete data - 2 points |

| S.No | Item | Verification (Yes/No) | Evaluation* (0-2) | Comments | Suggestions for improvement |
|---|---|---|---|---|---|
| 1 | Department Academic Calender | Yes | 2 | Ok | |
| 2 | Course File (as per attached checklist) | Yes | | As Per Attached List | |
| 3 | Value Added Courses | Yes | 0 | No Course | Value Added Courses to be introduced |
| 4 | **Feed back** | | | | |
| | a) Student | Yes | 2 | ok | |
| | b) Teacher | Yes | 1 | ok | |
| | c) Employee | Yes | 1 | ok | |
| | d) Alumni | Yes | 1 | ok | |
| | e) Parent | Yes | 1 | ok | |
| | f) Feedback Analysis & Action taken | Yes | 1 | Need some improvement | |
| 5 | **Mentoring** | | | | |
| | a) List of Mentor : Mentee | Yes | 2 | Ok | |
| | b) Mentoring Forms | Yes | 2 | Ok | |
| 6 | Result Analysis | | | | |
| | a) Semester wise | Yes | 2 | Ok | |
| | b) Subject wise | Yes | 2 | Ok | |
| | c) Faculty wise | Yes | 2 | Ok | |
| | d) Analysis and action taken for result improvement | Yes | 1 | Ok | |
| 7 | **Research** | | | | |
| | a) Fund Received | Yes | 0 | No External Funding | Need to apply for Funding from varous funding bodies |
| | b) Intellactual property rights | Yes | 0 | No IPR | Need to apply for Patents |
| | c) Award/ honor/ Achivements | Yes | 0 | No Award | |
| | d) Incubation Center and Startups | Yes | 0 | No Incubation Center | Need to encourage students for Startup |
| | e) Publication , book chapters , awards | Yes | 2 | Yes | ok |
| | f) Faculty participation | Yes | 2 | | |

| | | | | | |
|---|---|---|---|---|---|
| 8 | **Collabrations** | | | | |
| | a) Activities | Yes | 2 | Shown | |
| | b) Linkages | Yes | 2 | | |
| | c) MoUs | Yes | 0 | No MoU | need to get MoU signed with Industries and Research Agencies |
| 9 | Time Table & Subject Allocation | Yes | 2 | Ok | |
| 10 | Question Paper & QP audit | Yes | 2 | Ok | |
| 11 | **Placement and higher studies** | | | | |
| | a) Guidance for competetive exams and career counselling | Yes | 1 | Data available | |
| | b) Oncampus and offcampus placements | Yes | 1 | Data available with Cpdd | |
| | c) Higher education progression | Yes | 1 | Data available | |
| | d) State/ National/ International Level Examination(5.2.3) | Yes | 1 | ok | |
| 12 | **Student Projects** | | | | |
| | a) Circular, Project review MOM | Yes | 2 | Ok | |
| | b) Rubrics | Yes | 2 | Ok | |
| | c) Evaluation Sheet | Yes | 2 | Ok | |
| | d) Hardware/ Software | Yes | 2 | Ok- Sample Hardware seen | |
| | e) Publications from Projects | Yes | 0 | No Data | |
| 13 | Extension and Outreach Programmes | Yes | 1 | ok | |
| 14 | Internship/summer training of students and Industrial Visits | Yes | 2 | Ok | |
| 15 | Student participation in Sports and Cultural events– Internal & External Events (Participation and achievements) | Yes | 1 | Data available | |
| 16 | Department Magazine/Newsletter | Yes | 2 | Shown | |
| 17 | E content development | Yes | 1 | Data available | |
| 18 | Faculty using ICT | Yes | 1 | Data available | |

**IQAC Coordinator**

**HOD- EE**

**Auditor-1**

21/08/2019

**Auditor-2**

# Galgotias College of Engineering and Technology, Greater Noida

## Academic Administrative Audit (AAA)

### Part A (Academics)

**Name of the Department :EEE**
**Session: 2018-19**
**Semester: EVEN and ODD**

**Date: 21/08/2019**

**Name and Designation of Academic Auditors :** **Mr. Saurabh Katiyar (ECE)**
**Mr. Rajiv Nath(CSE)**

| * Evaluation |
|---|
| No data - 0 point |
| Partial data - 1 point |
| Complete data - 2 points |

| S.No | Item | Verification (Yes/No) | Evaluation* (0-2) | Comments | Suggestions for improvement |
|---|---|---|---|---|---|
| 1 | Department Academic Calender | YES | 2 | No Comments | No Suggestions |
| 2 | Course File (as per attached checklist) | YES | 1.5 | Most of the course files have been shown | Impact anlysis shold be improved, All files should be arranged in systematic order |
| 3 | Value Added Courses | Yes | 0 | Not available | Need to include new technologies as value added course |
| 4 | Feed back | | | | |
| | a) Student | YES | 2 | Available | No Suggestions |
| | b) Teacher | YES | 2 | Available | No Suggestions |
| | c) Employer | YES | 2 | Available | No Suggestions |
| | d) Alumni | YES | 1.5 | Available | Collect more feedback forms and file them in a separate file |
| | e) Parent | YES | 1.5 | No of feed back forms should be more | Collect more feedback forms and file them in a separate file |
| | f) Feedback Analysis & Action taken | YES | 2 | Available | No Suggestions |
| 5 | Mentoring | | | | |
| | a) List of Mentor : Mentee | YES | 1.5 | Compilation is not as per format provided in the guidelines. | Prepare this data as per guidelines showing number of students enrolled in department, number of full time teachers and calculation of Mentor: Mentee ratio. |
| | b) Mentoring Forms | YES | 1.5 | Few mentor forms were missing | Maintain file having complete set of proofs. |

| | | | | | |
|---|---|---|---|---|---|
| 6 | Result Analysis | | | | |
| | a) Semester wise | YES | 2.0 | No Comments | Result analysis to be prepared as per requirement |
| | b) Subject wise | YES | 2.0 | No Comments | Result analysis to be prepared as per requirement |
| | c) Faculty wise | YES | 1.5 | No Comments | Result analysis to be prepared as per requirement |
| | d) Analysis and action taken for result improvement | YES | 1.5 | No Comments | Imact analysis for the action taken should be emphasised. |
| 7 | Research | | | | |
| | a) Fund Received | YES | 0.00 | No fund recieved | Need to increase the number of funded projects |
| | b) Intellactual property rights | YES | 2.00 | Available | More patent has to be filed |
| | c) Award/ honor/ Achivements | YES | 2.00 | Available | Need to improve |
| | d) Incubation Center and Startups | YES | 0.00 | No data available | Need to incorporate in the department |
| | e) Publication , book chapters , awards | YES | 2.00 | Available | Proper doccumentation needed |
| | f) Faculty participation | YES | 2.00 | Available | Proper doccumentation needed |
| 8 | Collabrations | | | | |
| | a) Activities | YES | 2 | Available | No Suggestions |
| | b) Linkages | YES | 2 | Available | No Suggestions |
| | c) MoUs | YES | 2 | 5 MOUs | No Suggestions |
| 9 | Time Table & Subject Allocation | YES | 2.00 | Available | No Suggestions |
| 10 | Question Paper & QP audit | YES | 2.00 | Available | No Suggestions |
| 11 | Placement and higher studies | | | | |
| | a) Guidance for competetive exams and career counselling | YES | 1.50 | Available | Arrange more programms |
| | b) Oncampus and offcampus placements | YES | 2.00 | Available | Collect more data |
| | c) Higher education progression | YES | 1.00 | Available | Collect more data |
| | d) State/ National/ International Level Examination(5.2.3) | YES | 1.00 | Available | Collect more data |

| | | | | | |
|---|---|---|---|---|---|
| 12 | Student Projects | | | | |
| | a) Circular, Project review MOM | YES | 2.00 | Available | No Suggestions |
| | b) Rubrics | YES | 2.00 | Available | No Suggestions |
| | c) Evaluation Sheet | YES | 2.00 | Available | No Suggestions |
| | d) Hardware/ Software | YES | 2.00 | Available | No comments |
| | e) Publications from Projects | YES | 1.00 | Available | More research papers required |
| 13 | Extension and Outreach Programmes | NO (Not available) | 0.00 | | |
| 14 | Internship/summer training of students and Industrial Visits | YES | **2.00** | Data is available | More Internship and summer training can be organised |
| 15 | Student participation in Sports and Cultural events– Internal & External Events (Participation and achievements) | YES | **2.00** | Data is available | Students can be motivated |
| 16 | Department Magazine/Newsletter | YES | **2.00** | Available | No Suggestions |
| 17 | E content development | NO (Not available) | **0.00** | Not available | Need to incorporate in the department |
| 18 | Faculty using ICT | YES | **2.00** | Available | No Suggestions |

**IQAC Coordinator** **HOD- EEE** **Auditor-1** **Auditor-2**

# Galgotias College of Engineering and Technology, Greater Noida

## Academic Administrative Audit (AAA)

### Part A (Academics)

**Name of the Department :Information & Technology**
**Session:2018-19**
**Semester: ODD & EVEN**

**Date:20.08.19**

| | |
|---|---|
| **Name and Designation of Academic Auditors :** | **Dr. Sunil Kumar Chaudhary(EE) and Mr. Kuldeep Singh(ECE)** |

| * Evaluation |
|---|
| No data - 0 point |
| Partial data - 1 point |
| Complete data - 2 points |

| S.No | Item | Verification (Yes/No) | Evaluation* (0-2) | Comments | Suggestions for improvement |
|---|---|---|---|---|---|
| 1 | Department Academic Calender | Yes | 2 | | |
| 2 | Course File (as per attached checklist) | Yes | 1.5 | Some files are remaining | |
| 3 | Value Added Courses | No | 1 | | |
| 4 | **Feed back** | | | | |
| | a) Student | Yes | 1 | | |
| | b) Teacher | Yes | 1.5 | | |
| | c) Employee | Yes | 1.5 | | |
| | d) Alumni | Yes | 1 | | |
| | e) Parent | Yes | 2 | | |
| | f) Feedback Analysis & Action taken | Yes | 2 | | |
| 5 | **Mentoring** | | | | |
| | a) List of Mentor : Mentee | Yes | 1.5 | | |
| | b) Mentoring Forms | Yes | 1.5 | | |
| 6 | Result Analysis | | | | |
| | a) Semester wise | Yes | 2 | | |
| | b) Subject wise | Yes | 2 | | |
| | c) Faculty wise | Yes | 2 | | |

| | | | | | |
|---|---|---|---|---|---|
| | d) Analysis and action taken for result improvement | Yes | 1.5 | | Action Taken for result improvement should be in proper format |
| 7 | **Research** | | | | |
| | a) Fund Received | No | 0 | | |
| | b) Intellactual property rights | Yes | 1 | | |
| | c) Award/ honor/ Achivements | Yes | 1 | Some proofs are missing | |
| | d) Incubation Center and Startups | No | 0 | | |
| | e) Publication , book chapters , awards | Yes | 1 | | Data should be arranged in proper manner |
| | f) Faculty participation | Yes | 1.5 | FDP, STC certificates are shown | |
| 8 | **Collabrations** | | | | |
| | a) Activities | Yes | 1 | Some proofs are required | |
| | b) Linkages | Yes | 1 | | |
| | c) MoUs | Yes | 1 | | Should try to collaborate with organisations and industries for more MoUs |
| 9 | Time Table & Subject Allocation | Yes | 2 | | |
| 10 | Question Paper & QP audit | Yes | 2 | | |
| 11 | **Placement and higher studies** | | | | |
| | a) Guidance for competetive exams and career counselling | Yes | 1.5 | Proofs required | |
| | b) Oncampus and offcampus placements | Yes | 1.5 | | |

| | | | | | |
|---|---|---|---|---|---|
| | c) Higher education progression | Yes | 0.5 | | Introduce some method to collect data in a more synchronised way. |
| | d) State/ National/ International Level Examination(5.2.3) | Yes | 0.5 | | |
| 12 | **Student Projects** | | | | |
| | a) Circular, Project review MOM | Yes | 1.5 | | |
| | b) Rubrics | Yes | 1.5 | | |
| | c) Evaluation Sheet | Yes | 1.5 | | |
| | d) Hardware/ Software | Yes | 1.5 | Proofs required | |
| | e) Publications from Projects | Yes | 1.5 | | |
| 13 | Extension and Outreach Programmes | No | 0 | | |
| 14 | Internship/summer training of students and Industrial Visits | Yes | 1.5 | | |
| 15 | Student participation in Sports and Cultural events– Internal & External Events (Participation and achievements) | Yes | 1 | | Participation of students can be improved. |
| 16 | Department Magazine/Newsletter | Yes | 2 | | |
| 17 | E content development | Yes | 2 | | |
| 18 | Faculty using ICT | Yes | 2 | | |

**IQAC Coordinator** **HOD- IT** 20/8/19 **Auditor-1** **Auditor-2** 20/08/19

# Galgotias College of Engineering and Technology, Greater Noida

**Academic Administrative Audit (AAA)**

**Part A (Academics)**

**Name of the Department : CIVIL ENGINEERING**
**Session: 2018-19**
**Semester: ODD & EVEN**

**Date: 22.08.19**

**Name and Designation of Academic Auditors : Dr. S. K Verma (MBA)**
**Mr. Manish Sanserwal(ME)**

| * Evaluation |
|---|
| No data - 0 point |
| Partial data - 1 point |
| Complete data - 2 points |

| S.No | Item | Verification (Yes/No) | Evaluation* (0-2) | Comments | Suggestions for improvement |
|---|---|---|---|---|---|
| 1 | Department Academic Calender | Yes | 2 | ok | ok |
| 2 | Course File (as per attached checklist) | Yes | 1 | Out of total 74 Course files (Theory and Lab of Session 2018-19, Semester ODD and EVEN) 39 Course files shown | Department needs to maintain course files of the subjects taught by other deparments faculties and needs to complete course files. |
| 3 | Value Added Courses | No | 0 | No Data | Value Added Courses needs to be conducted |
| 4 | **Feed back** | | | | |
| | a) Student | Yes | 1 | Partial data | Data needs to be created and maintained as per the institute lable team of feedback |
| | b) Teacher | Yes | 1 | Partial data | Data needs to be created and maintained as per the institute lable team of feedback |
| | c) Employee | No | 0 | No Data | Data needs to be created and maintained |
| | d) Alumni | No | 0 | No Data | Data needs to be created and maintained |
| | e) Parent | No | 0 | No Data | Data needs to be created and maintained |
| | f) Feedback Analysis & Action taken | No | 0 | No Data | Data needs to be created and maintained |
| 5 | **Mentoring** | | | | |
| | a) List of Mentor : Mentee | Yes | 2 | As per list mantor: mantee ratio 1:28 | |
| | b) Mentoring Forms | Yes | 2 | ok | |
| 6 | **Result Analysis** | | | | |
| | a) Semester wise | Yes | 2 | ok | |
| | b) Subject wise | Yes | 2 | ok | |
| | c) Faculty wise | Yes | 2 | ok | |
| | d) Analysis and action taken for result improvement | Yes | 2 | ok | |
| 7 | **Research** | | | | |
| | a) Fund Received | Yes | 2 | Fund senctiond for project of three years in 2017-18. Total fund of 43.91 Lakhs | |
| | b) Intellactual property rights | No | 0 | No Data | Department needs to work for Intellactual property rights |
| | c) Award/ honor/ Achivements | No | 0 | No Data | Department needs to work for Award/ honor/ Achivements |

| | | | | | |
|---|---|---|---|---|---|
| | d) Incubation Center and Startups | No | 0 | No Data | Department needs to work for Incubation Center and Startups |
| | e) Publication , book chapters , awards | Yes | 2 | 7 journal papers, 16 conference papers | |
| | f) Faculty participation | Yes | 1 | All faculty members are not participating in research | Participation from all faculty members may improve research activities |
| 8 | **Collabrations** | | | | |
| | a) Activities | No | 0 | No Data | collabration activities are desired |
| | b) Linkages | Yes | 2 | One linkage in 2018-19 | more collabration linkage desired |
| | c) MoUs | No | 0 | In 2018-19 No MoU, 1 MoU in 2016-17 and 1 MoU in 2017-18 | MoUs desired |
| 9 | Time Table & Subject Allocation | Yes | 2 | ok | |
| 10 | Question Paper & QP audit | Yes | 2 | ok | |
| 11 | Placement and higher studies | | | | |
| | a) Guidance for competetive exams and career counselling | No | 0 | No Data | Data needs to be created and maintained |
| | b) Oncampus and offcampus placements | Yes | 2 | 14 on campus and 6 off campus placed | |
| | c) Higher education progression | Yes | 2 | 4 students enrolled in higher education | |
| | d) State/ National/ International Level Examination(5.2.3) | No | 0 | No Data | |
| 12 | **Student Projects** | | | | |
| | a) Circular, Project review MOM | Yes | 2 | ok | |
| | b) Rubrics | Yes | 2 | ok | |
| | c) Evaluation Sheet | Yes | 2 | ok | |
| | d) Hardware/ Software | Yes | 1 | No Hardware/ Software available | Hardware/ Software needs to be maintained |
| | e) Publications from Projects | No | 0 | No Data | |
| 13 | Extension and Outreach Programmes | No | 0 | No Data | |
| 14 | Internship/summer training of students and Industrial Visits | Yes | 2 | ok | |
| 15 | Student participation in Sports and Cultural events– Internal & External Events (Participation and achievements) | Yes | 2 | ok | |

| | | | | | |
|---|---|---|---|---|---|
| 16 | Department Magazine/Newsletter | Yes | 2 | ok | |
| 17 | E content development | No | 0 | No Data | E Content can be developed |
| 18 | Faculty using ICT | Yes | 2 | 2 projectors and google class room used as ICT tools by the faculty | More tools can be included |

**IQAC Coordinator** **HOD- CE** **Auditor-1** **Auditor-2**

**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**

1, Knowledge Park-II, Greater Noida

# CIRCULAR

Date: 28 Aug, 2019

A meeting of IQAC members is scheduled on 29 Aug 2019 at B-002 meeting room at 10:00 AM.

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members

**GALGOTIAS COLLEGE OF ENGINEERING AND TECHNOLOGY**
1, Knowledge Park-II, Greater Noida

Date: 29th Aug, 2019

# Minutes of Meeting Of Internal Quality Assurance Cell (IQAC) held on 29 Aug 2019

Members Present: Dr. Laxmanan M
Dr. Asim Qadri
Dr. Vishnu Sharma
Dr. Sandhya Katiyar
Dr. Rajni Saggu
Dr. A. Ambikapathy
Dr. Md. Danish Equbal
Dr. Rajesh Tripathi
Dr. Nirupa Laxmi
Dr. Gagan Tiwari
Dr. Jaspreet Kour

The meeting started with the IQAC coordinator Dr. Praveen Maduri welcoming all the members. The following points were discussed and resolved in the meeting.

- The academic audit of all the departments was conducted successfully. The IQAC Coordinator Dr. Praveen Kumar Maduri thanked all the HoDs for the cooperation provided by them.
- The reports submitted by auditors were compiled by the IQAC coordinator and summary of gap identification was presented in the meeting. The following observations were made.
  - The departments should organize more workshops, seminars and expert lectures on usage of modern tools.
  - Faculty should be strongly motivated for filing patents. Awareness lecture on Patent to be organized.
  - Each department to submit minimum two proposals for funding to various agencies.
  - Feedback mechanism and their frequency for Employer/Alumni/Parent need to be made mandatory and documents available are not sufficient.

- HoDs should plan activities related to OBE awareness among students/ faculty.
- All HoDs should motivate the students to publish paper in Conference and Journal
- It was suggested to start student chapter of professional bodies and enroll students and faculty members.

Dr. Praveen Kumar Maduri
IQAC Coordinator

Cc:
Hon'ble Chairman and CEO
Director, GCET
All the HODs and First Year Coordinator
IQAC Members