

Minutes of the Second Internal Quality Assurance Cell meeting

The Second meeting of the IQAC was conducted on 10/10/2023 in the principal office at 03:00 PM.

Points discussed in the meeting are as follows: -

1. It's informed to every faculty member to fill-up the completion of subject topic in the lecture plan after each lecture. Every head of department (HOD) ensures the lecture plan preparation and weekly monitoring of it.
2. It is decided that every department will conduct at least one guest lecture (relevant to their branch/new technologies) from the industry expert/academic expert in each semester.
3. Exam cell ensure the quality of question paper as par specified standard (Blooms Level/Knowledge level should be mentioned on the question paper). Question paper should cover at least two course outcomes and it covers each type of questions level (Low difficulty level-40%, Moderate difficulty level-40%, High difficulty level-20%).
4. (a) Placement/Internship should be the first priority for the final year students. It is emphasis on Industry/ Companies collaboration with the institute. Proper maintain of the placement data and publish it on the college website/ social media like college Facebook page, LinkedIn page etc.
(b) Proper training of the students for the placement on the department level should be conducted.
(c) Various activities such as personal interview, group discussion practice, Essay writing session, session for higher studies like GATE, JRF, CAT, GMAT etc. are proposed to conduct for our students.
(d) Arranging job fair is also suggested in the meeting.
5. It is finalized that departmental level hardware/software taring provide for the students as per industry demand by the best utilization of institute resources.
6. Curriculum structure is finalized from the NBA coordinator end and it should be followed by every department.

Pan

Shyam Sun Jar.
30/04/2024
Nitesh Kneel

Pran
Har
30/4/24

Chow
Pringh

Man
30/04/24

राजकीय अभियंत्रण महाविद्यालय, गोपालगंज
गोपालगंज-841501

7. It is suggested that remedial classes should be arranged for those students who doesn't match up the minimum attendance (75%) criteria. The detailing of remedial classes format has been shared with the faculties and after the completion of remedial classes one copy of format submit to HOD & NBA coordinator.
8. Every head of department ensures that safety measures taken into the lab, proper functioning of electrical socket, extension of board on each functional kit/panel should be installed, list of experiment should be paste in every lab with standard format.

The IQAC Co-Ordinator requested cooperation from the all IQAC members to make IQAC at the institute to succeed in achieving its aims and objectives.

Rana Pratap Singh

Pringh.
30/4/24

Dr. Chandan Kumar
Chakraborty
30/4/24

Saurabh Bhardwaj

30/04/24

Nitesh Kumar

Dulip Kr. Barman

30/04/24

Nitesh Kumar

30/4/24

Dr. Mosarrat Jaham

Mosarrat
30/04/24

Arun Kumar

Arun
30/04/24

Aaditya Anbar

Anbar
30/04/24

Abhishek Singh

Abhishek Singh
30/4/24

Your Sincerely

Shyamsunder
30/04/2024

Co-Ordinator IQAC

Your Sincerely

R. S. J
30/4/24

IQAC Chairman