



B.T. Institute of Excellence

(Approved by Higher Education, Govt. of M.P. and NCTE, New Delhi)

Affiliated to Dr. Harisingh Gour Vishwavidyalaya, Sagar

Mob. No.: 9926459169, 8435208060, 9179071001

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Run by : Little Star Education Society

Ref. No.

Date :

**Internal Quality Assurance Cell (IQAC)
Academic Year 2021-22
Notice**

Ref. No. BTIE /IQAC/Notice/2021/


Date: 22/11/2021


NOTICE

All the Internal Quality Assurance Cell (IQAC) committee members are hereby informed that, the IQAC meeting is scheduled, 04/12/2021 in Conference Hall at 04:00pm. All are requested to attend.

Agenda:

1. Review of minutes of 11th IQAC Meeting and subsequent action taken.
2. Planning for activities in AY 2022-23.
3. Planning Sports festival in the college.
4. Any other point with permission from the chair.


Dr. Suresh Kori
IQAC, Coordinator


Dr. Raju Tandan
IQAC, Chairperson

Copy to:

- Chairperson
- Member from Management
- Nominees from Employers / Industrialists / Stakeholders
- Nominees from Local society/Students/Alumni
- Members Academic/Examination / Administration
- Faculty Members of all the departments



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Internal Quality Assurance Cell (IQAC)

Academic Year 2021-22

Minutes of Meeting -IQAC Meeting on Saturday, 04/09/2021 at 04:00pm

Ref. No. BTIE/IQAC/2021/

Date:04/09/2021

Minutes of the Meeting

A meeting of Internal Quality Assurance Cell (IQAC) was convened on Saturday, 04/09/2021 at 04:00 pm in the Seminar Hall for Academic Year 2021-22. The agenda of the meeting was to discuss the role, quality objectives, strategies, functions and benefits of IQAC to strengthening quality in processes in Academics, Research, and Professional development of students. Following IQAC Members were present for the meeting:

- | | |
|---|--|
| 1. Dr. Raju Tandan (Chairperson) | 7. Dr. Suresh Kori (Teachers representative) |
| 2. Dr. Suresh Kori (IQAC Coordinator) | 8. Dr. Mahesh Kathal (Teachers representative) |
| 3. Mr. Santosh Jain (member of Management) | 9. Prof. Subodh Jain (Adviser) |
| 4. Mr. Hitesh Patel (Senior Administrative Officer) | 10. Dr. Ritu Jain (Teachers representative) |
| 5. Dr. Sandeep Jain (Society's Nominee) | 11. Mrs. Rashmi Kango (Teachers representative) |
| 6. Ms. Jahnvi Goswami (Nominee of students) | 12. Mr. Bhupendra Pandey (Teachers representative) |

IQAC Coordinator welcomed Principal and Chairperson and members. Meeting started with permission of the Chair.

Following points were discussed in the meeting as per the agenda.

1. Review of minutes of 11th IQAC Meeting and subsequent action taken

Discussed and reviewed the minutes of the IQAC meeting held on 04/09/2021. Confirmed accuracy and any actions pending from the previous meeting. Action taken Report taken based on the decisions made in the previous meeting. Provide updates on progress and completion of tasks.

2. Planning for activities in AY 2022-23

It was discussed that based on activities conducted in AY 2021-22, similar activities may be planned for AY 2022-23. Apart from this, the focus is 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.

3. Student Innovation Showcase, Industry Collaboration Initiatives

IQAC, Coordinator emphasized on presentation and demonstration of innovative projects developed by students. Q&A session with students to discuss their projects and methodologies. Discussion on fostering collaboration between the college and industry for promoting innovation.

Planning Sports festival in the college

IQAC, Coordinator discussed the planning of Sports festival in the college. It requires to finalized coordinators and other supporting staff to assist sports officer, the registration process should be completed within a week.

4. Any other point with permission of the chair

Chairperson requested faculty members to create awareness among students about the recent changes in the technology. The reflection of this change also needs to reflect through our teaching learning process.

Principal Sir suggested to organize Workshops, Seminars, Faculty Development Program (FDP) to imbibe quality culture among the students and faculties.

IQAC Coordinator requested IQAC members to support and suggest various probable areas of improvements to IQAC for its effective and efficient working.

Meeting ended with vote of thanks to the chair.



Dr. Raju Tandan
IQAC, Chairperson




Dr. Raju Tandan
IQAC, Chairperson


Internal Quality Assurance Cell (IQAC)
Academic Year 2021-22
Action Taken Report of IQAC Meeting 04/09/2021 at 04:00pm

Action Taken Report

IQAC Coordinator put forth the actions taken report on agenda points, which discussed in the meeting, as shown in the following table:

	Suggestion	Action Taken
1.	To prepare department Academic calendar based on the Academic Calendar circulated by IQAC	HODs requested to prepare Academic Calendar for 2021-22 based on IQAC's Academic Calendar and submit by 01.10.2021.
2.	Submission of Minor/Major project and Seminar/Conference proposal	Resolved to submit research proposals by 15.09.2021.
3.	Faculty Development Program on Financial Literacy Program	All staff members were requested to attend the Financial Literacy Program webinar on 16.09.2021. Organized by IQAC in collaboration with SEBI.


 Dr. Suresh Kori
 IQAC, Coordinator


 Dr. S.A. Rajm. Pandan
 IQAC, Chairperson