

## Lingaya's Vidyapeeth

Deemed-to-be-University u/s 3 of UGC Act 1956, Government of India  
**NAAC ACCREDITED | Approved by MHRD/ AICTE/ PCI/ BCI/ COA/ NCTE**  
 Nachauli, Jasana Road, Faridabad- 121002 (Haryana)  
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8<sup>th</sup> IQAC Meeting

April 27, 2018

### Minutes of the IQAC Meeting held on April 27, 2018

A meeting of the IQAC was convened on **April 27, 2018** at 02:00 P.M. in the Board Room of the Lingaya's Vidyapeeth. Hon'ble Vice Chancellor, Chairperson IQAC chaired the meeting and the following members were present in the meeting:

1	Prof. (Dr.) D.N. Rao, Vice Chancellor	Chairperson
2	Prof. (Dr.) G. V. Ramaraju, Pro-Vice Chancellor (R&D)	Member
3	Prof. (Dr.) A. K. Arora , Pro-Vice Chancellor (Academics)	Member
4	Dr. Pamela Chawla, Controller of Examinations	Member
5	Ms. Seema Bushra, Registrar & Finance Officer	Member
6	Dr. Pragati Kapoor, Associate Dean (Academic Affair)	Member
7	Dr. Alok Agrawal, Associate Dean (R&D)	Member
8	Mr. Nishant Mani, Joint Registrar - IQAC	Member
9	Dr. Tapas Kumar, Associate Dean (CSE)	Member
10	Dr. Jeevan Kumar Chaudhary, HOD - Management	Member
11	Dr. Vidhushi Sharma, HOD – English	Member
12	Mr. Prasanna Kumar Singh, HOD - ECE	Member
13	Mr. Ravi Shankar, HOD - Mechanical Engineering	Member
14	Mr. Raghvendra Kishore, Head - Civil Engineering	Member
15	Mr. Bhavik Kuchipudi, Director, Lingaya's Group Affairs	Member
16	Mr. Vinay Kumar Mathur (Civil Services), Alumni	Member
17	Ms. Yashika Mehta, Alumni	Member
18	Mr. Bharat Reddy, Student- B.Tech. 3rd Year Mechanical	Member
19	Mr. Gagan Mathur, Executive Operation Manager - IBM	Member
20	Mr. K.S. Yadav Chief, General Manager - Escorts	Member
21	Prof. S.C. Kapoor, Former GM-BHEL	Member
22	Prof. Y.V.S.R. Sastry, Former Professor - ME, DTU, Delhi	Member
23	Prof. O.P.Grover, Ex Professor & Head - ME, DTU, Delhi	Member
24	Dr. K.K.Mishra , Internal Quality Assurance Cell	Coordinator, IQAC



The agenda of the meeting is as under;

1. To apprise and approve IQAC minutes of meetings of 4 January, 2018 and Action Taken Report (ATR).
  - 8.1 Inventory physical verification/Stock verification.
  - 8.2 Annual report for session 2017-18.
  - 8.3 Effective class monitoring.

1. Action Taken report (ATR) of previous IQAC meeting is as follows;

S No	Agenda	Action Taken/Status
1	To apprise and approve the minutes of the previous IQAC meeting	<p>7.1 All HoDs informed that few department head organizing and remaining in pipeline for making schedule for seminars/workshops to the students and also it was reported unanimously that students are encouraged and motivated towards these events.</p> <p>7.2 HoDs apprised to the chair that their few of the faculty members had attended FDPs and remaining are planning for it according to their area of interest.</p> <p>7.3 Dr. Bhavna Sharma, HoD (School of Law) conducted one day basic training programme on Human Right successfully on 24<sup>th</sup> february 2018.</p> <p>7.4 Associate Dean (Academics) had organized training programme on skill development for supporting staff on 12<sup>th</sup> January 2018 and all Lingaya's Vidyapeeth staff had attended.</p> <p>The Chair reviewed all the activities and instructed all the pending tasks need to be completed.</p>



S. No	Agenda	Discussion on Agenda	Responsibilities/Status
8.1	Inventory verification/Stock verification. physical	Ms. Seema Bushra requested to all HODs for stock verification of all lab equipments. As per policy of Lingaya's Vidyapeeth, yearly stock verification is done at Vidyapeeth level. So, therefore it is requested to the Registrar to make a committee and assign the duty for stock verification of all departments.	All HoDs
8.2	Annual report for session 2017-18	It is suggested by K.K. Mishra, Coordinator IQAC that we are in the process of making annual report for year 2017-18. Therefore It is requested to all HoDs to kindly submit the departmental annual report.	Dean (Academics)
8.3	Effective class monitoring	Dr. Shagufta Jabin proposed class monitoring system in each department to enhance performance of students in this connection. She also suggested that apart from class counselors, floor incharge also take care of the discipline of the floor.	All HoDs

The meeting ended at 04:30 PM with vote of thanks to all the members.

*K.K. Mishra*  
**Dr. K.K. Mishra**  
 (Coordinator, IQAC)

