

# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 1st Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 6<sup>th</sup> January, 2021

Time: 11:00 AM to 01:00 PM

#### Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Niranjan Bhattacharya	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Prof. Abhishek Swaroop	Head-IT	Member
7	Prof. Abhijeet Nayak	Dean Administration	Member
8	Prof. Anuradha Bhasin	Dean Academic	Member
9	Dr. Bhawna Suri	Associate Professor,CSE	Member
10	Dr. Gayatri Chopra	Associate Professor, MBA	Member
11	Dr. Pavika Sharma	Assistant Professor, ECE	Member
12	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
13	Mr. B.S. Pali	Assistant Professor, EEE	Member
14	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
15	Mr. Aman Dureja	Assistant Professor, IT	Member
16	Sh. Rishal Singh	Local Society Resident	Member
17	Mr. Arun Sharma	Parent	Member
18	Sh. Sailesh Vats	External Expert-I (Industry)	Member
19	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Initiatives proposed by IQAC**

Dr. Niranjana Bhattacharya, Coordinator, IQAC presented initiatives taken by IQAC for quality sustenance and quality improvement. Initiatives taken for developing standard procedures developed were discussed.

### **Agenda 2: Awareness regarding the competitive Examinations.**

HOD, CSE suggested that awareness should be created among the students regarding the competitive examinations to increase the student's participation and success rate. Training and placement cell will arrange career guidance program and competitive examinations and awareness program for the final and pre final students.

### **Agenda 3: Enhancement of Academic growth of Faculty Members:**

Dr. Payal Pahwa, Chairperson, IQAC directed to all HODs to encourage their faculty members for the academic growth. It is advised to prepare a report consisting with number of faculty members registered for higher education and their status and who have not registered should be encouraged.

### **Agenda 4: Initiative for Green Campus:**

Prof. Niranjana Bhattacharya, Coordinator, IQAC proposed the Initiatives taken for maintaining the for Green Campus. All HODs were advised to conduct programs to encourage the students and faculty members in the campus.

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]



# Bhagwan Parshuram Institute of Technology Rohini, New Delhi

## Action Taken Report

### **Agenda 1: Initiatives proposed by IQAC**

Dr. Niranjana Bhattacharya, Coordinator, IQAC, presented initiatives undertaken by IQAC for quality sustenance and improvement. The discussion primarily revolved around the development of standard procedures.

**Action Taken:** Standard formats and procedures proposed by IQAC have been reviewed and discussed thoroughly.

### **Agenda 2: Awareness regarding Competitive Examinations**

It was highlighted that creating awareness among students regarding competitive examinations is crucial for enhancing participation and success rates. The Training and Placement Cell will organize career guidance programs and competitive examination awareness programs for final and pre-final year students.

**Action Taken:** The Training and Placement Cell has been instructed to arrange career guidance and competitive examination awareness programs for final and pre-final year students.

### **Agenda 3: Enhancement of Academic Growth of Faculty Members**

Dr. Payal Pahwa, Chairperson, IQAC, directed all Heads of Departments (HODs) to encourage faculty members for academic growth. HODs were advised to prepare a report detailing the number of faculty members registered for higher education and their status. Those who have not registered should be encouraged to do so.

**Action Taken:** HODs have been tasked with preparing a report on faculty members' registration for higher education. Encouragement initiatives for unregistered faculty members are underway.

### **Agenda 4: Initiative for Green Campus**

Prof. Niranjana Bhattacharya, Coordinator, IQAC, proposed initiatives for maintaining a green campus. HODs were advised to conduct programs to encourage students and faculty members' participation in green campus initiatives.

**Action Taken:** HODs have been urged to organize programs to promote student and faculty involvement in green campus initiatives. Plans for implementation are in progress.

# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 2nd Meeting of Internal Quality Assurance Cell (IQAC)

**Venue:** Conference Hall

**Date:** 14<sup>th</sup> April, 2021

**Time:** 11:30 AM to 01:30 PM

#### Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Niranjana Bhattacharya	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Prof. Abhishek Swaroop	Head-IT	Member
7	Dr. Peeyush Pant	Head-EEE	Member
8	Prof. Sundram Priyadarshine	Head-SBA	Member
9	Prof. Abhijeet Nayak	Dean Administration	Member
10	Prof. Anuradha Bhasin	Dean Academic	Member
11	Mr. Jatin Gaur	Assistant Professor, ECE	Member
12	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
13	Mr. B.S. Pali	Assistant Professor, EEE	Member
14	Sh. Rishal Singh	Local Society Resident	Member
15	Mr. Arun Sharma	Parent	Member
16	Sh. Sailesh Vats	External Expert-I (Industry)	Member
17	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.



# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Niranjana Bhattacharya, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

### **Agenda 2: Planning of commencement of Academic Semester:**

Dr. Anuradha Bhasin, Dean, Academic briefed the meeting about planning of commencement of academic semester. The following points were discussed:

- i. Classes of Odd semester will be commenced as per university academic calendar.
- ii. All Hods were asked to prepare teaching load and faculty requirements.
- iii. Time Table committee was asked to prepare time table and teaching plan.

### **Agenda 3: Review of academic and R & D Policy:**

Dean Academic briefed the R & D policy. The following points were discussed:

- i. To enhance the research and development activities, it was decided to plan a IPR workshop.
- ii. It was decided to give more emphasis on live industrial projects and all HODs & faculty members should encourage the students regarding this.
- iii. Students and Faculty members should have applied patents.
- iv. Each department should conduct workshop, seminar and conferences.

### **Agenda 4: Conduction of workshop on Mentee-Mentorship Program:**

All Hods suggested that there should be a workshop on Mentee-Mentorship Program in which following points would be elaborated:

- i. Understanding the Mentee-Mentor Relationship
- ii. Define the roles of mentees and mentors.
- iii. Highlight techniques for clear and open communication between mentees and mentors.

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.

  
[Chairperson's Signature]

# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Action Taken report**

#### **Agenda 1: Confirmations of Minutes of Last IQAC Meeting and Action Taken Report:**

- Dr. Niranjana Bhattacharya, Coordinator, IQAC, presented the minutes of the previous IQAC meeting.
- After thorough discussion, the committee confirmed the minutes.
- The action taken on the minutes of the last IQAC Meeting was reviewed and approved by the committee.

#### **Agenda 2: Planning of Commencement of Academic Semester:**

- Dr. Anuradha Bhasin, Dean, Academic, provided an overview of the planning for the commencement of the academic semester.
- The following key points were discussed: i. Classes for the Odd semester will commence in accordance with the university academic calendar. ii. All Heads of Departments (HODs) were instructed to prepare teaching load and faculty requirements. iii. The Time Table committee was tasked with preparing the timetable and teaching plan.
- All Hods and Dean Academic were arranged accordingly for the commencement of semester.

#### **Agenda 3: Review of Academic and R&D Policy:**

- The Dean of Academic briefed the committee on the Research and Development (R&D) policy.
- Key discussion points included: i. Planning an Intellectual Property Rights (IPR) workshop to enhance research and development activities. ii. Emphasizing involvement in live industrial projects, with HODs and faculty members encouraged to motivate students in this regard. iii. Encouraging students and faculty members to apply for patents. iv. Mandating each department to organize workshops, seminars, and conferences to foster academic and research engagement.
- All Hods and Dean Academic were asked to look into the matter.

#### **Agenda 4: Conduction of Workshop on Mentee-Mentorship Program:**

- All HODs proposed conducting a workshop on the Mentee-Mentorship Program, with the following focus areas: i. Understanding the Mentee-Mentor Relationship. ii. Defining the roles of mentees and mentors. iii. Highlighting techniques for clear and open communication between mentees and mentors.



# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 3<sup>rd</sup> Meeting of Internal Quality Assurance Cell (IQAC)

**Venue:** Conference Hall

**Date:** 2nd August, 2021

**Time:** 01:00 PM to 03:00 PM

**Attendance:**

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Niranjana Bhattacharya	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Prof. Abhishek Swaroop	Head-IT	Member
7	Dr. Peeyush Pant	Head-EEE	Member
8	Prof. Sundram Priyadarshine	Head-SBA	Member
9	Prof. Abhijeet Nayak	Dean Administration	Member
10	Prof. Anuradha Bhasin	Dean Academic	Member
11	Dr. Bhawna Suri	Associate Professor, CSE	Member
12	Dr. Gayatri Chopra	Associate Professor, MBA	Member
13	Dr. Pavika Sharma	Assistant Professor, ECE	Member
14	Mr. Jatin Gaur	Assistant Professor, ECE	Member
15	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
16	Mr. B.S. Pali	Assistant Professor, EEE	Member
17	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
18	Mr. Aman Dureja	Assistant Professor, IT	Member
19	Sh. Rishal Singh	Local Society Resident	Member
20	Mr. Arun Sharma	Parent	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Prof. Niranjan Bhattacharya, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

### **Agenda 2: Review and follow up of strategic plan of BPIT**

IQAC Coordinator gave power point presentation on strategic plan of BPIT and the deliberations on following points were made:

Enhancing the quality of teaching Learning Process

Promotion of research among faculty and students

Proper functioning of laboratory equipment and software

### **Agenda 3: Review of Training and Placement Activities:**

All faculty and staff members should be concerned about the placement of students. There should be mock interviews and personality development program for grooming of the students. Training and Placement officer was advised to prepare plan for the same and would arranged industrial visits of students in coordination with concerned department.

### **Agenda 4: Review of Library Facilities:**

Chairperson IQAC suggested acquiring additional magazines and reference books in soft copy to enhance the learning experience. In response, the Heads of Departments (HODs) were tasked with compiling a list of recommended reference books which will convert into pdf. or not present in library which the Institute plans to purchase.

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]



# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

The minutes of the last IQAC meeting, as read by Prof. Niranjana Bhattacharya, Coordinator, IQAC, have been duly confirmed after thorough discussion. The committee has also reviewed and approved the action taken on the minutes of the previous meeting, ensuring that decisions made are being effectively implemented.

### **Agenda 2: Review and follow-up of strategic plan of BPIT:**

The IQAC Coordinator conducted a comprehensive presentation on the strategic plan of BPIT. Following fruitful deliberations, the committee focused on enhancing the quality of the teaching-learning process, promoting research initiatives among both faculty and students, and ensuring the proper functioning of laboratory equipment and software. These points have been duly noted for further action and incorporation into the institutional strategy.

### **Agenda 3: Review of Training and Placement Activities:**

Recognizing the importance of student placements, the committee emphasized the need for mock interviews and personality development programs to groom students effectively. The Training and Placement Officer has been instructed to formulate a detailed plan to facilitate these activities, ensuring comprehensive preparation of students for the job market.

### **Agenda 4: Review of Library Facilities:**

In response to the Chairperson IQAC's suggestion, steps are being taken to enhance the library facilities. Additional magazines and reference books in soft copy are being considered to enrich the learning experience. Heads of Departments (HODs) have been tasked with compiling a list of recommended reference books, including those not currently available in the library, which will be converted into PDF format for future purchase by the Institute.

This Action Taken Report reflects the proactive measures taken by the IQAC committee to address the key agendas discussed in the previous meeting, ensuring continuous improvement and advancement of BPIT's institutional objectives.

# Bhagwan Parshuram Institute of Technology Rohini, New Delhi

Minutes of the 4<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 17th November, 2021

Time: 11:30 AM to 01:30 PM

Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Gayatri Chopra	Associate Professor, MBA	Member
11	Dr. Pavika Sharma	Assistant Professor, ECE	Member
12	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
13	Mr. B.S. Pali	Assistant Professor, EEE	Member
14	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
15	Mr. Aman Dureja	Assistant Professor, IT	Member
16	Sh. Rishal Singh	Local Society Resident	Member
17	Mr. Arun Sharma	Parent	Member
18	Sh. Sailesh Vats	External Expert-I (Industry)	Member
19	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.



# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

### **Agenda 2: Presentation of the report on the Current status by Coordinator, IQAC**

A report was presented on the programmes conducted, publications and the achievements of the faculty and students. The members suggested the following points during the discussion:

It was noticed that there should be increase in the number of Conferences and Journal Publications during this period. The members suggested that this should be brought to the notice of all faculty members.

### **Agenda 3: Enhancing the liaising with Industry for providing necessary impetus on the placement and Internship front.:**

Training and Placement Officer presented the list of Companies with whom she has had interaction with regards to internships. The chairperson of the IQAC suggested to Training and Placement Officer to

- Organize industry outreach programs to establish connections with potential employers.
- Invite industry representatives to campus for interactions with students and faculty.

### **Agenda 4: Any other Suggestion/recommendation**

Some members of IQAC suggested as:

There should be student's development program for bridging the gap between 1<sup>st</sup> year and core department.

E resources should be easily accessible in digital library for faculty members and students.

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **Agenda 1: Confirmations of Minutes of Last IQAC Meeting and Action Taken Report:**

- Dr. Rajiv Sharma, Coordinator, IQAC, presented the minutes of the previous IQAC meeting.
- The committee confirmed the minutes after thorough discussion.
- Action taken on the minutes of the last IQAC Meeting was reviewed and approved by the committee.

### **Agenda 2: Presentation of the Report on the Current Status by Coordinator, IQAC:**

- A report was presented on the programs conducted, publications, and the achievements of the faculty and students.
- During the discussion, members suggested:
  - Increasing the number of conferences and journal publications.
  - Notifying all faculty members about the need to enhance their contributions in these areas.

### **Agenda 3: Enhancing the Liaising with Industry for Providing Necessary Impetus on the Placement and Internship Front:**

- The Training and Placement Officer presented a list of companies for potential internships.
- It was noted that there were challenges faced in updating student details on the AICTE internship portal due to large data requirements.
- It was resolved to address this issue with AICTE to streamline the process of uploading student details for internships.

Training and Placement Officer to Enhancing the Liaising with Industry.

### **Agenda 4: Any Other Suggestions/Recommendations:**

Suggestions from IQAC members included:

- Implementing a student development program to bridge the gap between the 1st year and core departments.
- Ensuring easy accessibility of e-resources in the digital library for both faculty members and students.

Librarian will ensure easy access to e-resources in the digital library for faculty members and students.



# Bhagwan Parshuram Institute of Technology Rohini, New Delhi

Minutes of the 5<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 2<sup>nd</sup> February, 2022

Time: 11:00 AM to 01:00 PM

Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Abhishek Swaroop	Head-IT	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Bhawna Suri	Associate Professor, CSE	Member
11	Dr. Gayatri Chopra	Associate Professor, MBA	Member
12	Dr. Pavika Sharma	Assistant Professor, ECE	Member
13	Mr. Jatin Gaur	Assistant Professor, ECE	Member
14	Mr. B.S. Pali	Assistant Professor, EEE	Member
15	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
16	Mr. Aman Dureja	Assistant Professor, IT	Member
17	Sh. Rishal Singh	Local Society Resident	Member
18	Mr. Arun Sharma	Parent	Member
19	Sh. Sailesh Vats	External Expert-I (Industry)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

## **Agenda 2: Updatation of Department Activities on College Website:**

HOD CSE suggested that all departmental activities should be updated on college website and he advised to all HOD for review of current departmental activities listed on the college website and Discuss updates, additions, or removals needed.

## **Agenda 3: Procurement of Lab Equipment:**

Dr. Payal Pahwa directed to all HODs to find the requirement of lab equipment based on the department's needs and curriculum requirements. Each item was discussed to ensure necessity and forwarded for the procurement.

## **Agenda 4: Enhancing Liaisoning with Industry:**

Dr. Payal Pahwa directed to Training and Placement officer to discuss about following points regarding the enhancing Liaisoning with Industry:

- Review current industry liaisoning practices.
- Identify areas for improvement and expansion.
- Discuss strategies to enhance collaboration with industry partners.
- Determine action plan and responsibilities.

## **Agenda 4: Maintaining of Departmental Library:**

Dr. Rajiv Sharma discussed about the maintaining of departmental library. Each HOD ensured to well managed library present in respective departments.

## **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.

  
[Chairperson's Signature]



# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **Agenda 1: Confirmation of Minutes of Last IQAC Meeting**

- Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of the last meeting and after due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **Agenda 2: Updatation of Department Activities on College Website:**

- HOD CSE directed to appoint a faculty and staff member for regular updatation of college website. The appointed person will the departmental activity on website after discussion with HOD of concerned department.

### **Agenda 3: Procurement of Lab Equipment:**

- All HODs reviewed the lab equipment requirement and after validation, he/she managed for the procurement.

### **Agenda 4: Enhancing Liaisoning with Industry:**

- Training and placement officer and all HODs instructed to enhance liaisoning with industry for student placement and internship opportunities.

### **Agenda 5: Review of Departmental Library:**

- All HODs directed to ensure proper maintenance of the departmental library, including stocking relevant reference and textbooks.

# Bhagwan Parshuram Institute of Technology Rohini, New Delhi

Minutes of the 6<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 11<sup>th</sup> May, 2022

Time: 11:00 AM to 01:00 PM

Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Prof. Achal Kaushik	Head-CSE	Member
5	Prof. Abhishek Swaroop	Head-IT	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Abhijeet Nayak	Dean Administration	Member
8	Prof. Anuradha Bhasin	Dean Academic	Member
9	Dr. Bhawna Suri	Associate Professor, CSE	Member
10	Dr. Gayatri Chopra	Associate Professor, MBA	Member
11	Dr. Pavika Sharma	Assistant Professor, ECE	Member
12	Mr. Jatin Gaur	Assistant Professor, ECE	Member
13	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
14	Mr. B.S. Pali	Assistant Professor, EEE	Member
15	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
16	Mr. Aman Dureja	Assistant Professor, IT	Member
17	Sh. Rishal Singh	Local Society Resident	Member
18	Mr. Arun Sharma	Parent	Member
19	Sh. Sailesh Vats	External Expert-I (Industry)	Member
20	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.



# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Prof. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

## **Agenda 2: Planning of Extra-Curricular Activities:**

IQAC members present in the meeting suggested that Extra-Curricular Activities like annual fest and sport league should be in odd semester and this proposal should be kept to management.

## **Agenda 3: Recruitment of new faculty members as per requirement in new session:**

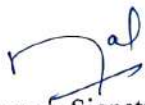
Dr. Payal Pahwa directed to all HODs to prepare teaching load so that requirement of new faculty for the upcoming session could be calculate so that procedure of faculty recruitment could be initiated.

## **Agenda 4: Requirement of Furniture for Faculty members and laboratory:**

All Hods asked for the furniture in faculty rooms and laboratory. Dr. Payal Pahwa directed to all HODs for make a list of Chairs, Teacher Table and other furniture required and should be submitted to concerned person.

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken report**

### **1. Confirmations of Minutes of last IQAC Meeting and Action Taken Report**

- Prof. Rajiv Sharma, Coordinator, IQAC read the minutes of the last meeting held. After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **2. Planning of Extra-Curricular Activities**

- IQAC members suggested that Extra-Curricular Activities like annual fest and sport league should be scheduled in the odd semester. This proposal will be forwarded to the management for consideration.

### **3. Recruitment of new faculty members as per requirement in new session**

- Dr. Payal Pahwa directed all HODs to prepare teaching load to calculate the requirement of new faculty for the upcoming session. This will initiate the procedure of faculty recruitment.

### **4. Requirement of Furniture in Faculty rooms and laboratory**

- All HODs requested furniture for faculty rooms and laboratories.
- Dr. Payal Pahwa directed all HODs to make a list of Chairs, Teacher Tables, and other required furniture, which should be submitted to the concerned person.



# Bhagwan Parshuram Institute of Technology Rohini, New Delhi

Minutes of the 7<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 22nd August, 2022

Time: 11:30 AM to 01:30 PM

Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Prof. Abhishek Swaroop	Head-IT	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Bhawna Suri	Associate Professor, CSE	Member
11	Dr. Gayatri Chopra	Associate Professor, MBA	Member
12	Dr. Pavika Sharma	Assistant Professor, ECE	Member
13	Mr. Jatin Gaur	Assistant Professor, ECE	Member
14	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
15	Mr. B.S. Pali	Assistant Professor, EEE	Member
16	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
17	Mr. Aman Dureja	Assistant Professor, IT	Member
18	Sh. Rishal Singh	Local Society Resident	Member
19	Mr. Arun Sharma	Parent	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

## **Agenda 2: Procurement of New Books:**

Dr. Payal Pahwa directed to purchase the new books for upcoming session and all HODs were advised to provide details of reference books to be purchased.

## **Agenda 3: Maintenance of Infrastructure:**

Dr. Rajiv Sharma, Coordinator, IQAC discussed about the requirement of maintenance of infrastructure. It included academic and non-academic i.e class rooms, laboratories, library and administrative offices.

## **Agenda 3: Enhancement of Academic growth of Faculty Members:**

Dr. Payal Pahwa, Chairperson, IQAC directed to all HODs to encourage their faculty members for the academic growth. It is advised to prepare a report consisting with number of faculty members registered for higher education and their status and who have not registered should be encouraged.

## **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.

  
[Chairperson's Signature]



# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Action Taken Report**

#### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

- Dr. Rajiv Sharma, Coordinator, IQAC, read the minutes of the last meeting held. After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

#### **Agenda 2: Procurement of New Books**

- Dr. Payal Pahwa directed the purchase of new books for the upcoming session.
- All HODs were advised to provide details of reference books to be purchased.

#### **Agenda 3: Maintenance of Infrastructure**

- Dr. Rajiv Sharma, Coordinator, IQAC, discussed the requirement of maintenance of infrastructure, including academic and non-academic areas such as classrooms, laboratories, library, and administrative offices. The proposal for the Maintenance of Infrastructure will be forwarded to management for the approval.

#### **Agenda 3: Enhancement of Academic Growth of Faculty Members**

- Dr. Payal Pahwa, Chairperson, IQAC, directed all HODs to encourage their faculty members for academic growth.
- It is advised to all HODs prepare a report consisting of the number of faculty members registered for higher education and their status. Those who have not registered should be encouraged to do so.

# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 8<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

**Venue:** Conference Hall

**Date:** 23<sup>rd</sup> November, 2022

**Time:** 11:30 AM to 01:30 PM

#### Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Co-Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Prof. Abhishek Swaroop	Head-IT	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Dr. Bhawna Suri	Associate Professor, CSE	Member
10	Dr. Gayatri Chopra	Associate Professor, MBA	Member
11	Dr. Pavika Sharma	Assistant Professor, ECE	Member
12	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
13	Mr. B.S. Pali	Assistant Professor, EEE	Member
14	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
15	Sh. Rishal Singh	Local Society Resident	Member
16	Mr. Arun Sharma	Parent	Member
17	Sh. Sailesh Vats	External Expert-I (Industry)	Member
18	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.



# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

### **Agenda 2: Proposal for Alumni Meet:**

Some IQAC members suggested that alumni meet should be organized to reconnect the students with institution. Following points were discussed

- Alumni often have valuable experiences and insights to share with current students and faculty.
- They can provide mentorship, career advice, and industry insights based on their own professional journeys

### **Agenda 3: Preparation for the NBA accreditation:**

Dr. Rajiv Sharma, Coordinator, IQAC discussed the preparation for the preparation for the NBA accreditation. He suggested to all stakeholders to start the NBA related work.

### **Agenda 4: Review of Vision, Mission and quality Policy of the institute:**

- The current vision, mission statement and quality policy of the institute was presented and discussed.
- Points of discussion included the clarity, relevance, and alignment of the vision & mission statement with the institute's goals and aspirations.
- Points of discussion included the adequacy, comprehensiveness, and implementation of the quality policy in ensuring continuous improvement and excellence in all aspects of the institute's operations

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report**

- Dr. Rajiv Sharma, Coordinator, IQAC, read the minutes of the last meeting and confirmed by the committee after discussion.
- The action taken on the minutes of the last IQAC Meeting was considered and approved by the committee.

### **Agenda 2: Proposal for Alumni Meet**

- Following discussions on organizing an alumni meet, it was agreed to proceed with the event to reconnect students with the institution.
- Dr. Rajiv Sharma, Coordinator, IQAC deploy to arrange alumni meet in association with all HODs.

### **Agenda 3: Preparation for the NBA Accreditation**

- Dr. Rajiv Sharma, Coordinator, IQAC, discussed the preparation for the NBA accreditation and advised all stakeholders to commence related work. All stakeholders will start NBA preparation and Dr. Rajiv Sharma appointed as NBA key person.

### **Agenda 4: Review of Vision, Mission, and Quality Policy of the Institute**

- The current vision, mission statement, and quality policy of the institute were presented and thoroughly discussed.
- Discussions revolved around the clarity, relevance, and alignment of the vision and mission statements with the institute's goals and aspirations.
- Points of discussion also included the adequacy, comprehensiveness, and implementation of the quality policy to ensure continuous improvement and excellence in all aspects of the institute's operations.



# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

**Minutes of the 9<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)**

**Venue:** Conference Hall

**Date:** 2<sup>nd</sup> February, 2023

**Time:** 11:00 AM to 01:00 PM

**Attendance:**

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Bhawna Suri	Associate Professor, CSE	Member
11	Dr. Pavika Sharma	Assistant Professor, ECE	Member
12	Mr. Jatin Gaur	Assistant Professor, ECE	Member
13	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
14	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
15	Mr. Aman Dureja	Assistant Professor, IT	Member
16	Sh. Rishal Singh	Local Society Resident	Member
17	Mr. Arun Sharma	Parent	Member
18	Sh. Sailesh Vats	External Expert-I (Industry)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

### **Agenda 2: Distribution of NBA Work**

Dr. Rajiv Sharma, Coordinator, IQAC discussed regarding the criteria wise distribution of NBA work and he also suggested to appoint Mr. Rishik Kumar as Co –Key person of NBA.

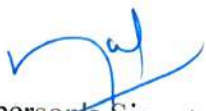
### **Agenda 3: Review of COs, POs and PSOs:**

Dr. Payal Pahwa directed to all HODs to review the review of CO, PO and PSO accordance with following points:

- Discuss the current COs, POs and PSOs outlined for each course.
- Evaluate if the COs, POs and PSOs align with the program objectives.
- Identify any gaps or areas for improvement in the COs, POs and PSOs
- Determine if the COs, POs and PSOs adequately cover the breadth of knowledge and skills for each course

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]



# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **1. Confirmation of Minutes of Last IQAC Meeting:**

- Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of the last meeting held.
- After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **2. Distribution of NBA Work:**

- Dr. Rajiv Sharma, Coordinator, IQAC discussed the criteria-wise distribution of NBA work.
- It was suggested to appoint Mr. Rishik Kumar as Co-Key person of NBA.
- Work has to distributed after concerned with all HODs.

### **3. Review of COs, POs, and PSOs:**

- Dr. Payal Pahwa directed all HODs to review the COs, POs, and PSOs according to the following points:
  - Discuss the current COs, POs, and PSOs outlined for each course.
  - Evaluate if the COs, POs, and PSOs align with the program objectives.
  - Identify any gaps or areas for improvement in the COs, POs, and PSOs.
  - Determine if the COs, POs, and PSOs adequately cover the breadth of knowledge and skills for each course.

All HODs will review the COs, POs, and PSOs.

# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 10<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

**Venue:** Conference Hall

**Date:** 3<sup>rd</sup> May, 2023

**Time:** 11:00 AM to 01:00 PM

#### Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. A.K. Tandon	Founder Director	Member
4	Dr. Deepika Sandil	Member of Trust	Member
5	Prof. Achal Kaushik	Head-CSE	Member
6	Prof. Abhishek Swaroop	Head-IT	Member
7	Dr. Peeyush Pant	Head-EEE	Member
8	Prof. Sundram Priyadarshine	Head-SBA	Member
9	Prof. Abhijeet Nayak	Dean Administration	Member
10	Prof. Anuradha Bhasin	Dean Academic	Member
11	Dr. Gayatri Chopra	Associate Professor, MBA	Member
12	Dr. Pavika Sharma	Assistant Professor, ECE	Member
13	Mr. Jatin Gaur	Assistant Professor, ECE	Member
14	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
15	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
16	Mr. Aman Dureja	Assistant Professor, IT	Member
17	Sh. Rishal Singh	Local Society Resident	Member
18	Mr. Arun Sharma	Parent	Member
19	Sh. Sailesh Vats	External Expert-I (Industry)	Member
20	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired of the meeting and confirmed that the quorum was completed in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.



# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting.

### **Agenda 2: NBA Awareness Program for Faculty Members**

Dr, Payal Pahwa discussed about the NBA Awareness Program for Faculty Members and following points were discussed:

#### **1. Introduction to NBA and its Significance:**

- An overview of the National Board of Accreditation (NBA) and its role in evaluating and accrediting higher education institutions.
- Importance of NBA accreditation for academic programs and institutions.
- Benefits of NBA accreditation for faculty members, students, and the institution as a whole.

#### **2. NBA Accreditation Criteria and Process:**

- Explain the criteria used by NBA for evaluating academic programs.
- Outline the process of NBA accreditation, including documentation, evaluation visits, and feedback mechanisms.
- Common challenges and best practices for meeting NBA accreditation standards.

#### **3. Preparing for NBA Accreditation:**

- Identification of key areas where faculty members can contribute to the preparation for NBA accreditation.
- Strategies for aligning curriculum, teaching methodologies, and assessment practices with NBA requirements.
- Resources and support for faculty members to enhance their understanding of NBA accreditation standards and procedures.

#### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.

  
[Chairperson's Signature]

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **1. Confirmation of Minutes of Last IQAC Meeting:**

- Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of the last meeting held.
- After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **2. NBA Awareness Program for Faculty Members:**

Dr. Rajiv Sharma, Coordinator, IQAC and Mr. Rishik Kumar, Co-Key Person NBA will arrange training program for the faculty members accordingly.



# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 11<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

**Venue:** Conference Hall

**Date:** 1<sup>st</sup> August, 2023

**Time:** 01:00 PM to 03:00 PM

#### Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. Deepika Sandil	Member of Trust	Member
4	Prof. Achal Kaushik	Head-CSE	Member
5	Prof. Abhishek Swaroop	Head-IT	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Gayatri Chopra	Associate Professor, MBA	Member
11	Dr. Pavika Sharma	Assistant Professor, ECE	Member
12	Mr. Jatin Gaur	Assistant Professor, ECE	Member
13	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
14	Mr. B.S. Pali	Assistant Professor, EEE	Member
15	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
16	Mr. Aman Dureja	Assistant Professor, IT	Member
17	Mr. Arun Sharma	Parent	Member
18	Sh. Sailesh Vats	External Expert-I (Industry)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting

### **Agenda 2: Review of academic and R& D Policy:**

Dean Academic briefed the R & D policy. The following points were discussed:

- i. To enhance the research and development activities, it was decided to plan a IPR workshop.
- ii. It was decided to give more emphasis on live industrial projects and all HODs & faculty members should encourage the students regarding this.
- iii. Students and Faculty members should have applied patents.
- iv. Each department should conduct workshop, seminar and conferences.

### **Agenda 3: Planning of commencement of Academic Semester for 1st Year Student:**

Dr. Anuradha Bhasin, Dean, Academic briefed the meeting about planning of commencement of academic semester. The following points were discussed:

- i. Classes of 1<sup>st</sup> semester will be commenced as per university academic calendar.
- ii. All Concerned Hods were asked to prepare teaching load and faculty requirements.
- iii. Time Table committee was asked to prepare time table and teaching plan.

### **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.

  
[Chairperson's Signature]



# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **1. Confirmation of Minutes of Last IQAC Meeting:**

- Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of the last meeting held.
- After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **2. Review of Academic and R&D Policy:**

- Dean Academic briefed the R&D policy, and the following points were discussed:
  - i. To enhance research and development activities, it was decided to plan an IPR workshop.
  - ii. Emphasis will be placed on live industrial projects, and all HODs and faculty members are encouraged to support students in this regard.
  - iii. Both students and faculty members are encouraged to apply for patents.
  - iv. Each department should organize workshops, seminars, and conferences.

### **3. Planning of Commencement of Academic Semester for 1st Year Students:**

- Dr. Anuradha Bhasin, Dean Academic, briefed the meeting on the planning of the commencement of the academic semester.

The following points were discussed it was decided that

- Classes for the 1st semester will commence as per the university academic calendar.
- All concerned HODs were tasked with preparing teaching loads and faculty requirements.
- The Time Table committee was instructed to prepare the time table and teaching plan.

# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

**Minutes of the 12<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)**

**Venue:** Conference Hall

**Date:** 2<sup>nd</sup> November, 2023

**Time:** 11:00 AM to 01:00 PM

**Attendance:**

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. Deepika Sandil	Member of Trust	Member
4	Prof. Achal Kaushik	Head-CSE	Member
5	Prof. Abhishek Swaroop	Head-IT	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Bhawna Suri	Associate Professor, CSE	Member
11	Dr. Gayatri Chopra	Associate Professor, MBA	Member
12	Dr. Pavika Sharma	Assistant Professor, ECE	Member
13	Mr. Jatin Gaur	Assistant Professor, ECE	Member
14	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
15	Mr. B.S. Pali	Assistant Professor, EEE	Member
16	Dr. Kavita Segwal	Associate Professor, App. Sciences	Member
17	Mr. Aman Dureja	Assistant Professor, IT	Member
18	Sh. Rishal Singh	Local Society Resident	Member
19	Mr. Arun Sharma	Parent	Member
20	Sh. Sailesh Vats	External Expert-I (Industry)	Member
21	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting

## **Agenda 2: Regarding the fixing of Date of Annual Fest –Malhar-2023**

Regarding the fixing of Date of Annual Fest –Malhar-2023, following points were discussed:

- Review potential dates for Malhar-2023 considering academic calendars, holidays, and other events.
- Discuss any constraints or preferences regarding the timing of the event.
- Evaluate the feasibility of proposed dates in terms of logistics, venue availability, and student participation.
- Finalize the date for Malhar-2023 based on the consensus of the committee.

## **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.

  
[Chairperson's Signature]



# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **1. Confirmation of Minutes of Last IQAC Meeting:**

- Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of the last meeting held.
- After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **2. Fixing of Date of Annual Fest - Malhar-2023:**

- Regarding the fixing of the date for Malhar-2023, various aspects were discussed and cultural committee asked to finalize the date as soon as possible.

# Bhagwan Parshuram Institute of Technology

## Rohini, New Delhi

### Minutes of the 13<sup>rd</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 5<sup>th</sup> February, 2024

Time: 11:00 AM to 01:00 PM

#### Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Dr. Deepika Sandil	Member of Trust	Member
4	Prof. Achal Kaushik	Head-CSE	Member
5	Prof. Abhishek Swaroop	Head-IT	Member
6	Dr. Peeyush Pant	Head-EEE	Member
7	Prof. Sundram Priyadarshine	Head-SBA	Member
8	Prof. Abhijeet Nayak	Dean Administration	Member
9	Prof. Anuradha Bhasin	Dean Academic	Member
10	Dr. Bhawna Suri	Associate Professor, CSE	Member
11	Dr. Gayatri Chopra	Associate Professor, MBA	Member
12	Dr. Pavika Sharma	Assistant Professor, ECE	Member
13	Mr. Jatin Gaur	Assistant Professor, ECE	Member
14	Ms. Megha Aggarwal	Assistant Professor, ECE	Member
15	Mr. B.S. Pali	Assistant Professor, EEE	Member
16	Mr. Aman Dureja	Assistant Professor, IT	Member
17	Sh. Rishal Singh	Local Society Resident	Member
18	Mr. Arun Sharma	Parent	Member
19	Sh. Sailesh Vats	External Expert-I (Industry)	Member
20	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology**

## **Rohini, New Delhi**

### **Action Taken Report**

#### **1. Confirmation of Minutes of Last IQAC Meeting:**

- Dr. Rajiv Sharma, Coordinator, IQAC, read the minutes of the last meeting held.
- After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

#### **2. Criteria-wise Review of NBA Work:**

- Each criteria coordinator explained the progress of their work.
- The current status of NBA work in relation to each criterion was assessed.
- Strengths and weaknesses in meeting NBA criteria were identified.
- Strategies for improvement in areas where performance may be lacking were discussed.

#### **3. Regarding the Fixing the Date of Sports Meet:**

- Potential dates for the Sports Meet, considering academic calendars, weather conditions, and other events, were discussed.
- The availability of sports facilities and resources for hosting the event was assessed.
- Preferences and availability of participants, including students, faculty, and staff, were considered.
- The date for the Sports Meet was finalized based on consensus and feasibility.

After considering the all above factor, sports meet will be scheduled on 21<sup>st</sup> March,2024.



# Bhagwan Parshuram Institute of Technology Rohini, New Delhi

Minutes of the 14<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)

Venue: Conference Hall

Date: 12 March, 2024

Time: 10:30 AM to 12:30 PM

Attendance:

Sr. No.	Name	Affiliation	Designation
1	Prof. Payal Pahwa	Principal	Chairperson
2	Prof. Rajiv Sharma	Head-ECE	Coordinator
3	Mr. Sanjeev Sharma	Member of Trust	Member
4	Mr. M.S. Vats	OSD	Member
5	Prof. Achal Kaushik	Dean- Academic & Professor	Member
6	Prof. Abhijit Nayak	Dean- Admin & Professor	Member
7	Prof. Abhishek Sawroop	Head-IT	Member
8	Dr. Sweta Taneja	Head-CSE	Member
9	Prof. Sundram Priyadarshine	Head-SBA	Member
10	Dr. Peeyush Pant	Head-EEE	Member
11	Dr. Monika Arora	Associate Prof.- IT	Member
12	Dr. Gayatri Chopra	Associate Professor, MBA	Member
13	Dr. Pavika Sharma	Assistant Professor, ECE	Member
14	Dr. Rajesh Kumar	Assistant Professor, ME	Member
15	Mr. Pardeep Sharma	Assistant Professor, ME	Member
16	Sh. Rishal Singh	Local Society Resident	Member
17	Mr. Arun Sharma	Parent	Member
18	Shri Ram Babu Sharma	External Expert-I (Industry)	Member
19	Prof. Rajiv Choudhary	External Expert-I (Academician)	Member
20	Lalit Mohan	Student	Member

Prof. Payal Pahwa, chaired the meeting in presence of above mentioned officials. Thereafter, permitted the proceeding of the meeting to commence. The items on agenda were taken up for the consideration and approval of the Internal Quality Assurance Committee.

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Agenda 1: Confirmations of Minutes of last IQAC Meeting and Action Taken Report:**

Dr. Rajiv Sharma, Coordinator, IQAC read the minutes of last meeting held and after the due discussion committee has confirmed the minutes.

The committee considered and approved the action taken on the minutes of last IQAC Meeting

## **Agenda 2: Criteria wise review of NBA Work:**

The following points were discussed:

- Each criteria coordinator explained about progress of his work
- Assess the current status of NBA work in relation to each criterion.
- Identify strengths and weaknesses in meeting NBA criteria.
- Discuss strategies for improvement in areas where performance may be lacking.

## **Agenda3: Submission of E-Saar**

Dr. Rajiv Sharma, Coordinator, IQAC and Key person NBA proposed the date of Submission of E-Saar on the portal as 15-04-2024. All members were agreed on the above mentioned date and as per NBA portal last of e saar submission is 19-04-2024.

## **Chairperson's Note:**

I would like to thank all attendees for their active participation and commitment to the advancement of quality sustenance, academic growth, and environmental stewardship on our campus. Let's continue working together to achieve our objectives effectively.



[Chairperson's Signature]

# **Bhagwan Parshuram Institute of Technology Rohini, New Delhi**

## **Action Taken Report**

### **1. Confirmation of Minutes of Last IQAC Meeting**

- Dr. Rajiv Sharma, Coordinator, IQAC, read the minutes of the last meeting held.
- After due discussion, the committee confirmed the minutes.
- The committee considered and approved the action taken on the minutes of the last IQAC Meeting.

### **2. Criteria-wise Review of NBA Work:**

- Each criteria coordinator explained the progress of their work.
- The current status of NBA work in relation to each criterion was assessed.
- Strengths and weaknesses in meeting NBA criteria were identified.
- Strategies for improvement in areas where performance may be lacking were discussed.

### **3. Submission of E-Saar**

Dr. Rajiv Sharma, the Coordinator of IQAC and a key person, NBA, proposed the submission date for E-Saar on the portal as April 15, 2024.

Following deliberation, all members reached a consensus on the proposed date.

- It is noted that as per the NBA portal, the deadline for the submission of E-Saar is April 19, 2024.
- In accordance with the agreed-upon submission date and the deadline set by the NBA portal, the necessary actions have been taken to ensure compliance with the submission requirements.
- If there is any further developments or adjustments to this matter, it will be duly communicated to all concerned parties