



**Lakshmi Narain College of Technology, Excellence
(LNCTE), Bhopal**

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref:LNCTE/IQAC/2021 / *ups B*

08/01/2021

To

All the members of IQAC

Lakshmi Narain College of Technology Excellence

Bhopal

NOTICE

Sub: Lakshmi Narain Collge of Technology Excecellence – Internal Quality Assurance Cell Meeting

It is informed that the Third Internal Quality Assurance Cell (IQAC) meeting is scheduled at 3.30 pm on 18th January 2021. Kindly attend the same.

Agenda:

(A) Action taken report on the proposals of Second IQAC meeting

1. Induction plan for new admitted students
2. Remedial action for slow learner and advance task for fast learner
3. Review of NAAC accreditation process and subsequent process.
4. Review of department wise course completion and planning for internal examination.

(B) Issues open for discussion

1. Industrial training to faculty and students
2. NIRF proposal discussion for better ranking
3. Action plan for conduction of classes in upcoming semester
4. Planning of sport and cultural activity for students
5. Any other issue with the permission of chairman.

Thanking you

MK
Dr. Megha Kamble
Coordinator ,IQAC

AN
Dr. Anil Kumar saxena
Chairman IQAC &
Principal LNCTE Bhopal
Principal
Lakshmi Narain College of Technology
Excellence, BHOPAL

Meeting no 3

DATE _____
PAGE _____

As per norms to promote quality Institutional functioning third meeting Scheduled on 18 ~~Nov~~^{July} 2020.

Agenda is as follows:

Action taken to report on previous meeting process proposals for the following.

- Conduction of online classes.
- Review faculty performance
- New Industry Contracts for relative students projects
- Industry Oriented Webinars for faculty & students enhancement.
- Strategy of COVID-19

Action taken report on the proposals of Second IGAC meeting.

- Induction plan for new admitted students.
- Remedial action for slow learners and advance task for fast learners.
- Review of NAAC accreditation process and subsequent process.
- Review of department wise course completion & planning for internal examination (5)

3- Issues open for discussion

- Industrial training to faculty and students.
- NIRF proposal discussion for better ranking.
- Action plan for conduction of classes in upcoming semester
- Planning of sport and cultural activity for students
- Any other issue with the permission of chairman

Members Present.

Dr. Anil Kumar Saxena

Dr. Megha Kamble

Dr. Naveen Agrawal

Prof. Prashant Purohit

Prof. Rajni Kori

Prof. Prashant Ahirvastava

Prof. Pankaj Deoskar

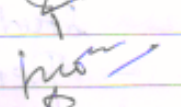
Dr. Amar Singh Rathore

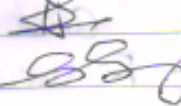
Dr. Sunil Kr Singh.

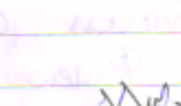


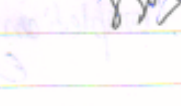













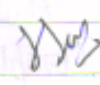




Members Absent

Dr. Shankar Singh

Dr. Sudeshra Ghosh



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After discussion following actions are finalized.

→ Action taken report, for induction programme, remedial action for slow learners and some programs identified for fast learners are discussed by the members.

→ All the members discussed NAAC accreditation preparation.

→ All the members discussed NIRF proposal documentation format & agreed to submit the details on time.

→ It is also discussed to search for more opportunities of Industry Interaction, sports & cultural activities and timetable planning for next semester.



Lakshmi Narain College of Technology, Excellence (LNCTE), Bhopal

INTERNAL QUALITY ASSURANCE CELL (IQAC)

18/01/2021

Minutes of 3rd Internal Quality Assurance Cell (IQAC) meeting

Minutes of 3rd Internal Quality Assurance Cell (IQAC) meeting held on Monday 18th Jan.2021 in the Board Room of Lakshmi Narain College of Technology Excellence. Dr. Anil K Saxena, Chairman IQAC & Principal LNCTE Bhopal called for the meeting and conducted the proceedings.

Members Present:

Dr. Anil Kumar Saxena

Dr. Megha Kamble

Dr. Naveen Agrawal

Prof. Prashant Purohit

Prof. Rajni Kori

Prof. Prashant Shrivastava

Prof. Pankaj Deoskar

Dr. Amar Singh Rathore

Dr. Sunil Kr Singh

Special Invitees Present:

Dr. Shankar Singh

Dr. Sudeshna Ghosh

Members Absent:

The following agenda issues were discussed

Agenda:

Action taken Report on the proposals of second IQAC meeting

1. Induction Plan for new admitted students

Dr. Anil Kumar Saxena Chairman IQAC & Principal LNCTE Bhopal requested the heads of all the departments to present the report of Induction Program conducted in online mode for academic session 2020-21 and newly admitted students in Dec 2020.

Dept of Mechanical Engineering Member Dr. Naveen Agrawal presented the report, highlights of department presentation, number of student and parents attended the session. He also presented some queries suggested by parents and need of teaching learning methodology specially for design and drawing related subjects of mechanical engineering curriculum that will be new to newly admitted students to grasp in online mode.

Prof. Prashant Purohit EC LNCTE member has explained in detail about induction program conduction, appreciation and queries of parents. He expressed the keen interest of parents to get recorded sessions so as to reach to students in correct manner.

Prof. Rajni Kori CSLNCTE has presented the report of Induction program and highlights of interaction of Principal, T&P director, director administration which was really effective so as to prepare mindset of new entrants of the Institute.

Prof. Pankaj Deisakr Data science also expressed the report of Induction for new branch that is first time introduced in the session Dec 2020 in the Institute. HE presented report that expert of data science was invited specially for session to create awareness of emerging branch in students and parents.

Dr. Amar Singh Rathore MBA has presented the report for online induction program conducted and also some activities to engage new entrants.

Coordinator Dr. Megha Kamble has summarized all the reports of Induction Program to be compiled for publicity and web site display. The different suggestions of parents are communicated to Principal and OSD.

2. Remedial action for slow learner and advance task for fast learner.

Dr. Anil Kumar Saxena Chairman IQAC & Principal LNCTE Bhopal requested the heads of all the departments to present the action taken both for weak and fast learner.

Dept of Mechanical Engineering Member Dr. Naveen Agrawal presented feedback of faculties about performance of students. Midsem I and II results are compiled to find out below average students. Tutorial classes are planned for mathematical and numerical subjects to help the students personally in small groups. Similarly fast learners are motivated to take up IT Training class and project work and ISRO online MOOC trainings in geosensing and emerging domains of mechanical.

Prof. Prashant Purohit EC LNCTE member has presented feedback of the performance of students base on midsem tests and project presentations. Remedial class timetable was

prepared and communicated to students for revision of core and elective subjects. For fast learners, IT courses, PCB designing and IoT training were organized.

Prof Rajni Kori CSLNCTE has also presented list of students of CSE below average students based on MIDSEM results, and special Industry courses of T&P department. Similar analysis report presented by Pankaj Deoskar for data science. Some common subjects revision classes were conducted for CSE, DS, and all branches. Coursera MOOC courses offered thru AICTE MOU has communicated thru admin office of Institute, all interested students and faculties were freely enrolled to take up the course.

Dr.Amar Singh Rathore MBA has presented the average learner students of even semester subjects on the basis of internal assessment. Due to sudden surge of COVID pandemic, students are missing physical field visit, course material and so revision schedule is announced to students to bridge the gap. Fast learners were motivated to take part in Intercollege competitions to grab more opportunities.

Coordinator Dr.Megha Kamble has summarized all the reports, tabulated the students grades and presented to Principal Sir, for further counseling and motivation session.

3. Review of NAAC accreditation process and subsequent process

Dr.Anil kumar Saxena Chairman IQAC & Principal LNCTE Bhopal reviewed minutes of meeting of various cells, checked proceedings. He requested all the Heads to express their views, and identify the areas where quality improvement can be done with respect to NAAC accreditation process.

4. Review of departmentwise course completion and internal exams for ODD 2020 session

Dr.Anil kumar Saxena Chairman IQAC & Principal LNCTE Bhopal discussed that COVID Pandemic has given the opportunity to interact online with students and also internal assessment done was online. He requested the heads of all the departments to share some challenges faced, and effectiveness of the online system in course completion and assessment, so that upcoming semester is also likely to be in online mode, so necessary actions can be taken up to bridge the gap.

Dept of Mechanical Engineering Head Dr.Naveen Agrawal presented 90% report of course completion but expressed need of lab experiment conduction in physical mode so as to ensure knowledge building of students.

Prof.Prashant Purohit EC LNCTE member has presented feedback of 100% course completion and gave the stress on virtual lab utilization effective for course completion.

Prof Rajni Kori CSLNCTE has presented 90% course completion, however internal assessment was effective with google classroom methods. She has identified some common subjects that will be revised in offline mode in upcoming sessions for the students for better preparation of the students by considering future needs.

Prof. Pankaj deoskar has throws light on difficulty faced by first year students in some subjects for course completion as new student is unable to grasp so quickly all engineering domain subjects. Principal Sir has asked all heads to analyse on the lines for such courses.

Dr.Amar Singh Rathore MBA has presented satisfaction of course completion as it was possible to cover many case studies in webinar mode for PG students.

Coordinator Dr.Megha Kamble has summarized that some students from remote areas faced technical issues during online assessment, so it was also discussed by the house that online exams and assignment submission should be given some weightage so that on real time due to technicalities is some assessment such as viva hampers, students will get one chance to represent.

(B) Issues Open for Discussion

1. Industrial training to faculty and students

It is discussed by the house that online mode is giving the opportunity to everyone to learn from remote resources. So every department will take out min. 2 topics on which academia or industry experts to be called after lien period after exams and faculty and students training is to be done.

2. NIRF proposal discussion for better ranking

It is decided by the house to prepare data and documentation to file NIRF proposal in the month of June/August , the format is analysed and Principal requested all the heads to complete the format and submitted to office for further filing.

3. Action plan for conduction of classes in upcoming semester

It is also informed to all heads to work on subject allocation, preparation of faculties for new courses of Data science and AIML. Offline and online class timetable is to be ready as per the academic calendar. Some milestones of academic calendar are also finalized.

4. Planning of sport and cultural activity for students

It is planned to prepare activity calendar for upcoming semester, in discussion with sports officer and dean student welfare. Yoga activity is suggested by house to be taken up as a regular feature. In offline mode, it can be easily done in large indoor space once in a week for every class and if online mode continues there can be heartfulness, mediation, pranayam session. Also singing, video making, collage making kind of online activities can be planned so as to boost the hidden talents.

Some departments have also initiated the concept of student clubs to take the regular activities.

5. Any other issue with the permission of chairman.-Nil



Dr. Megha Kamble
Coordinator ,IQAC

Thanking you



Dr. Anil Kumar Saxena
Chairman IQAC &
Principal LNCTE Bhopal
Principal
Lakshmi Narain College of Technology
Excellence, BHOPAL