



# Raj Kumar Goel Institute of Technology, Ghaziabad

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 29-11-2018

To,  
The Director  
RKGIT, Ghaziabad

Subject: **Composition of IQAC (Internal Quality Assurance Cell)**

Hon'ble Sir,

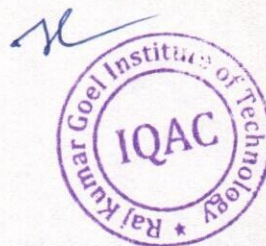
As per your directions, the establishment of "Internal Quality Assurance Cell (IQAC)" at RKGIT, Ghaziabad is proposed as follows:

### The objective of this IQAC is

- (1) To develop a system to improve the academic and administrative performance of the institution.
- (2) To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.

The IQAC committee shall have the composition as give below:

Chairman:	Prof. D. R. Somashekar (Director)
Coordinator:	Dr. Sanjeev Goyal (Professor Physics)
Management Representative:	Mr. Akshat Goel, Dr. Laxman Prasad
Senior Academicians:	Dr. Arvind Singh (Dean Academics) Dr. Puneet Chand Srivastav (Dean Second Shift) Prof. T.N. Shukla (HOD EE)



Dr. Shiv Kumar Garg (HOD Civil)  
Dr. Dharendra Kumar (HOD EC)  
Dr. Durgesh Sharma (HOD ME)  
Dr. Sachi Gupta (HOD CS)  
Mr. V.K. Tripathi (HOD IT)  
Dr. Poonam C. Kumar (HOD AS&H)

Senior Administrative Officers: Mr. H.G. Garg (DSW), Mr. Vipul Goel (Accounts Officer)

Member (Management): Dr. Vibhuti (HOD MBA)

Nominee (Industrialists): Mr. Nirmal Singh (Assomach)

Nominee (Stakeholders): Sandeep Mittal Parents Akansha Mittal (CS 2<sup>nd</sup> Year)

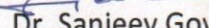
Nominee (Local Society): Prof. S. C. Gupta

Nominee (Students): Tanya Kansal (CS 2<sup>nd</sup> Year)

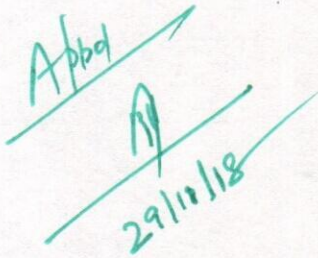
Nominee (Alumni): Ashutosh Pandey (EC 2017 Passed Out)  
Ankit Patel (ME 2016 Passed Out)

You are requested to approve the above committee.

Thanks and Regards

  
Dr. Sanjeev Goyal  
Proposer of IQAC



  
Director  
Raj Kumar Goel Institute of Technology  
5th KM Stone, Delhi-Meerut Road,  
Ghaziabad



# Raj Kumar Goel Institute of Technology, Ghaziabad

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

### CIRCULAR

Date: 29-11-2018

Subject: Formation of Internal Quality Assurance Cell (IQAC) at RKGIT

Dear Sir/Ma'am,

In order to ensure timely, efficient and progressive performance of academic, administrative and financial tasks, the leading institutions (including RKGIT) have established the 'Internal Quality Assurance Cell (IQAC)'. At RKGIT it came in to existence on November 29, 2018 with the following objective and functions.

#### **Objective:**

- To develop a system to improve the academic and administrative performance of the institution through conscious, consistent and catalytic actions.

#### **Functions:**

- Development and application of quality benchmarks
- Parameters for various academic and administrative activities of the institution;
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters to all stakeholders;
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- Documentation of the various programmes/activities leading to quality improvement;
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- Periodical conduct of Academic and Administrative Audit and its follow-up;



- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

### Composition of the IQAC

As per the guidelines of National Assessment and Accreditation Council (NAAC), IQAC may be constituted in every institution under the Chairmanship of the Head of the institution with heads of important academic and administrative units and a few teachers and a few distinguished educationists and representatives of local management and stakeholders.

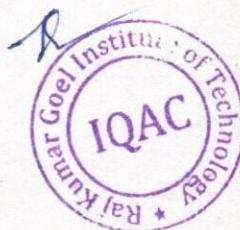
The composition of the IQAC has been suggested as follows:

1. Chairperson: Head of the Institution
2. One of the senior teachers as the coordinator/Director of the IQAC
3. One member from the Management
4. Heads of academic units/Three to eight teachers
5. A few senior administrative officers
6. One/two nominees from local society, Students and Alumni
7. One/two nominees from Employers /Industrialists/Stakeholders

In view of the above guidelines, the IQAC at RKGIT has been formed with the following members.

### INTERNAL QUALITY ASSURANCE CELL (IQAC)


Sl.No.	Designation	Name & Other Details	Signature
1.	Chairman- IQAC	Dr. D. R. Somashekar Director-RKGIT	
2.	Coordinator-IQAC	Dr. Sanjeev Goyal Professor-Physics	
3.	Management Representatives	Mr. Akshat Goel Management RKGIT	
4.		Dr.Laxman Prasad Group Director (R & D)	
5.	Training & Placement Representative	Dr. Dilip Moza Director-CRC	
6.	Senior Academicians	Dr. Arvind Singh Dean Academics	
7.		Dr.Puneet Chand Srivastav Dean Second Shift	
8.		Prof. T. N. Shukla	



		HOD-EE	
9.		Dr. Shiv Kumar HOD-CE	
10.		Dr. Dharendra Kumar HOD-EC	
11.		Dr. Durgesh Sharma HOD-ME	
12.		Dr. Sachi Gupta HOD-CS	
13.		Mr. V.K.Tripathi HOD-IT	
14.		Dr. Vibhuti HOD MBA	
15.		Dr. Poonam C. Kumar HOD-AS&H	
16.	<b>Senior Administrative Officers</b>	Mr. H.G.Garg Dean Students Welfare	
17.		Mr. Vipul Goel Accounts Officer	
18.	<b>Member (Industrialists)</b>	Mr. Nirmal Singh Assomach Group	
19.	<b>Nominee (Stakeholders)</b>	Mr. Sandeep Mittal Father of Akanksha Mittal (CS 2 <sup>nd</sup> Year)	
20.	<b>Nominee (Local Society)</b>	Prof. S. C. Gupta	
21.	<b>Nominee (Students)</b>	Tanya Kansal (EC 2017-18 Batch)	
22.	<b>Nominee (Alumni)</b>	Ashutosh Pandey (EC 2017 Passed Out)	
23.		Ankit Patel (ME 2016 Passed Out)	

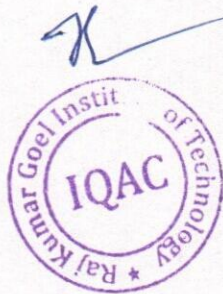
It has been decided by the Chairman IQAC Dr. D. R. Somashekar (Director RKGIT) to have at least three meetings of the members in an academic semester. First meeting in the beginning, second in the middle and the third in the end of the semester. A few more meetings in between may also be called to review the progress.

Thanks and Regards

  
Dr. Sanjeev Goyal

Coordinator-IQAC

Copy to: All Concerned



  
29/11/2018

Director  
Raj Kumar Goel Institute of Technology  
5th KM Stone, Delhi-Meerut Road,  
Ghaziabad



Estd. in 2000

## Raj Kumar Goel Institute of Technology, Ghaziabad

Date: 29-11-2018

A meeting of all the HODs is scheduled today in the Conference Hall-A block at 2:00 PM.

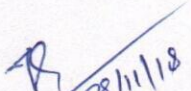
### Agenda

Formation of IQAC (Internal Quality assurance Cell)

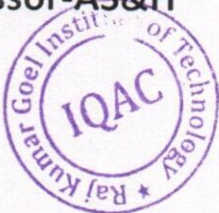
Objective & Composition

All are request to attend.

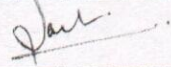
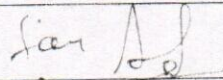


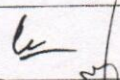

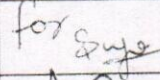
Regards

  
(Dr. Sanjeev Goyal)

Professor-AS&H



## Heads of the Departments

Sl.No.	Department	Head of the Department	Signature
1.	Computer Science & Engineering	Dr. Sachi Gupta	
2.	Electronics & Communication Engineering	Dr. Dharendra Kumar	
3.	Information Technology	Mr. V.K. Tripathi	
4.	Electrical Engineering	Dr.T. N. Shukla	
5.	Mechanical Engineering	Dr. Durgesh Sharma	
6.	Civil engineering	Mr.S.K.Garg	
7.	Applied Sciences & Humanities	Dr. Poonam C. Kumar	
8.	MBA	Dr.Vibhuti	