



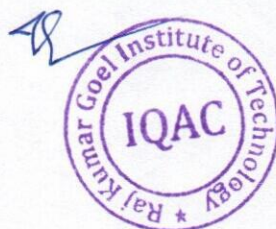
Raj Kumar Goel Institute of Technology, Ghaziabad
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 02-04-2022

Minutes of the Meeting

12th meeting of IQAC was held on 01-04-2022, with the following members present:

Sl.No.	Designation	Name & Other Details
1.	Chairman- IQAC	Dr. D. R. Somashekar Director-RKGIT
2.	Coordinator-IQAC	Dr. Sanjeev Goyal Professor-Physics
3.	Management Representative	Dr. Laxman Prasad Group Advisor-RKGIT
4.	Senior Administrative Officer	Mr. H.G.Garg Dean (Students Welfare)
5.		Dr. Puneet Chand Srivastav Dean -EII
6.		Dr. Ravindra Kumar Yadav HOD-ECE
7.		Dr. Umakant Choudhary HOD-EEE
8.		Dr. Lalit Saraswat For HOD-CS
9.		Dr. Pushpendra Singh HOD-IT
10.		Dr. Poonam C. Kumar HOD-AS&H
11.		Dr. Vibhuti For HOD MBA
12.		Dr. Ashok Kumar Yadav HOD-ME
13.		Dr. Rakhi Singh HOD-Civil
14.		Dr. Amit Singhal HOD-CSE (IOT, AIML, DS)



1. **Welcome Note**

The meeting started with the warm welcome to all the members by the Coordinator-IQAC Dr. Sanjeev Goyal. He then requested Director to preside the meeting.

Director Dr. D.R. Somashekar introduced Dr. Rekha Singh who joined new as HOD Civil and asked Dr. Sanjeev Goyal to proceed.

Dr. Sanjeev Goyal thanked the chair and started to elaborate the agenda point wise.

2. **Review of the Previous Meeting (01-10-2021)**

Dr. Sanjeev Goyal (IQAC-Coordinator) told that, in the last meeting of IQAC which was held on October 01, 2021:

- The form for the 'Faculty feedback by the Students' was revised after incorporating the suggestions invited from IQAC members.
(Action: Modified feedback form has been sent to all the HODs)
- Dates for the academic audit (even Semester 2020-21) were proposed by Dr. Lalit Saraswat to the HODs and finalized from 12th to 30th October, 2021. Director requested heads to prepare themselves for the audit.
(Action: Audit was conducted in the given dates)
- Academic Policy for the session 2021-22 was proposed by Dr. Sanjeev Goyal. Director invited suggestions from the IQAC members. Suggestions were given and were incorporated in the academic policy.
(Action: Final academic policy was circulated to all the HODs from the Director's office.)

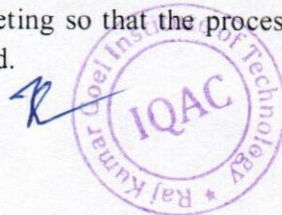
3. **Review of the reports of the last academic audit (even Sem 2020-21)**

Dr. Sanjeev Goyal told that the reports of the audit done for the even semester 2020-21 of all the departments were sent to all the heads by Dr. Lalit Saraswat (ex-coordinator-IQAC). He also told that the deficiency reports have been prepared and sent to the HODs. Director then requested the heads to go through the deficiency reports so that it could be discussed in the next IQAC meeting.

4. **Current Academic Policy & Proposed Policy for Academic Session 2022-23**

In order to provide the fair and transparent guidelines for the better 'teaching & learning process' in the institute, the 'academic policy' for the session 2021-22 was finalized after incorporating the suggestions from IQAC members and then circulated to them.

Director requested all the members to go through the academic policy 2021-22 and come up with the suggestions in the next IQAC meeting so that the process for the academic policy for the session 2022-23 could be initiated.



5. **Review of the R&D Policy (incorporation of the copyrights at par with the patents)**

Dr. Sanjeev Goyal (Coordinator-IQAC) suggested that the copyrights filed by the faculty members should be treated at par with the patents in respect of recognition and rewards.

Dr. Laxman Prasad Sir told that the copyrights are given for the original work related to research or to the publication of books, which are already covered in the R&D policy for recognition and reward. He then asked coordinator to put in the next meeting the specific objective.

Director also requested the HODs to come up with the suggestions in the next meeting for the revision of the reward amount under various heads.

Other issues with the permission of the chair:


1. Dates for the Audit (Odd semester 2021-22):

Coordinator requested the members to suggest the dates for the next academic audit of the departments. Director after the discussion with the HODs asked the coordinator to propose the tentative dates and finalize the same in consultation with HODs.

2. Leave Rules:

HOD AS&H Dr. Poonam C. Kumar requested to update her with the rules for applying the EL. Director told that rules mentioned for all kind of leave in the latest 'Leave Rules' booklet are final and to be followed. He said that for any confusion HODs are required to contact the Director instead of carrying the confusion and passing on to faculty & staff.

Meeting ended with the vote of thanks by the coordinator Dr. Sanjeev Goyal.


(Dr. Sanjeev Goyal)
Coordinator-IQAC

Soft Copy to: All Concerned

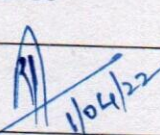
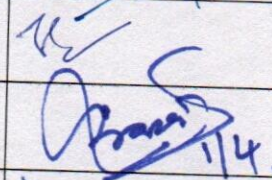
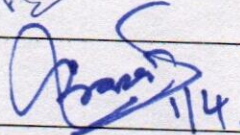
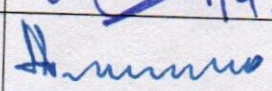
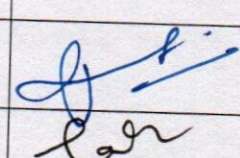
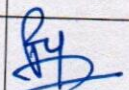
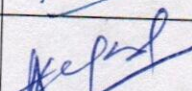
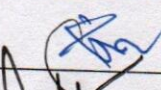
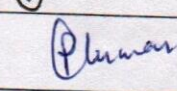




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INTERNAL QUALITY ASSURANCE CELL (IQAC)

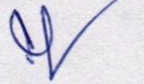
List of Members

12th Meeting on 1st April 2022

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 Representative	Dr. Laxman Prasad Group Advisor	
4.	Senior Administrative Officers	Mr. H.G. Garg Dean Students Welfare	
5.		Mr. Vipul Goel Accounts Officer	
6.	Training & Placement Representative	Dr. Dilip Moza Director-CRC	
7.	Senior Academicians	Dr. Vikesh Kumar Singh Director -Academics	
8.		Dr. Puneet Chand Srivastav Dean- EII	
9.		Dr. Lalit Saraswat HOD-CSE	
10.		Dr. R. K. Yadav HOD- ECE	
11.		Dr. Umakant Chaudhary HOD-EE	
12.		Dr. Ashok Kr Yadav HOD-Me	
13.		Dr. Rekha Singh HOD- Civil	
14.		Dr. Pushpendra Singh HOD-IT	
15.		Dr. Vibhuti HOD- MBA	
16.		Dr. Poonam C. Kumar HOD-AS&H	



Dr. Amit Singhal
HOD (CSE IOT)



17.	Member (Industrialists)	Mr. Nirmal Singh Industrialist-Assomach Group Gzb	
18.	Nominee (Stakeholders)	Mr. Sandeep Mittal Father of Akanksha Mittal (CS 3 rd Year)	
19.	Nominee (Local Society)	Prof. S. C. Gupta Retd. Professor IIT Roorkee	
20.		Mr. Rajeev Garg Retd. Executive Engineer (PWD)	
21.	Nominee (Students)	Tanya Kansal EC 2017-18 Batch	
22.	Nominee (Alumni)	Ashutosh Pandey EC 2017 Passed Out	
23.		Ankit Patel ME 2016 Passed Out	





Sanjeev Goel <iqac@rkgit.edu.in>

12th Meeting of IQAC (01-04-2022)

2 messages

IQAC RKGIT <iqac@rkgit.edu.in>

Tue, Mar 29, 2022 at 5:30 PM

To: Laxman Prasad <laxmanpd@rkgit.edu.in>, DIRECTOR RKGIT <rkgitdir@rkgit.edu.in>, DR Vikesh Kumar <vksdracd@rkgit.edu.in>, "H. G Garg" <deansw@rkgit.edu.in>, Deaneii Rkgit <eii@rkgit.edu.in>, Lalit Kumar Saraswat <iqac@rkgit.edu.in>, Amit Singhal <amitsfcs@rkgit.edu.in>, Umakanta Choudhury <ukchofee@rkgit.edu.in>, Ravindra Kumar Yadav <drkyfec@rkgit.edu.in>, Dr Pushpendra Singh <pushpfit@rkgit.edu.in>, Dr Ashok Kumar Yadav <akymefme@rkgit.edu.in>, "Dr. Poonam Kumar" <hodash@rkgit.edu.in>, Vibhuti Tyagi <vibhufba@rkgit.edu.in>, Satish Chandra <satishiitrd@gmail.com>, rajivgarg5052@yahoo.co.in, Vipul Goel <vipulgoel@rkgit.edu.in>, Dilip Moza <dilipmoza@rkgit.edu.in>

Cc: Akshat Goel <akshatgoel97@rkgit.edu.in>

Subject: 12th IQAC meeting on 1st April 2022**Respected Sir/Ma'am,**

A meeting of all the members of IQAC is scheduled at **3 PM on 1st April 2022** in the conference room 2nd floor A-block. All are requested to be present.

Agenda:

1. MOM of the Last Meeting
2. Review of the reports of the last academic audit (even sem 2020-21)
3. Current academic policy & proposed policy for academic session 2022-23
4. Review of the R & D policy (incorporation of the copyrights at par with the patents)
5. Any other Issue with the permission of the Chair

Regards

Dr.Sanjeev Goyal
Coordinator-IQAC

IQAC RKGIT <iqac@rkgit.edu.in>

To: Lalit Kumar Saraswat <lalitfcs@rkgit.edu.in>

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Thu, Mar 31, 2022 at 4:24 PM





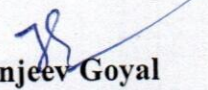
Raj Kumar Goel Institute of Technology, Ghaziabad

INTERNAL QUALITY ASSURANCE CELL (IQAC)

13th Meeting Held on 12-04-2022

Action Taken

Sl. No.	Agenda	Action Taken	Remarks
1.	Discussion about the deficiencies observed during the audit of even semester 2020-21.	HODs noted the deficiencies and submitted the compliance reports.	
2.	Discussion about the academic policy 2022-23	Suggestions were received from the HODs.	


Dr. Sanjeev Goyal
(Coordinator-IQAC)

