

**Agenda for the meeting of IQAC to be held on 14th May, 2022 at 3.00PM under the Chairmanship of Head of Institute, in the conference room of Samrat Ashok Technological Institute (Engineering College), Vidisha (M.P.) 464001**

<b>Welcome and Introduction of Members</b>	
<b>To Brief members about aims and objectives of constituting IQAC:</b>	
<p>IQAC of the institute was constituted as per the guidelines of NAAC and UGC, is meant for planning, guiding and monitoring Quality Assurance (QA) and Quality Enhancement (QE) activities of the institute. The cell consists of members from Institute, Student representative, alumni, Industrialist, Employer, local society and representative of Board of Governors.</p>	
<b>Item No. 1</b>	<p><b>To discuss on the report submitted by a committee, created for review the NAAC Peer Team report (PTV held on 15 &amp; 16 March, 2022) and suggest the measures for improvement. Vide order no. SATI/steno/2022/09 dated 01/04/2022</b></p> <p>Based on SWOC analysis by NAAC Peer Team Members, the committee recommended following Quality Enhancement of the Institution</p> <ul style="list-style-type: none"><li>• Effective documentation needed</li><li>• The facilities of ICT enabled smart and interactive class rooms needs to be further strengthened</li><li>• Functional MoUs with Industries and reputed institutions to be made</li><li>• Entrepreneurship and incubation cell be created</li><li>• Proper procedures and policy for Research and IT</li><li>• IQAC should prepare a strategic plan for improving and advancing its growth and development</li><li>• Strengthening consultancy projects</li><li>• Strengthening the collaborative efforts in R&amp;D with higher educational institutions</li><li>• Vision document for next 25 years should be planned and implemented</li><li>• Vacant teaching, technical and other support staff positions should be filled</li></ul> <p><b>Submitted for review and consideration</b></p>

<p><b>Item No.2</b></p>	<p><b>To discuss various steps to be taken regarding implementation of Flexible Curriculum and scheme from the forthcoming session 2022-23</b></p> <ul style="list-style-type: none"> <li>• Institute is offering multiple open elective courses to enhance multidisciplinary education among students. For that, institute asked all the regular faculty members (office order no. SATI/steno/2022/210 dated 28/04/2022) to submit the title of the Open Course (OC) or Electives (DE) related to their research domain to be engaged by them in flexible curriculum</li> <li>• Institute is offering and promoting online learning process through MOOC'S to enhance self learning attitude among students</li> <li>• Value added courses have been planned and delivered to enhance professional skills of students</li> <li>• To improve continuous evaluations of students , assessments is divided into 60:40 ratio for end sem examination and semester marks</li> <li>• Students are encourage to take part in extracurricular and sports activities and extra credit is given for such activities of examination</li> </ul> <p><b>A draft scheme to be floated is submitted for comments</b></p>
<p><b>Item No.3</b></p>	<p><b>Implementation of Faculty Feedback system in existing SATI portal.</b></p> <p>Institute started third party faculty feedback system that allows institutions to evaluate the faculties based on the feedback given by students.</p> <p>Faculty feedback system generates the MIS to help the management to take the decision for improvements. The ultimate objective is an improvement to achieve the quality education. Faculty feedback system allows institutions to take feedback as per the institution defined schedule.</p> <p>The work order is issued by institution for design, development, and customization of Faculty feedback System in existing SATI portal to CRISP, Bhopal</p> <p><b>Submitted for Information</b></p>
<p><b>Item No.4</b></p>	<p><b>To review the result of First Semester and discuss corrective measures for improvement</b></p> <p>The result analysis was performed and course for which the pass</p>

	<p>percentage was not up to the mark were identified and findings were communicated to concerned department to implement necessary corrective measures</p> <p><b>Submitted for Information</b></p>
<b>Item No. 5</b>	<p><b>To review the objectives and activities of Industry Institute Interaction cell (IIC) for the academic year 2022-23</b></p> <p>Institute reconstituted the Industry Institute Interaction cell (IIC) (Order No. SATI/Steno/2022/120 dated 16/04/2022) with the following main objectives</p> <ul style="list-style-type: none"> <li>• To create a bonding between institute stakeholders and industry professionals for development at par latest advancements in technologies</li> <li>• To provide opportunities of industry exposure to students and faculties of institute</li> <li>• To involve professionals of various industries in curriculum design and development to adapt industrial expectations/latest scenarios in curriculum</li> <li>• To undergo into Memorandum of Understanding (MOU) between industry and Institute.</li> </ul> <p>To fulfill the above objective following activities were planned by SATI-IIC for next academic year (2022-23)</p> <ul style="list-style-type: none"> <li>• Coordinate with departments to organize seminars, symposia, exhibitions, guest lectures and workshops on latest technological advancements.</li> <li>• Encourage Industry to collaborate in Industry Study Tour Programme (ISTP) for regular Industrial visits to UG and PG students related to the curriculum in industries within and outside the state to understand the modern machines and process and latest development in industries.</li> <li>• Coordinate with departments to invite industry personnel to deliver expert lectures.</li> <li>• To undergo MOUs with various organizations.</li> </ul> <p><b>Submitted for review and approval</b></p>
<b>Item No. 6</b>	<p><b>To discuss about increasing effectiveness of remedial classes for socio-economically and academically weak students.</b></p> <p>Remedial classes for slow learners in blended/ Hybrid mode of teaching</p>

	<b>Submitted for guidance</b>
<b>Item No.7</b>	<b>To brief about preparation for forthcoming UGC Autonomy visit in Institute</b>  <b>Submitted for review</b>
<b>Item No. 8</b>	<b>Submitted Proposal for FDP</b>  Institute have submitted 03 proposals in AICTE's Training and Learning (ATAL) Academy for faculty development program (FDP) in emerging areas of Science and Technology  <b>Submitted for Information</b>
<b>Item9</b>	<b>Samrat Utsav-2022</b>  Institute organized Samrat Utsav -2022 (Students Annual Function) on 06 <sup>th</sup> . & 7 <sup>th</sup> May 2022 after two years (Post-Covid). Various cultural activities like Rangoli Competition, Hindi Poetry Competition, Hindi debate competition, Sketching, Ad-Mad Show, Dance Competition, English Extempore, English poetry Competition, Pictorial writing, etc. are organized during the function. Students participated in different cultural activities and make the event successful  <b>Submitted for Information</b>
<b>Item10</b>	Any other matter with permission of Chair



Dr. Ashish Manoria

Professor & IQAC Coordinator