

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## MINUTES OF MEETING

Meeting was held on July 9, 2018 at 10:30 AM in the ground floor conference hall (in training & placement office building) of the college.

Following members were present in the meeting:

1. Dr. Vijay Kumar Banga, Chairperson, IQAC
2. Er. Sandeep Kad, Registrar
3. Dr. Upain Kumar Bhatia, HoD, CE
4. Dr. Gaurav Tejpal, Dean Admissions
5. Prof. P.S. Pannu, HoD, ME
6. Dr. Maninder Singh Gill, HoD, Dept. of Management Studies
7. Dr. Narinder Sharma, HoD, EE
8. Ms. Binod Kaur, HoD, Dept of Applied Sciences
9. Er. Vinod Sharma, HoD, DCA
10. Er. Sandeep Kaushal, HoD, EEE
11. Er. Amarpreet Singh, HoD, CSE/IT
12. Er. Ajay Sharma, Assoc. Prof., CSE
13. Sh. Manoj Sharma, OSD to Chairman
14. Col. Gurmukh Singh, GOG, Amritsar, Punjab
15. Ankesh Kumar, CSE
16. Er. Vickramjit Singh
17. Er. P.S. Sidhu, Dean Academics

The meeting started with the welcome note of Dean Academics Prof. P.S. Sidhu. He outlined the aims and objectives of the meeting. He briefed the progress towards the activities conducted under IQAC till date.

Principal, Dr. V. K. Banga addressed the IQAC members and made aware the progress of college. He briefed the achievements of Amritsar College of Engineering & Technology, Amritsar in the year just passed.

The key points discussed were:

- Open elective courses offered to students in the current semester
- Collaboration with industries: Review of status & T&P office to take follow-up
- Functional English & Aptitude courses for improving communication and problem solving ability of students: Review of status & Head, Appl. Sci. to take follow-up
- Feedback of students for the semester just passed taken through College ERP and action taken report
- Conduction of Six Sigma Green belt certification course for ME/ECE students: Review of status and to Head, ME to monitor progress

- Initiatives and achievements of Students Chapters: Automobile club/SAEINDIA BAJA chapter; participation in Smart Hackathon; Review of Status
- Exploring conduction of training programmes for development of Faculty members and Staff
- Mentoring and Counselling activities and its benefits to students
- One faculty one Industry initiative and its outcome in terms of training to–students/Faculty and MoUs
- College ERP coordinator (Secrecy branch) was given target to arrange a special Training Program on institutional portal (ERP) uploading process to departments' ERP coordinators
- HoDs of varoius department to arrage the training program on institutional portal (ERP) uploading process by ERP Coordinators of their own departments to their faculty and staff (immediately after central level training)
- Hods to arrange a workshop on Laboratory skill training for the laboratory Instructors/technicians/staff of their departments by concerned faculty members (of their individual departents teaching that laboratory in the running semester)

Principal also highlighted the new modules added in the ERP system developed to manage the academic activities in the college. He appreciated the work done by the team deputed for the development of college ERP. He accentuated the importance of digitization. He also praised the substantial achievements in sports, co-curricular & extra-curricular activities done by varoius departments in the previous year. He admired the participation of students in Smart Hackathon and other such competitions. He also congratulated Faculty members representing the BOS of respective departments.

Dr. Banga further commended the approach of mapping all Institute Level activities with Vision, Mission & Core Values of the College. He appealed Faculty members to increase the research publications in SCI/SCOPUS/UGC recommended journals. He also appealed to increase the participation of final year students of varoius departments in the seminars/symposiums/National & International conferences.

Dr. Banga stated that getting 'A' certification in NAAC is creditable and it is important to ensure sustainable system development. He suggested that for further improvements college have to address each segment of the society. He ideated Dean T&P and Dean, UGC to take help of Alumni to develop the industry-Institute interface. He suggested taking maximum support of on-roll students and alumni for improving the brand value of the ACET. He articulated the ways to make maximum benefits from students in following ways:


- Alumni should make presentation for campus interview; Team digital marketing should tmely and constantly share these presentations on various social media platforms

- T&P office must remain constantly in touch with the alumni and ask them to give introduction of the Institute to the industry in which they are working/changing time to time
- Each department should maintainance of Alumni data with their achievements / successes and it should be constantly updated
- T&P office must keep updating alumni about the recent developments/ achievements of college through phone calls/ whatsapp/ email/ other social media platforms
- put success stories of alumni in the e-newsletters/magazines of concerned departments
- T&P office must share success stories of alumni in news papers if possible

All members expressed their satisfaction that college is moving on the right path and suggested to reduce the time lag of communication among various departments. They further suggested having paperless office work and resorting to emails over paper communication.

Prof. Sidhu proposed the vote of thanks.

With permission of the chair, Prof. Sidhu declared the conclusion of meeting. He proposed to organize next meeting of IQAC members in October 2018.



**Dr. V.K. Banga**  
(Principal)



# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## MINUTES OF MEETING

Meeting was held on October 5, 2018 at 10:30 AM in the ground floor conference hall (in training & placement office building) of the college.

Following members were present in the meeting:

1. Dr. Vijay Kumar Banga, Chairperson, IQAC
2. Er. Sandeep Kad, Registrar
3. Dr. Upain Kumar Bhatia, HoD, CE
4. Dr. Gaurav Tejpal, Dean Admissions
5. Prof. P.S. Pannu, HoD, ME
6. Dr. Maninder Singh Gill, HoD, Dept. of Management Studies
7. Dr. Narinder Sharma, HoD, EE
8. Ms. Binod Kaur, HoD, Dept of Applied Sciences
9. Er. Vinod Sharma, HoD, DCA
10. Er. Sandeep Kaushal, HoD, EEE
11. Er. Amarpreet Singh, HoD, CSE/IT
12. Er. Ajay Sharma, Assoc. Prof., CSE
13. Sh. Manoj Sharma, OSD to Chairman
14. Er. P.S. Sidhu, Dean Academics

The meeting started with the welcome note of Dean Academics Prof. P.S. Sidhu. He outlined the aims and objectives of the meeting. He briefed the progress towards the activities conducted under IQAC till date.

Principal, Dr. V. K. Banga addressed the IQAC members and made aware the progress of college.

The key points discussed were:

- Review of the guest talk on Professional opportunities in Business world by Mr. Pankaj Puri (Assistant Regional Head, Indian Academy of Empowerment and Education Research) & Mr. Kapil Bhateja (CA, PDDM-IIM Lucknow); Hod, DMS briefed about the event
- Review the workshop on Advanced Wireless Communication conducted by Department of EE/ECE on 3rd october 2018
- Review the guest lecture on Practical Aspects of Indigenous Hydroponic Systems for Production of Vegetables conducted by department of Agriculture Sciences on 4th October, 2018
- Target was given to Department of ECE/EE to organize one technical event (preferably of two days, if possible) on any technology of ECE/EE use; HoD, ECE to ensure

- Target was given to Department of Mechanical Engineering to organize one technical event on Robotics (at Center of Excellence on Robotics) for students of engineering branches; HoD, ME to ensure
- Target was given to Department of CSE to organize one technical event on Internet of things (in CSE department) for students of engineering branches; HoD, CSE to ensure
- HoD, Agriculture Science to arrange any technical (talk/workshop) of the advance technologies like use of hydroponics for the students of concerned department
- Functional English & Aptitude courses for improving communication and problem solving ability of students: Review of status & Head, Appl. Sci. to take follow-up

Principal Dr. V.K. Banga appreciated the efforts by various departments who arranged the extra technical events of the students. He also motivated the faculty/coordinators (through HoD concerned) to whom target is given to arrange these kind of events in their departments also. He admired the participation of students in such activities/events in and outside the college.

All the members of IQAC congratulated Dr. Banga for becoming a member of Advisory Board and Session Chair in Summit Springer International Conference on “Computational & Web Intelligence” on 14-15 September, 2018., in Thailand. Also as delivered an invited talk on ‘Autonomous Robotics’ in this International Conference.

All the members congratulated Dr. Banga for becoming a keynote speaker in International conference on Innovations and Research in Marine Electrical & Electronics Engineering ICIRMEEE-2018 on 27-28 September, 2018. Also as Dr. Banga is representing as advisory committee member in International conference on Innovative Research on Computing Applications on July 11-12, 2018 by RVS College of Engineering and Technology, Coimbatore, Tamil Nadu, India

All members expressed their satisfaction.

Prof. Sidhu proposed the vote of thanks.

With permission of the chair, Prof. Sidhu declared the conclusion of meeting. He proposed to organize next meeting of IQAC members in January 2019.

**Dr. V.K. Banga**  
(Principal)

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## MINUTES OF MEETING

Meeting was held on January 10, 2019 at 10:30 AM in the ground floor conference hall (in training & placement office building) of the college.

Following members were present in the meeting:

1. Dr. Vijay Kumar Banga, Chairperson, IQAC
2. Er. Sandeep Kad, Registrar
3. Dr. Upain Kumar Bhatia, HoD, CE
4. Dr. Gaurav Tejpal, Dean Admissions
5. Prof. P.S. Pannu, HoD, ME
6. Dr. Maninder Singh Gill, HoD, Dept. of Management Studies
7. Dr. Narinder Sharma, HoD, EE
8. Ms. Binod Kaur, HoD, Dept of Applied Sciences
9. Er. Vinod Sharma, HoD, DCA
10. Er. Sandeep Kaushal, HoD, EEE
11. Er. Amarpreet Singh, HoD, CSE/IT
12. Er. Ajay Sharma, Assoc. Prof., CSE
13. Ankesh Kumar, CSE
14. Er. Sumit Kumar
15. Er. Vickramjit Singh
16. Er. P.S. Sidhu, Dean Academics

The meeting started with the welcome note of Dean Academics Prof. P.S. Sidhu. He outlined the aims and objectives of the meeting. He briefed the progress towards the activities conducted under IQAC in previous 6 months of current year.

Principal, Dr. V. K. Banga addressed the IQAC members and made aware the progress of college.

The key points discussed were:

- Review of the two days (3rd to 4th Oct., 2018) workshop on 'Advanced wireless communication' organized by department of ECE/EE; Hod, ECE/EE briefed the activity in front of all members
- Review of the two days workshop on 'Robotics and Industrial Automation' organized by Department of Mechanical Engineering (at Center of Excellence on Robotics) for students of engineering branches (organized on 22 - 23 Oct., 2018); HoD, ME briefed the report
- Review of the two days workshop on 'IoT & Drones' organized by Department of CSE for students of engineering branches (organized on 22 - 23 Oct., 2018); HoD, CSE briefed the report
- Review of the guest lecture on Practical Aspects of Indigenous Hydroponic Systems for Production of Vegetables (organized on 4th Oct, 2018) by



Department of Agriculture Sciences; HoD, Agriculture Science briefed the report

- Review of two days workshop on 'Learning basics of English & Aptitude' organized by Department of Applied Sciences on 10-11 January, 2019; Hod, App. Sci. briefed about the workshop
- Department of DCA was asked to organize atleast two events of current technology. It is advised on conduct one event in february and one in March, if possible; HoD, DCA to ensure
- Department of CSE was asked to organize atleast one event of current technology of CSE field in coming month; HoD, CSE to ensure
- Department of Agriculture Sciences shared the preprations of one big event 'Organic fest' to be held in second half of feb 2019. Dates are finalized about varoius sub events of the fest.. Same department was given target to organize atleast on more talk of current technologies of agriculture sciences in coming months; HoD, Agriculture Sciences to ensure
- Hods of CSE, ECE, ME shared their preprations about the events of their departments in Feburary & March, 2019

HoD, ME shared the news of that 5 faculty members of ME department are going to attend a TEQIP-III sponsored short term course "Research Methods and Data Analysis using SPSS" held at Dr. B R Ambedkar National Institute of Technology, Jalandhar (Jointly organized with Govt. Women Engineering College, Ajmer, Rajasthan). Principal Dr. V.K. appraised this effort of concerned department. Dr. Banga appreciated the efforts by varoius departments who arranged the extra technical events of the students. He also motivated the faculty/coordinators (through HoD concerned) to whom target is given to arrange these kind of events in their departments. He admired the participation of students in such activites/events in and outside the college.

All the IQAC members congratulated Dr. Banga for being nominated as AICTE, New Delhi Coordinator, for "SMART INDIA HACKATHONE 2018" at SGERT, Bhopal; An AICTE, New Delhi initiative under MHRD, New Delhi.

All members expressed their satiisfaction.

Prof. Sidhu proposed the vote of thanks.

With permission of the chair, Prof. Sidhu declared the conclusion of meeting. He proposed to organize next meeting of IQAC members in April 2019.



**Dr. V.K. Banga**  
(Principal)

# INTERNAL QUALITY ASSURANCE CELL (IQAC)

## MINUTES OF MEETING

Meeting was held on April 8, 2019 at 10:30 AM in the ground floor conference hall (in training & placement office building) of the college.

Following members were present in the meeting:

1. Dr. Vijay Kumar Banga, Chairperson, IQAC
2. Er. Sandeep Kad, Registrar
3. Dr. Upain Kumar Bhatia, HoD, CE
4. Dr. Gaurav Tejpal, Dean Admissions
5. Prof. P.S. Pannu, HoD, ME
6. Dr. Maninder Singh Gill, HoD, Dept. of Management Studies
7. Dr. Narinder Sharma, HoD, EE
8. Ms. Binod Kaur, HoD, Dept of Applied Sciences
9. Er. Vinod Sharma, HoD, DCA
10. Er. Sandeep Kaushal, HoD, EEE
11. Er. Amarpreet Singh, HoD, CSE/IT
12. Er. Ajay Sharma, Assoc. Prof., CSE
13. Sh. Manoj Sharma, OSD to Chairman
14. Subir Magotra, CE
15. Ankesh Kumar, CSE
16. Er. Sumit Kumar
17. Er. P.S. Sidhu, Dean Academics

The meeting started with the welcome note of Dean Academics Prof. P.S. Sidhu. He outlined the aims and objectives of the meeting. He briefed the progress towards the activities conducted under IQAC in previous 9 months of current year.

Principal, Dr. V. K. Banga addressed the IQAC members and made aware the progress of college.

The key points discussed were:

- Review of the two guest lectures on Cyber Security (12 Feb.) and other on Python Programming (13 Feb.) organized by Department of DCA; HoD, DCA to shared the report
- Review of the one day workshop on Game development in C++ organized by Department of CSE on 13 Feb. HoD, CSE briefed the report
- Review of the conduct of 'Organic Fest' (organized on 17 Feb., 2019) by the Department of Agriculture Sciences. Same department also briefed the conduct of guest lecture on 'Recent Advances in Management of Orchard and Nursery of Fruit Crops' on 20 February; HoD, Agriculture Sciences discussed reports with IQAC members



- Hod, ECE/EE briefed the events on 3G/4G network operations and workshop on Internet of Things conducted in march 2019. Workshop on Automation/PLC/SCADA organized by same department was also discussed.
- Hod, ME briefed the conduct of workshops on Automobile Engineering & Robotics and Industrial Automation on 12 - 13 March, 2019.
- Hod, ECE/EE briefed the events on 3G/4G network operations and workshop on Internet of Things conducted in march 2019.
- Hod, CSE briefed the Workshop on Machine learning conducted on 6 March, 2019 in CSE department.
- Review of the Workshop on 'Research Methodology and SPSS' in which Dr. Priyanka Singh, IIM, Udaipur was the resource person. HoD, Department of Management Studies briefed the report to IQAC members.
- Review of the conduct of a technical event 'Millet Fest' organized on 2 April, 2019 by the Department of Agriculture Sciences. HoD of concerned department shared his happiness to discuss the arrival of 1500 participants in the fest. It is concluded as a big event from the department.
- Department of Agriculture Sciences was asked to organize more such technical events in the month of April 2019. HoD of concerned department briefed about the readiness of the department to organize workshops and talks on Vermicomposting and allied areas of Agriculture Sciences.

All members of IQAC congratulated Dr. Banga for nominated as a Member of BOG, IKG Punjab Technical University, Kapurthala, Punjab in 2018

HoD, ME shared the news about the selection of one faculty member of ME department for the six weeks 'Summer Faculty Research Fellow Programme (SFRP) - 2019' at IIT Delhi under the 'Quality Improvement & Continuing Education Programme. Principal appraised the department and concerned faculty member (through Hod) for this. He also appreciated the efforts by various departments who arranged the extra technical events of the students.

All members expressed their satisfaction.

Prof. Sidhu proposed the vote of thanks.

With permission of the chair, Prof. Sidhu declared the conclusion of meeting. He proposed to organize next meeting of IQAC members in July 2019.

**Dr. V.K. Banga**  
(Principal)