

# RAO PAHLAD SINGH COLLEGE OF ENGG. & TECH.

Approved by AICTE / Govt. of India & Affiliated to U.G.U. Meerut

Balana, Mohindergarh, Haryana - 123029

Telephone: 01285-241431 Fax: 241431

E-mail: rpsbalana@gmail.com, Website: www.rpsinstitutions.org



## CIRCULAR

26<sup>th</sup> August, 2022

All the members of the IQAC are hereby informed that there will be a meeting today regarding discussion of action taken on last meeting agenda points for various activities that has been implemented to enhance over all development of the college.

The details of the meeting are as below:

1. **Date and Time: 27-08-2022 @ 2:00PM.**
2. **Venue: IQAC Office.**
3. **Agenda: Action Taken regarding last IQAC meeting & completion of the NAAC work.**

All the members are requested to please bring the action taken reports on the last meeting points & reach to IQAC Office timely.

Thanks & Regards,

For RPS CET,

  
Principal

Copy to:

1. Registrar.
2. Dean (Academics).
3. All HoDs.
4. IQAC In charge.
5. All members of the IQAC.



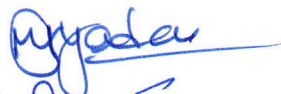













MINUTES OF MEETING

29<sup>th</sup> August, 2022

IQAC Meeting held on 27/08/2022 at 2:00 PM at RPS College of Engineering & Technology,  
Balana, Mahender Grah.

**Members Present:**

1. Dr. Mahesh Kumar Yadav 
2. Dr. Devender Singh 
3. Prof. Rajender Singh 
4. Dr. Gundeep Tanwar 
5. Dr. Ravinder Kumar 
6. Mr. Anil Kumar 
7. Mr. Sumit Kumar 
8. Mr. Karambir 
9. Dr. Ritu Mohan 
10. Mr. Manish Kaushik 
11. Mr. Shashank Kaushik 
12. Mr. Sachin. 
13. Ms. Neeru.



**Agenda of Meeting:**

1. Action taken regarding last IQAC meeting.
2. Completion of the documentation process for NAAC.
3. Discussion about applying for IQA & further process of NAAC Accreditation..
4. To conduct more workshops and webinars to develop the teaching skills of the faculty members.
5. Planning for the upcoming semester and discussion about the Induction Programme for the AY 2022-23.



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## Action Taken:

1. Feedback Forms from students of even semester were collected.
2. Dr. Ravinder Kumar had taken the charge of IQAC and assured the higher authorities to do the work with honesty.
3. Alumni Association was constituted.

## Minutes of the Meeting:

1. Dr. Mahesh Kumar Yadav (Principal) welcomed all the members of the IQAC.
2. Dr. Mahesh Kumar Yadav, Principal informed all the members of the IQAC & Heads of all departments along with the coordinators about the completion of the Documentation process of the NAAC.
3. Dr. Ravinder Kumar, In-charge IQAC informed that the documentation for the NAAC Accreditation process has almost been done. Only a few things are still pending that will be completed within a week.
4. Dr. Ravinder Kumar informed all Heads that the questions for Students' Satisfaction Survey are still under construction and will be finalized soon.
5. All the HoDs were requested to analyze the feedback forms collected from the students and requested to submit the Analytical Report to Dean (Academics) for further evaluation.
6. IQAC will frame the questions for Student Satisfaction Survey and will be placed before the committee members in the next IQAC meeting or finalize the same with consent of Principal.
7. Detailed discussion was made about the successful completion of all the academic activities viz. University exams, Internal & External Practical exams of the students of Engineering & Management.
8. Planning for new upcoming odd semester for AY 2022-23 was briefed by Dean (Academics) with all the Heads of the various departments.
9. Discussion about planning for the Student Induction Programme for the Fresher students was done.

The meeting was ended with vote of thanks to Chair.

Dr. Ravinder Kumar

Coordinator, IQAC,

RPS College of Engineering & Technology,

Balana, Mahender Garh



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Cc to:

1. Director/ Principal for kind information.
2. Dean (Academics) for kind information.
3. IQAC for filing.
4. All the HoDs.

