



**CIRCULAR**

8<sup>th</sup> June, 2023

All the members of the IQAC are hereby informed that a general meeting will be held on 9<sup>th</sup> June, 2023 at 1:00 pm in the office of Dean (Academics). So, all the distinguished coordinators & members of IQAC are hereby requested to make it convenient to attend the meeting.

The details of the meeting are as below:

1. Action taken regarding 6<sup>th</sup> IQAC meeting held on 02-02-2023.
2. Discussion on the academic & other activities organized at departmental level.
3. Discussion on the quality initiatives of the institution for the upcoming semester.

All the members are requested to please bring the action taken reports on the last meeting points & reach to office of the Dean (Academics) timely.

Thanks & Regards,

For RPSCET,

Principal

Copy to:

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



# RAO PAHLAD SINGH COLLEGE OF ENGG. & TECH.

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

Balana, Mohindergarh, Haryana - 123029

Telephone: 01285-241431 Fax: 241434









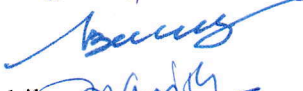
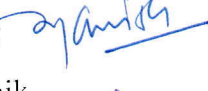

E-mail: rpsbalana@gmail.com. Website: www.rpsinstitutions.org

## MINUTES OF MEETING

12<sup>th</sup> June, 2023

IQAC Meeting held on 09/06/2023 at 1:00 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. Ravinder Kumar 
5. Dr. Gundeep Tanwar 
6. Mr. Anil Kumar
7. Mr. Sumit Kumar 
8. Mr. Karambir 
9. Mr. Sandeep Yadav 
10. Dr. Ritu Mohan 
11. Mr. Manish Kaushik 
12. Mr. Shashank Kaushik
13. Ms. Geetanjali Gandhi. 
14. Ms. Priyanka.



### Agenda of Meeting:

1. Action taken regarding last IQAC meeting.
2. Preparation of the documentation process for NAAC for AY 2023-24.
3. Any other point that required to be discussed.

### Action Taken:

1. Documentation for latest completed semester has been successfully submitted to IQA Cell.
2. Workshops/Webinars/FDPs and Seminars had been conducted for faculties and students.
3. Documentation for IIQA application has been discussed with the members for preparation.
4. A detailed analytical report of students' results was submitted to the office of the Dean (Academics).



## Minutes of the Meeting:

1. Dr. Mahesh Kumar Yadav (Principal) welcomed all the members of the IQAC.
2. Minutes of last IQAC meeting sent to all the members are confirmed.
3. **Preparation for New Academic Session:** After the successful completion of the Academic Session 2022-23, all HoDs were instructed to work for the preparation of Academic Session 2023-24. Work load may please be carried out without delay keeping in view the total students enrolled in the college. After it, faculty requirement as per the letter received from Dean (Academics) office will also be reviewed and will be processed accordingly.
4. **Preparation and Submission of IQA in Academic Session 2023-24:** Co-ordinator IQAC and all HoDs and members were instructed to work on preparation of documentation and submission of IQA for the Academic Session 2023-24.
5. **Research and Collaborative Work:** To promote quality research work in the campus, it has been decided that faculty members should apply for Research Projects in various funding agencies- Govt./ Non- Govt. Many Faculty members from various departments published research papers in National and International Journals attended many FDPs, Workshops and Seminars & Refresher courses etc.
6. **Feedback System:** The feedback system is to be improved from the new academic session. It should be taken two times from the students this time. And it should be analyzed properly and proper action taken must be taken in due course of time.
7. **Functional Cells:** All the constituted cells and committees must be functional. Keeping in view the strength of the girl students in the campus, it was also suggested that Women Cell must organize 5-6 activities in the upcoming semester. Similarly, Career Guidance Cell plays a vital role in student's life. So, it is duty of the CRC and Placement Cell to organize such events by which students can be benefited w.r.t. their career.
8. **Waste Management:** As per the Govt. notification and NAAC point of view, we must hire some more external agencies to work on it.
9. **ICT Facility:** College is regularly improving its ICT facility. Interactive panels have been installed in many rooms for it. And also it has been decided that at least 25% of the total lectures must be covered through presentations and using other ICT Tolls. The responsibility was handed over to HoDs and Dean (Academics) to work on it.

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



CIRCULAR

1<sup>st</sup> February, 2023

All the members of the IQAC are hereby informed that a general meeting will be held on 2<sup>nd</sup> February, 2023 at 1:00 pm in the office of Dean (Academics). So, all the distinguished coordinators & members of IQAC are hereby requested to make it convenient to attend the meeting.

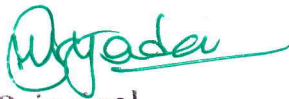
The details of the meeting are as below:

1. Action taken regarding 5<sup>th</sup> IQAC meeting held on 10-12-2022.
2. Discussion on the academic & other activities organized at departmental level.
3. Discussion on the quality initiatives of the institution for the upcoming semester.

All the members are requested to please bring the action taken reports on the last meeting points & reach to office of the Dean (Academics) timely.

Thanks & Regards,

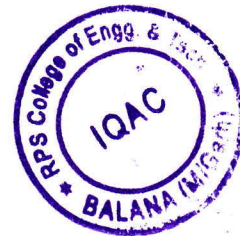
For RPSCET,



Principal

Copy to:

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




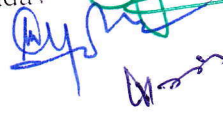




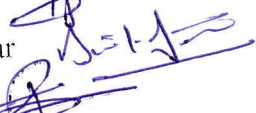

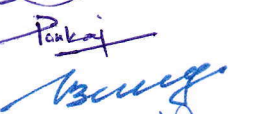
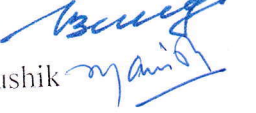
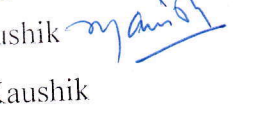



MINUTES OF MEETING

2<sup>nd</sup> Feb, 2023

IQAC Meeting held on 02/02/2023 at 1:00 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. Ravinder Kumar - 2023 
5. Dr. Gundeep Tanwar 
6. Mr. Anil Kumar 
7. Mr. Sumit Kumar 
8. Mr. Karambir 
9. Mr. Pankaj Soni 
10. Dr. Ritu Mohan 
11. Mr. Manish Kaushik 
12. Mr. Shashank Kaushik
13. Mr. S.K.Gupta. 
14. Ms. Priyanka.



Agenda of Meeting:

1. Action taken regarding last IQAC meeting.
2. Preparation of the documentation process for NAAC for AY 2022-23.
3. Discussion about applying for IIQA & further process of NAAC Accreditation.

Action Taken:

1. Documentation for SSR for last five years has been completed.
2. Workshops/Webinars/FDPs and Seminars had been conducted for faculties and students.
3. Documentation for IIQA application has been discussed with the members for preparation.

4. A detailed analytical report of students' feedback was submitted to the office of the Dean (Academics).

#### Minutes of the Meeting:

1. Dr. Mahesh Kumar Yadav (Principal) welcomed all the members of the IQAC.
2. **Academic & other Departmental Activities:** The Academic Calendar prepared by Dean (Academics) for Even Semester was discussed & it has been mutually decided that all the HoDs have to submit a copy of Report has to be submitted in IQAC office positively.
3. **Sports Activities:** As per the academic calendar of the University & institution, in this Academic Year 2022-23, a sports event shall be organized in the first week of March, 2023. In this regard, it has been decided that DPEs will take a trail of the students for participation.
4. **Research Activities:** Prof. Rajendra Singh, Dean (Academics) requested to all HoDs to encourage their faculty members to participate in Research activities/conferences/FDPs/Workshops & seminars & also encourage their students to involve in some Project works. Faculty members, who are eligible to guide / supervise research scholars, should try to register him/her in either affiliating or any other university.
5. **Educational Tour:** Dr. Mahesh Kumar Yadav, Principal, RPSGOI asked all the HoDs to plan for Industrial visits/ educational tours for the students in the upcoming even semester to give them practical exposure & participative teaching learning experience.
6. **Results:** End semester results of all the UG & PG classes was discussed and will be put forward in next meeting with detailed summary.
7. Dr. Ravinder Kumar, In-charge IQAC requested to complete & submit the documentation for the NAAC Accreditation process for IQA for current AY 2022-23 for the latest completed odd semester.
8. A checklist has been provided to all the coordinators./ HoDs for the required documents by the In Charge, IQAC.
9. Dr. Ravinder Kumar, In charge, IQAC presented the sample questionnaire for Students' Satisfaction Survey to all members for review and finalization.
10. IQAC will frame & finalize the questionnaire for Student Satisfaction Survey and will present before the committee members very soon as well or finalize the same with consent of Principal.
11. Detailed discussion was made about the successful completion of all the academic activities viz. Odd semester classes & internal exams of the students of Engineering & Management.
12. All HoDs informed that many student & faculty centric activities have been organized by the respective departments including soft skills enhancement trainings, industrial visits, webinars, FDPs and workshops to enhance the skill sets of both students and faculties.
13. Planning for the next upcoming even semester was discussed among the members and HoDs.



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

The meeting was ended with vote of thanks to Chair.

  
Dr. Ravinder Kumar

Coordinator, IQAC,

RPS College of Engineering & Technology,

Balana, Mahender Garh

Cc to:

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





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## CIRCULAR

9<sup>th</sup> December, 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: 10-12-2022 @ 2:00PM.**
2. **Venue: IQAC Office.**
3. **Agenda: Action Taken regarding last IQAC meeting & completion of the NAAC documentation work for current Odd semester.**

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 RPSCET,

Principal

Copy to:

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





MINUTES OF MEETING

12<sup>th</sup> Dec, 2022

IQAC Meeting held on 10/12/2022 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. Ravinder Kumar

5. Dr. Gundeep Tanwar

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. S.K.Gupta.

13. Ms. Neeru.



**Agenda of Meeting:**

1. Action taken regarding last IQAC meeting.
2. Completion of the documentation process for NAAC for AY 2022-23.
3. Discussion about applying for IQA & further process of NAAC Accreditation.

**Action Taken:**

1. Documentation for SSR for last five years has been completed.
2. Workshops and Seminars had been conducted for faculties and students.
3. 21 Days Student Induction Programme has been successfully completed as per AICTE requirements.
4. Students' Feedback Forms were collected and analyzed as well. A detailed analytical report was submitted to the office of the Dean (Academics).



**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 for last 5 years.
3. Dr. Ravinder Kumar. In-charge IQAC informed that the documentation for the NAAC Accreditation process for IIQA for current AY 2022-23 has already been started. 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. IQAC will frame the questions for Student Satisfaction Survey and will be placed before the committee members very soon or finalize the same with consent of Principal.
6. Detailed discussion was made about the successful completion of all the academic activities viz. Odd semester classes & internal exams of the students of Engineering & Management.
7. Planning for the University Practical Examinations for AY 2022-23 was briefed by Dean (Academics) with all the Heads of the various departments once the University Portal is opened.

The meeting was ended with vote of thanks to Chair.

*2023*

Dr. Ravinder Kumar

Coordinator, IQAC,

RPS College of Engineering & Technology,

Balana, Mahender Garh

Cc to:

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



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## 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.

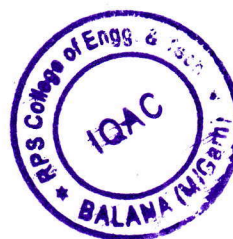
The meeting was ended with vote of thanks to Chair.

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.





# RAO PAHLAD SINGH COLLEGE OF ENGG. & TECH.

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## CIRCULAR

11<sup>th</sup> June, 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: 11-06-2022 @ 2:00PM.**
2. **Venue: IQAC Office.**
3. **Agenda: Action Taken regarding last IQAC meeting.**

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 RPSCT,

Principal

Copy to:

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


















MINUTES OF MEETING

13<sup>th</sup> June, 2022

IQAC Meeting held on 11/06/2022 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. Dr. Gundeep Tanwar 
4. Dr. Ravinder Kumar 
5. Mr. Anil 
6. Mr. Sumit Kumar 
7. Mr. Karambir 
8. Dr. Ritu Mohan 
9. Mr. Manish Kaushik 
10. Mr. Shashank Kaushik
11. Mr. Sachin. 
12. Ms. Neeru. 



Agenda of Meeting:

1. Action taken regarding last IQAC meeting.
2. Reconstitution of IQAC.
3. Follow up the progress of the IQAC Work.
4. To conduct workshops and webinars to develop the teaching skills of the faculty members.
5. Registration of the College Alumni Association.
6. Completion of the Documentation process for Accreditation as soon as possible.



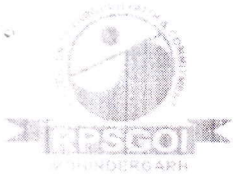
**Action Taken:**

1. Remedial classes for the weak students were conducted by all departments.
2. Separate IQAC Office has been established separately to do documentation and necessary activities of the institute for accreditation.
3. Various Workshops/ Webinars have been conducted organized by the institute as detailed below-
  - a. AICTE recognized short term course on "Machine Learning Using Python Through ICT" from 28.03.2022 to 01.04.2022 (one week).
  - b. A Skill Development Workshop for the students on "Connect with Work" in association with Rubicon Skill Development Pvt. Ltd., Pune powered by Barclays from 3<sup>rd</sup> May- 6<sup>th</sup> May, 2022.
4. Students of Management & Engineering were given opportunity to give PPTs on topics of their choice to enhance the presentation skills of the students.

**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 existing members of the IQAC about the reconstitution of the IQAC.
3. Dr. Ravinder Kumar, Associate Professor, Management had been appointed as new IQAC Coordinator after reconstitution.
4. Mr. Sachin, Assistant Professor, CSE Department had also been appointed as a member of the newly constituted IQAC.
5. Dr. Ravinder Kumar thanked to the Principal for providing this opportunity and assured to put his best efforts for the quality enhancement of the institute.
6. Dr. Gundeep Tanwar has given the official charge of IQAC office to Dr. Ravinder Kumar and briefed the progress report of the accreditation work.
7. All the HoDs & respective NAAC chapter coordinators were asked to submit the relevant data as soon as possible so that we can apply for the IIQA and further process of NAAC Accreditation.
8. Dr. Mahesh Kumar Yadav informed all the members that confidential feedback of faculty members from students needs to be collected in Offline mode (even semester session 2021-22). Along with feedback important suggestions from students will also be asked.
9. 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.





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10. It has been decided that the college will strengthen its Alumni Association. The Alumni cell will work in association with IQAC to increase the frequency of meetings. More alumni will be added in the team.

The meeting was ended with vote of thanks to Chair.

Dr. Gundeep Tanwar

Coordinator, IQAC.

RPS College of Engineering & Technology,

Balana, Mahender Garh

Cc to:

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





**CIRCULAR**

25<sup>th</sup> Feb, 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: 26-02-2022 @ 2:30PM.**
2. **Venue: IQAC Office.**
3. **Agenda: Action Taken regarding last IQAC meeting.**

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





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## MINUTES OF MEETING

28<sup>th</sup> Feb, 2022

**IQAC Meeting held on 26/02/2022 at 2:30 PM at RPS College of Engineering & Technology,  
Balana, Mahender Grah**

### Members Present:

1. Dr. Mahesh Kumar Yadav

2. Dr. Devender Singh

3. Dr. Gundeep Tanwar

4. Dr. Ravinder Kumar

5. Mr. Anil

6. Mr. Sumit Kumar

7. Mr. Karambir

8. Dr. Ritu Mohan

9. Mr. Manish Kaushik

10. Mr. Shashank Kaushik

11. Ms. Neeru



### Agenda of Meeting:

1. Action taken regarding last IQAC meeting.
2. Quality initiatives for upcoming Academic Session 2022-23.
3. Future courses of action for Institute's betterment.
4. To discuss quality measures and future initiatives.

### Action Taken:

1. Things have been discussed with TPO- Mr. Vikash Sharma to develop a platform for virtually meeting with the Alumni.
2. Student council has been set up in the Institute for the session 2021-22. The student council objective, composition, representatives, executive committee, Course representative, duties and responsibilities, selection of candidates, eligibility criteria & code of conduct has been finalized.



# RAO PAHLAD SINGH COLLEGE OF ENGG. & TECH.

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

Balana, Mohindergarh, Haryana - 123029

Telephone: 01285-241431 Fax: 241434

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

3. Collection of written feedback from Parents/ guardians has been started/ implemented. This suggestion was appreciated as through it, the institute got many valuable suggestions from the students' parents/ guardian who visited the campus during PTM.

## Minutes of the Meeting:

1. Dr. Mahesh Kumar Yadav (Principal) welcomed all the members of the IQAC.
2. Dr. Gundeep Tanwar, coordinator, IQAC, informed that after first sessional examinations, weak students shall be identified from each department and provision for remedial classes should be taken so that such students can upgrade their knowledge in the core Engineering and Management subjects.
3. Dr. Gundeep Tanwar, coordinator IQAC, has informed all the attendees that the necessary work for NAAC accreditation is going in full swing mode.
4. Dr. Gundeep Tanwar has suggested establishing a separate office for IQAC documentation and records maintaining.
5. For smoothening of Fee submission by the students, online fee payment gateway system has been implemented and the students and parents has been motivated to take benefit of online transactions for submitting various fees.
6. Dr. Mahesh Kumar Yadav, Director of the Institute also requested all the members and Heads to conduct/ organize various workshops/ webinars/FDPs for enhancing the teaching skills.
7. The student council representative suggested to implement PPTs mode for lecture delivery and to conduct more interactive classes.

The meeting was ended with vote of thanks to Chair.

  
Dr. Gundeep Tanwar

Coordinator, IQAC,

RPS College of Engineering & Technology,

Balana, Mahender Garh



Cc to:

1. Director for kind information.
2. Dean (Academics) for kind information.
3. IQAC for filing.

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## CIRCULAR

17<sup>th</sup> January, 2022

All the members of the IQAC are hereby informed that there will be a meeting today regarding discussion of further agenda and planning for various activities to be implemented to enhance over all development of the college.

The details of the meeting are as below:

1. **Date and Time: 17-01-2022 @ 3:00PM.**
2. **Venue: Director's Office.**
3. **Agenda: Planning for betterment of the current academics.**

All the members are requested to please come up with valuable suggestions in this regard and reach to Director's Office timely.

Thanks & Regards,

For RPSCET,

  
Principal

Copy to:

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



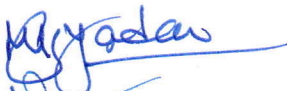






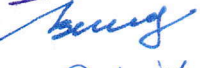



**MINUTES OF MEETING**

**18 January, 2022**

**IQAC Meeting held on 17/01/2022 at 3:00 PM at RPS Group of Institutions, Balana, Mahender Grah**

**Members Present:**

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



**Agenda of Meeting:**

1. Introduction of all members of IQAC and the purpose of its constitution.
2. Future courses of action for Institute's growth and development.
3. To discuss quality measures and future initiatives in this regard.

**Minutes of the Meeting:**

1. Dr. Mahesh Kumar Yadav (Principal) welcomed all the members and introduced them with each other.
2. Dr. Devender Singh (Management Representative) also welcomed all the members and discussed in detail the purpose of Internal Quality Assurance Cell (IQAC). He also requested to each and every member of the cell to convey their ideas and suggestions for the better growth and development of the Institute. He introduced Dr. Gundeep Tanwar as Coordinator of IQAC.



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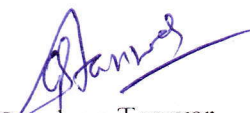
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3. Dr. Gundeep Tanwar updated all the members about the initiatives which have already been implemented in the Institute for the benefit of the students like Remedial Classes, Lecture delivery by using ICT, Scholarship to students, competitive examination preparation special classes, teacher's Feedback from students, internal sessional papers, Pre-University Tests, Notes and other study material for students.
4. Mr. Sumit Kumar suggested Alumni Meet. Dr. Gundeep Tanwar appreciated the suggestion and asked all members to plan out an Alumni Meet very soon.
5. Mr. Manish Kaushik suggested forming Student Council which can identify & present the problem of the students in the knowledge of the Dean (Academics). Dr. Devender Singh appreciated the suggestion and requested to Mr. Gundeep Tanwar to coordinate with Final year Students to formulate such student council to raise their grievances related to academics.
6. Dr. Ritu Mohan suggested taking feedbacks from Parents/ Guardians as well. Dr. Devender Singh told that for it, we can conduct Parents meet time to time to collect their feedback.
7. Dr. Devender Singh (Registrar) suggested to go for Accreditation and assured all to look after all the possibilities for it. All the members supported his suggestion. In this regard, Dr. Mahesh Kumar Yadav updated that for this Accreditation, we need to maintain and update all records for last five years.
8. At last, it was mutually decided by all members that such meetings should be conducted at least once in a month to see the progress report of the Accreditation.

The meeting was ended with vote of thanks to Chair.

  
Dr. Gundeep Tanwar

Coordinator, IQAC,

RPS College of Engineering & Technology,

Balana, Mahender Garh



Cc to:

1. Director for kind information.
2. Dean (Academics) for kind information.
3. IQAC for filing.