INTERNAL QUALITY ASSURANCE CELL

Ref. No: CEC-CGC/IQAC/2024-25/5   **Date:** 07/03/2024

Notice

It is hereby notified that a meeting of all IQAC members is planned to be held on 14/03/2024 at 2:30 pm in Conference Hall, Block 3. The members of IQAC are requested to attend the meeting.

Agenda of the meeting would be as follows:

Agenda 1: Confirmation and Review of Minutes of IQAC meeting held on 06/12/2024.

Agenda 2: To plan the result analysis of PTU examination.

Agenda 3: To discuss the feedback of events organized by IQAC and Departments.

Agenda 4: Discussion regarding Stakeholder's feedback.

Agenda 5: To discuss add on/value added courses for students.

Agenda 6: Discussion about syllabus coverage, Attendance monitoring and Result Analysis of MST-1.

Agenda 7: Any other issue with the permission of the chair.

IQAC Coordinator

Copy to:
Campus Director
IQAC Chairperson
All Concerned

INTERNAL QUALITY ASSURANCE CELL

Ref. No: CEC-CGC/IQAC/2024-25/6   **Date:** 14-03-2024

Minutes of Meetings

CEC-CGC IQAC Meeting -

Date: 14-03-2024

Time: 2:30 PM

Location: Conference Hall, Block 3

Agenda:

Agenda of the meeting would be as follows:

Agenda 1: Confirmation and Review of Minutes of IQAC meeting held on 06/12/2023.

Agenda 2: To plan the result analysis of PTU examination.

Agenda 3: To discuss the feedback of events organized by IQAC and Departments.

Agenda 4: Discussion regarding Stakeholder's feedback.

Agenda 5: To discuss add on/value added courses for students.

Agenda 6: Discussion about syllabus coverage, Attendance monitoring and Result Analysis of MST-1.

Agenda 7: Any other issue with the permission of the chair.

The Meeting was chaired by Hon'ble Chair Person, IQAC –Chandigarh Engineering College-CGC. The discussion on Agendas was initiated by IQAC Coordinator to begin the further discussion on the following points:

Discussion

The following discussion was held on the agenda points:

Agenda 1: Confirmation and Review of Minutes of IQAC meeting held on 06/12/2024.

Discussion:

- Thorough discussion made, review has been taken and Minutes of IQAC meeting held on 06/12/2024 have been unanimously approved.

Agenda 2: To plan the result analysis of PTU examination.

Discussion:

- As University examination results have been declared, it was decided to do the result analysis as per standard format.
- It was also decided to identify the subjects in which result is below threshold defined for different categories of subjects.
- It was also decided to identify the list of bright students and weak students based on university result as per the policy and arrange suitable plans for academic improvement.

Agenda 3: To discuss the feedback of events organized by IQAC and Departments.

Discussion:

- Thorough discussion was made regarding the feedback of the events conducted/to be conducted by IQAC and Departments in the ongoing semester.
- For quality enhancement, the parameters of the feedback have been shared with all the members so that further improvements can be done.
- Departments were asked to update the list of planned or proposed activities like FDP, Conference, Summer Course, FDPs, workshops, seminars, expert talks etc. and provide the feedback as discussed.

Agenda 4: Discussion regarding Stakeholder's feedback.

- It was discussed that the purpose of the student's feedback form was to mainly check whether academic standards were achieved or not and required facilities were provided or not.
- It was discussed to use the feedback from students for making necessary improvements in future.

Agenda 5: To discuss add on/value added courses for students.

- Students to be motivated for enrolling in different value added certification courses to enhance their knowledge with latest technologies for improvement in future prospectus.
- For skill enhancement, overall development and career growth of final year students, Campus2Boardroom certification courses to be planned effectively.

Agenda 6: Discussion about syllabus coverage, Attendance monitoring and Result Analysis of MST-1.

- The departments were asked to take proper care of Syllabus Coverage and Attendance monitoring according to SOP.
- The departments were asked to properly do the result analysis of MST 1 as per SOP and take measures to improve the results of those subjects which are below the targe assigned.

Agenda 7: Any other issue with the permission of the chair.

- As there were no issues to discuss, the meeting was concluded with a vote of thanks to all present.

IQAC Coordinator

CEC-CGC, Landran, Mohali

INTERNAL QUALITY ASSURANCE CELL

Ref. No: CEC/IQAC/2024-25/7   **Date:** 22-03-2024

ACTION TAKEN ON MINUTES OF MEETING OF IQAC ON 14/03/2024

- **For Agenda 2:** It was resolved to extensively and critically analyze the result of PTU examination of the previous semester. The departments have identified the weak and bright students according to the result declared.
- **For Agenda 3:** A committee has been constituted to monitor the quality of the events and analyze the feedback of the events.
- **For Agenda 5:** Departments have encouraged and guided students to pursue certification courses like SWAYAM/NPTEL/Coursera/CISCO/ICT Academy, etc. for skill enhancement. For skill enhancement of final year students, Campus2Boardroom certification courses have been planned.
- **For Agenda 6:** The members have shared the decided points with their respective departments.

IQAC Coordinator

CEC-CGC, Landran, Mohali

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Chandigarh Engineering College-CGC Landran, Mohali, Punjab

Attendance Sheet of IQAC Meeting held on 14-03-24

Designation	Name	Signature
Member from Management	Campus Director	
Chairperson	Director Principal CEC-CGC	
Special Invitee	Director Academics	
Coordinator	Dr. Sushil Kamboj	
Faculty Members	HoD CSE	
	HoD IT	
	HoD ME	
	HoD ECE	
	HoD Applied Science	
	HoD MBA	
	HoD MCA	
	Dr. Gagandeep Jindal	
	Mr. Rajeev Sharma	
	Dr. Pooja Sahni	
	Dr. Bhawna Tandon	
	Dr. Sanjeev Sharma	
	Dr.Harsimran Kaur	
	Dr. Amanpreet Kaur	
	Mr.Gurveer Singh	
	Dr.Shivani	
	Mr.Navneet Katoch	
Administrative Officer	Finance Manager	

Chandigarh Engineering College-CGC
Landran, Mohali, Punjab

Member from Society	Dr. Balwinder Singh(Joint Director & Head (ACSD), C-DAC, Mohali	
Students	Ms. Manmeet Kaur (Roll No. 2337776, M.Tech. CSE)	
Alumni	Mr. Shamsher Singh	
Employer / Industry	Mr. Noordeep Singh	