

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

**KIIT COLLEGE OF ENGINEERING**

**Circular**

**Re - Constitution of Internal Quality Assurance Cell**

The Committee of IQAC was Re – Constituted in view of certain changes in the availability of faculty members.

The following is the reconstituted IQAC committee.

**KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHaldar	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member

The Functioning of these cells will be same as given in Quality Policy brought out earlier



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

**Copy to:**

1. Chairman
2. Vice – Chairman
3. CEO
4. Principal
5. All Members
6. Office File

Date: 24<sup>th</sup> January, 2022

**KIIT College of Engineering**

**Meeting Notice**

**INTERNAL QUALITY ASSURANCE CELL**

A meeting of the members of Internal Quality Assurance Cell will be held on 28<sup>th</sup> January, 2022 in KIIT College of Engineering, Conference Room No. 305 at 12:30pm, to discuss various IQAC activities in the institute. The following members attended the same:

**KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHaldar	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member

The agenda for the meeting is as follows:

- To Discuss about the upcoming session activities.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

**Copy to:**

1. Chairman
2. Chief Executive
3. Principal
4. All Members
5. Office file

**Date:** 28<sup>th</sup> January, 2022

## **KIIT College of Engineering**

### List of the members who attended the meeting of IQAC

<b>KIIT College of Engineering</b>	<b>Signature</b>
1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHaldar	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member



Date: 31<sup>st</sup> January, 2022

## **KIIT College of Engineering**

### **Minutes of Meeting**

#### **INTERNAL QUALITY ASSURANCE CELL**

A meeting of the members of Internal Quality Assurance Cell of KIIT College of Engineering was held on 28<sup>th</sup> January, 2022 in Engineering Building, Conference Room 305 at 12:30pm. The following members attended the same:

#### **KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHalдар	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member

The Chairman welcomed all the members and requested Prof. (Dr.) Vikram Singh Vice-Principal, KIIT College of Engineering to proceed with a brief presentation on the subject matter.

The following points were discussed:

1. Prof. (Dr.) Vikram Singh suggested that every HOD's / Class Coordinator should do a meeting with their class representative about maximum attendance in any activity.
2. Dr. KanikaKaur gave her opinion that every HOD's/Class Coordinator should make a mechanism in which parents can visit our campus whenever they want.
3. She also told that parents can take feedback of their ward at any time from our college. She also introduced the concept of "Parent Faculty Interaction".
4. Further continuing this discussion Dr. Dinesh Dhillon Said, "Parents can visit the campus and ask about their ward progress on any working Saturday during the semester".
5. Before concluding the meeting Prof. Dr. Vikram Singh introduced a new thing in the meeting. He said that faculty should organize various technical events among students to motivate and enhance their skills and knowledge. He also

told that if we complete our lecture before time then we should do some creative thing in our class like reasoning questions, general knowledge questions, any current news which is required to discuss with our students, or any emerging technology. So that our student can grow more effectively.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

Date: 11/05/2022

## **KIIT College of Engineering**

### **Meeting Notice**

#### **INTERNAL QUALITY ASSURANCE CELL**

A meeting of the members of Internal Quality Assurance Cell will be held on 17<sup>th</sup> May, 2022 in KIIT College of Engineering, Conference Room No. 305 at 3:00pm, to discuss various IQAC activities in the institute. The following members attended the same:

#### **KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. Kanika Kaur	Member
7. Mr. Atul Kumar	Member
8. Dr. Anand Bhardwa	Member
9. Ms. Priyanka Sethi	Section Officer Member
10. Ms. Rajeshwari Halder	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member

The agenda for the meeting is as follows:

1. To introduce club activities for the overall development of our students.
2. To make plan for Admissions in new session.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

#### **Copy to:**

1. Chairman
2. Chief Executive
3. Principal
4. All Members
5. Office file

Date: 17<sup>th</sup> May, 2022

## **KIIT College of Engineering**

List of the members who attended the meeting of IQAC

<b>KIIT College of Engineering</b>	<b>Signature</b>
1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHaldar	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member

Date: 18/05/2022

## **KIIT College of Engineering**

### **Minutes of Meeting**

#### **INTERNAL QUALITY ASSURANCE CELL**

A meeting of the members of Internal Quality Assurance Cell o KIIT College of Engineering was held on 17<sup>th</sup> May, 2022 in Engineering Building, Conference Room 305 at 03:00pm. The following members attended the same:

#### **KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHalдар	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. Jaikaran	Library Head Member

The Chairman welcomed all the members& start discussion on the meeting agenda.

The following points were discussed:

1. Prof. (Dr.) P.S. Grover introduces club activities like Sports Club, Technical Club, Literary Club and Cultural Club etc. for the overall development of our students.
2. He told that by introducing Sports Club we can help our students to improve their physical strength & Flexibility.
3. He also enlightens all the members by introducing the various advantages of Technical Club. He told that with the help of technical club college can improve coding, decoding, debugging, testing and analytical skills of the students.
4. He has great ideas in his mind so he started introducing a new club that is Literary Club. He told that with this club college can enhance reading, writing skills. Students can enhance their vocabulary. They can enhance their communication skills too.
5. After introducing all the clubs Dr. Dinesh Dhillon introduce a new club i.e. Cultural Club for those students who had lots of interest in fun loving activities.



6. He said that we should encourage our students in each kind of activities. We should try to find out talent in our college in all the fun-loving activities like music, singing, dancing, painting, mehndi competition, Diya decoration competition etc.
7. He said we all are here to make our student best so we help our students in all kind of activities of their interests.
8. After that Dr. Harsh V. Kamrah said that he will give all kind of help to his college students so that they can do best in their work.
9. He also introduces that we should do some work on value-based education too. We should inculcate good habits in our student to make them a good human being with a good professional.
10. He also had a word with Some agents regarding admissions. Hoarding also used at various places to attract admissions.
11. Sir also requested faculty member to work on admissions.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

Date: 12/10/2022

## KIIT College of Engineering

### Meeting Notice

#### INTERNAL QUALITY ASSURANCE CELL

A meeting of the members of Internal Quality Assurance Cell will be held on 17<sup>th</sup> October, 2022 in KIIT College of Engineering, Conference Room No. 305 at 1:00pm, to discuss various activities in the institute. The following members attended the same:

#### KIIT College of Engineering

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Prof. (Dr.) H.S. Saxena	Member
6. Dr. KanikaKaur	Member
7. Mr. Atul Kumar	Member
8. Dr. AnandBhardwaj	Member
9. Ms. PriyankaSethi	Section Officer Member
10. Ms. RajeshwariHaldar	Training & Placement Officer
11. Dr. Seema Sharma	Member
12. Mr. JaikaranLibrary Head	Member

The agenda for the meeting is as follows:

1. To work on outcome-based education and learning process with continuous improvement in our organization.
2. To identify weaknesses in the area of training and placemen



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

#### **Copy to:**

1. Chairman
2. Chief Executive
3. All Members
4. Office file

**Date: 18/10/2022**

## **KIIT College of Engineering**

List of the members who attended the meeting of IQAC

### **KIIT College of Engineering**

- |                              |                              |
|------------------------------|------------------------------|
| 1. Prof. (Dr.) P. S. Grover  | Chairman                     |
| 2. Prof. (Dr.) S. S. Agrawal | Vice - Chairman              |
| 3. Dr. Harsh V. Kamrah       | Chief Executive              |
| 4. Prof. (Dr.) Vikram Singh  | Member                       |
| 5. Prof. (Dr.) H.S. Saxena   | Member                       |
| 6. Dr. KanikaKaur            | Member                       |
| 7. Mr. Atul Kumar            | Member                       |
| 8. Dr. AnandBhardwaj         | Member                       |
| 9. Ms. PriyankaSethi         | Section Officer Member       |
| 10. Ms. RajeshwariHaldar     | Training & Placement Officer |
| 11. Dr. Seema Sharma         | Member                       |
| 12. Mr. JaikaranLibrary Head | Member                       |

Date: 22/10/2022

## **KIIT College of Engineering**

### **Minutes of Meeting**

#### **INTERNAL QUALITY ASSURANCE CELL**

A meeting of the members of Internal Quality Assurance Cell of KIIT College of Engineering was held on 18<sup>th</sup> October, 2022 in Engineering Building, Conference Room 305 at 1:00pm. The following members attended the same:

#### **KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Prof. (Dr.) Vikram Singh	Member
5. Dr. KanikaKaur	Member
6. Mr. Atul Kumar	Member
7. Dr. AnandBhardwaj	Member
8. Ms. PriyankaSethi	Section Officer Member
9. Ms. RajeshwariHaldar	Training & Placement Officer
10. Dr. Seema Sharma	Member
11. Mr. Jaikaran	Library Head Member

The Chairman welcomed all the members & requested Prof. (Dr.) S. S. Agrawal, Director General, KIIT College of Engineering to proceed with his brief presentation on the subject matter.

The Following points were discussed.

1. Prof. (Dr.) S.S. Aggarwal enlightens all the committee members that a faculty must focus on Outcome Based Education to enhance student skills for their overall development.
2. Then continuing Prof. (Dr.) S. S. Agrawal thoughts Dr. Kanika added that in outcome-based education students should give various activities in class like group discussion, YouTube videos to inculcate learning in them.
3. She also suggests that students should be given technical topics to present themselves. A student collaborates among themselves to get more valuable thoughts. They should also learn team work and leadership by doing so.
4. All members present in the meeting have agreed the need to have strong tie-ups between other colleges and alumni as well as between college and industries. This thought was suggested by Dr. AnandBhardwaj.
5. He said by doing so we can easily get to know our weaknesses and get opportunities to become stronger to get good placements.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

3<sup>rd</sup> January, 2023

**KIIT COLLEGE OF ENGINEERING**

**Circular**

**Re - Constitution of Internal Quality Assurance Cell**

The Committee of IQAC was Re – Constituted in view of certain changes in the availability of faculty members.

The following is the reconstituted IQAC committee.

**KIIT College of Engineering**

- |                               |                              |
|-------------------------------|------------------------------|
| 1. Prof. (Dr.) P. S. Grover   | Chairman                     |
| 2. Prof. (Dr.) S. S. Agrawal  | Vice - Chairman              |
| 3. Dr. Harsh V. Kamrah        | Chief Executive              |
| 4. Dr. KanikaKaur             | Member                       |
| 5. Mr. Atul Kumar             | Member                       |
| 6. Dr. AnandBhardwaj          | Member                       |
| 7. Dr. SapnaRana              | Member                       |
| 8. Ms. PriyankaSethi          | Section Officer Member       |
| 9. Ms. RajeshwariHalдар       | Training & Placement Officer |
| 10. Dr. Seema Sharma          | Member                       |
| 11. Mr. Jaikaran Library Head | Member                       |

The Functioning of these cells will be same as given in Quality Policy brought out earlier.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**

**Copy to:**

1. Chairman
2. Vice – Chairman
3. CEO
4. All Members
5. Office File

Date: 10/01/2023

## KIIT College of Engineering

### Meeting Notice

#### INTERNAL QUALITY ASSURANCE CELL

A meeting of the members of Internal Quality Assurance Cell will be held on 16<sup>th</sup> January, 2023 in KIIT College of Engineering, Conference Room No. 305 at 02:30pm, to discuss various academics, IQAC activities in the institute. The following members attended the same:

#### KIIT College of Engineering

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Dr. KanikaKaur	Member
5. Mr. Atul Kumar	Member
6. Dr. AnandBhardwaj	Member
7. Dr. SapnaRana	Member
8. Ms. PriyankaSethi	Section Officer Member
9. Ms. RajeshwariHaldar	Training & Placement Officer
10. Dr. Seema Sharma	Member
11. Mr. Jaikaran Library Head	Member

The agenda for the meeting is as follows:

1. To work on updating Quality Policy, inculcation of belongingness and discipline among students, faculty and other stake holders.
2. Make efforts to improve Quality of academics, infrastructure & resource management and curriculum management.



**Prof. (Dr.) S. S. Aggarwal**  
**Director, KIIT College of Engineering**

**Copy to:**

1. Chairman
2. Chief Executive
3. All Members
4. Office file



Date: 16/01/2023

**KIIT College of Engineering**

List of the members who attended the meeting of IQAC

**KIIT College of Engineering**

12. Prof. (Dr.) P. S. Grover	Chairman
13. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
14. Dr. Harsh V. Kamrah	Chief Executive
15. Dr. KanikaKaur	Member
16. Mr. Atul Kumar	Member
17. Dr. AnandBhardwaj	Member
18. Dr. SapnaRana	Member
19. Ms. PriyankaSethi	Section Officer
20. Ms. RajeshwariHaldar	Member
21. Dr. Seema Sharma	Training & Placement Officer
22. Mr. Jai karan	Member
	Library Head Member

Date: 18/01/2023

## **KIIT College of Engineering**

### **Minutes of Meeting**

#### **INTERNAL QUALITY ASSURANCE CELL**

A meeting of the members of Internal Quality Assurance Cell of KIIT College of Engineering was held on 18<sup>th</sup> October, 2022 in Engineering Building, Conference Room 305 at 1:00pm. The following members attended the same:

#### **KIIT College of Engineering**

1. Prof. (Dr.) P. S. Grover	Chairman
2. Prof. (Dr.) S. S. Agrawal	Vice - Chairman
3. Dr. Harsh V. Kamrah	Chief Executive
4. Dr. Kanika Kaur	Member
5. Mr. Atul Kumar	Member
6. Dr. Anand Bhardwaj	Member
7. Dr. Sapna Rana	Member
8. Ms. Priyanka Sethi	Section Officer Member
9. Ms. Rajeshwari Haldar	Training & Placement Officer
10. Dr. Seema Sharma	Member
11. Mr. Jai karan	MLibrary Head Member

The Chairman welcomed all the members & requested Prof. (Dr.) S. S. Agrawal, Director General, KIIT College of Engineering to proceed with his brief presentation on the subject matter.

The Following points were discussed.

1. Prof. (Dr.) S. S. Agrawal has taken follow up about the functioning of previous meetings. He also reviews whatever task has been performed by the assignee and whatever is left.
2. He also suggested to include volunteer students to be a part of disciplinary committee in order to maintain discipline. After that Dr. Kanika Kaur suggested to organize regular extra-curricular activities to create belongingness among students.
3. She also added to organize PTM in order to bring association between parents and teachers.

4. Later on, Dr. AnandBhardwaj added many event that college can organize to improve quality of students like sports Activity to make student physically and mentally fit, then Freshers and Farewell Activities to involve students in cultural activities.
5. Dr. Sapna also suggested that we should organize some technical events to make student confident about their languages.



**Prof. (Dr.) S. S. Agrawal**  
**Director General**