



DEEPSHIKHA COLLEGE OF TECHNICAL EDUCATION
(UNDER THE MANAGEMENT OF DEEPSHIKHA KALA SANSTHAN)

AFFILIATED TO RAJASTHAN UNIVERSITY & APPROVED BY NCTE, STATE GOV. OF RAJASTHAN

INTERNAL QUALITY ASSURANCE CELL (IQAC)



Session-2023-24

IQAC MEETINGS MINUTES

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IQAC MEETINGS MINUTES

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Internal Quality Assurance Cell (IQAC)



Dr. Rita Bisht
Chairperson ,IQAC & PRINCIPAL

In pursuance of the National Action Plan of the National Assessment and Accreditation Council (NAAC), Bangalore, for performance evaluation, assessment and accreditation and quality up gradation of institutions of higher education, the NAAC proposes that every accredited institution should establish an Internal Quality Assurance Cell (IQAC) as a post-accreditation quality sustenance measure. Since quality enhancement is a continuous process, the IQAC will become a part of an institution's system and work towards realizing the goals of quality enhancement and sustenance. The prime task of the IQAC is to develop a system for conscious, consistent and catalytic improvement in the performance of institutions. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of institutions. During the post-accreditation period, the IQAC will channelise the efforts and measures of an institution towards academic excellence.

The guidelines provided in the following pages will facilitate the institution in the creation and operation of the Internal Quality Assurance Cell (IQAC). The work of the IQAC is the first step towards the internalization and institutionalization of quality enhancement. Its success depends upon the sense of belongingness and participation it can inculcate in all the constituents of the institution. It will not be yet another hierarchical structure or recordkeeping exercise in the institution; it will be a facilitative and participative voluntary system/unit/organ of the institution. The IQAC has the potential to become a vehicle for ushering in quality by working out intervention strategies to remove deficiencies and enhance quality. Quality circles in industries operate on similar lines.



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. DCTE/GM/2023/1

Date: 06/07/2023

Circular

(General Meeting of IQAC formation)

Greetings to all!

All the staff members (Teaching & non-teaching) are hereby informed that in order to **constitute the Internal Quality Assurance Cell (IQAC)** a meeting is scheduled 10 July, 2023 at 2 pm.

The Venue of the meeting will be conference Room 1st floor.

All are requested to attend the meeting.

S.NO	NAME OF STAFF MEMBERS
1	Prof.(Dr.) Rita Bisht (Principal)
2	Prof.(Dr.) Reenu Lulla (Professor)
3	Dr. Renu Saxena (Professor)
4	Dr. Jyoti Sharma (Professor)
5	Dr. Mandakni Kumar (Professor)
6	Dr. Kapil Sharma (Associate Professor)
7	Dr. Virender Singh (Associate Professor)
8	Dr. Sheespal Singh (Associate Professor)
9	Dr. Anil Kumar Tripathi (Associate Professor)

10	Dr.Rakesh Kumar (Associate Professor)
11	Dr. Vineet Sharma (Associate Professor)
12	Dr. Aneesh Kumar Mishra (Associate Professor)
13	Dr. Amit Kumar (Associate Professor)
14	Dr. Satya Prakesh Shukla (Associate Professor)
15	Dr. Shubham Sharma (Associate Professor)
16	Dr. Ahish Kumar Sharma (Associate Professor)
17	Dr. Chirag Vasishth (Associate Professor)
18	Dr. Sunil Kumar (Associate Professor)
19	Dr. Ram Anchal Sharma (Associate Professor)
20	Dr. Neeti Chouhan (Associate Professor)
21	Dr. Jeetendra Kumar (Associate Professor)
22	Mr.Sitaram Mali (Assistant Professor)
23	Mr. Rakesh Agarwal (Assistant Professor)
24	Mr. Vijendra Dhaka (Assistant Professor)
25	Mr. Rajesh Kumar Sharma (Assistant Professor)
26	Mr.Ved Prakash Choudhary (Assistant Professor)
27	Mr. Nilesh Sharma (Assistant Professor)

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**Dr. Rita Bisht
(Principal)**



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. DCTE/MOM-1/2023/2

Date: 10/07/2023

Minutes of Meeting

As per instructions by the Managing Committee the Director of Deepshikha College of Technical education (DCTE) has been asked to establish the Internal Quality Assurance Cell (IQAC) for which the meeting was organized in the Conference Room.

Agenda-

- **Constitute the Internal Quality Assurance Cell (IQAC)**

Members attended-

S.NO	NAME OF STAFF MEMBERS
1	Prof.(Dr.) Rita Bisht (Principal)
2	Prof.(Dr.) Reenu Lulla (Professor)
3	Dr. Renu Saxena (Professor)
4	Dr. Jyoti Sharma (Professor)
5	Dr. Mandakni Kumar (Professor)
6	Dr. Kapil Sharma (Associate Professor)
7	Dr. Virender Singh (Associate Professor)
8	Dr. Sheespal Singh (Associate Professor)

9	Dr. Anil Kumar Tripathi (Associate Professor)
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22	Mr. Sitaram Mali (Assistant Professor)
23	Mr. Rakesh Agarwal (Assistant Professor)
24	Mr. Vijendra Dhaka (Assistant Professor)
25	Mr. Rajesh Kumar Sharma (Assistant Professor)
26	Mr. Ved Prakash Choudhary (Assistant Professor)
27	Mr. Nilesh Sharma (Assistant Professor)

Minutes/Resolution:-

Agenda-

- **Constitute the Internal Quality Assurance Cell (IQAC)**

The composition of the IQAC will depend on the size and complexity of the institution. It helps the colleges in planning and monitoring. IQAC also gives stakeholders or beneficiaries a cross-sectional participation in the institution's quality enhancement activities. The guidelines given here are only indicative and will help the institutions for quality

sustenance activities. It is necessary for the members of the IQAC to shoulder the responsibilities of generating and promoting awareness in the institution and to devote time to working out the procedural details. A team of internal members will be required to ensure growth and coordination among the various activities of the organization and to institutionalize all good practices. These members will provide a solid basis for taking decisions to improve the institutional functioning. Also will act as a dynamic system for quality transformation in HEIs. In each institution there will be a IQAC chaired by the Head of the Institution along with heads of important academic and administrative units and some teachers and some eminent academicians and representatives of local management and stakeholders. should be formed.

Resolution: -It was decided that there is a need for an IQAC committee to run the college better and smoothly, hence an IQAC committee will be formed.

It was unanimously agreed that DCTE will apply for the assessment and accreditation as per new guidelines of the NAAC. Prof.(Dr.) Reenu Lulla , proposed the vote of thanks to all staff members

Principal
(DCTE)



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. DCTE/ATR-1/2023/ 3

Date: 01/08/2023

Action taken report:-

Dr. Rita Bisht (Principal) explained the importance of accreditation and IQAC to all staff members. She informed that DCTE is reorganized by NCTE & Govt. of Rajasthan and affiliated to Rajasthan University, Jaipur. Deepshikha College of Technical education (DCTE) strives to prepare students as per the corporate requirements and uses technology extensively to disseminate knowledge, which is coupled with dynamic teaching pedagogy. All modern teaching tools are used for classroom teaching in the Deepshikha College of Technical education. We have a pool of faculty consisting of core experienced faculties supported by corporate executives ,Visiting and guest faculties. Deepshikha College of Technical education is Located at the centralized Location of the city with its classic ambience and infrastructure, high standards of teaching , strong corporate connective and excellent placements provide the right learning environment for the future global managers.

Keeping abreast of the national educational reforms and globalization challenges in the recent times in higher education Deepshikha College of Technical education is considered to actively engage in the development and implementation of quality benchmarks. She also said that by forming IQAC all the stakeholders including students, teachers, administrative staff members, alumni and industry professionals may be involved to ensure and sustain quality standards in education.

All the staff members present for the meeting have unanimously agreed to establish the IQAC today i.e.10 July, 2023 to institutionalize the process of quality enhancement and sustenance to quality standard. It has decided that for strategizing various Quality plans that relate to the faculty as well as the students of the college, IQAC will function as a central point.Prof.(Dr.) Aparna Soni was approved as an IQAC Co-ordinary by nomination. The names of teacher`s representation Prof.(Dr.) Mohit Shukla and Prof.(Dr.) Reenu Saxena were nominated by the staff Considering their involvement in the entices process.The names of the representative of students and alumni were also nominated in the meeting considering their contribution to the institute. Names of representatives from industry and

academics were nominated by faculty and directors considering this importance to add value and improve the quality of the processes of the institute. It was further decided that the IQAC shall develop systems and processes for:-

- Ensuring performance of academic, administrative and financial tasks on a timely, efficient and progressive basis.
- Social integration of academic programmes and its access to and affordability of academic programmes.
- Integration and optimization of modern methods of teaching and learning.
- The Credibility of assessment and evaluation process.
- Monitoring and ensuring the adequacy maintenance and proper allocation of support services and infrastructure.
- Knowledge sharing and networking of research findings with other institutions in India.

The composition of the IQAC is as follows:-

Composition of Internal Quality Assurance

Cell (IQAC) Committee (2023-24)

Principal as Chairperson	Dr. Rita Bisht (Principal)
IQAC Coordinator	Dr. Aparna Soni (Professor)
Faculty Members	Dr. Mohit Shukla (Professor)
	Dr. Renu Saxena (Professor)
	Dr. Jyoti Sharma (Professor)
	Dr. Kapil Sharma (Associate Professor)
	Dr. Virendra Singh (Associate Professor)
Dr. Aneesh Kumar Mishra (Associate Professor)	
Management Representative	Mr. Nitin Jain
Connoisseur from the field of education	Dr. Mathureswar Pareek (Dean, Education Dept. University of Rajasthan)
Illustrious person from industry	Mr. Nirmal Bardiya
Community Representative	Mr. Surendra Chaturvedi
Administrative Representative	Mr. Vinod Sharma
Alumni Representative	Mr. Bhupendra Singh, Mr. Amit Sharma
Student Representative	Two student representatives - each year with a tenure of 2 years

Principal
(DCTE)