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# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

Approved by AICTE, New Delhi & Govt. of M.P. Affiliated to Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal  
Oriental Campus, Raisen Road, Bhopal-462021 (MP) INDIA

Ref: OCT/IQAC/2019/03

Dated: 08/06/2019

## Minutes of First Meeting of IQAC (2019-2020)

Venue: OCT Conference Hall

Date: 06/06/2019

Time: 11.30 A.M to 12.30 P.M

The following members were present:-

S.No	Names	Designation	S.No	Names	Designation
1.	Dr. Netra Pal Singh	Chairperson	9.	Prof. P.K. Chopra	Management Representative
2.	Dr. Ranjeeta Khare	Co-ordinator	10.	Dr. Sanjeev Sharma	Dean (SW)
3.	Dr. L. K. Vishwamitra	Professor	11.	Mr. Ashish Nigam	Registrar
4.	Mr. Manish K Sharma	Professor	12.	Dr. Sonendra Gupta	NSS Officer
5.	Ms. Roopali Soni	Associate Professor	13.	Dr. Narender Singh	Incharge -Exam Cell
6.	Dr. Shivali Verma	Associate Professor	14.	Mr. Ajay Shrivastava	Placement Cell
7.	Mr. Lalit Jain	Assistant Professor	15.	Ms. Mariyam Khan, ECE	Student Representative
8.	Mr. Amish Jha	Assistant Professor	16.	Mr. Kritik Srivastav	Student Representative

Following members could not attend the meeting & no nominee on their behalf attended the meeting:-

1.	Mr. Kushagra Raj	Alumni representative	4.	Mr. Rahul Kothari	Nominee from Employer
2.	Dr. P. N. Johri, Indrapuri	Society representative	5.	DR. C. S. Verma	Stakeholder, AICTE
3.	Mr. Uma Shankar Bajpai	Stakeholder, Parents	6.	Mr. Salabh Mitna	Industrialist



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Dr. Netra Pal Singh, Chairperson, IQAC, Oriental College of Technology welcomed all the committee members and started the proceedings as per the agenda.

1. Discussion about the importance of IQAC in the Institute and goals and objectives of the IQAC.
2. Members discussed on the importance of accreditation process and decided to apply for NAAC tentatively by December 2019.
3. Prof. Roopali Soni was unanimously selected as the NAAC coordinator by the members.
4. Members discussed about the Prospective plan of IQAC for the upcoming session and formulated academic calendar of IQAC.
5. Dr. Narendra Singh presented a brief report of RGPV Exam April-May 2019.
6. Discussion about the library audit report and book requirement as per new curriculum of RGPV.
7. Members discussed about the orientation program for students and faculties

It was unanimously decided that all HOD'S and faculty members of different department of institute shall cooperate with the IQAC of the college in successfully developing a meaningful quality system in OCT. Since there were no other points of discussion, the meeting ended with the vote of thanks from the chair.

  
Dr. Ranjeeta Khare  
Director, IQAC

  
Dr. Netrapal Singh  
Chairperson, IQAC, OCT

For Circulation:

- All Heads
- Director, OCT
- Chairperson, OCT