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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/2019/08

Dated: 02/01/2020

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

Venue: OCT Conference Hall

Date: 28/12/2019

Time: 11.30A.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, Chairman, IQAC Cell, Oriental College of Technology welcomed all the committee members and started the proceedings as per the agenda.

1. Review of minutes of previous meeting held on 28<sup>th</sup> September 2019.
2. Dr. Ranjeeta Khare, Director, IQAC presented about the report on the IQAC activities of previous semester.
3. Members reviewed and finalized IQAC calendar for the session Jan- June 2020 and emphasized on its strict compliance.
4. Prof. Roopali Soni, NAAC coordinator presented a brief report on the progress of the NAAC.
5. Members discussed about the progress of uploading e-notes in e-learning platform and decided that the Quality of e-notes on e-learning platform should be verified by the respective HOD's before the session commences.
6. Dr. Netra Pal Singh, Chairperson, IQAC discussed about the status of importance of enrollment in NPTEL courses and instructed to motivate the students for getting enrolled for the courses.

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. Netra Pal Singh**  
Chairperson, IQAC, OCT