



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: www.oistbhol.ac.in

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 2

Program Year & Semester: IV Year / VII Sem

Name of departmental IQAC Coordinator: Mr. Kaushal Sen

Date:20/11/20

Mode of Meeting: Online

Time: 3:30-4:30 PM

Google meet link: meet.google.com/yuk-ftoz-mflh

Venue (In case offline) :

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Final year** were called upon by Mr. Manish Kumar Sharma, Head of Civil Engineering Department for the first IQAC meeting of this semester for the year 2017-2021. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Amita Mahor, Deans & HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX -701	Power System Protection	Mr. Kaushal Sen	satisfactory	
2	EX -702	HVDC & FACTS	Mr. Rishabh Shukla	satisfactory	
3	EX -703	Digital Signal Processing	Mr. Praveen Choudhary	satisfactory	
4	EX -704	Electrical Cad Lab	Mr. Praveen Choudhary	satisfactory	
5	EX -705	Energy Audit Lab	Mr. Kaushal Sen	satisfactory	

##### 2. General Issues

- Students require Placements in Core Companies.
- Discussed Fee related problems.
- Students enquired about the dates of end term theory and practical exams.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

- Co-cubes related query was raised by students and it is already addressed by the T& P coordinator.
- Students want to know about the placement activities for their batch, in this regard one T & P session was arranged.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 2

Name of departmental IQAC Coordinator: Mr. Kaushal Sen

Mode of Meeting: Online

Google meet link (In case of online): [meet.google.com/yuk-ftoz-mfh](https://meet.google.com/yuk-ftoz-mfh)

Program Year & Semester: III Year / V Sem

Date: 19/11/20

Time : 2:00PM-3:00PM

Venue (In case offline) : NA

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Third year** were called upon by Mr. Kaushal Sen, EX Department IQAC coordinator for the second QCM meeting of this semester for the batch **2021-2022**. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Amita Mahor, Deans & HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX 501	Electrical Machine-II	Mr. Praveen Choudhary	satisfactory	
2	EX 502	Power Electronics	Dr. Amita Mahor	satisfactory	
3	EX 503	Electrical Power Generation & Economy	Mr. Kaushal Sen	satisfactory	
4	EX 504	Electromagnetic Theory	Mr. Akhilesh Jain	satisfactory	
5	EX 505	Electrical Equipment Testing Lab	Mr. Kaushal Sen	satisfactory	

##### 2. General Issues

- Students require Coding classed which will help them in Placements.
- Discussed Fee related problems.
- Enquired about the dates of end term exams
- Discussed about the practical exams and what will be the mode of it.
- How to prepare the lab files.
- Few students have raised the fee issue.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

- Scholarship problem was resolved for the students.
- Moodle account related problem was resolved.
- Fees issues were raised by the few students which was resolved by the TG.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 2

Name of departmental IQAC Coordinator: Mr. Kaushal Sen

Time: 3:30PM-4:30PM

Google meet link: [meet.google.com/yuk-ftoz-mfh](https://meet.google.com/yuk-ftoz-mfh)

Program Year & Semester: II Year / III Sem

Date: 18/11/2020

Venue: NA

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Second year** were called upon by Mr. Kaushal Sen, EX department IQAC Coordinator for the second QCM meeting of this semester for the batch 2020-2023. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Amita Mahor, Deans & HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	ES301	Energy & Environmental Engineering	Ms. Swati Agrawal	satisfactory	
2	EX302	Signals & Systems	Mr. Rishabh Shukla	satisfactory	
3	EX303	Electrical Measurement & Measuring Instruments	Mr. Aditya Pratap Singh	satisfactory	
4	EX 304	Network Analysis	Ms. Vasundhara Shukla	More numerical problems need to be solved.	Noted and will implement the same.
	EX 305	Analog Electronics	Mr. Lalit Jain	satisfactory	
	EX 306	Computer Programming – I (Java)	Ms. Ruchi Jain [RJ]	No experiments are done.	

##### 2. General Issues

- Discussed Fee related problems.
- Asked for the display of mid sem papers.
- Students raised the query regarding performance of lab.
- Students enquired about the dates of end term exams.
- Discussed about the practical exams and lab records.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

- Login related issues on Moodle is resolved.
- TG has discussed with director and for the consideration in time for the payment of fees for the few students which was considered and extra time has been given to them.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: www.oistbpl.ac.in

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 1

Name of departmental IQAC Coordinator: Mr. Kaushal Sen

Time : 3:30 PM to 4:30 PM

Google meet link: [meet.google.com/tya-bjar-dvx](https://meet.google.com/tya-bjar-dvx)

Program Year & Semester: IV Year / VII Sem

Date: 07/10/2020

Venue (In case offline) : NA

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Final year** were called upon by Mr. Kaushal Sen, EX department IQAC coordinator for the first QCM meeting of this semester for the batch 2017-2018. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Amita Mahor, Deans & HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX -701	Power System Protection	Mr. Kaushal Sen	Satisfactory	
2	EX -702	HVDC & FACTS	Mr. Rishabh Shukla	Satisfactory	
3	EX -703	Digital Signal Processing	Mr. Praveen Choudhary	Satisfactory	
4	EX -704	Electrical Cad Lab	Mr. Praveen Choudhary	Satisfactory	
5	EX -705	Energy Audit Lab	Mr. Kaushal Sen	No experiment conducted.	As per RGPV guidelines the lab will be conducted.

##### 2. General Issues

- Students enquired for the campus placement.
- Students requested for the consideration in attendance in 8<sup>th</sup> semester as they need to be prepare for GATE exam.
- Moodle regarding login issues they discussed.
- Students enquired about the cocube test.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

As this was the first quality meeting hence not applicable.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 1

Name of departmental IQAC Coordinator: Mr. Kaushal sen

Mode of Meeting: Online

Google meet link : [meet.google.com/tya-bjar-dvx](https://meet.google.com/tya-bjar-dvx)

Program Year & Semester: III Year / V Sem

Date: 06/10/2020

Time : 11:30 AM-12:30 PM

Venue (In case offline) : NA

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Third year** were called upon by Mr. Kaushal Sen, EX Department for the first QCM meeting of this semester for the batch 2018-2022. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Amita Mahor, Deans & HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX 501	Electrical Machine-II	Mr. Praveen Choudhary	Satisfactory	
2	EX 502	Power Electronics	Dr. Amita Mahor	Satisfactory	
3	EX 503	Electrical Power Generation & Economy	Mr. Kaushal Sen	Satisfactory	
4	EX 504	Electromagnetic Theory	Mr. Akhilesh Jain	Issues in understanding	Faculty has noted it
	EX 505	Electrical Equipment Testing Lab	Mr. Kaushal Sen	NA	

##### 2. General Issues

- Few students were having fee issue.
- Moodle related login issues
- Due to poor internet connectivity some- times they disconnect from the class and later on facing problem to relate the content.
- Students were asking for the starting date of offline classes.
- Students have asked for the filling of scholarship form.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

As this was the first quality meeting hence not applicable.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 1

Name of departmental IQAC Coordinator: MR. KAUSHAL SEN

Mode of Meeting: Online

Google meet link: [meet.google.com/tya-bjar-dvx](https://meet.google.com/tya-bjar-dvx)

Program Year & Semester: II Year / III Sem

Date: 05/10/2020

Time : 10:00AM-11:00AM

Venue (In case offline) : NA

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Second year** were called upon by Mr. Kaushal Sen, EX Department IQAC Coordinator for the first QCM meeting of this semester for the batch 2019-20. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Amita Mahor, Deans & HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	ES301	Energy & Environmental Engineering	Ms. Swati Agrawal	satisfactory	
2	EX302	Signals & Systems	Mr. Rishabh Shukla	satisfactory	
3	EX303	Electrical Measurement & Measuring Instruments	Mr. Aditya Pratap Singh	Syllabus coverage is poor	Will expedite the Coverage.
4	EX 304	Network Analysis	Ms. Vasundhara Shukla	More practice questions need to be shared.	Faculty has noted the point.
5	EX 305	Analog Electronics	Mr. Lalit Jain	Experiments are not conducting.	Noted by the faculty
6	EX 306	Computer Programming – I (Java)	Ms. Ruchi Jain [RJ]	Teaching is fast students are not able to grasp it.	Faculty member has noted the point and said to improve on it.

##### 2. General Issues

- Few students have raised the issue of internet connectivity as they are residing at the interior places hence facing problem in understanding due to interrupted internet connectivity.
- Few students were asking for the consideration of time in submission of fees.
- Moodle login id issues were communicated by the students and forwarded the complaint to the moodle coordinator.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

As this was the first quality meeting hence not applicable.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: www.oistbhol.ac.in

## Quality Circle Meeting

### Department of Electrical & Electronics Engg. Engineering

Quality Circle Meeting No. : 2

Name of departmental IQAC Coordinator: Mr. Kaushal Sen

Time : 3:30 PM-4:30 PM

Program Year & Semester: IV Year / VIII Sem

Date: 7/03/20

Venue : EX seminar Hall

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Final year** were called upon by Mr. Kaushal Sen, EX department IQAC coordinator for the II IQAC meeting of this semester for the batch 2016-2020. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Ranjeeta Shrivastava, HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX -801	Computer-Aided Design of Electrical Machines	Ms. Renu Singh	Satisfactory	
2	EX -802	Power quality Problems and mitigation Techniques	Ms. Deepti Bansod	Satisfactory	
3	EX-8303	Special Machines	Ms. Nikita Jain	Improved from previous	Will further improve
4	EX-8401	Power Electronics Converters for Renewable Energy	Ms. Neha Yadav	Satisfactory	

##### 2. General Issues

- Students have shown their concern for the placement, They said that the core companies are not visiting.
- Enquired about end term theory and practical exams

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

- Career counselling session was done
- Extra classes for C & C++ were conducted
- Resume writing session was conducted by Dr. Mnaish Billore

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 2

Name of departmental IQAC Coordinator: MR. Kaushal Sen

Time : 11:30 AM-12:30 PM

Program Year & Semester: III Year / VI Sem

Date: 07/03/2020

Venue : EX seminar Hall

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Third year** were called upon by Mr. Kaushal Sen, EX department IQAC coordinator for the II IQAC meeting of this semester for the batch 2017-2021. The meeting was headed by Director Dr. K.K.Dwivedi and attended by IQAC coordinator Dr Ranjeeta Khare, HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX-601	Power System-II	Mr. Raveendra Kumar Soni	Improved a little	Will further work on it.
2	EX-602	Microprocessor & Microcontroller	Mr. Anshul Ojha	Lab sessions are not conducting properly	Will do
3	EX-603	Energy Conservation & Management	Ms. Garima Baghel	satisfactory	
4	EX-604	Electronic Instrumentation	Ms. Seema Patidar	satisfactory	

##### 2. General Issues

⊙ Pulbogda & shahpura bus issues are still not resolved.

- Enquired about the mid sem dates and schedule.
- T & P cell are not supporting for the industrial training.
- Hands on training session need to be arranged on PLC & SCADA

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

- Bus timing related queries were forwarded to Transportation cell and the shahpura and pulbogda bus issues are still there.
- Communication teacher of CRT was communicated for taking regular attendance and cross checked with student and found that it is rectified.
- Enquired about the mid sem dates and schedule.
- Discussed with librarian and issue was resolved.
- TGs are instructed to conduct the counselling session on regular bases and resolve the students queries.
- Interacted with T & P cell and requested them to look into the matter and help the students for the industrial training.
- Hands on training session need to be arranged on PLC & SCADA and Industry visits are need to be addressed.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD





# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 2

Program Year & Semester: II Year / IV Sem

Name of departmental IQAC Coordinator: Mr. Kaushal Sen

Date: 06/03/20

Time: 10:00 -11:00 AM

### Minutes of the Meeting

Students of Electrical & Electronics Engineering branch belonging to Second year were called upon by Mr. Kaushal Sen, EX Department IQAC coordinator for the second IQAC meeting of this semester for the batch 2018-2022. The meeting was headed by Director Dr. K.K. Dwivedi and attended by IQAC coordinator Dr. Ranjeeta Pare, HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	BT401	Mathematics-III	Mr. Pushpraj Gupta	satisfactory	
2	EX402	Electrical Machine-I	Mr. Praveen Choudhary	satisfactory	
3	EX403	Digital Electronics & Logic Design	Mr. Lalit Jain	satisfactory	
4	EX404	Power System-I	Mr. Kaushal Sen	Satisfactory	
5	EX405	Control System	Mr. Shashi Bhushan Tiwari	Better than previous	

##### 2. General Issues

- Washroom hygiene issues were raised by few girls candidate.
- Industry visits need to be arranged.
- Enquired about end term theory and practical exams as well
- Class room cleanliness issues were raised by students.
- Expert lectures on latest technologies need to be arranged.
- Asked to start the extra classes for the gate preparation
- Demanded more lectures in DELD
- Students suggested to increase the club activities.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

- Pulbogda and shahpura bus is now on time.
- Few students were having sessional marks related issues that have been cross checked and briefed to the students..
- Librarian is counselled.
- CRT faculty was communicated to record the attendance on regular basis.
- Mr. Shashi Bhushan Tiwari faculty of Control system has instructed for not to leave the class before time.
- Enquired about the second mid sem dates.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO-certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: www.oistbpl.ac.in

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 1

Name of departmental IQAC Coordinator: Mr Kaushal Sen

Time : 3:30 PM to 4:30 PM

Program Year & Semester: IV Year / VIII Sem

Date: 06/02/2020

Venue: EX seminar hall

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Final year** were called upon by Mr. Kaushal sen, EX Department IQAC Coordinator for the first IQAC meeting of this semester for the batch 2016-2020. The meeting was headed by Director Dr. K.K.Dwivedi and attended by IQAC coordinator DrRanjeeta Khare, HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX -801	Computer-Aided Design of Electrical Machines	Ms. Renu Singh	Satisfactory	
2	EX -802	Power quality Problems and mitigation Techniques	Ms. Deepti Bansod	Satisfactory	
3	EX-8303	Special Machines	Ms. Nikita Jain	Explanation is very poor	Will improve
4	EX-8401	Power Electronics Converters for Renewable Energy	Ms. Neha Yadav	Satisfactory	

##### 2. General Issues

- Students requested to arrange some expert lecture on career counselling.
- Enquired for the upcoming Campus activities.
- Demanded for the more CRT classes and extra session for the C & C++ classes.
- Requested to arrange one session on resume writing.

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

Not applicable.

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established

A Premier Institute of Oriental Group of Institutes, Bhopal

Oriental Campus, Raisen Road, Bhopal, 462021

Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 1

Program Year & Semester: III Year / VI Sem

Name of departmental IQAC Coordinator: Mr. Kuashal Sen

Date: 05/02/2020

Time : 11:30 AM-12:30 PM

Venue: EX seminar Hall

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Third year** were called upon by Mr. Kaushal Sen, EX Department IQAC coordinator for the first IQAC meeting of this semester for the batch 2017-2021. The meeting was headed by Director Dr. K. K. Dwivedi and attended by IQAC coordinator Dr Ranjeeta K. K. HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	EX-601	Power System-II	Mr. Raveendra Kumar Soni	Very poor teaching	Will work on it and improve.
2	EX-602	Microprocessor & Microcontroller	Mr. Anshul Ojha	satisfactory	
3	EX-603	Energy Conservation & Management	Ms. Garima Baghel	satisfactory	
4	EX-604	Electronic Instrumentation	Ms. Seema Patidar	Not taking attendance regular	Will take on regular basis.

##### 2. General Issues

- Pulbogda bus is not running as per the timings.
- Shahpura bus is not reaching to the stops on time generally late.
- Bairagarh Bus is not on time.
- Communication teacher of CRT classes normally don't take attendance.
- Enquired about the mid sem dates and schedule.
- Books are not issued from the library.
- TGs are not resolving the fees related issues.
- T & P cell are not supporting for the industrial training.
- Industry visit and expert lectures need to be arranged.
- Hnads on training session need to be arranged on PLC & SCADA

##### 3. Action Taken Report on Previous Quality Circle Meeting (Summary)

NA

Name & Signature of Departmental IQAC Coordinator

Name and Signature of HOD



# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

ISO certified, 2002 Established  
A Premier Institute of Oriental Group of Institutes, Bhopal  
Oriental Campus, Raisen Road, Bhopal, 462021  
Website: [www.oistbpl.ac.in](http://www.oistbpl.ac.in)

## Quality Circle Meeting

### Department of Electrical & Electronics Engineering

Quality Circle Meeting No. : 1

Name of departmental IQAC Coordinator: MR.Kaushal Sen

Time : 10:00 am-11:00 am

Program Year & Semester: II Year / IVSem

Date: 04/02/20

Venue : EX seminar Hall

### Minutes of the Meeting

Students of **Electrical & Electronics Engineering** branch belonging to **Second year** were called upon by Mr. Kaushal sen, EX Department IQAC Coordinator for the first IQAC meeting of this semester for the batch 2018-22. The meeting was headed by Director Dr. K.K.Dwivedi and attended by IQAC coordinator Dr. Ranjeeta Khare , HODs of various departments. Some of the faculty members who are handling courses for these students were also present. Attendance of students and faculty members those who have attended the meeting is attached with this report.

#### POINTS DISCUSSED:

##### 1. Academic Issues

S.No.	Course Code	Course Title	Name of Faculty	Students Views	Faculty views
1	BT401	Mathematics-III	Mr. Pushpraj Gupta	satisfactory	<i>PPG</i>
2	EX402	Electrical Machine-I	Mr. Praveen Choudhary	satisfactory	
3	EX403	Digital Electronics & Logic Design	Mr. Lalit Jain	satisfactory	
4	EX404	Power System-I	Mr. Kaushal Sen	Notes are not given	Will share
5	EX405	Control System	Mr. Shashi Bhushan Tiwari	Not able to understand as the teacher explanation is not good	Will work on it and improve

##### 2. General Issues

- Pulbogda bus is not reaching to the stops on time due to that students are getting late.
- Few students were having sessional marks related issues.
- Librarian is acting very rude.
- Shahpura bus is on coming on time.
- CRT classes are not regular and faculty are not maintain the attendance for the CRT Classes.
- Industry visits need to be arranged.
- Internship related issues discussed.
- Mr. Shashi Bhushan Tiwari faculty of Control system normally leaves the class before time.
- Enquired about the mid sem dates.

##### 3. Taken Report on Previous Quality Circle Meeting (Summary)

NA

Name & Signature of Departmental IQAC Coordinator

*Sen*

Name and Signature of HOD

*Khare*