

# **Institute of Engineering & Management**



## **Action Taken Report on 14<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC)**

**8<sup>th</sup> February, 2019**

# Action Taken Report

## Agenda:

1. To inform the resolution of the 13<sup>th</sup> meeting (XIII/18-19) of IQAC held on 28.09.2018 in IQ AC cell.
2. To discuss on all the criteria and the necessary documents that is needed for the AQAR submission.
3. To submit the proposal for CCWC2019 conference.
4. To discuss about the formation of various innovative labs.
5. To discuss about the publishing of Departmental Magazines.

S. No.	Resolution in the Meeting	Action taken
1	The resolution of the 13 <sup>th</sup> meeting (XIII/18-19) of IQAC held on 28.09.2018 was read out and confirmed.	All the initiatives have been successfully executed as discussed in 13 <sup>th</sup> meeting (XIII/18-19) of IQAC and action taken report has been approved.
2	Different criteria and the necessary documents which is needed for the AQAR submission has been discussed. AQAR document was presented criteria wise and exhaustive review was done.	IQAC members reviewed AQAR document and necessary correction has been made in AQAR.
3	Proposal of CCWC 2019 conference has been discussed and IQAC members accepted the proposal.	Detailed formalities required for the conference (as listed below) was decided: <ul style="list-style-type: none"> <li>● IEEE Application form uploaded</li> <li>● Tentative Call for paper prepared</li> <li>● Keynote invitation mail drafted</li> </ul> Website for individual conference was hosted with updated details of committee and chair
4	Formation of various innovative labs for enrichment of research facility has been approved by IQAC members.	An IoT Lab has been set up in CSE Department and report of this lab was reviewed by IQAC members.
5	A discussion has been made on publishing of Departmental Magazines and it has been decided each department will publish their Departmental Magazines quarterly basis.	Departmental Magazines has been published quarterly depicting the activities of the department.

