



ESTD. 1892

Khalsa College of Engineering & Technology

ਖ਼ਾਲਸਾ ਕਾਲਜ ਆਫ਼ ਇੰਜੀਨੀਅਰਿੰਗ ਐਂਡ ਟੈਕਨੋਲੋਜੀ

{Approved by AICTE, New Delhi & Affiliated to IKG Punjab Technical University, Kapurthala (Govt. of Punjab)}



ESTD. 2009

Dated:-02-7-2019

CIRCULAR

A meeting of the Internal Quality Assurance Cell(IQAC) of the college will be held on dated 12-7-19 at 3:30 pm in the conference hall. All members of the IQAC are requested to be present in the meeting.

Agenda:-

1. Confirmation of the previous meeting held on dated 22-1-2019.
2. Induction Programme.
3. Laboratory.
4. Virtual parent Scheme
5. Remedial Classes.
6. FDPs, Fresher party.
7. Other Academic activities.
8. NAAC Accrediation.
9. MooCs courses.
10. Industrial Visit.
11. Training and Placement.
12. Miscellaneous.

Coordinator of IQAC

Co-ordinator IQAC
Khalsa College of Engg. & Tech.
Amritsar

- CC: 1. Director
2. Dean Academics
3. All HoDs
4. Concerned Members

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IQAC

Minutes of Meetings

Proceeding of the meeting of the IQAC held on 12-7-19 at 3:30 pm.

Members: - The following members were present:

Sr. No	Name	Designation
1	Dr. Mohinder Sangita	Dean Academics
2	Er. Loveleen Kaur	Coordinator of IQAC
3	Dr. Ripin Kohli	Dean Academics of KCMT (Special Invitee)
4	Dr. Kirandeep Singh	HOD(CSE)
5	Dr. Jugraj Singh	HOD(ME)/ Deputy Dean Training and Placement
6	Er. Bikramjit Singh	HOD(CE)/Deputy Dean Planning and Development/Registrar
7	Er. Jasleen Kaur	Member of IQAC
8	Er. Vishal Mahajan	Member of IQAC
9	Er. Harpuneet Singh	Member of IQAC
10	Er. Jaspreet Singh	HOD(ECE)
11	Ms. Ruchi Handa	HOD(Applied Sciences)
12	Er. Sukhmeet Kaur	Deputy Dean Academics
13	Er. Gurcharan Singh	Deputy Dean Student Welfare
14	Er. Amit Mahajan	OIC Admission
15	Ms. Ruchi Handa	HOD(Applied Sciences)

- Agenda:**
1. Review on admissions, academic and curriculum activities during the academic session.
 2. Induction Programme.
 3. Review on Virtual Parent Scheme.
 4. Workshops/Seminars/Conferences/Guest Lectures.
 5. Other agenda items were discussed and resolved.

Minutes of Meeting:

1. Discussion on KCET academic calendar on the basis of PTU academic calendar.
2. Review on Virtual parent system that was discussed and implemented in previous sessions.
3. As per the AICTE instructions, the induction programme in our institute will commence from 15th, July 2019 and end on 2nd, August 2019. Dr. Ripin Kohli will be the coordinator of Induction Programme. All HoDs will provide the related activities required information to her for the successful completion of the programme.
4. FDP on Role of sensor network for integration of cloud computing and IoT Technologies in modern Era will be organized on 22nd July, 2019 to 26th July, 2019.
5. Various Seminars/Workshops/FDPs will be conducted for faculty and students during academic sessions.
6. Fresher party will be organized on 20th September, 2019(tentative date) - Dr. Ripin Kohli, Er. Gurcharan Singh and Ms. Parneet Kaur are assigned as coordinators.
7. All the departments are required to make departmental events as per the academic calendar.
8. HoDs must intimate their MooC Coordinator to motivate their students to join online courses and provide the list of students who have registered in various courses in the month of September.



9. All the HoDs are required to submit the time-table to time-table incharge and the faculty/departmental time-table must be displayed at the departmental notice board.
10. FDP on "Faculty development for student Induction" will be organized on 19th September, 2019 to 21st September, 2019.
11. All the HoDs are required to instruct their faculty members to must keep their Lab Manuals ready for all the lab courses.
12. All Lab experiments/practicals must be completed in all respects.
13. Previous 10 years question papers will be solved in the classroom after completion of syllabus.
14. All the departments should plan industrial visit in the month of October, 2019. Prepare the detail report of the visit and same to be submitted in the office of Director.
15. Syllabus completion undertaking must be submitted to Dean Academics.
16. All faculty members should deliver their lectures as per the PTU norms for the session 2019-2020.
17. Faculty should publish a paper in Journal/Conference.
18. Discussion on NAAC Accreditation.
19. Training and Placement officer will take positive actions towards signing MOUs with industry.
20. All OIC time table of each departments are directed to add aptitude classes in time table for the preparation of the competitive exams.

The Meeting concluded with the vote of thanks.

- CC: 1. Director
2. Dean Academics
3. All HoDs
4. Concerned Members

J. Kaur
Coordinator of IQAC
Co-ordinator IQAC
Khalsa College of Engg. & Tech.
Amritsar



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ESTD. 2009

Dated:-28-1-2020

CIRCULAR

A meeting of the Internal Quality Assurance Cell(IQAC) of the college will be held on dated 11-2-2020 at 3:30 pm in the conference hall. All members of the IQAC are requested to be present in the meeting.

Agenda:-

1. Confirmation of the previous meeting held on dated 12-7-2019.
2. Sports day 2020.
3. Laboratory.
4. Virtual parent Scheme
5. Remedial Classes.
6. NAAC Accreditation.
7. Other Academic activities.
8. Time Table.
9. University results- Merit positions.
10. Industrial Visit.
11. Miscellaneous.

Coordinator of IQAC

Co-ordinator IQAC
Khalsa College of Engg. & Tech.
Amritsar

- CC: 1. Director
2. Dean Academics
3. All HoDs
4. Concerned Members



IQAC

Minutes of Meetings

Proceeding of the meeting of the IQAC held on 11-2-2020 at 3:30 pm.

Members: - The following members were present:

Sr. No	Name	Designation
1	Dr. Mohinder Sangita	Dean Academics
2	Er. Loveleen Kaur	Coordinator of IQAC
3	Dr. Jugraj Singh	HOD(ME)/ Deputy Dean Training and Placement
4	Er. Bikramjit Singh	HOD(CE)/Deputy Dean Planning and Development/Registrar
5	Dr. Kirandeep Singh	HOD(CSE)
6	Er. Jaspreet Singh	HOD(ECE)
7	Ms. Ruchi Handa	HOD(Applied Sciences)
8	Er. Narinder Singh	Faculty member of CE

- Agenda:**
1. Review on academic activities during the academic session.
 2. Review on Virtual Parenting Scheme.
 3. Discussion on University results and Remedial classes.
 4. Students monthly attendance.
 5. Time table

Minutes of Meeting:

1. Discussion on University results. The Dean Academics congratulated the HODs for excellent university results. KCET got 21 merit positions among first 10 top including 3 first in the university.
2. The entire faculty members will actively participate for improving the results in current session 2020-2021.
3. Review on Virtual parenting system- that was implemented in previous sessions. Virtual parents are responsible to conduct meetings with their students and resolve their issues.
4. All the departments should focus on remedial classes according to MST-1 performance for the under performers from 4.20 to 5.00pm.
5. All the departments should also focus on extra classes for the students who got reappears in different subjects.
6. Sports day will be conducted on 18th February, 2020(tentative date)-all HODs and faculty members will perform their assigned duties and encourage students to participate in this event.
7. Review on student monthly attendance- that was implemented in previous sessions.
8. All OIC time table of each departments are directed to add aptitude classes in time table for the preparation of the competitive exams.
9. Discussion on NAAC accreditation. Dr. Jugraj Singh was assigned as the Head Coordinator of NAAC under the seven committee members.
10. Faculty should publish a paper in Journal/Conference.
11. Syllabus completion undertaking must be submitted to Dean Academics.

The Meeting concluded with the vote of thanks.

- CC: 1. Director
2. Dean Academics
3. All HoDs
4. Concerned Members


Coordinator of IQAC
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