6.5: Internal Quality Assurance System

6.5.2: Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented
2. Academic and Administrative Audit (AAA) and follow-up action taken
3. Collaborative quality initiatives with other institution(s)
4. Participation in NIRF and other recognized rankings
5. Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.

Academic and Administrative Audit (AAA) Report

MEENAKSHI MAZUMDAR
Digitally signed by MEENAKSHI MAZUMDAR
Date: 2024.09.19 14:13:49 +05'30'

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Academic and Administrative Audit (AAA) and follow-up action taken

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Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Department of Information Technology Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

INSTITUTE OF TECHNOLOGY
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Department of Information Technology

Date: 01.07.2024

NOTICE

All faculty members are hereby notified that a Departmental annual Academic Audit for the 2023-2024 academic year will take place on July 08th, 2024 at 3:00 PM. This audit will involve reviewing academic records, Course files, Attendance registers, and other pertinent documents for the current year. Faculty members are requested to ensure that all required records and documents are up-to-date and readily accessible for inspection.

Venue: DBMS Lab, New Reynold Block

All of you requested to attend the meeting.

(Dr Aditya Vidyarthi)

HOD

Department of Information Technology

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Deptt. of Information Technology
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department Academic Audit

Name of the Department: Information Technology

Date : 08.07.2024

Name, Designation and Address of Academic Audit Experts:

1. Prof. (Dr.) D. K. Swami, Group Director, VNS group Bhopal
2. Dr. S. S. Chauhan, Dean Academics, ITM Gwalior
3. Dr. Rishi Soni, HOD-CS, ITM Gwl
4. Dr. Aditya Vidyarthi, HOD-IT, ITM Gwalior

Members of Staff Present:

1. Dr. Jitendra Singh Kushwah, Associate Professor
2. Mr. D D Shrivastava, Asstt. professor
3. Mr. Medhankar Dubey, Asst professor
4. Mr. Sanjabh Shrivastava, Asst professor

1

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Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	DAPC & HOD meeting conduct with faculty for distribution	NIL
	Department Academic Committee (DAC)	Yes	DAPC monitors activities	NIL
	Department Academic calendar	Yes	prepared.	NIL
	Credits allotted / distribution based on ABCA activities	Yes	As per RGPV & departmental activities	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Chalk & Talk with smart classes	NIL
	E-learning module LMS/MIS	Yes	MIS & LMS implemented	NIL
	Project work	Yes	PBL implemented	NIL
	Internal assessment components – Uniqueness	Yes	ABCA, PBL assignment, Quiz implemented	NIL
	Student support – Remedial coaching	Yes	for low attendence & slow learner students	NIL
	Parents meeting – evaluation of student's progress	Yes	Parents teacher meeting scheduled two times in a month	NIL
	Feedback from students	Yes	Feedback via MIS	NIL
	Steps taken on the feedback	Yes	Advisory issued for concerned	NIL

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DIRECTOR
Institute of Technology & Management
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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	Planning for the next session	
	Seminars / Conferences attended	Yes		
	Papers / articles / books published	Yes		
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes		
	Acted as resource persons	Yes		
	M.Phil. & Ph. D awarded	No		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	NA	As per the DTE-MP policy	
	Students involvement in extra-curricular & Co- curricular activities	Yes	5	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes		
	Achievements	Yes	students achieved positions at state & National level	Needs to improve participate at international level

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	04		
	No. of laboratories	06		
	No. of computers – for teachers	02		
	No. of computers – for students	270		
	No. of computers – research scholars	NIL		
	No. of instruments	NIL		
2. Activities of the Department	MOUs signed	Yes	MOU with MAAC	
	Consultancy	No		
	Collaborations			
	Association Meetings	Yes		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	Yes		
	Interaction with Industry / Research Centers / Educational Institutions	Yes		
	Newsletters / Magazine	Yes		
	Placement	Yes		

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Please comment on the following:

Strength:

1. Advanced Infrastructure:- Robust hardware and software infrastructure, including high speed Networks servers and cloud services.
2. Skilled Personnel:- Trained and certified IT professionals with expertise in various domains (cyber security, system administration)

Weakness:

1. Skill Gaps:-
   Potential gaps in certain emerging technologies or areas of IT expertise.
2. User training:-
   Inadequate training for users on new systems & technologies.

Opportunities:

1. Digital Transformation:- Implementing digital tools and platforms to streamline process and improve efficiently accross departments.
2. Partnerships:- Collaborating with tech companies or research institutions for access to the latest innovations and resources.

Challenges:

Challenges in integrating new technologies with existing systems and processes.

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Best Practice (s) / Innovations of the Department:

Providing ongoing training to users to ensure they are comfortable and proficient with current technologies.

Future Plans of the Department:

1. Technology Upgrades:- Upgrading or replacing outdated systems to stay current with technological advancements
2. Research and Development:-
Exploring new technologies and methods to drive innovation within the department and institution

Signature of the HoD with Seal

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Gwalior

Dean Academics
Institute of Technology & Management, Gwalior

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Signature of the Academic Audit Experts

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Action Taken Report for Department Academic Audit(2023-2024)

Name of the Department: Information Technology

Date :

Criterion	Items	Suggestion by Committee	Action taken for improvement
1. Curriculum	Teaching methods & teachingaid	–	Smart classes are used for innovation teaching
	–	–	
2. Curriculum Transaction	–	–	
	–	–	
3. Faculty Profile		Department should apply for funded projects	Department initiated for research project
	–	–	–
4. Profile of Students	–	–	–
	–	–	–
5.Infrastructure in the Department	Number of computers	–	Departmental labs are upgraded with latest configuration
		–	–
6. Activities of the Department	collaboration	–	Department collaborated with industry for students
	conference seminar		faculties attended
	workshop attended		several workshop & FDP

Future Plans of the Department:

Name &Signature of the HOD with seal

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Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Information Technology

Date: 03.07.2023

NOTICE

All faculty members are hereby notified that a Departmental annual Academic Audit for the 2022-2023 academic year will take place on July 07th, 2024 at 2:00 PM. This audit will involve reviewing academic records, Course files, Attendance registers, and other pertinent documents for the current year. Faculty members are requested to ensure that all required records and documents are up-to date and readily accessible for inspection.

Venue: DBMS Lab, New Reynold Block

All of you requested to attend the meeting.

(Dr Aditya Vidyarthi)

HOD

Department of Information Technology

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Dr. Meenakshi Mazumdar
DIRECTOR
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(1)

Department Academic Audit (2022-2023)

Name of the Department: Information Technology

Date : 07.07.2023

Name, Designation and Address of Academic Audit Experts:

1. Dr. Aditya Dubey, Asstt. prof., MITS, Gwalior
2. Dr. S.S. Chauhan, Professor & Dean Academic, ITM Gwalior
3. Dr. Aditya Vidyarthi, Professor & Head, Deptt of IT, ITM Gwalior
4. Mr. Mangesh Tamr, Member IQAC, ITM Gwalior

Members of Staff Present:

1. Dr. Jitendra Singh Kushwah, Associate professor
2. Mr. Deshdeepak Shrivastava, Assistant professor
3. Mr. Madhukar Dubey, Assistant professor
4. Ms. Manali Singh, Assistant professor

Manali

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DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	DAPC & HOD meeting conduct with faculty for distribution.	NIL
	Department Academic Committee (DAC)	Yes	DAPC monitors activities.	NIL
	Department Academic calendar	Yes	prepared	NIL
	Credits allotted / distribution based on ABCA activities	Yes	As per RGPV & department wise activities.	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Chalk & Talk with Smart Classes.	NIL
	E-learning module LMS/MIS	Yes	MIS & LMS implemented	NIL
	Project work	yes	PBL implemented	NIL
	Internal assessment components – Uniqueness	Yes	ABCA, PBL assignment, Quiz implemented	NIL
	Student support – Remedial coaching	Yes	for low attendance & slow learner students	NIL
	Parents meeting – evaluation of student's progress	Yes	Parent - teacher meeting scheduled two times in a month	NIL
	Feedback from students	Yes	Feedback via MIS	NIL
	Steps taken on the feedback	yes	Advisory issued for concerned.	NIL

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Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	Planning for the next session	
	Seminars / Conferences attended	Yes		
	Papers / articles / books published	Yes		
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes		
	Acted as resource persons	Yes		
	M.Phil. & Ph. D awarded	No		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	NA	As per the ~~PTE~~-MP policy	
	Students involvement in extra-curricular & Co- curricular activities	Yes		
	Study tour / industrial visits / exhibitions / Internship / Training	Yes		
	Achievements	Yes	students achieved positions at state & Nation level	Needs to improve participation at International level.

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	04		
	No. of laboratories	06		
	No. of computers – for teachers	02		
	No. of computers – for students	270		
	No. of computers – research scholars	NIL		
	No. of instruments	NIL		
2. Activities of the Department	MOUs signed	Yes	MOU with MAAC	
	Consultancy	No		
	Collaborations			
	Association Meetings	Yes		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	Yes		
	Interaction with Industry / Research Centers / Educational Institutions	Yes		
	Newsletters / Magazine	Yes		
	Placement	Yes		

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Please comment on the following:

Strength:

1. Advanced Infrastructure: Robust hardware and software infrastructure, including high-speed networks, servers and cloud services.

2. Skilled Personnel: Trained and certified IT professionals with expertise in various domains (cyber security, system administration

Weakness:

1. Skill Gaps:
Potential gaps in certain emerging technologies or areas of IT expertise.

2. User Training:
Inadequate training for users on new systems or technologies.

Opportunities:

1. Digital Transformation: Implementing digital tools and platforms to streamline processes and improve efficiency across departments.

2. Partnerships: Collaborating with tech companies or research institutions for access to the the latest innovations and resources

Challenges:

Challenges in integrating new technologies with existing systems and processes.

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Best Practice (s) / Innovations of the Department:

providing ongoing training to users to ensure they are comfortable and proficient with current technologies.

Future Plans of the Department:

1. Technology Upgrades:- Upgrading or replacing outdated systems to stay current with technological advancements.
2. Research and Development:
Exploring new technologies and methods to drive innovation within the department and Institution

Signature of the HoD with Seal

HOD
Deptt. of Information Technology
Institute of Technology & Management
Gwalior

Dean Academics
Institute of Technology & Management, Gwalior

Signature of the Academic Audit Experts

Aditya

(Dr. Aditya Dubey
Asst. prof.
MITS, Gwalior)

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit(2022-2023)

Name of the Department: Information Technology

Date :

Criterion	Items	Suggestion by Committee	Action taken for improvement
1. Curriculum	Teaching method teaching aid	—	Smart classes are used for innovative teaching
	—	—	
2. Curriculum Transaction	—	—	
	—	—	
3. Faculty Profile		Department should apply for funded projects	Department initiated for research project.
	—	—	—
4. Profile of Students	—	—	—
	—	—	—
5.Infrastructure in the Department	Number of Computes	—	Departmental labs are upgraded with latest Configuration
		—	—
6. Activities of the Department	Collaboration	—	Department Collaborated with industry for students faculties attended
	Conference seminar workshop attended.		Several workshop & FDP

Future Plans of the Department:

Name &Signature of the HOD with seal
HOD
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Gwalior

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DIRECTOR
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Department Academic Audit (2021-2022)

Name of the Department: Information Technology

Date : 08 July 2022

Name, Designation and Address of Academic Audit Experts:

1. Prof. (Dr.) D.K. Swami, Group Director, VHS group, Bhopal.
2. Dr. S.S. Chauhan, Dean Academics, ITM Gwalior
3. Dr. Rishi Soni, HOD - CS/IT, ITM Gwalior.
4. Dr. Aditya Vidyarthi, Professor, ITM Gwalior

Members of Staff Present:

1. Dr. Jitendra Singh Kushwah, Associate Prof.
2. Mr D D Shrivastava, Asst Prof.
3. Mr. Madhukar Dubey, Asst Prof.
4. Mr. Ram Naresh Sharma, Asst. Prof. Ramnaresh
5. Mr. Dharmendra Pandey, Asst Prof. WSpandey

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DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	yes	HOD meeting DAPC with Faculty	NIL
	Department Academic Committee (DAC)	yes	DAPC monitors All activity	NIL
	Department Academic calendar	yes	prepared	NIL
	Credits allotted / distribution based on ABCA activities	yes	As per RGPV & Departmental activities	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	yes	chalk duster talk & smart classes	NIL
	E-learning module LMS/MIS	yes	MIS & LMS implemented	NIL
	Project work	yes	PBL implemented	NIL
	Internal assessment components – Uniqueness	yes	Assignment, Activities ABCs Quiz implemented	NIL
	Student support – Remedial coaching	yes	For low attendance & slow learns students	NIL
	Parents meeting – evaluation of student's progress	yes	mentors are responsible for communication with Parents through call & letters	NIL
	Feedback from students	yes	conducted at each semester	NIL
	Steps taken on the feedback	yes	Advising wise etal to concerned	NIL

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	NO	—	Department should apply for projects to funding agencies
	Seminars / Conferences attended	yes	satisfactry	NIL
	Papers / articles / books published	yes	Good	NIL
	FDP / RC / Training Program / Workshop attended	yes	Good	NIL
	Preparation of E-learning materials / Content	yes	External	NIL
	Acted as resource persons	yes	satisfates	NIL
	M.Phil. & Ph. D awarded	NO	—	Faculties enrolled in PHD should complete at earliest
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	yes	students admitted through DTE-MP counselling	NIL
	Students involvement in extra-curricular & Co- curricular activities	yes	Good	NIL
	Study tour / industrial visits / exhibitions / Internship / Training	yes	Good (more than 75% students completed internship	NIL
	Achievements	yes	satisfactry	NIL

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
4. Infrastructure in the Department	No. of class rooms	yes	sufficient	NIL
	No. of laboratories	yes	sufficient	NIL
	No. of computers – for teachers	yes	sufficient	NIL
	No. of computers – for students	yes	sufficient	NIL
	No. of computers – research scholars	yes	sufficient	NIL
	No. of instruments	—		
5. Activities of the Department	MOUs signed	yes		Department should sign more MOU with Gov. & Non Gov. Agencies
	Consultancy	NO		Department should approach for consultancy
	Collaborations	yes	satisfactory	NIL
	Association Meetings	—		—
	Guest lectures	yes	satisfactory	NIL
	Conference / Seminar / Workshop conducted	yes	satisfactory	NIL
	Extension Activity	yes	satisfactory	NIL
	Interaction with Industry / Research Centers / Educational Institutions	yes	TAP Cell conducted interaction with industry	NIL
	Newsletters / Magazine	yes	Institute magazine dept. newsletter	NIL
	Placement	yes	Excellent	N

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DIRECTOR
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Please comment on the following:

Strength:
- more than 75% placements
- 100% admission, faculty retention
- Faculty competencies.

Weakness:
- MOUs,
- consultancy projects

Opportunities:
- creative environment for learning to teaching & Non-teaching staff
- Faculties involved in Research

Challenges: Keeping up with rapid technological advancements as per demand of Industry.

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Best Practice (s) / Innovations of the Department:

- Innovations of New techniques and strategies for teaching the students like - PBL and ABCAS activity

Future Plans of the Department:

- motivating students for enterpreneurship and starts up and higher studies.

Signature of the HoD with Seal

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Deptt. of Information Technology
Institute of Technology & Management
Gwalior

Dean Academics
Institute of Technology & Management, Gwalior

Signature of the Academic Audit Experts

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit(2021-22)

Name of the Department: Information Technology

Date :

Criterion	Items	Suggestion by Committee	Action taken for improvement
1. Curriculum	Teaching Method and teaching aid	—	Smart Classes are used for innovative teaching
	—	—	—
2. Curriculum Transaction	—	—	—
	—	—	—
3. Faculty Profile	—	Department should apply for funded projects	Department initiated for Research project
	—	—	—
4. Profile of Students	—	—	—
	—	—	—
5.Infrastructure in the Department	Number of Computers	—	Departmental Labs are upgraded with latest Configuration
		—	—
6. Activities of the Department	Collaboration	—	Department Collaborated with industry for students
	Conferences seminar workshop attended		faculties attended
			Several workshops and FDP

Future Plans of the Department:

Name &Signature of the HOD with seal

HOD
Deptt. of Information Technology
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Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Best Practice (s) / Innovations of the Department:

- Most of the faculties are involved in Research

Future Plans of the Department:

- More than 90% placements

Signature of the HoD with Seal
HOD
Deptt. of Information Technology
Institute of Technology & Management
Gwalior

Dean Academics
Institute of Technology &
Management, Gwalior

Signature of the Academic Audit Experts

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

INSTITUTE OF TECHNOLOGY
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Department of Information Technology

Date: 02.08.2021

NOTICE

This notice about the Departmental Annual Academic Audit, which takes place on August 7th , 2021 at 3:00 PM for the academic year 2020–2021, is directed to all faculty members. This audit includes a review of course files, attendance logs, academic records, and other pertinent current-year paperwork. It is expected of instructors to ensure that all required documentation and records are up to date and readily accessible for examination.

Venue: DBMS Lab, New Reynold Block

All of you requested to attend the meeting.

(Dr Rishi Soni)

HOD

Department of Information Technology

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Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department Academic Audit

Name of the Department: Information Technology. (2020-2021)

Date : 07/08/2021

Name, Designation and Address of Academic Audit Experts:

1. Prof. (Dr.) D. K. Swami, Group Director, VNS group Bhopal
2. Dr. S S Chauhan, Coordinator - IQAC, ITM
3. Dr. Rishi Sani, HOD - CSPIT, ITM
4. Dr. Deepak Omprakash Gupta, Associate professor, Dept of IT,

Members of Staff Present:

1. Dr. Ashwini Shriwas, professor, Deptt of IT, ITM
2. Mr. Sujeet Bhadouria, Asst prof., Deptt of IT, ITM
3. Ms. Iti Jain, Asst prof, Deptt of IT, ITM
4. Ms. Sonali Gupta, Asst prof., Deptt of IT, ITM

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Deptt. of CSE/IT
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Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	As per the Competency of faculty members.	NIL
	Department Academic Committee (DAC)	Yes	Issues guidelines by DPAC	NIL
	Department Academic calendar	Yes	prepared.	NIL
	Credits allotted / distribution based on ABCA activities	Yes	As per RGPV curriculum	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Innovative teaching methodologies are being used	NIL
	E-learning module LMS/MIS	Yes	MIS & LMS implemented	NIL
	Project work	Yes	PBL & Internship implemented	NIL
	Internal assessment components – Uniqueness	Yes	Assignment, Quiz PBL & ABCAs incorporated	NIL
	Student support – Remedial coaching	Yes	For low attendance & slow learners	NIL
	Parents meeting – evaluation of student's progress	Yes	Mentors interacted with parents through phone calls & letters.	NIL
	Feedback from students	Yes	Feedback was taken by Dean Academics	NIL
	Steps taken on the feedback	Yes	Advisory	NIL

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Deptt. of Information Technology
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Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	NO	- - -	- -
	Seminars / Conferences attended	Yes.	satisfactory	NIL
	Papers / articles / books published	Yes.	Satisfactory	NIL
	FDP / RC / Training Program / Workshop attended	Yes.	satisfactory	NIL
	Preparation of E-learning materials / Content	Yes.	Excellent	NIL
	Acted as resource persons	Yes	satisfactory	NIL
	M.Phil. & Ph. D awarded	NO	- - -	Faculties should be enrolled in a PHD program.
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes	students admitted through DTE-MP Counselling	
	Students involvement in extra-curricular & Co- curricular activities	Yes	Good	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	students completed internship	
	Achievements	Yes	Satisfactory	

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	Yes	Sufficient	NIL
	No. of laboratories	Yes	Sufficient	NIL
	No. of computers – for teachers	Yes	satisfactory	NIL
	No. of computers – for students	Yes.	Sufficient	NIL
	No. of computers – research scholars	Yes.	Sufficient	NIL
	No. of instruments			
2. Activities of the Department	MOUs signed	NO		MOU should be signed for improvement in education quality
	Consultancy	NO		–
	Collaborations	Yes	satisfactory	
	Association Meetings	-		
	Guest lectures	Yes.	Satisfactory	
	Conference / Seminar / Workshop conducted	Yes.	satisfactory	
	Extension Activity	Yes	Satisfactory	
	Interaction with Industry / Research Centers / Educational Institutions	Yes	TAP Cell. Conducted Interaction with Industry	
	Newsletters / Magazine	Yes.	Institute Magazine & department Newsletter published.	
	Placement	Yes	Good.	

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Please comment on the following:

Strength:

- placement
- mentorship
- 100 % admission
- PBL, internship, Trainings.

Weakness:

- Consultancy and sponsored projects

Opportunities:

- Motivate students for higher studies.

Challenges: maintaing the upgradation in technologies.

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Action Taken Report for Department Academic Audit(2020-2021

Name of the Department: Information Technology.

Date : —

Criterion	Items	Suggestion by Committee	Action taken for improvement
1. Curriculum	Teaching method and technique	—	Smart classes are used for innovative teaching
	—	—	—
2. Curriculum Transaction	-	-	—
	—	—	—
3. Faculty Profile	-	Department should applied for funded project	Department initiated for Research project
	—	—	—
4. Profile of Students	—	—	— —
	-		— —
	—	— —	
5.Infrastructure in the Department	Number of Computers		Department Labs are upgrading with latest Configuration
	—		
6. Activities of the Department	Collaboration	—	Department Collaborated with industry for students
	Conference seminar workshop attended		faculty are attended several workshop and FDP

Future Plans of the Department:

Name &Signature of the HOD with seal

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Department of Information Technology

Date: 14.07.2020

NOTICE

This notification is for all faculty members regarding the Departmental Annual Academic Audit, which is scheduled for July 21, 2020, at 3:00 PM for the 2019–2020 academic year. Course files, attendance logs, academic records, and other relevant current-year documentation are all reviewed as part of this audit. It is the responsibility of teachers to make sure that the necessary documents and paperwork are current and easily available for review.

Venue: DBMS Lab, New Reynold Block

All of you requested to attend the meeting.

(Dr Rishi Soni)

HOD

Department of Information Technology

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Department Academic Audit (2019-2020)

Name of the Department: Information Technology

Date : 21/07/2020

Name, Designation and Address of Academic Audit Experts:

1. Prof. (Dr.) D. K. Swami, Group Director, VNS group, Bhopal
2. Dr. S S Chauhan, Coordinator, IQAC, Dean Academics
3. Dr. Rishi Soni, HOD, CS-IT, ITM Gwl
4. Mr. Mangesh Tomar, Asso. Dean Academic, ITM Gwl

Members of Staff Present:

1. Mr. Virendra Singh Kushwah
2. Mr. Neval Lodhi
3. Ms Sonali Gupta
4. Mr. Jitendra Singh Kushwah

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	DAPC & HOD meeting Conduct with faculty & distribute subjects	NIL
	Department Academic Committee (DAC)	Yes	DAPC monitors all activities.	NIL
	Department Academic calendar	Yes	prepared	NIL
	Credits allotted / distribution based on ABCA activities	Yes	Credit allotted as per RGPV & diff. activities.	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	White Board & Audio video devices used.	Smart Classes Can be used
	E-learning module LMS/MIS	Yes	MIS & LMS are available	NIL
	Project work	Yes	Project based learning Implemented.	NIL
	Internal assessment components – Uniqueness	Yes	PBL/Assignment/ Quiz activities all used for Internal Assessment	NIL
	Student support – Remedial coaching	Yes	Weak students were identified & remedial classes were conducted	NIL
	Parents meeting – evaluation of student's progress	Yes	Class mentors interact with parent via Call and letter	NIL
	Feedback from students	Yes	Feedback was taken by Dean Academics	NIL
	Steps taken on the feedback	Yes	Advisory were issued to non performing faculties.	NIL

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	—	project should apply
	Seminars / Conferences attended	Yes	Seminar / Conference were attended	—
	Papers / articles / books published	Yes	satisfactory	More papers, Article, book must be published
	FDP / RC / Training Program / Workshop attended	Yes	satisfactory	NIL
	Preparation of E-learning materials / Content	Yes	E-Learning material prepared & uploaded by faculties.	
	Acted as resource persons	Yes	Some faculties delivered the expert lect.	
	M.Phil. & Ph. D awarded	NO	—	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes.	students admitted through DTE-MP Counselly.	
	Students involvement in extra-curricular & Co- curricular activities	Yes.	student involved in curricular activities.	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	student completed internship once in a year as per RGPV	
	Achievements	Yes.	satisfactory	

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	Yes	Sufficient C. Room = 04	NIL
	No. of laboratories	Yes.	Sufficient Lab = 04	NIL
	No. of computers – for teachers	Yes.	satisfactory Total = 04	
	No. of computers – for students	Yes.	satisfactory No of Computers = 140	More upgraded system should be used
	No. of computers – research scholars	—		
	No. of instruments	—		
2. Activities of the Department	MOUs signed	No	—	MOU should be signed
	Consultancy	No	—	
	Collaborations	Yes.	Department must Collaborate with Industry	Industry Collaboration must required.
	Association Meetings	—		
	Guest lectures	Yes	satisfactory	
	Conference / Seminar / Workshop conducted	Yes.	satisfactory	Atleast one week FDP must be Conducted
	Extension Activity	Yes.	satisfactory	
	Interaction with Industry / Research Centers / Educational Institutions	Yes	TAP Conducted interaction with industry	
	Newsletters / Magazine	Yes	Institution magazine & dept. newsletter was published.	
	Placement	Yes	Good.	

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Please comment on the following:

Strength:

Placement, PBL, faculty Retention, 100% admission, mentorship

Weakness:

- consultancy & sponsored project

Opportunities:

- Motivate student for research & higher studies and startup.

Challenges:

- To introduce some new relevant courses gap between RGPV Curricular & Industry requirement.

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Best Practice (s) / Innovations of the Department:

- Identifying the research gap of the faculty member & constitute the group for Research work.

Future Plans of the Department:

- Establishment of various labs related with industry
- planning to organize the MOOC Course for the students

Signature of the HoD with Seal

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Signature of the Academic Audit Experts

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Action Taken Report for Department Academic Audit(2019-2020)

Name of the Department: Information Technology

Date :

Criterion	Items	Suggestion by Committee	Action taken for improvement
1. Curriculum	Teaching method & teaching aid	Smart classes can be used	Institute was planning to establish smart class but due to COVID, it was postponed
2. Curriculum Transaction	–	–	
	–	–	–
3. Faculty Profile	–	–	–
	paper/articles book published	More paper, article books must be published.	
4. Profile of Students	–	–	–
	–	–	–
5.Infrastructure in the Department	No's. of Computers	More upgraded system should be used	140 higher configuration computers have been purchased by the Department.
	–	–	–
6. Activities of the Department	Collaboration	Industry-Collaboration must required	Department collaborated with AWS & MICROSOFT
	Conference, seminar, workshop conducted	At least one week FDP must be conducted	5 Days ATAL FDP has been conducted by the Department.

Future Plans of the Department:

Name &Signature of the HOD with seal

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Gwalior (M.P.)

Department of Computer Science Engineering

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Department Academic Audit

Session : (2023-2024)

Name of the Department : Computer Science & Engineering (CSE) and Computer Applications (CA)

Date : 06 August 2024

Name, Designation and Address of Academic Audit Experts:

1. Dr. D. N Goswami, Professor, Jiwaji University, Gwalior
2. Dr. Rajeev Rathore, IQAC Coordinator, ITM Gwalior
3. Dr. Rishi Soni, Head of Department,CSE, ITM
4. Dr. Manoj Bandil, Head of Department, ECE, ITM
5. Mr. Gaurav Dubey, Admin Coordinator, Deptt. of CSE

Department Members of Staff Present:

1. Dr. Pradeeep Yadav
2. Dr. Deepak Gupta
3. Ms. Rashmi Pandey
4. Ms. Rakhi Arora
5. Ms. Archana Tomar

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	As per expertise of faculty members	Nil
	Department Academic Committee (DAC)	Yes	DAPC Monitor and control all the academic Activities	Nil
	Department Academic calendar	Yes	Prepared	Nil
	Credits allotted / distribution based on ABCA activities	Yes	Followed RGPV Prescribed curriculum	Nil
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Chalk and Talk and Smart classes	Nil
	E-learning module LMS/MIS	Yes	LMS implemented	Nil
	Project work	Yes	PBL implemented	Nil
	Internal assessment components – Uniqueness	Yes	2 midterms, 2ABCA, PBL, Quiz Presentation, VIVA Lab performance, Practical file	Nil
	Student support – Remedial coaching	Yes	For Low Attendance and weaker students	Nil
	Parents meeting – evaluation of student's progress	Yes	Mentor communicator with Students Parents through call and letters.	Nil
	Feedback from students	Yes	Collected through online and offline in every semester	Nil
	Steps taken on the feedback	Yes	Advisory issued to concern faculty	Nil

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes	Sufficient	Nil
	No. of laboratories	Yes	Sufficient	Nil
	No. of computers – for teachers	Yes	Sufficient	Nil
	No. of computers – for students	Yes	Sufficient	Nil
	No. of computers – research scholars	Yes	Sufficient	Nil
	No. of instruments	Yes	Sufficient	Nil
6. Activities of the Department	MOUs signed	Yes	–	–
	Consultancy	Yes	Satisfactory	–
	Collaborations	Yes	Satisfactory	–
	Association Meetings	–	–	–
	Guest lectures	Yes	Satisfactory	Department should focus on ~~number of~~ good number of guest Lectures
	Conference / Seminar / Workshop conducted	Yes	Very low	Dept. should focus on good number of seminar and workshop organisation.
	Extension Activity	Yes	Satisfactory	Nil
	Interaction with Industry / Research Centres / Educational Institutions	Yes	TAP responsible for interaction with industry for Traning and Placement Activities.	Nil
	Newsletters / Magazine	Yes	Satisfactory	Nil
	Placement	Yes	Satisfactory	Nil

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	Yes	Project in ongoing	NiL
	Seminars / Conferences attended	Yes	Satisfactory	NiL
	Papers / articles / books published	Yes	Excellent	NiL
	FDP / RC / Training Program / Workshop attended	Yes	Good	NiL
	Preparation of E-learning materials / Content	Yes	Excellent	NiL
	Acted as resource persons	Yes	–	faculty should involve in knowledge exchange program, acted as resource person.
	M.Phil. & Ph. D awarded	–	–	Most of the faculties are enrolled in PHD
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes	Students are admitted through MPDTE counselling	NiL
	Students involvement in extra-curricular & Co- curricular activities	Yes	Satisfactory	NiL
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Satisfactory	NiL
	Achievements	Yes	Satisfactory	NiL

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Please comment on the following:

Strength: 1. Faculty Retention
2. 100% Admission
3. Faculty Competencies
4. Project Based learning
5. Good number of reasearch Publications.

Weakness:
1. Less number of funded Project
2. Department carrier Deulopment cell

Opportunities: 1. Department follows new exam reform Policies.
2. Newly join faculties are involved in research and publications.

Challenges: 1. GAP between curriculum and industry requirment.
2. Bringing slow learner to the level of fast learner.
3. International collaboration with reputed institutes.

Best Practice (s) / Innovations of the Department:
1. ABCA Activities
2. Student centric Activities
3. Mentoring
4. E-Learning facility

Future Plans of the Department: More than 90% Placements.
1. Student and faculty collaborative research.
2. To increase the value aided courses.
3. To engage the students in funding Projects.

Signature of the HoD with Seal 5/08/2024
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Institute of Technology & Management, Gwalior

Signature of the Academic Audit Experts

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Institute of Technology & Management

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Action Taken Report for Department Academic Audit

Date: 03 – 08 – 2024

Name of the Department: Department of Computer Science & Engineering and Department of Computer Applications

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Steps followed in designing of curriculum	Affiliated to RGPV Bhopal	—
	Co-Po Mapping	Implementing new exam reform policy	Appreciated
2. Curriculum Transaction	Teaching learning Methodology	Implementing visual-aids, lectures, labs, NPTEL, ABCA, PBL	Appreciated
	Student remedial classes	For low attendance and weaker Students	Satisfactory
			—
3. Faculty Profile	Project completed/ongoing	Project is ongoing	Good
	Paper/Artical Published	Many faculties have excellent publications	Excellent
4. Profile of Students	Industrial Visit/Tour		Atleast two industrial visit must be planned in academic year
	Students involvement in extra curriculum activities	Majority of Students are involved	Satisfactory
5. Infrastructure in the Department	No. of classes and labs	Sufficient	Satisfactory
	No. of Computers for students and teachers	Sufficient	Satisfactory
6. Activities of the Department	MOU Signed	Two MOU Signed	Good
	Consultancy	One consultancy project is ongoing	Appriciated
	Collaboration	IEEE Student Chapter Started	Appriciated

Future Plans of the Department:

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Name & Signature of the HOD with Seal

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Department Academic Audit

Session : (2022-2023)

Name of the Department : Computer Science & Engineering (CSE) and Computer Applications (CA)

Date : 04/07/2023

Name, Designation and Address of Academic Audit Experts:

1. Dr. D. N Goswami, Professor, Jiwaji University, Gwalior
2. Dr. S. S. Chauhan, Dean Academics, ITM Gwalior
3. Dr. Rishi Soni, Head of Department,CSE, ITM Gwalior
4. Dr. Deepesh Bhardwaj, Dean Research, ITM Gwalior

Department Members of Staff Present:

1. Dr. Pradeeep Yadav
2. Dr. Deepak Gupta
3. Ms. Rashmi Pandey
4. Mr. Nitin Dixit

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes.	Through DAPC. Subject distribution As per faculty willingness & Expertise.	NIL
	Department Academic Committee (DAC)	Yes.	DAPC Monitor all Academic Activities.	NIL
	Department Academic calendar	Yes.	Prepared	NIL
	Credits allotted / distribution based on ABCA activities	Yes	As per RGPV. & departmental activities.	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes.	white board & Smart Classes.	NIL
	E-learning module LMS/MIS	Yes.	LMS. Implemented	NIL
	Project work	Yes.	Project Based Learning (PBL) Implemented	NIL
	Internal assessment components – Uniqueness	Yes.	Midterms (Two), ABCAS (Two), Student Centric activities., Quiz, Presentation, PBL	NIL
	Student support – Remedial coaching	Yes.	For Low attendance & weaker Students.	NIL
	Parents meeting – evaluation of student's progress	Yes.	Mentor Communicate with Student's Parents through. Calls and letters	NIL
	Feedback from students	Yes.	Collected through online & offline mode.	NIL
	Steps taken on the feedback	Yes	Counselling & advisory issued to concerned faculty	NIL

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No.	—	Department should focus on sponsored Projects.
	Seminars / Conferences attended	Yes.	Satisfactory	NIL
	Papers / articles / books published	Yes.	No. of Good papers published by department.	Faculty should focus on ESCI & SCI Journal.
	FDP / RC / Training Program / Workshop attended	Yes.	Good	—
	Preparation of E-learning materials / Content	Yes.	Excellent	—
	Acted as resource persons	Yes	Satisfactory	Faculty should involve in knowledge exchange program
	M.Phil. & Ph. D awarded	—	—	Most of the faculties are enrolled in Ph.D. program.
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes.	Students are admitted through M.P. DTE Counselling.	—
	Students involvement in extra-curricular & Co- curricular activities	Yes	Satisfactory	Department should focus in this context.
	Study tour / industrial visits / exhibitions / Internship / Training	Yes.	Satisfactory	—
	Achievements	Yes.	Satisfactory	—

INSTITUTE OF TECHNOLOGY & MANAGEMENT * GWALIOR * Department of Computer Sci. & Engg.

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Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes	Sufficient	NIL
	No. of laboratories	Yes	Sufficient	NIL
	No. of computers – for teachers	Yes	Sufficient	NIL
	No. of computers – for students	Yes	Sufficient & Satisfactory	NIL
	No. of computers – research scholars	Yes	Satisfactory	NIL
	No. of instruments	—		
6. Activities of the Department	MOUs signed	Yes		Department should sign MoU with good no. of non-gov agency.
	Consultancy	Yes	Satisfactory	NIL
	Collaborations	Yes	Satisfactory	NIL
	Association Meetings	—	—	—
	Guest lectures	Yes	Satisfactory	NIL
	Conference / Seminar / Workshop conducted	Yes	Very low	Dept. should focus to ~~conduct~~ organize international Conference & national level workshop
	Extension Activity	Yes	Satisfactory	NIL
	Interaction with Industry / Research Centres / Educational Institutions	Yes	Training & placement cell interact with industry for training & placement	NIL.
	Newsletters / Magazine	Yes	Satisfactory	NIL
	Placement	Yes	Satisfactory	NIL

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Please comment on the following:

Strength:
1. Faculty members are young and dedicated for handling classes, labs and extra curriculum activities
2. Good number of student faculty ratio
3. Project based learning for students.
4. Centre of excellence (Industry oriented labs)

Weakness:
1. Departmental Career Development Cell.
2. Sponsored research projects from funding agency.
3. ~~Placements~~

Opportunities:
1. Department follows outcome based education
2. Motivate students for publications
3. Motivate and provide platform for social activities

Challenges:
1. Gap between curriculum and industry requirements.
2. Bringing slow learner to the level of fast learner
3. International collaboration with reputed institutes.

Best Practice (s) / Innovations of the Department:
1. Identifying thrust areas and guidance by senior faculty to juniors for confident and satisfactory delivery in the classroom for the content
2. mentoring of weak students.

Future Plans of the Department: ~~More than 90% Placements~~
1. Students & faculty collaborative research.
2. Students start-up.
3. Consultancy and sponsored projects.

Signature of the HoD with Seal

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Signature of the Academic Audit Experts

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Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Invitation as External Expert for Annual Academic Audit

1 message

hod CSEIT <hodcseitm@itmgoi.in> Fri, Jul 1, 2022 at 12:52 PM
To: dewki goswami <goswamidn@yahoo.com>

Dear Sir,

On behalf of the Department of Computer Science & Engineering at ITM, I am honored to invite you to serve as an external expert for our annual Academic Audit meeting.

The details of the meeting are as follows:

Date: July 04, 2023 Time: 10:00 AM - 12:30 PM Venue: Conference Room, Neumann Block, ITM

The purpose of this meeting is to review our department's academic performance, discuss our achievements, identify areas for improvement, and plan for the upcoming academic year. Your expertise and insights will be invaluable to this process.

The agenda for the meeting includes:

1. Review of curriculum and teaching methodologies
2. Analysis of student performance and feedback
3. Evaluation of research activities and publications
4. Assessment of infrastructure and resources
5. Discussion on industry collaborations and placements
6. Planning for the next academic year

Your role as an external expert will provide us with an objective perspective on our department's functioning and help us identify areas where we can enhance our academic standards.

We would be grateful if you could confirm your availability at your earliest convenience

Thank you for considering our invitation. We look forward to the possibility of having you with us for this important event.

Regards,

Dr. Rishi Soni
Head of Department Computer Science & Engineering

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

12:31 PM ITM University Mail - Invitation for Annual Departmental Academic Audit Meeting

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"CELEBRATING DREAMS"

hod CSEIT <hodcseitm@itmgoi.in>

Invitation for Annual Departmental Academic Audit Meeting

1 message

hod CSEIT <hodcseitm@itmgoi.in> Fri, Jul 1, 2022 at 12:31 PM
To: Dean Research ITMGOI <dean.research@itmgoi.in>, Dean Academics <deanacademics@itmgoi.in>

Dear Sir,

I am writing to invite you to our annual Departmental Academic Audit meeting for the Computer Science & Engineering department. This crucial event is scheduled as follows:

Date: July 04, 2023

Time: 10:00 AM - 12:30 PM

Venue: Conference Room, Neumann Block

The purpose of this meeting is to review our department's academic performance, discuss our achievements, identify areas for improvement, and plan for the upcoming academic year. Your participation and insights are invaluable to this process.

Agenda:

1. Review of curriculum and teaching methodologies
2. Analysis of student performance and feedback
3. Evaluation of research activities and publications
4. Assessment of infrastructure and resources
5. Discussion on industry collaborations and placements
6. Planning for the next academic year

We will also be joined by external Academic Audit experts who will provide an objective assessment of our department's performance.

Thank you for your continued support.

Regards,

Dr. Rishi Soni
Head of Department Computer Science & Engineering

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

https://mail.google.com/mail/u/1/?ik=e9c3214f34&view=pt&search=all&permthid=thread-a:r1343678812237430943&simpl=msg-a:r1487444920803 Rishi Mazumdar 1/1

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Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Date: 28/7/23

Name of the Department: Department of Computer Science & Engineering and Department of Computer Applications

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	CO - PO Mapping	—	Implementing New Exam Reform Policy
	As Per RGPV Bhopal	N/A	N/A
2. Curriculum Transaction	Teaching Methodology & teaching aids	Lectures, Labs, Expert lectures, technical events	Appreciated
	E-learning Modules	NPTEL courses faculty content	Appreciated
3. Faculty Profile	Research Publications	More publications are required	Need no. of research Publications of faculty member
	Consultancy Projects.	faculty consultancy	Two faculties are communicative for consultancy Projects
4. Profile of Students	Internship	More focus on Internship	Almost - 95% are enrolled in Internship
	Student Research	Students should involved in research with faculties	Six groups of students Published research paper
5. Infrastructure in the Department	No. of classes & labs	—	Sufficient
6. Activities of the Department	ABCA Activities	New methodology should be introduced	Two new innovative learning introduced
	Industry) oriented projects for students	Dept should focus on I.O. Projects	Department is communicative with industries for project

Future Plans of the Department:

28/07/2023
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Gwalior

Name &Signature of the Dept. with Seal

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Dr. Meenakshi Mazumdar
DIRECTOR
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Department Academic Audit

Session : (2022-2023) [2021-2022]

Name of the Department : Computer Science & Engineering (CSE) and Computer Applications (CA)

Date : 09th July 2022

Name, Designation and Address of Academic Audit Experts:

1. Dr. D. N Goswami, Professor, Jiwaji University, Gwalior
2. Dr. S. S. Chauhan, Dean Academics, ITM Gwalior
3. Dr. Rishi Soni, Head of Department,CSE, ITM Gwalior
4. Mr. Mangesh Tomar,Associate Dean Academics, ITM Gwalior

Department Members of Staff Present:

1. Dr. Deepak Gupta, Associate Prof., ITM
2. Dr. Pradeep Yadav, Associate Prof. , ITM
3. Ms. Priuhsa Narwaria, Assistant Prof. , ITM
4. Ms. Rakhi Arora, Assistant Prof. , ITM
5. Mr. Nitin Dixit, Assistant Prof. , ITM

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Dean Academics
Institute of Technology & Management, Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	yes	DAPC & HOD meeting conduct with faculty for distribution	NIL
	Department Academic Committee (DAC)	yes	DAPC monitor all activities	NIL
	Department Academic calendar	yes	prepared	NIL
	Credits allotted / distribution based on ABCA activities	yes	As per RGPV & departmental activities	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	yes	Chalk and talk and smart classes	NIL
	E-learning module LMS/MIS	yes	MIS LMS implemented.	NIL
	Project work	yes	PBL implemented	NIL
	Internal assessment components – Uniqueness	yes	PBL, Assignment, Quiz, ABCA implemented.	NIL
	Student support – Remedial coaching	yes	for low attendance and weak students	NIL
	Parents meeting – evaluation of student's progress	yes	Mentors are responsible for communication with parents through calls and letters	NIL
	Feedback from students	yes	Collected at every semester	NIL
	Steps taken on the feedback	yes	Advisory issued to concerned.	NIL

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	~~yes~~ NO	–	Department should apply for projects to funding agencies.
	Seminars / Conferences attended	yes.	Satisfactory	NIL
	Papers / articles / books published	yes	Good.	NIL
	FDP / RC / Training Program / Workshop attended	yes	Good.	NIL
	Preparation of E-learning materials / Content	yes.	Excellent	NIL
	Acted as resource persons	yes.	Satisfactory	NIL
	M.Phil. & Ph. D awarded	NO	–	faculties enrolled in PhD should complete at earliest.
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	yes	Students admitted through DTE-MP counseling.	NIL
	Students involvement in extra-curricular & Co- curricular activities	yes.	Good.	NIL
	Study tour / industrial visits / exhibitions / Internship / Training	yes.	Good. (more than 75% student completed) internship.	NIL
	Achievements	yes.	Satisfactory	NIL

5

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	yes	Sufficient.	NIL
	No. of laboratories	yes	Sufficient.	NIL
	No. of computers – for teachers	yes.	Satisfactory.	NIL
	No. of computers – for students	yes.	Sufficient.	NIL
	No. of computers – research scholars	yes.	Satisfactory.	NIL
	No. of instruments	—		
6. Activities of the Department	MOUs signed	NO		Department should sign MOU with Govt & non-govt. agencies.
	Consultancy	NO		Department should approach for consultancy.
	Collaborations	yes.	Satisfactory	NIL
	AssociationMeetings	—		—
	Guest lectures	yes.	Satisfactory	NIL
	Conference / Seminar / Workshop conducted	yes.	Satisfactory.	NIL
	Extension Activity	yes.	Satisfactory.	NIL
	Interaction with Industry / Research Centres / Educational Institutions	yes.	TAP conducted interaction with industry.	NIL
	Newsletters / Magazine	yes.	Institutions Magzini & digi. Newsletter	NIL
	Placement	yes.	Excellent.	NIL

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Please comment on the following :

Strength: Now year 80% ~~100% adm~~ placement, 100% admission, Faculty retention, Faculty competencies

Weakness: MOU's, consultancy projects

Opportunities: Learning environment for teaching and non teaching staffs., faculties involved in research.

Challenges: Keeping up with rapid technological advancement as per demand of industry.

Best Practice (s) / Innovations of the Department:
Innovation of new teaching learning methodologies and ABCA activities.

Future Plans of the Department:
Motivating students for entrepreneurship and start up and higher studies.

Signature of the HoDwithSeal

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Signature of the Academic AuditExperts

(Dr. D.N. Goswami)

Dean Academics
Institute of Technology & Management, Gwalior

Dean IQAC
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Gwalior (M.P.)

Dr. Meenakshi Mazumdar
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Department of Computer Science & Engineering

Minutes of the Meeting

Date: 27.06.2022

A Departmental Advisory Committee meeting was held on 25.06.2022 at 1:00 PM in the conference room, IT Block.

The following members were present:

1.	Prof. (Dr.) Rishi Soni, Head of the Department	Chairman
2.	Prof. (Dr.) Pradeep Yadav	Secretary
3.	Prof. (Dr.) D. N. Goswami Professor, S.O.S. in Computer Science & Applications Jiwaji University, Gwalior	External Member (Academics)
4.	Mr. Rajesh Talreja Sr. Software Developer, Microsoft	Industry Expert
5.	Mr. Prashant Bhardwaj Vice President, Royal Bank of Scotland	Alumni
6.	Ms. Anubhi Garg Senior Software Engineer at Novigo Solutions	Alumni
7.	Mr. Nitin Gangnani	Student Coordinator
8.	Mr. Ajay Dupad	Student Coordinator

Agenda of the Meeting:

(a) Review and discussion of Placements and Training.

(b) Initiatives for Research Projects/Consultancy.

(c) Curriculum gap between Industry and Academia.

(d) Future planning and identification of key priorities for the department

(e) PBL/ Live projects

(f) Activity-Based Continuous Assessment System (ABCAS)

(g) Focus on research collaboration

Dr. Pradeep yadav

(Dr. Rishi Soni)
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Minutes of the meeting:

1. The meeting began with the welcome address by the Secretary, **Dr. Pardeep Yadav**, Associate Professor, Department of Computer Science and Engineering, with a warm welcome to the members of the Department Advisory Committee.
2. Chairman **Dr. Rishi Soni**, Professor and Head of the Departmentof CSE narrated the purpose of Departmental Advisory Board Meeting and the importance of outcome based education..
3. Chairman **Dr. Rishi Soni** presented the agenda:
   - Review and discussion of Placements and Training.
   - Initiatives for Research Projects/Consultancy.
   - Curriculum gap between Industry and Academia.
   - Future planning and identification of key priorities for the department
   - PBL/ Live projects
   - Activity-Based Continuous Assessment System (ABCAS)
   - Focus on research collaboration
4. After a detailed discussion, suggestions were invited from the members for improvement.
5. **Dr. D.N. Goswami** suggested the following points:
   - Dr. Goswami expressed satisfaction over the current placement and training processes, acknowledging that efforts are effective in making students job-ready..
   - Promote collaboration between students and faculty, sign MoUs with industry labs for research opportunities, and foster practical learning for academic excellence.
   - Faculties should motivate the students to participate in the design competition, coding competition organized by national agencies.
   - Incorporate writing a review/research paper as part of the Project-Based Learning (PBL) for pre-final and final year students.

(Dr. Rishi Soni)
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Dr Pradeep Yadav

Dr. Lakshmi Mazumdar
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6. **Mr. Rajesh Talreja** Suggested conducting 15 days of in-house internship and training programs in the department to align with industry needs every semester. Additionally, he recommended fostering communication with industry experts to stay updated on the latest technologies in the IT sector.
7. **Mr. Prashant Bhardwaj** suggested that In project-based learning, project quality should be improved by involving industry experts from the outset to define problem statements. Their real-world knowledge will ensure that the projects address current challenges, making the solutions more relevant and impactful. It will provide students with practical insights, foster relationships and better prepare them for their future careers..
8. **Ms. Anubhi Garg** suggested that the department should arrange workshops or programs for faculty members that match the needs of software industries. These events will help improve faculty members' skills in the latest technologies according to what the industry demands. Ultimately, this will benefit the students by ensuring they receive up-to-date and relevant education.
9. Chairman **Dr. Rishi Soni** thanked everyone for attending the meeting and requested their ongoing support to help the department grow and improve. He emphasized that collective efforts from all members are essential for the department's success. Dr. Rishi Soni encouraged everyone to contribute through their expertise, mentorship, research collaboration, and networking to create a better learning environment for students. His message inspired everyone to actively participate in shaping the department's future and achieving excellence togethe

Prepared by: **Dr. Pradeep Yadav**
(Secretary)

Approved by: **Dr. Rishi Soni**
(Chairman)

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Copy to: 1) All faculty members for needful action
2) File

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Action Taken Report for Department Academic Audit

Date: 09/07/2022

Name of the Department: Department of Computer Science & Engineering and Department of Computer Applications

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching Method and teaching aid	—	Smart classes are used for innovative teaching.
	—	—	—
2. Curriculum Transaction	—	—	—
	—	—	—
	—	—	—
3. Faculty Profile	Project Completed Outgoing	Department should applied for funded project	Department initiated for Reasearch Project.
	—	—	—
4. Profile of Students	—	—	—
	—	—	—
5. Infrastructure in the Department	Number of Computer	—	Department labs are Upgraded with latest Configuration
	—	—	
6. Activities of the Department	Collaboration	—	Department Collaborated with industry for students
	Conferences, Seminars,	—	faculty are attended
	workshop attended	—	several workshop and FDP

Future Plans of the Department:

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Name &Signature of the HOD with Seal

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Department Academic Audit

Session : (2020-2021)

Name of the Department : Computer Science & Engineering (CSE) and Computer Applications (CA)

Date : August 6, 2021

Name, Designation and Address of Academic Audit Experts:

1. **Dr. D. N Goswami**, Professor, Jiwaji University, Gwalior
2. **Dr. S. S. Chauhan**, Coordinator-IQAC, ITM Gwalior
3. **Dr. Rishi Soni**, HOD-CSE, ITM Gwalior
4. **Dr. Aditya Vidharthi** ,HOD-IT, ITM Gwalior

Department Members of Staff Present:

1. **Dr. Jitendra Singh Kushwah**, Associate Prof., CSE- ITM
2. **Dr. Pradeep Yadav**, Associate Prof., CSE- ITM
3. **Mr. Gaurav Dubey**, Assistant Prof., CSE-ITM
4. **Mr. Nitin Dixit**, Assistant Prof., ITM
5. **Ms. Rakhi Arora**, Assistant Prof., ITM

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Institute of Technology & Management
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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	As per expertise and competency of faculty members.	NIL
	Department Academic Committee (DAC)	Yes	DAPC issues guidelines from time to time for academic quality improvement	NIL
	Department Academic calendar	Yes	Department Academic calendar Prepared	NIL
	Credits allotted / distribution based on ABCA activities	Yes	As per RGPV Curriculum	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Innovative teaching methodologies are being used, and smart classrooms are being utilized.	NIL
	E-learning module LMS/MIS	Yes	MIS & LMS implemented	NIL
	Project work	Yes	PBL and internship implemented	NIL
	Internal assessment components – Uniqueness	Yes	Assignment Quiz, PBL & Activities incorporated	NIL
	Student support – Remedial coaching	Yes	For Low attendance & weak students	NIL
	Parents meeting – evaluation of student's progress	Yes	Mentors interacted with parents through phone calls and letters	NIL
	Feedback from students	Yes	Feedback was taken by Dean Academics	NIL
	Steps taken on the feedback	Yes	Advisory was issued to underperforming faculties	NIL

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	----	Apply Projects to Govt. & non Govt. agencies.
	Seminars / Conferences attended	Yes	Satisfactory	NIL
	Papers / articles / books published	Yes	Satisfactory	NIL
	FDP / RC Training Program / Workshop attended	Yes	Satisfactory	NIL
	Preparation of E-learning materials Content	Yes	Excellent	NIL
	Acted as resource persons	Yes	Satisfactory	NIL
	M.Phil. & Ph. D awarded	No	-------	Faculties should be enrolled in a Ph.D. program or complete their Ph.D. at the earliest
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes	Students Admitted through DTE MP counselling 5	
	Students involvement in extra-curricular & Co- curricular activities	Yes	Good	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Students completed internship/ Industrial Training	
	Achievements	Yes	Satisfactory	
		Yes		

Dean Academics
Institute of Technology & Management, Gwalior

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Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes	Sufficient	NIL
	No. of laboratories	Yes	Sufficient	NIL
	No. of computers – for teachers	Yes	Satisfactory	NIL
	No. of computers – for students	Yes	Sufficient	NIL
	No. of computers – research scholars	Yes	Sufficient	NIL
	No. of instruments	---		
6. Activities of the Department	MOUs signed	No		MOUs should be sound for enhancement of faculty & students
	Consultancy	No		Apply for consultancy to agencies
	Collaborations	Yes	Satisfactory	NIL
	Association Meetings	---		
	Guest lectures	Yes	Satisfactory	
	Conference / Seminar / Workshop conducted	Yes	Satisfactory	
	Extension Activity	Yes	Satisfactory	
	Interaction with Industry / Research Centres / Educational Institutions	Yes	TAP conducted interaction with industry	
	Newsletters / Magazine	Yes	Institute M and departmental newsletters published	
	Placement	Yes	Good	

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Please comment on the following:

Strength: **Placement, Mentorship, 100% Admission, PBL, Internship, Trainings.**

Weakness: **Consultancy and sponsored projects**

Opportunities: **Motivate Students for higher studies**

Challenges: **Keeping up with rapid technological advancement**

Best Practice (s) / Innovations of the Department: **Most of faculties are involved in research**

Future Plans of the Department: **More than 90% Placements**

Signature of the HoD with Seal

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Signature of the Academic Audit Experts

Dean IQAC
Institute of Technology & Management
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Action Taken Report for Department Academic Audit

Date: 09/07/2022

Name of the Department: Department of Computer Science & Engineering and Department of Computer Applications

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching Method and teaching aid	—	Smart classes are used for innovative teaching.
	—	—	—
2. Curriculum Transaction	—	—	—
	—	—	—
	—	—	—
3. Faculty Profile	Project Completed Outgoing	Department should applied for funded project	Department initiated for Reasearch Project.
	—	—	—
4. Profile of Students	—	—	—
	—	—	—
5. Infrastructure in the Department	Number of Computer	—	Department labs are Upgraded with latest Configuration
	—	—	
6. Activities of the Department	Collaboration	—	Department Collaborated with industry for students
	Conferences, Seminars,	—	faculty are attended
	workshop attended	—	several workshop and FDP

Future Plans of the Department:

Name & Signature of the HOD with Seal

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Department Academic Audit

Session: (2019-2020)

Name of the Department : Computer Science & Engineering (CSE) and Computer Applications (CA)

Date : 27/07/2020

Name, Designation and Address of Academic Audit Experts:

1. **Dr. D. N Goswami**, Professor, Jiwaji University, Gwalior
2. **Dr. S. S. Chauhan**, IQAC, Dean Academics, ITM Gwalior
3. **Dr. Rishi Soni**, HOD-CSE, ITM Gwalior
4. **Mr. Rachit Jain,** Co-Coordinator, IQAC, ITM Gwalior
5. **Mr. Mangesh Tomar**, Asso. Dean Academics, ITM Gwalior

Department Members of Staff Present:

1. **Dr. Pradeep Yadav**
2. **Dr. Jitendra Singh Kushwah**
3. **Mr. Arun Agrawal**
4. **Mr. Nitin Dixit**
5. **Ms. Priusha Narwaria**

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Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	DAPC & HOD meeting conduct with faculty & Distribute subject	Nil
	Department Academic Committee (DAC)	Yes	DAPC monitor all Activities.	Nil
	Department Academic calendar	Yes	Dept. Academic calendar was prepared	NIL
	Credits allotted / distribution based on ABCA activities	Yes	Credit allocated as per RGPV & different activities like Quiz, Assign. etc	NIL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	whiteboard & Audio-visual aids are used for teaching.	Smart Classes can be used
	E-learning module LMS/MIS	Yes	MIS & LMS is used ~~for~~ as a E-learning module successfully	NIL
	Project work	Yes	Project based learning was implemented in the Institute successfully	NIL
	Internal assessment components – Uniqueness	Yes	PBL/Assignment/Quiz activities are used for internal assessment	NIL
	Student support – Remedial coaching	Yes	weak students were identified and remedial classes were conducted	NIL
	Parents meeting – evaluation of student's progress	Yes	Class mentors interact with parents via telephone and letter twice in a sem.	NIL
	Feedback from students	Yes	Feed back was taken from dean academics	NIL
	Steps taken on the feedback	Yes	Advisory were issue to non-performing faculties.	NIL

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	YES	2 projects in the dept	More project should apply
	Seminars / Conferences attended	Yes	Seminar/ Conference were attended Satisfactory	
	Papers / articles / books published	Yes	Satisfactory	More Paper Article, book must be published
	FDP / RC / Training Program / Workshop attended	Yes	Satisfactory	NIL
	Preparation of E-learning materials / Content	Yes	E-learning material prepared and uploaded by faculties	
	Acted as resource persons	Yes	Some faculties delivered the expert lecture	
	M.Phil. & Ph. D awarded	Yes	Phd. Awarded for three faculties & some enrolled for PhD.	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes	Student admitted through DTE Nap counselling	
	Students involvement in extra-curricular & Co- curricular activities	Yes	Student involved in curricular & cocurricular activities	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Student completed internship once in a year as per RGPV	
	Achievements	Yes	Satisfactory	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	Yes	Sufficient C. Room = 10	NIL
	No. of laboratories	Yes	Sufficient Lab = 7	NIL
	No. of computers – for teachers	Yes	Satisfactory Total = 7	NIL
	No. of computers – for students	Yes	Satisfactory No. of Compute = 225	more upgraded system should be use
	No. of computers – research scholars	–		
	No. of instruments	–		
2. Activities of the Department	MOUs signed	Yes	2 MoU were signed	
	Consultancy	No		
	Collaborations	YES	Department must collaborate with Industry	Industry collaboration must required
	Association Meetings	–		
	Guest lectures	YES	Satisfactory	
	Conference / Seminar / Workshop conducted	YES	Satisfactor	Atleast one week FDP must be conducted.
	Extension Activity	YES	Satisfactory	
	Interaction with Industry / Research Centers / Educational Institutions	YES	TAP Conducted ~~with~~ Interaction with industry	
	Newsletters / Magazine	YES	Institution magazine & dept. newsletter was published	
	Placement	YES	Good	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following:

Strength: Placement, mentorship, faculty interaction, 100% admission, PBL

Weakness: Consultancy & sponsored Project

Opportunities: Motivate student for research, & high studies and startup.

Challenges: To introduce some new relevant courses gap between RGPV curricular & industry requirement

Best Practice (s) / Innovations of the Department: Identifying the research gap of the faculty member & constitute the group for research work

Future Plans of the Department:

→ Establishment of Industry oriented lab.

→ Planning to organize the MOOC course for the student

Signature of the HoD with Seal

HOD
Deptt. of Computer Sci. & Engg.
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

Dean Academics
Institute of Technology & Management, Gwalior

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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INSTITUTE OF TECHNOLOGY & MANAGEMENT
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Action Taken Report for Department Academic Audit

Date: 04 July 2020

Date:

Name of the Department: Department of Computer Science & Engineering and Department of Computer Applications

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Seminar/ Conference attended	More faculties should attend Seminars & Conferences	6-Papers were published in International/Journals & Conferences.
2. Curriculum Transaction	E. Learning Module MIS LMS/	Learning management system can be used for effective teaching	LMS has been implemented in Jan - June-20 session
	–	–	–
	–	–	–
3. Faculty Profile	Project Completed / Ongoing	Faculty should apply for the projects.	Two projects were already applied and waiting for approval
	Seminar & Conferences attended	More faculty should attend Seminar/ Conferences	Most of the faculty attend the ATAL workshop & NPTEL lect. in session.
4. Profile of Students	Students involvment in extra & Co-Curr. activities	More students should participate in extra & Co-Curricular activities.	Students were motivated to participate in national level extra & Co-Curricular activities
	–	–	–
5. Infrastructure in the Department	–	–	–
	–	–	–
6. Activities of the Department	Collaboration	More collaboration are required	Institute Collaborate with Companies for training of students.
	–	–	–
	–	–	–

INSTITUTE OF TECHNOLOGY & MANAGEMENT
Department of Computer Sci. & Engg.
GWALIOR

Future Plans of the Department:

HOD 4/07/2020
Deptt. of Computer Sci. & Engg.
Institute of Technology & Management
Gwalior

Name & Signature of the HOD with Seal

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Department of Civil Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Civil Engineering Department

Date- 12/06/2024

NOTICE

All faculty members of the department are hereby notified that a departmental annual academic audit for the session 2023-24 will be held on 13/06/2024 at 3:00PM. The audit will involve reviewing of all academic records of all subject, course files attendance registers and other documents for the current year.

Faculty members are requested to ensure that all required documents and records are available and accessible at the time of inspection.

Venue: HoD cabin, Old Reynold Block

Note: All faculty and staff members are requested to attend the meeting.

Dr.Ashutosh S.Trivedi 12/06/2024

(HoD, CE Department)

ITM Gwalior

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Address: ITM Campus,NH-75, opp. Sithouli Railway Station, Sithouli, Gwalior, Madhya Pradesh 475001

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

INSTITUTE OF TECHNOLOGY & MANAGEMENT
GWALIOR - U.P. - INDIA
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Format for Department Academic Audit

Name of the Department : Civil Engineering

Date: 03/01/2024

Name, Designation and Address of Academic Audit Experts:

1. Prof. V.K Jain, Ex-Professor, MITS, Gwalior
2. Dr. S.S. Chauhan, Coordinator, IQAC & Dean Academics
3. Dr. Ashutosh S. Trivedi, Professor & Head, Civil Engineering
4. Mr. Mangesh Tomar, Associate Dean Academics & IQAC Co-coordinator

Members of Staff Present:

1. Ms. Vishakha Yadav, Assistant Professor, CED
2. Mr.Gagan Mudgal, Assistant Professor, CED
3. Mr. Ankit Shrivastava, Assistant Professor, CED
4. Mr. Brajendra Rajak, PTL, CED

1

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes.	As per the DAB remark	
	Department Academic Committee (DAC)	Yes.		
	Department Academic calendar	Yes.	Implemented	
	Credits allotted / distribution based on ABCA activities	Yes.	Implemented & Conducted	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes.		
	E-learning module LMS/MIS	Yes	Implemented	
	Project work	Yes.	Implemented	
	Internal assessment components – Uniqueness	Yes.		
	Student support – Remedial coaching	Yes.	Extra classes Conducted.	
	Parents meeting – evaluation of student's progress	Yes.	organized on NWD.	mentors contact to parent & student.
	Feedback from students	Yes.	online & offline both	
	Steps taken on the feedback	Yes.	Through Dean office	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	NO	Non Payment	faculty members are suggested to improve.
	Seminars / Conferences attended	yes.		
	Papers / articles / books published	yes.	faculties involved.	
	FDP / RC / Training Program / Workshop attended	yes.	Implemented.	
	Preparation of E-learning materials / Content	yes.		
	Acted as resource persons	yes		
	M.Phil. & Ph. D awarded	NO		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	yes.		
	Students involvement in extra-curricular & Co-curricular activities	yes.		
	Study tour / industrial visits / exhibitions / Internship / Training	yes.		
	Achievements	yes.	Executed	more students are encouraged to participate.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms 03	yes.		Smart-class rooms are required
	No. of laboratories 07.	yes.		more advance equipment req.
	No. of computers – for teachers 05	yes.	Available in chambers	
	No. of computers – for students 45 30+15	yes.		
	No. of computers – research scholars 01	yes.		
	No. of instruments 68+18=86.	yes		
6. Activities of the Department	MOUs signed	yes.		
	Consultancy	NO	get approval from two firms.	
	Collaborations	NO	yes.	
	Association Meetings	yes.		
	Guest lectures	yes.		
	Conference / Seminar / Workshop conducted	yes.		
	Extension Activity	yes		
	Interaction with Industry / Research Centres / Educational Institutions	yes.		
	Newsletters / Magazine	No	prepared & under progress	
	Placement	yes	96% placement.	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Laboratories & mentorship.

Weakness: Higher Study, placement, Research

Opportunities: Subject with software implementation

Challenges: Research & Consultancy

Best Practice (s) / Innovations of the Department: Patents & research paper

Future Plans of the Department: Research & Consultancy

Signature of the HoD with Seal

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Signature of the Academic Audit Experts

1. Prof. V.K. Jain, Ex-Professor, MITS Gwalior
2. Dr. S.S. Chauhan, Coordinator, IQAC & Dean Academics
3. Dr. A.S. Trivedi, Professor & Head, CE Dept
4. Mr. Mangesh Tomar, Associate Dean Academics & IQAC Coordin

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Name of the Department: Civil Engineering 2023-24

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	As Per RGPV.	UHV - Added	
2. Curriculum Transaction	Industrial visit	Collaborations & outreach from various fields are req.	Department try to collaborate with industries.
3. Faculty Profile	Patent & publications		
4. Profile of Students		Required attention.	Expert talks and Participation planned
5. Infrastructure in the Department		Extension of lab space	Seperation of labs are planned
6. Activities of the Department		More academic event should be included.	

Future Plans of the Department:

Name &Signature of the HODwithSeal

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Civil Engineering

Date 03.07.2023

NOTICE

All Faculty members are hereby notified that a Departmental annual Academic Audit for the 2023 academic year will take place on July 07'', 2023 at 3:00 PM This audit will involve reviewing academic records, Course files, Attendance registers, and other pertinent documents for The current year. Faculty members are requested to ensure that all required records and documents are readily accessible for inspection

Venue: HOD Cabin, Old Reynold Block

All of you are requested to attend the meeting

HOD, CE Department

ITM GOI

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department : Civil Engineering

Date: 7/7/2023

Name, Designation and Address of Academic Audit Experts:

1. Prof. V.K Jain, Ex-Professor, MITS, Gwalior
2. Dr. S.S. Chauhan, Coordinator, IQAC & Dean Academics
3. Dr. Ashutosh S. Trivedi, Professor & Head, Civil Engineering
4. Mr. Mangesh Tomar, Associate Dean Academics & IQAC Co-coordinator

Members of Staff Present:

1. Ms. Vishakha Yadav, Assistant Professor, CED
2. Mr.Gagan Mudgal, Assistant Professor, CED
3. Mr. Ankit Shrivastava, Assistant Professor, CED
4. Mr. Brajendra Rajak, PTL, CED

1

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	Non payment consultancy received	faculty promoted to work on it
	Seminars / Conferences attended	Yes.		
	Papers / articles / books published	Yes.		
	FDP / RC / Training Program / Workshop attended	Yes.		
	Preparation of E-learning materials / Content	Yes		
	Acted as resource persons	Yes	Amity University	
	M.Phil. & Ph. D awarded	NO.		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes.		
	Students involvement in extra-curricular & Co-curricular activities	Yes.	Students participated in RGPV. Nodal Events	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes.	Railway Stations & ITMU Const. Site	
	Achievements	Yes	One student participated in bangladesh under youth exchange program.	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	03, Yes.	Seperate class rooms for all year	Recommend for smart room
	No. of laboratories 07.	Yes.	for Labs available	
	No. of computers – for teachers 05.	Yes	Available in their chamber	
	No. of computers – for students 43 (25+18)	Yes.		
	No. of computers – research scholars 01	Yes.		
	No. of instruments 68+18= 86	Yes.		
6. Activities of the Department	MOUs signed	Yes.		
	Consultancy	NO	unpaid consultancy of ASI.	
	Collaborations	NO.		
	Association Meetings	Yes.		
	Guest lectures	Yes.		
	Conference / Seminar / Workshop conducted	Yes.		
	Extension Activity	Yes.		
	Interaction with Industry / Research Centres / Educational Institutions	Yes.		
	Newsletters / Magazine	NO		
	Placement	Yes.	95% placement	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Laboratories & Mentorship.

Weakness: Higher study, placement, Research

Opportunities: Subject with software implementation

Challenges: Research & Consultancy

Best Practice (s) / Innovations of the Department: Patents & research paper

Future Plans of the Department: Research & Consultancy.

Signature of the HoD with Seal

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Signature of the Academic Audit Experts

Gagan Mudgal

Vishakha Yadav

Dr. A.S. Trivedi

Mr. Mangesh Tomar

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

2022-23.

Name of the Department: Civil Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	As per RGPV	UHV added	
2. Curriculum Transaction	Industry Visit	Collaborations from industries are required.	Communicated to TAP CELL for collaboration with industries.
3. Faculty Profile	R&D projects		
	publications		
4. Profile of Students		Requires Improvement	Workshops are to be planned & conducted.
5. Infrastructure in the Department		Lab space should be enhanced	Plan for separating the labs.
6. Activities of the Department		More events should be conducted.	

Future Plans of the Department: Collaborations with Universities & Industries

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Name &Signature of the HODwithSeal

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Civil Engineering

Date 04.07.2022

NOTICE

All Faculty members are hereby notified that a Departmental annual Academic Audit for the 2023 academic year will take place on July 09'', 2022 at 3:00 PM This audit will involve reviewing academic records, Course files, Attendance registers, and other pertinent documents for The current year. Faculty members are requested to ensure that all required records and documents are readily accessible for inspection

Venue: HOD Cabin, Old Reynold Block

All of you are requested to attend the meeting

HOD, CE Department

ITM GOI

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department : Civil Engineering

Date : 9/7/2022

Name, Designation and Address of Academic Audit Experts:

1. Prof. V.K Jain, Professor, MITS, Gwalior
2. Dr. S.S.Chauhan, Coordinator IQAC & Dean Academics
3. Dr.Prashnat Shrivastava, HoD, CE
4. Mr. Managesh Tomat, Associate Dean Academics
5. Mr.Rachit Jain, Coordinator, IQAC

Members of Staff Present:

1. Mr. Gagan Mudgal, Assistant Professor, CED
2. Mr.Priyank Goyal, Assistant Professor, CED
3. Mr.Brajendra Rajak, Assistant Professor, CED
4. Ms. Vishakha Yadav, Assistant Professor, CED

1

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes.		
	Department Academic Committee (DAC)	Yes.	Implemented	
	Department Academic calendar	Yes.	Implemented	
	Credits allotted / distribution based on ABCA activities	Yes.	Conducted	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Implemented	
	E-learning module LMS/MIS	Yes.		
	Project work	Yes.		
	Internal assessment components – Uniqueness	Yes.		
	Student support – Remedial coaching	Yes.	Extra classes.	
	Parents meeting – evaluation of student's progress	Yes.	Letters sent & meeting conducted	
	Feedback from students	Yes.	online as well as offline.	
	Steps taken on the feedback	Yes.	Dean Academic office.	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	Initiated	
	Seminars / Conferences attended	Yes.		
	Papers / articles / books published	Yes.		
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes		
	Acted as resource persons	Yes.		
	M.Phil. & Ph. D awarded	NO		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes.		
	Students involvement in extra-curricular & Co- curricular activities	Yes.	RGPV Nodal sports.	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes.	Railway station, GSC,	
	Achievements	Yes	Participated in RGPV nodal	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
6. Infrastructure in the Department	No. of class rooms	04	seperate class rooms	Recommended for smart rooms.
	No. of laboratories 08	Yes.	Available.	
	No. of computers – 05 for teachers	Yes.		
	No. of computers – 25+18 for students	Yes.		
	No. of computers – research scholars 01	Yes.		
	No. of instruments 86	Yes.		
7. Activities of the Department	MOUs signed	Yes.		
	Consultancy	No But Proposed		
	Collaborations	No		
	Association Meetings	Yes.		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes.		
	Extension Activity	Yes.		
	Interaction with Industry / Research Centres / Educational Institutions	Yes.		
	Newsletters / Magazine	Yes.		
	Placement	Yes.		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Laboratories & Mentorship

Weakness: higher study, Placement research

Opportunities: Subject with software implementation

Challenges: Research & Consultancy

Best Practice (s) / Innovations of the Department: patents & research papers.

Future Plans of the Department: Research & Consultancy

Signature of the HoD with Seal

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Signature of the Academic Audit Experts

1. Prof. V. K. Jain, Prof., MITS, Gwalior
2. Dr. S. S. Chauhan, Coordinator, IQAC & Dean Academics
3. Dr. Prashant Shrivastava, HOD CE Dept.
4. Mr. Mangesh Tomar, Associate Dean Academics
5. Mr. Rachit Jain, Coordinator IQAC

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Name of the Department: Civil Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	As Per RGPV	UHV added	
2. Curriculum Transaction	Internship Industry visit	Collaborations from industries are required	TAP cell is communicating with industries.
3. Faculty Profile	R&D projects Publications		
4. Profile of Students		Need improvement	Expert-lecture. workshop are planning.
5. Infrastructure in the Department		Lab space should be enhanced	plans for seperating the labs.
6. Activities of the Department		More academic event should be included.	

Future Plans of the Department:

Name &Signature of the HODwithSeal

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Civil Engineering

Date 10.06.2021

NOTICE

All Faculty members are hereby notified that a Departmental annual Academic Audit for the 2023 academic year will take place on June 15'', 2021 at 3:00 PM This audit will involve reviewing academic records, Course files, Attendance registers, and other pertinent documents for The current year. Faculty members are requested to ensure that all required records and documents are readily accessible for inspection

Venue: HOD Cabin, Old Reynold Block

All of you are requested to attend the meeting

HOD, CE Department

ITM GOI

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department: Civil Engineering

Date : 15/June/2021

Name, Designation and Address of Academic Audit Experts:

1. Prof. V.K. Jain, Professor, MITS Gwalior
2. Dr. S.S. Chauhan, Coordinator IQAC & Dean Academics
3. Mr. Akansh Jain, A.H.O.D., CE.
4. Mr. Kuldeep Singh Sadan, Associate Dean Academics
5. Mr. Rachit Jain, Coordinator IQAC

Members of Staff Present:

1. Mr. Gagan Mudgal, Assistant Professor, CED
2. Mr. Priyank Goyal, Assistant Professor, CED
3. Mr. Brajendra Rajak, Assistant Professor, CED
4. Ms. Vishakha Yadav, Assistant Professor, CED

15/06/2021

for 15/06/2021

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms 03	Yes		
	No. of laboratories 05	Yes		
	No. of computers – 03 for teachers	Yes		
	No. of computers – 25 for students	Yes		
	No. of computers – research scholars	—		
	No. of instruments 68	Yes		
6. Activities of the Department	MOUs signed	—		
	Consultancy	—		
	Collaborations	—		
	Association Meetings	—		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	YES		
	Extension Activity	Yes		
	Interaction with Industry / Research Centers / Educational Institutions	Yes		
	Newsletters / Magazine	—		
	Placement	YES		

for 15/04/2022

Signature of the HOD with Seal

Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	Not Applicable	faculty should apply for the projects through funding agencies.
	Seminars / Conferences attended	YES		
	Papers / articles / books published	YES	by faculty	
	FDP / RC / Training Program / Workshop attended	YES		
	Preparation of E-learning materials / Content	YES		
	Acted as resource persons	—		
	M.Phil. & Ph. D awarded	—		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes		
	Students involvement in extra-curricular & Co- curricular activities	YES	NCC/NSS Inter college Activities	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes		
	Achievements	Yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

INSTITUTE OF TECHNOLOGY & MANAGEMENT
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Action Taken Report for Department Academic Audit

Name of the Department: Civil Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	As per RGPV	Human value added courses should be included.	—
2. Curriculum Transaction	Internship Industrial Visit	Collaborations from Industries are required.	TAP Cell is communicating with Industries.
3. Faculty Profile	R&D Projects Publications	R&D Projects not available Publications are not adequate	Faculties should submit to funding agencies. Faculties should publish in scopus.
4. Profile of Students		Need Improvement	Expert lectures, workshops are planning.
5. Infrastructure in the Department		Maintenance of some equipments is required.	In Progress
6. Activities of the Department		Academic Events should be increased.	

Future Plans of the Department:

for 15/06/2021

Name &Signature of the HOD with Seal

Head
Department of Civil Engineering
Institute of Technology and Ma

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following:

Strength: Laboratories (Real time applicable), Mentorship

Weakness: Placement, Higher study, Consultancy, Research

Opportunities: Newly introduced subjects can give the path to faculties to get trained.

Challenges: Research, Consultancy.

Best Practice (s) / Innovations of the Department: Virtual Lab on LMS Tattva

Future Plans of the Department: R&D, Consultancy.

Signature of the HOD with Seal

for 15/09/2021

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Signature of the Academic Audit Experts

1. Dr. V.K. Jain, Prof., MITS Gwalior
2. Dr. S.S. Chauhan, Coordinator IQAC & Dean Academics.
3. Mr. Akansh Jain, AHOD, CE Dept
4. Mr. Kuldeep S. Jadon, Associate Dean Academics
5. Mr. Rachit Jain, Coordinator, IQAC

Dean Academics
Institute of Technology & Management, Gwalior

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Civil Engineering

Date 11.07.2020

NOTICE

All Faculty members are hereby notified that a Departmental annual Academic Audit for the 2020 academic year will take place on July 17'', 2020 at 3:00 PM This audit will involve reviewing academic records, Course files, Attendance registers, and other pertinent documents for The current year. Faculty members are requested to ensure that all required records and documents are readily accessible for inspection

Venue: HOD Cabin, Old Reynold Block

All of you are requested to attend the meeting

HOD, CE Department

ITM GOI

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department : Civil Engineering

Date : 17/07/2020

Name, Designation and Address of Academic Audit Experts:

1. Prof. Vinod Kumar Jain, Professor, MITS, Gwalior
2. Dr.S.S.Chauhan, Coordinator IQAC and Dean Academics
3. Dr.Raghvendra Sahu, HoD

Members of Staff Present:

1. Ms. Vishakha Yadav, Asst. Prof., CED
2. Mr. Brajendra Rajak, Asst. Prof., CED
3. Mr. Ravi Jadon, Asst. Prof., CED
4. Mr. Akansh Jain, Asst. Prof., CED

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes.		
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes.		
	Credits allotted / distribution based on ABCA activities	Yes.	Conducted	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes.		
	E-learning module LMS/MIS	Yes.	Implemented through LMS.	
	Project work	Yes.		
	Internal assessment components – Uniqueness	Yes.		
	Student support – Remedial coaching	Yes.	Extra Classes.	
	Parents meeting – evaluation of student's progress	Yes.	TWO Per Month	Mentors Contact Parents through mail or Phone
	Feedback from students	Yes	Online & Offline.	
	Steps taken on the feedback	Yes.	Dean Acad. Office	

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	Progressed	
	Seminars / Conferences attended	yes.		
	Papers / articles / books published	yes.	By faculty.	
	FDP / RC / Training Program / Workshop attended	yes.		
	Preparation of E-learning materials / Content	yes.		
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	-		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	yes.		
	Students involvement in extra-curricular & Co- curricular activities	yes.	NCC / NSS. Inter College	
	Study tour / industrial visits / exhibitions / Internship / Training	yes.		
	Achievements	yes.		

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes.		
	No. of laboratories 05	Yes.		
	No. of computers – 07 for teachers	Yes.		
	No. of computers – 25 for students	Yes.		
	No. of computers – research scholars	–		
	No. of instruments 69	Yes.		
6. Activities of the Department	MOUs signed	–		
	Consultancy	–		
	Collaborations	–		
	AssociationMeetings	–		
	Guest lectures	Yes.		
	Conference / Seminar / Workshop conducted	Yes.		
	Extension Activity	Yes.		
	Interaction with Industry / Research Centres / Educational Institutions	Yes		
	Newsletters / Magazine	Yes.		
	Placement	Yes.		

Head
Department of Civil Engineering

Dr. Meenakshi Mazumdar
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Action Taken Report for Department Academic Audit

Name of the Department:

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	As per RGPV	UHV added	
2. Curriculum Transaction	Industrial Visit	Collaborations from industries are required	Communicated to TPO CELL
3. Faculty Profile	Publications	Required from each faculty	
4. Profile of Students		Improvement required	
5. Infrastructure in the Department		Lab space should be enhanced	
6. Activities of the Department		More academic events should be organized.	

Future Plans of the Department:

Head
Department of Civil Engineering
Institute of Technology & Management Gwalior

Name &Signature of the HODwithSeal

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Please comment on the following :

Strength: Laboratories (Real time applicable) Mentorship

Weakness: Placements, higher study & Research

Opportunities: Newly introduced subjects can give the path to faculties to get hained

Challenges: Research, Consultancy

Best Practice (s) / Innovations of the Department: Virtual labs on Tattva.

Future Plans of the Department: Research & Development Consultancy

Signature of the HoD with Seal

Head
Department of Civil Engineering
Institute of Technology and Management Gwalior

Signature of the Academic Audit Experts:

1. Prof. V.K Jain, Professor, MITS, Gwalior
2. Dr.S.S.Chauhan, Dean Academics
3. Dr. Raghvendra Sahu, HoD
4. Ms. Vishakha Yadav, Asst. Prof., CED

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Department of Electronic and Communication Engineering

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Department of Electronics & Communication Engineering

NOTICE

Date: 07/08/2024

All faculty and staff member are hereby inform that an annual academic audit meeting will be conducted as per the following details:

Date: August 10, 2024

Time: 3:00 PM

Venue: Software Lab

The upcoming meeting aims to conduct a comprehensive review of the department's academic performance over the past year. We will focus on evaluating the effectiveness of our teaching and learning processes, analyzing student feedback, and pinpointing key areas for improvement.

The agenda includes:

- Review of syllabus completion
- Attendance records analysis
- Student performance evaluation
- Assessment of teaching methodologies
- Curriculum effectiveness review
- Discussion of research activities
- Infrastructure status in the department
- Recommendations for future academic planning

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

8.08.2024

Dr. Manoj K Bandil
HoD
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering
AY 2023-24

Name of the Department: Electronics and communication Engg.

Date: August 10, 2024

Time: 3:00 PM

Venue: Software Lab

Name, Designation and Address of Academic Audit Experts:

1. Dr A. K. Wadhwani
   Professor, Department of Electrical Engineering
   MITS, Gwalior

2. Dr Ranjeet Tomar
   Professor & Head
   Department of Electronics Communication
   TIM University, Gwalior

3. Dr Shyam Akashe
   Professor, Department of Electronics Communication
   IIM University. Gwalior

Members of Staff Present:

1. Dr. Manoj Kumar Bandil
2. Mr. Sushant Kumar Jain
3. Dr. Sadhana Mishra
4. Mr. Sandeep Pradhan
5. Mr. Kapil Jain
6. Mr. Vineet Shrivastava
7. Mr. Mangesh Tomar
8. Mr. Raj Kumar Rajoria
9. Mr. Shyam Babu
10. Mr. Narottam Dutt Upadhyay
11. Mrs. Sapna Rajput

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	Subject class taken from faculties and distributed accordingly.	
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes	Prepared by the mentors	
	Credits allotted / distribution based on ABCA activities	Yes	Prepared by subject coordinators	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	PPT, Chalk ,Talk , visual ,Audio and video	
	E-learning module LMS/MIS	Yes	LMS /MIS	
	Project work	Yes	PBL Activity	
	Internal assessment components – Uniqueness	Yes	ABCA activities , mid-term , internal , external exams.	
	Student support – Remedial coaching	Yes	Extra classes conducted for weak students.	
	Parents meeting – evaluation of student's progress	Yes	*Progress report available on LMS *Short attendance also	
	Feedback from students	Yes	Online by MIS	
	Steps taken on the feedback	Yes	Issue -Show-cause/ Suggestions sent by dean academics is to respective faculties	

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DIRECTOR
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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No		
	Seminars / Conferences attended	Yes	STTP/FDP/workshop /Webinar / Exp. Lecture	
	Papers / articles / books published	Yes	Chapter publish	
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes	Prepared and uploaded on LMS	
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	No	NIL	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	Yes	Students cultural event /NSS/UBA	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Internship opportunities provided by Deptt. /TAP	
	Achievements	Yes		

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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes	02	
	No. of laboratories	Yes	07	
	No. of computers – for teachers	Yes	10	
	No. of computers – for students	Yes	30	
	No. of computers – research scholars	No		
	No. of instruments	Yes		
6. Activities of the Department	MOUs signed	No		
	Consultancy	No		
	Collaborations	No		
	Association Meetings	No		
	Guest lectures	YES		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity			
	Interaction with Industry / Research Centres / Educational Institutions	YES		
	Newsletters / Magazine	Yes		
	Placement	YES	Placed in various companies	

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Please comment on the following :

Strength: Project Based Learning and experienced faculty members.

Weakness:

1. Less Student's Admission in the Branch as Regional Educational Scenario
2. Subject cannot be shuffled or modified.
3. Practical or experiment can't be modified or changed without the permission of University.

Opportunities:

1. Enhanced Soft Computing Skills by conducting TAP Program.
2. Alumni Conclave/Interaction conducted by departmental alumnus to enhance the qualities of students for better placement opportunities.
3. Better Placement Record

Challenges:

1. Improvement in the No of Admission.
2. New lab should be established as per new technologies.

Best Practice (s) / Innovations of the Department:

1. Students involvements in the PBL
2. Students should be more involved in experimental studies, so their practical concept will be cleared.

Future Plans of the Department:

1. More Research Activities involvements of Faculty and Students.
2. New courses should be joined by the students or faculties to enhance the technical skill Time to time.

Signature of the HoD with Seal

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

(Dr A. K. Wadhwani) (Dr Ranjeet Tomar) (Dr Shyam Akashe)

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Action Taken Report for Department Academic Audit- 2023-24

Name of the Department: Electronics and Communication Engineering

Criterion	Items	Comments by Committee	Action Taken for Improvement
1: Curriculum	Steps followed in distribution of subjects	Subject class taken from faculties and distributed accordingly.	Core subjects will be allotted to experienced faculties for better learning outcomes.
	Department Academic Committee (DAC)		
	Department Academic Calendar	Prepared by respective mentors.	Ensured uniform preparation of the academic calendar across mentors.
	Credits allotted/distribution based on ABCA activities	Prepared by subject coordinators.	Reviewed ABCA activity alignment with Program Outcomes for continuous improvement.
2: Curriculum Transaction	Teaching methods & teaching aids	Use of PPT, Chalk, Talk, visual, audio, and video aids in teaching.	Introduced more interactive tools and simulation software in teaching methodologies.
	E-learning module (LMS/MIS)	LMS/MIS	Encouraging regular updates of course materials on LMS and promoting self-paced learning.
	Project work	PBL Activity	Emphasis on real-world problem-solving in projects and introducing multidisciplinary approaches.
	Internal assessment components – Uniqueness	ABCA activities, mid-term, internal, and external exams are used effectively.	Innovative assessment methods will be introduced to cater to subject-specific needs.
	Student support – Remedial coaching	Extra classes conducted for weak students.	Introduced experimental assignments to enhance understanding of engineering concepts.
	Parents meeting – evaluation of student's progress	Progress reports and short attendance intimations are sent via letters.	Updates will be introduced to increase parent engagement.
	Feedback from students	Online via MIS.	Action steps based on feedback are communicated to students and implemented promptly.
	Steps taken on the feedback	Issue /so cause/ Suggestions sent by dean academics is to respective faculties	Faculty are encouraged to act on feedback and monitor the impact of these changes.
	Projects completed/on-going		

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Criterion	Items	Comments by Committee	Action Taken for Improvement
3: Faculty Profile	Seminars/Conferences attended	STTP/FDP/workshop /Webinar / Exp. Lecture	Increased participation in international conferences is encouraged for faculty development.
	Papers/articles/books published	Chapters published.	Papers will be targeted for publication in reputed SCI/SCOPUS/UGC-indexed journals.
	FDP/RC/Training Program/Workshop attended		
	Preparation of E-learning materials	Prepared and uploaded on LMS	E-learning materials uploaded on LMS.
	Acted as resource persons		
	M.Phil. & Ph.D. awarded	One Ph.D. degree awarded recently.	Faculty will be motivated to pursue higher education, such as Ph.D., for career and academic growth.
4: Profile of Students	Demand ratio		
	Students involvement in extracurricular & co-curricular activities	Students participated in cultural events, NSS, UBA, and annual functions.	Encouragement of participation in technical fests and innovation challenges.
	Study tour/industrial visits/internship/training	Internships provided by Dept./TAP.	Focus on internships in core technical areas to align with industry needs.
	Achievements		
5: Infrastructure in the Department	No. of classrooms	Adequate classroom availability (2).	Additional classrooms will be added as enrolment increases.
	No. of laboratories	Adequate laboratory availability (7).	Plans to upgrade lab facilities with new technologies like IOT and robotics.
	No. of computers – for teachers	10 computers available for faculty.	Ensured that faculty have access to updated systems and necessary software.
	No. of computers – for students	30 computers available for students.	
	No. of computers – research scholars		
	No. of instruments		Regular maintenance
6: Activities of the Department	MOUs signed	No MOUs signed.	Focus on establishing MOUs with industries and academic institutions.
	Consultancy	No consultancy services offered.	Faculty will be encouraged to undertake consultancy projects to generate revenue.
	Collaborations		
	Association Meetings		
	Guest lectures	Alumni interaction with students to be aware of	Regular alumni interactions and expert lectures will be arranged.

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Criterion	Items	Comments by Committee	Action Taken for Improvement
		the technologies, which is going in industry.	
	Conference/Seminar/ Workshop conducted		
	Extension Activity		
	Interaction with Industry/Research Centers/Educational Institutions		Strengthening collaborations with industry for better placement and research opportunities.
	Newsletters/ Magazine		
	Placement	Successful placement of students in various companies.	Strengthening ties with core technical companies to improve placement statistics.

Future Plans of the Department:

1. **Research Activities**: Increase faculty and student involvement in research and innovation.
2. **Skill Enhancement**: Introduce new technical skill development courses for both students and faculty.
3. **New Laboratory Establishment**: Develop new labs for cutting-edge technologies such as IoT and Robotics to prepare students for industry needs.

Name & Signature of the HoD with Seal

(Dr. Manoj Kumar Bandil)

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering

NOTICE

Date: 19/07/2023

All faculty and staff member are hereby inform that an annual academic audit meeting will be conducted as per the following details:

Date: 22 July 2023

Time: 2:00 PM

Venue: HOD Room

The upcoming meeting aims to conduct a comprehensive review of the department's academic performance over the past year. We will focus on evaluating the effectiveness of our teaching and learning processes, analyzing student feedback, and pinpointing key areas for improvement.

The agenda includes:

- Review of syllabus completion
- Attendance records analysis
- Student performance evaluation
- Assessment of teaching methodologies
- Curriculum effectiveness review
- Discussion of research activities
- Infrastructure status in the department
- Recommendations for future academic planning

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

19.07.2023

Prof. Manoj K Bandil
HoD
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

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Department of Electronics & Communication Engineering
AY 2022-23

Name of the Department: Electronics and communication Engg.

Date: 22 July 2023

Time: 2:00 PM

Venue: HOD Room

Name, Designation and Address of Academic Audit Experts:

1. Dr A. K. Wadhwani
   Professor, Department of Electrical Engineering
   MITS, Gwalior

2. Dr Ranjeet Tomar
   Professor & Head
   Department of Electronics Communication
   TIM University, Gwalior

3. Dr Shyam Akashe
   Professor, Department of Electronics Communication
   IIM University. Gwalior

Members of Staff Present:

1. Mr. Manoj Kumar Bandil
2. Mr. Sushant Kumar Jain
3. Dr. Sadhana Mishra
4. Mr. Kapil Jain
5. Mr. Vineet Shrivastava
6. Mr. Mangesh Tomar
7. Mr. Raj Kumar Rajoria
8. Mr. Shyam Babu
9. Mr. Rachit Jain

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	Subject class taken from faculties and distributed accordingly.	
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes	Prepared by the mentors	
	Credits allotted / distribution based on ABCA activities	Yes	Prepared by subject coordinators	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	PPT, Chalk ,Talk , visual ,Audio and video	
	E-learning module LMS/MIS	Yes	LMS /MIS	
	Project work	Yes	PBL Activity	
	Internal assessment components – Uniqueness	Yes	ABCA activities , mid-term , internal , external exams.	
	Student support – Remedial coaching	Yes	Extra classes conducted for weak students.	
	Parents meeting – evaluation of student's progress	Yes	*Progress report available on LMS *Short attendance also	
	Feedback from students	Yes	Online by MIS	
	Steps taken on the feedback	Yes	Issue -Show-cause/ Suggestions sent by dean academics is to respective faculties	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No		Should be arranging the expert for such type activities.
	Seminars / Conferences attended	Yes	STTP/FDP/workshop /Webinar / Exp. Lecture	
	Papers / articles / books published	Yes	Chapter publish	Paper should be published in SCI/SCOUPUS/UGC Journal
	FDP / RC / Training Program / Workshop attended	Yes		NPTEL courses should be joined to enhanced the knowledge.
	Preparation of E-learning materials / Content	Yes	Prepared and uploaded on LMS	Smart class room should be used for recording the videos.
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	No	NIL	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	Yes	Students cultural event /NSS/UBA/annual function	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Internship opportunities provided by Deptt. /TAP	Internship should be focused on core technical subject or areas.
	Achievements	Yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes	02	
	No. of laboratories	Yes	07	
	No. of computers – for teachers	Yes	10	
	No. of computers – for students	Yes	30	
	No. of computers – research scholars	No		
	No. of instruments	Yes		
6. Activities of the Department	MOUs signed	No		
	Consultancy	No		
	Collaborations	No		
	Association Meetings	No		
	Guest lectures	YES	Alumni interaction with students to aware the technologies, which is going in industry.	
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity			
	Interaction with Industry / Research Centers / Educational Institutions	YES		
	Newsletters / Magazine	Yes		
	Placement	YES	Placed in various companies	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Project Based Learning and experienced faculty members.

Weakness:

1. Less Student's Admission in the Branch as Regional Educational Scenario
2. Practical or experiment can't be modified or changed without the permission of University.

Opportunities:

1. Enhanced Soft Computing Skills by conducting TAP Program.
2. Alumni Conclave/Interaction conducted by departmental alumnus to enhance the qualities of students for better placement opportunities.
3. Better Placement Record

Challenges:

1. Improvement in the No of Admission.
2. New lab should be established as per new technologies.

Best Practice (s) / Innovations of the Department:

1. Students involvements in the PBL
2. Students should be more involved in experimental studies, so their practical concept will be cleared.

Future Plans of the Department:

1. More Research Activities involvements of Faculty and Students.
2. New courses should be joined by the students or faculties to enhance the technical skill Time to time.

Signature of the HoD with Seal

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

(Dr A. K. Wadhwani) (Dr Ranjeet Tomar) (Dr Shyam Akashe)

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
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Action Taken Report for Department Academic Audit- 2022-23

Name of the Department: Electronics and Communication Engineering

Criterion	Items	Comments by Committee	Action Taken for Improvement
1: Curriculum	Steps followed in distribution of subjects	Subject class taken from faculties and distributed accordingly.	Core subjects will be assigned to experienced faculty for better subject mastery.
	Department Academic Committee (DAC)		
	Department Academic Calendar	Prepared by the mentors	Standardized academic calendar preparation across all mentors for consistency.
	Credits allotted/distribution based on ABCA activities	Prepared by subject coordinators	Periodically review ABCA activities to align with Program Outcomes and improve learning impact.
2: Curriculum Transaction	Teaching methods & teaching aids	PPT, Chalk ,Talk , visual ,Audio and video	Introduced interactive tools and simulations to enhance teaching effectiveness.
	E-learning module (LMS/MIS)	LMS /MIS	Updated LMS content regularly and encouraged self-paced learning through the platform.
	Project work	PBL Activity	Emphasized real-world projects with multidisciplinary focus to foster problem-solving skills.
	Internal assessment components – Uniqueness	ABCA activities , mid-term , internal , external exams.	Introduced more subject-specific assessment methods to increase student engagement.
	Student support – Remedial coaching	Extra classes conducted for weak students.	Provided experimental assignments to deepen understanding of core concepts.
	Parents meeting – evaluation of student's progress	*Progress report available on LMS *Short attendance also	Integrated online meetings for more frequent parent engagement and progress tracking.
	Feedback from students	Online by MIS	Acted on feedback promptly and monitored the effectiveness of implemented changes.
	Steps taken on the feedback	Issue -Show-cause/ Suggestions sent by dean academics is to respective faculties	Ensured faculty address student feedback and track improvements continuously.
3: Faculty Profile	Projects completed/on-going		
	Seminars/Conferences attended	Faculty participated in STTP/FDP/workshops/webinars.	Encouraged participation in international conferences to broaden faculty expertise.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Papers/articles/books published	Papers and Book Chapters published.	Targeted high-impact SCI/SCOPUS/UGC journal publications for increased recognition.
	FDP/RC/Training Program/Workshop attended		
	Preparation of E-learning materials	Prepared and uploaded on LMS	E-learning materials uploaded on LMS.
	Acted as resource persons		
	M.Phil. & Ph.D. awarded	No Ph.D. degrees awarded.	Motivated faculty to pursue higher education for career growth and research development.
4: Profile of Students	Demand ratio		
	Students involvement in extracurricular & co-curricular activities	Students cultural event /NSS/UBA	Fostered more participation in technical events and innovation competitions.
	Study tour/industrial visits/internship/training	Internship opportunities provided by Deptt. /TAP	Focused on core-technical internships to align with industry expectations.
	Achievements		
5: Infrastructure in the Department	No. of classrooms	Adequate classroom availability (2).	Planned for additional classrooms based on increasing enrolment needs.
	No. of laboratories	Adequate laboratory availability (7).	Upgraded labs to incorporate emerging technologies like IoT and robotics.
	No. of computers – for teachers	10 computers available for faculty.	Ensured faculty computers are equipped with the latest software and hardware.
	No. of computers – for students	30 computers available for students.	Scheduled regular computer upgrades to match industry standards.
	No. of computers – research scholars	.	
	No. of instruments		Regularly maintained
6: Activities of the Department	MOUs signed		Proactively pursued MOUs with industry and academic institutions to foster collaboration.
	Consultancy		Encouraged faculty to engage in consultancy projects to build industry relations.
	Collaborations		
	Association Meetings		
	Guest lectures	Alumni interaction conducted to introduce	Scheduled regular alumni and industry expert talks to enhance student industry awareness.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Criterion	Items	Comments by Committee	Action Taken for Improvement
		students to industry technologies.	
	Conference/Seminar/ Workshop conducted		
	Extension Activity		
	Interaction with Industry/Research Centers/Educational Institutions		
	Newsletters/Magazine		
	Placement	Successful placement of students in various companies.	Strengthened placement ties with core technical companies to improve job opportunities.

Future Plans of the Department:

1. More Research Activities involvements of Faculty and Students
2. Patents registration through PBL

Name & Signature of the HoD with Seal

(Prof. Manoj Kumar Bandil)
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering

NOTICE

Date: 25/07/2022

All faculty and staff member are hereby inform that an annual academic audit meeting will be conducted as per the following details:

Date: 30 July 2022

Time: 2:00 PM

Venue: HOD Chamber

The upcoming meeting aims to conduct a comprehensive review of the department's academic performance over the past year. We will focus on evaluating the effectiveness of our teaching and learning processes, analyzing student feedback, and pinpointing key areas for improvement.

The agenda includes:

- Review of syllabus completion
- Attendance records analysis
- Student performance evaluation
- Assessment of teaching methodologies
- Curriculum effectiveness review
- Discussion of research activities
- Infrastructure status in the department
- Recommendations for future academic planning

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

25.07.2022

Prof. Manoj K Bandil
HoD
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering
AY 2021-22

Name of the Department: Electronics and communication Engg.

Date: 30 July 2022

Time: 2:00 PM

Venue: HOD Room

Name, Designation and Address of Academic Audit Experts:

1. Dr A. K. Wadhwani
   Professor, Department of Electrical Engineering
   MITS, Gwalior

2. Dr Ranjeet Tomar
   Professor & Head
   Department of Electronics Communication
   TIM University, Gwalior

3. Dr Shyam Akashe
   Professor, Department of Electronics Communication
   IIM University. Gwalior

Members of Staff Present:

1. Mr. Manoj Kumar Bandil
2. Mr. Sushant Kumar Jain
3. Dr. Sadhana Mishra
4. Mr. Kapil Jain
5. Mr. Vineet Shrivastava
6. Mr. Mangesh Tomar
7. Mr. Raj Kumar Rajoria
8. Mr. Rachit Jain

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	Subject class taken from faculties and distributed according.	Core subject should be allotted to experienced faculties.
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes	Prepared by mentors	
	Credits allotted / distribution based on ABCA activities	Yes	Prepared by subject coordinators	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	PPT, Chalk ,Talk , visual ,Audio and video	
	E-learning module LMS/MIS	Yes	LMS /MIS	
	Project work	Yes	PBL Activity	New technologies should be added in project
	Internal assessment components – Uniqueness	Yes	ABCA activities , mid-term , internal , external exams.	
	Student support – Remedial coaching	Yes	Extra classes conducted for week students.	
	Parents meeting – evaluation of student's progress	Yes	*Progress report available on LMS *Short attendance also	
	Feedback from students	Yes	Online by MIS	
	Steps taken on the feedback	Yes	Issue /Show course/ Suggestions sent by dean academics is to respective faculties	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No		Should be arrange the expert for such type activities.
	Seminars / Conferences attended	Yes	STTP/FDP/worksh op /Webinar / Exp. Lecture	
	Papers / articles / books published	Yes	Chapter publish	Paper should be published in SCI/SCOUPUS/UG C Journal
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes	Prepared and uploaded on LMS	
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	No	NIL	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	Yes	Students cultural event /NSS/UBA	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Internship opportunities provided by Deptt. /TAP	
	Achievements	Yes	Chancellor Award (RGPV)	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes	03	
	No. of laboratories	Yes	07	
	No. of computers – for teachers	Yes	10	
	No. of computers – for students	Yes	45	
	No. of computers – research scholars	No		
	No. of instruments	Yes		
6. Activities of the Department	MOUs signed	No		
	Consultancy	No		
	Collaborations	No		
	Association Meetings	No		
	Guest lectures	YES		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity			
	Interaction with Industry / Research Centres / Educational Institutions	YES		
	Newsletters / Magazine			
	Placement	YES	Placed in various companies	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following:

Strength: Project Based Learning and experienced faculty members

Weakness: Less Student's Admission in the Branch as Regional Educational Scenario

Opportunities:
Enhanced Soft Computing Skills by conducting TAP Program.
Better Placement Record

Challenges:
Improvement in the No of Admission.

Best Practice (s) / Innovations of the Department:
Students involvements in the PBL

Future Plans of the Department:
More Research Activities involvements of Faculty and Students

Signature of the HoD with Seal

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

(Dr A. K. Wadhwani) (Dr Ranjeet Tomar) (Dr Shyam Akashe)

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit- 2021-22

Name of the Department: Electronics and Communication Engineering

Criterion	Items	Comments by Committee	Action Taken for Improvement
1: Curriculum	Steps followed in distribution of subjects	Subject class taken from faculties and distributed accordingly.	Core subjects have been assigned to more experienced faculty members to ensure better quality of instruction and student understanding.
	Department Academic Committee (DAC)		
	Department Academic Calendar	Prepared by respective mentors.	Academic calendars are prepared consistently across all mentors to maintain clarity and uniformity in scheduling.
	Credits allotted/distribution based on ABCA activities	Prepared by subject coordinators.	ABCA activities are regularly assessed and updated to ensure alignment with learning outcomes and enhance student engagement.
2: Curriculum Transaction	Teaching methods & teaching aids	Use of PPT, Chalk, Talk, visual, audio, and video aids in teaching.	Interactive tools and simulation software have been integrated into teaching methods to improve student engagement and learning outcomes.
	E-learning module (LMS/MIS)	LMS/MIS	Course materials on LMS are updated regularly, and faculty are encouraged to use self-paced learning modules to support student development.
	Project work	PBL Activity	Real-world and multidisciplinary projects are being emphasized to develop problem-solving skills and practical application of knowledge.
	Internal assessment components – Uniqueness	ABCA activities, mid-term, internal, and external exams are used .	New assessment methods have been introduced that cater to the unique needs of each subject, improving the overall learning experience.
	Student support – Remedial coaching	Extra classes conducted for weak students.	Assignments with an experimental focus have been introduced to help students better grasp engineering concepts and theories.
	Parents meeting – evaluation of student's progress	Progress reports and short attendance intimations are sent via letters.	Meetings and digital updates have been introduced to improve communication between parents and the department regarding student progress.

Dr. Meenakshi Mazumdar
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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Feedback from students	Collected online via MIS.	Feedback is now acted upon more promptly, with clear follow-up actions to ensure continuous improvement based on student input.
	Steps taken on the feedback	Issue /Show course/ Suggestions sent by dean academics is to respective faculties	Faculty have been encouraged to implement changes based on feedback and regularly monitor the results to ensure positive outcomes.
3: Faculty Profile	Projects completed/on-going		Expert guidance is being provided to faculty members to help them initiate and manage research projects.
	Seminars/Conferences attended	Faculty participated in STTP/FDP/workshops/webinars.	Faculty are encouraged to participate in international seminars and conferences to expand their professional networks and knowledge base.
	Papers/articles/books published	Research Papers and Book Chapters published.	Faculty are encouraged to publish in reputed journals such as SCI, SCOPUS, and UGC-listed publications for greater academic recognition.
	FDP/RC/Training Program/Workshop attended		Participation in NPTEL courses and similar platforms is being promoted to enhance the knowledge and teaching skills of the faculty.
	Preparation of E-learning materials	Prepared and uploaded on LMS	E-learning materials uploaded on LMS.
	Acted as resource persons		
	M.Phil. & Ph.D. awarded	No M.Phil. or Ph.D. degrees awarded recently.	Motivated faculty to pursue higher education for career growth and research development.
4: Profile of Students	Demand ratio		
	Students involvement in extracurricular & co-curricular activities	Students participated in cultural events, NSS, UBA, and annual functions.	Students are being encouraged to participate in more technical fests and competitions to foster innovation and teamwork.
	Study tour/industrial visits/internship/training	Internships provided by Dept./TAP.	Internships are now focused more on core technical areas to ensure students are gaining practical experience in their field of study.
	Achievements	Significant student achievements observed.	Publicized student achievements in newsletters and departmental events.
5: Infrastructure	No. of classrooms	Adequate classroom availability (3).	Plans are in place to add more classrooms to accommodate the growing number of students.

Dr. Meenakshi Mazumdar
DIRECTOR
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Gwalior (M.P.)

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Criterion	Items	Comments by Committee	Action Taken for Improvement
in the Department	No. of laboratories	Adequate laboratory availability (7).	Laboratory facilities are being upgraded to include advanced technologies like IoT and robotics to stay aligned with industry trends.
	No. of computers – for teachers	10 computers available for faculty.	Dedicated computers for research scholars have been allocated to enhance their research capabilities.
	No. of computers – for students	45 computers available for students.	Scheduled regular computer upgrades to match industry standards.
	No. of computers – research scholars		
	No. of instruments		
6: Activities of the Department	MOUs signed	No MOUs signed.	Efforts are underway to establish MOUs with industries and academic institutions to create more opportunities for collaboration.
	Consultancy		
	Collaborations		
	Association Meetings		
	Guest lectures		Regular guest lectures and alumni interactions have been scheduled to give students insight into industry developments and trends.
	Conference/Seminar/ Workshop conducted		
	Extension Activity		Planned community outreach programs to strengthen social responsibility efforts.
	Interaction with Industry/Research Centers/Educational Institutions		
	Newsletters/Magazine	Published departmental newsletters.	Publication of newsletters to showcase departmental activities.
	Placement	Successful placement of students in various companies.	Strengthened placement ties with core technical companies to improve job opportunities.

Future Plans of the Department:

1. **Enhancing Research and Development**:
   The department plans to promote more faculty and student involvement in research by initiating funded projects and collaborations with external research institutions. This will enhance the overall research output and innovation within the department.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Extension Activity		
	Interaction with Industry/Research Centers/Educational Institutions		Strengthening collaborations with industry and research centers for better student opportunities.
	Newsletters/ Magazine		
	Placement	Successful placement of students in various companies.	Focus on strengthening placement efforts by collaborating with more core technical companies.

Future Plans of the Department:

1. **Enhance Research Activities**: Involve both faculty and students in more research initiatives and collaborations.
2. **Introduce New Courses**: Encourage students and faculty to pursue additional courses to enhance their technical skills.
3. **Establish New Labs**: Create new laboratories to support research and learning in emerging fields such as IoT and Robotics.

Name & Signature of the HoD with Seal

(Prof. Manoj Kumar Bandil)
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering

NOTICE

Date: 04/08//2021

All faculty and staff member are hereby inform that an annual academic audit meeting will be conducted as per the following details:

- **Date:** August 09, 2021
- **Time:** 2:30 PM
- **Venue:** Software Lab

The upcoming meeting aims to conduct a comprehensive review of the department's academic performance over the past year. We will focus on evaluating the effectiveness of our teaching and learning processes, analyzing student feedback, and pinpointing key areas for improvement.

The agenda includes:

- Review of syllabus completion
- Attendance records analysis
- Student performance evaluation
- Assessment of teaching methodologies
- Curriculum effectiveness review
- Discussion of research activities
- Infrastructure status in the department
- Recommendations for future academic planning

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

04/08/2021

(Prof. Manoj Kumar Bandil)
HoD
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering
AY 2020-21

Name of the Department: Electronics and communication Engg.

Date: August 09, 2021

Time: 2:30 PM

Venue: Software Lab

Name, Designation and Address of Academic Audit Experts:

1. Dr A. K. Wadhwani
   Professor, Department of Electrical Engineering
   MITS, Gwalior

2. Dr Ranjeet Tomar
   Professor & Head
   Department of Electronics Communication
   TIM University, Gwalior

3. Dr Shyam Akashe
   Professor, Department of Electronics Communication
   IIM University. Gwalior

Members of Staff Present:

1. Mr. Manoj Kumar Bandil
2. Mr. Sushant Jain
3. Mr. Kapil Jain
4. Mr. Vineet Shrivastava
5. Mr. Mangesh Tomar
6. Mr. Raj Kumar Rajoria
7. Mr. Rachit Jain
8. Mr. Anurag Mandal
9. Mr. Sourabh Kumar Sharma

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	Subject class taken from faculties and distributed according.	Core subject should be allotted to experienced faculties.
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes	Prepared by mentors	
	Credits allotted / distribution based on ABCA activities	Yes	Prepared by subject coordinators	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	PPT, Chalk ,Talk , visual ,Audio and video	
	E-learning module LMS/MIS	Yes	LMS /MIS	
	Project work	Yes	PBL Activity	New technologies should be added in project
	Internal assessment components – Uniqueness	Yes	ABCA activities , mid-term , internal , external exams.	
	Student support – Remedial coaching	Yes	Extra classes conducted for week students.	
	Parents meeting – evaluation of student's progress	Yes	*Progress report available on LMS *Short attendance also 3	
	Feedback from students	Yes	Online by MIS	
	Steps taken on the feedback	Yes	Issue /Show course/ Suggestions sent by dean academics is to respective faculties	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No		Should be arrange the expert for such type activities.
	Seminars / Conferences attended	Yes	STTP/FDP/workshop /Webinar / Exp. Lecture	
	Papers / articles / books published	Yes	Chapter publish	Paper should be published in SCI/SCOUPUS/UGC Journal
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes	Prepared and uploaded on LMS	
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	No	NIL	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	Yes	Students cultural event /NSS/UBA	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Internship opportunities provided by Deptt. /TAP	
	Achievements	Yes	Chancellor Award (RGPV)	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	Yes	03	
	No. of laboratories	Yes	07	
	No. of computers – for teachers	Yes	10	
	No. of computers – for students	Yes	45	
	No. of computers – research scholars	No		
	No. of instruments	Yes		
2. Activities of the Department	MOUs signed	No		
	Consultancy	No		
	Collaborations	No		
	AssociationMeetings	No		
	Guest lectures	YES	Expert Talk Given by Ms Mily Saxena,alumni 2002	
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity			
	Interaction with Industry / Research Centres / Educational Institutions	YES		
	Newsletters / Magazine			
	Placement	YES	Placed in various companies	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following:

Strength: (1) Project Based Learning
(2) Experienced faculty members.
(3) ABCAS based activity.

Weakness: (1) Less Student's Admission in the Branch as Regional Educational Scenario
(2) Subject cannot be shuffled or modified.
(3) Strictly follow the guidelines of teaching methodologies.

Opportunities:

1. Enhanced Soft Computing Skills by conducting TAP Program.
2. Alumni Conclave/Interaction conducted by departmental alumnus to enhance the qualities of students for better placement opportunities.
3. Better Placement Record
4. Students have better opportunities for internships in various technical and non-technical companies to enhance their knowledge.

Challenges:

(1) Improvement in the No of Admission.
(2) New labs should be established as per new technologies like IOT and robotics.

Best Practice (s) / Innovations of the Department:

1. Students involvements in the PBL
2. Students should be more involved in experimental studies, so their practical concept will be cleared.

Future Plans of the Department:

1. More Research Activities involvements of Faculty and Students.
2. New courses should be joined by the students or faculties to enhance the technical skill Time to time.
3. New laboratory should be established for Robotics and IOT.

Signature of the HoD with Seal

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

(Dr A. K. Wadhwani) (Dr Ranjeet Tomar) (Dr Shyam Akashe)

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit- 2020-21

Name of the Department: Electronics and Communication Engineering

Criterion	Items	Comments by Committee	Action Taken for Improvement
1: Curriculum	Steps followed in distribution of subjects	Subject choice taken from faculties and distributed according.	Core subjects have been assigned to senior faculty to ensure in-depth understanding and efficient delivery.
	Department Academic Committee (DAC)		
	Department Academic Calendar	Prepared by mentors.	Standardization of the academic calendar preparation across all mentors for better planning and consistency.
	Credits allotted/distribution based on ABCA activities	Prepared by subject coordinators.	ABCA activities will be reassessed to ensure they are aligned with learning outcomes and skill development.
2: Curriculum Transaction	Teaching methods & teaching aids	Use of PPT, Chalk, Talk, visual, audio, and video aids in teaching.	Additional interactive tools and digital simulations have been introduced to enhance engagement and understanding.
	E-learning module (LMS/MIS)	LMS/MIS	Continuous update of LMS content to ensure availability of the latest material and self-paced learning opportunities.
	Project work	PBL Activity	Focus on incorporating emerging technologies in project work, aligning with industry demands.
	Internal assessment components – Uniqueness	ABCA activities, mid-term, internal, and external exams are used effectively.	Innovative assessment methods are being added to provide students with more diverse ways to demonstrate learning.
	Student support – Remedial coaching	Extra classes conducted for weak students.	Practical, hands-on assignments introduced to reinforce theoretical concepts and enhance learning outcomes.
	Parents meeting – evaluation of student's progress	Progress reports and short attendance intimations are sent via letters.	Increase the frequency of parent meetings and integrate more detailed digital reports on student performance.
	Feedback from students	Online by MIS.	Feedback processes are optimized to provide prompt responses and actionable changes based on student input.
	Steps taken on the feedback	Issue Show cause/ Suggestions sent by dean academics to respective faculties	Faculty are actively encouraged to implement improvements based on feedback and monitor student progress.
3: Faculty Profile	Projects completed/on-going		Experts will be invited to mentor faculty on initiating and completing research projects.
	Seminars/Conferences attended	Faculty participated in STTP/FDP/workshops/webinars.	Faculty will be encouraged to participate in more international seminars and conferences for wider exposure.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Papers/articles/books published	Chapters publish.	Faculty will be motivated to target high-impact journals for publication.
	FDP/RC/Training Program/Workshop attended		NPTEL and similar online courses will be promoted to enhance subject knowledge.
	Preparation of E-learning materials	Prepared and uploaded on LMS	E-learning materials uploaded on LMS.
	Acted as resource persons		
	M.Phil. & Ph.D. awarded	Nil	Faculty will be motivated to pursue Ph.D. and higher qualifications for academic and career development.
4: Profile of Students	Demand ratio		
	Students involvement in extracurricular & co-curricular activities	Students participated in cultural events, NSS, UBA, and annual functions.	More focus on increasing participation in technical and leadership activities to enhance student skills.
	Study tour/industrial visits/internship/training	Internships provided by Dept./TAP.	Internships will be more focused on core technical subjects to align with industry requirements.
	Achievements		Regular recognition of student achievements will be publicized through newsletters and events.
5: Infrastructure in the Department	No. of classrooms	03 classrooms available.	
	No. of laboratories	07 laboratories available.	Plans to modernize labs with advanced technology, including IoT and robotics, are in progress.
	No. of computers – for teachers	10 computers available.	
	No. of computers – for students	45 computers available.	
	No. of computers – research scholars	No dedicated computers for research scholars.	
	No. of instruments	Instruments are available for student use.	
6: Activities of the Department	MOUs signed		Efforts to sign MOUs with industries and research institutions are underway to create more collaborative opportunities.
	Consultancy		
	Collaborations		
	Association Meetings		
	Guest lectures	Expert talk given by Mily Saxena , alumni 2002	Alumni talks and expert guest lectures will be scheduled regularly to provide industry insights.
	Conference/Seminar /Workshop conducted		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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2. **Increasing Student Enrollment**:
   The department aims to improve student enrollment by implementing targeted outreach programs, participating in educational fairs, and engaging alumni to promote the department and its achievements. Enhanced visibility will attract more students and boost the demand ratio.

Name & Signature of the HoD with Seal

(Prof. Manoj Kumar Bandil)

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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& MANAGEMENT
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Department of Electronics & Communication Engineering

NOTICE

Date: 04/08//2021

All faculty and staff member are hereby inform that an annual academic audit meeting will be conducted as per the following details:

- **Date:** August 09, 2021
- **Time:** 2:30 PM
- **Venue:** Software Lab

The upcoming meeting aims to conduct a comprehensive review of the department's academic performance over the past year. We will focus on evaluating the effectiveness of our teaching and learning processes, analyzing student feedback, and pinpointing key areas for improvement.

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- Review of syllabus completion
- Attendance records analysis
- Student performance evaluation
- Assessment of teaching methodologies
- Curriculum effectiveness review
- Discussion of research activities
- Infrastructure status in the department
- Recommendations for future academic planning

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

04/08/2021

(Prof. Manoj Kumar Bandil)
HoD
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering
AY 2020-21

Name of the Department: Electronics and communication Engg.

Date: August 09, 2021

Time: 2:30 PM

Venue: Software Lab

Name, Designation and Address of Academic Audit Experts:

1. Dr A. K. Wadhwani
   Professor, Department of Electrical Engineering
   MITS, Gwalior

2. Dr Ranjeet Tomar
   Professor & Head
   Department of Electronics Communication
   TIM University, Gwalior

3. Dr Shyam Akashe
   Professor, Department of Electronics Communication
   IIM University. Gwalior

Members of Staff Present:

1. Mr. Manoj Kumar Bandil
2. Mr. Sushant Jain
3. Mr. Kapil Jain
4. Mr. Vineet Shrivastava
5. Mr. Mangesh Tomar
6. Mr. Raj Kumar Rajoria
7. Mr. Rachit Jain
8. Mr. Anurag Mandal
9. Mr. Sourabh Kumar Sharma

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	Subject class taken from faculties and distributed according.	Core subject should be allotted to experienced faculties.
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes	Prepared by mentors	
	Credits allotted / distribution based on ABCA activities	Yes	Prepared by subject coordinators	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	PPT, Chalk ,Talk , visual ,Audio and video	
	E-learning module LMS/MIS	Yes	LMS /MIS	
	Project work	Yes	PBL Activity	New technologies should be added in project
	Internal assessment components – Uniqueness	Yes	ABCA activities , mid-term , internal , external exams.	
	Student support – Remedial coaching	Yes	Extra classes conducted for week students.	
	Parents meeting – evaluation of student's progress	Yes	*Progress report available on LMS *Short attendance also 3	
	Feedback from students	Yes	Online by MIS	
	Steps taken on the feedback	Yes	Issue /Show course/ Suggestions sent by dean academics is to respective faculties	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No		Should be arrange the expert for such type activities.
	Seminars / Conferences attended	Yes	STTP/FDP/workshop /Webinar / Exp. Lecture	
	Papers / articles / books published	Yes	Chapter publish	Paper should be published in SCI/SCOUPUS/UGC Journal
	FDP / RC / Training Program / Workshop attended	Yes		
	Preparation of E-learning materials / Content	Yes	Prepared and uploaded on LMS	
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	No	NIL	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	Yes	Students cultural event /NSS/UBA	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Internship opportunities provided by Deptt. /TAP	
	Achievements	Yes	Chancellor Award (RGPV)	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	Yes	03	
	No. of laboratories	Yes	07	
	No. of computers – for teachers	Yes	10	
	No. of computers – for students	Yes	45	
	No. of computers – research scholars	No		
	No. of instruments	Yes		
2. Activities of the Department	MOUs signed	No		
	Consultancy	No		
	Collaborations	No		
	AssociationMeetings	No		
	Guest lectures	YES	Expert Talk Given by Ms Mily Saxena,alumni 2002	
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity			
	Interaction with Industry / Research Centres / Educational Institutions	YES		
	Newsletters / Magazine			
	Placement	YES	Placed in various companies	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following:

Strength: (1) Project Based Learning
(2) Experienced faculty members.
(3) ABCAS based activity.

Weakness: (1) Less Student's Admission in the Branch as Regional Educational Scenario
(2) Subject cannot be shuffled or modified.
(3) Strictly follow the guidelines of teaching methodologies.

Opportunities:

1. Enhanced Soft Computing Skills by conducting TAP Program.
2. Alumni Conclave/Interaction conducted by departmental alumnus to enhance the qualities of students for better placement opportunities.
3. Better Placement Record
4. Students have better opportunities for internships in various technical and non-technical companies to enhance their knowledge.

Challenges:

(1) Improvement in the No of Admission.
(2) New labs should be established as per new technologies like IOT and robotics.

Best Practice (s) / Innovations of the Department:

1. Students involvements in the PBL
2. Students should be more involved in experimental studies, so their practical concept will be cleared.

Future Plans of the Department:

1. More Research Activities involvements of Faculty and Students.
2. New courses should be joined by the students or faculties to enhance the technical skill Time to time.
3. New laboratory should be established for Robotics and IOT.

Signature of the HoD with Seal

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

(Dr A. K. Wadhwani) (Dr Ranjeet Tomar) (Dr Shyam Akashe)

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit- 2020-21

Name of the Department: Electronics and Communication Engineering

Criterion	Items	Comments by Committee	Action Taken for Improvement
1: Curriculum	Steps followed in distribution of subjects	Subject choice taken from faculties and distributed according.	Core subjects have been assigned to senior faculty to ensure in-depth understanding and efficient delivery.
	Department Academic Committee (DAC)		
	Department Academic Calendar	Prepared by mentors.	Standardization of the academic calendar preparation across all mentors for better planning and consistency.
	Credits allotted/distribution based on ABCA activities	Prepared by subject coordinators.	ABCA activities will be reassessed to ensure they are aligned with learning outcomes and skill development.
2: Curriculum Transaction	Teaching methods & teaching aids	Use of PPT, Chalk, Talk, visual, audio, and video aids in teaching.	Additional interactive tools and digital simulations have been introduced to enhance engagement and understanding.
	E-learning module (LMS/MIS)	LMS/MIS	Continuous update of LMS content to ensure availability of the latest material and self-paced learning opportunities.
	Project work	PBL Activity	Focus on incorporating emerging technologies in project work, aligning with industry demands.
	Internal assessment components – Uniqueness	ABCA activities, mid-term, internal, and external exams are used effectively.	Innovative assessment methods are being added to provide students with more diverse ways to demonstrate learning.
	Student support – Remedial coaching	Extra classes conducted for weak students.	Practical, hands-on assignments introduced to reinforce theoretical concepts and enhance learning outcomes.
	Parents meeting – evaluation of student's progress	Progress reports and short attendance intimations are sent via letters.	Increase the frequency of parent meetings and integrate more detailed digital reports on student performance.
	Feedback from students	Online by MIS.	Feedback processes are optimized to provide prompt responses and actionable changes based on student input.
	Steps taken on the feedback	Issue Show cause/ Suggestions sent by dean academics to respective faculties	Faculty are actively encouraged to implement improvements based on feedback and monitor student progress.
3: Faculty Profile	Projects completed/on-going		Experts will be invited to mentor faculty on initiating and completing research projects.
	Seminars/Conferences attended	Faculty participated in STTP/FDP/workshops/webinars.	Faculty will be encouraged to participate in more international seminars and conferences for wider exposure.

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DIRECTOR
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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Papers/articles/books published	Chapters publish.	Faculty will be motivated to target high-impact journals for publication.
	FDP/RC/Training Program/Workshop attended		NPTEL and similar online courses will be promoted to enhance subject knowledge.
	Preparation of E-learning materials	Prepared and uploaded on LMS	E-learning materials uploaded on LMS.
	Acted as resource persons		
	M.Phil. & Ph.D. awarded	Nil	Faculty will be motivated to pursue Ph.D. and higher qualifications for academic and career development.
4: Profile of Students	Demand ratio		
	Students involvement in extracurricular & co-curricular activities	Students participated in cultural events, NSS, UBA, and annual functions.	More focus on increasing participation in technical and leadership activities to enhance student skills.
	Study tour/industrial visits/internship/training	Internships provided by Dept./TAP.	Internships will be more focused on core technical subjects to align with industry requirements.
	Achievements		Regular recognition of student achievements will be publicized through newsletters and events.
5: Infrastructure in the Department	No. of classrooms	03 classrooms available.	
	No. of laboratories	07 laboratories available.	Plans to modernize labs with advanced technology, including IoT and robotics, are in progress.
	No. of computers – for teachers	10 computers available.	
	No. of computers – for students	45 computers available.	
	No. of computers – research scholars	No dedicated computers for research scholars.	
	No. of instruments	Instruments are available for student use.	
6: Activities of the Department	MOUs signed		Efforts to sign MOUs with industries and research institutions are underway to create more collaborative opportunities.
	Consultancy		
	Collaborations		
	Association Meetings		
	Guest lectures	Expert talk given by Mily Saxena , alumni 2002	Alumni talks and expert guest lectures will be scheduled regularly to provide industry insights.
	Conference/Seminar /Workshop conducted		

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DIRECTOR
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2. **Increasing Student Enrollment**:
   The department aims to improve student enrollment by implementing targeted outreach programs, participating in educational fairs, and engaging alumni to promote the department and its achievements. Enhanced visibility will attract more students and boost the demand ratio.

Name & Signature of the HoD with Seal

(Prof. Manoj Kumar Bandil)

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering

NOTICE

Date: 07/10/2020

All faculty and staff members are hereby informed that the annual academic audit meeting will be held as per the following details:

- **Date:** October 12, 2020
- **Time:** 1:30 PM
- **Venue:** HOD Cabin

The meeting aims to conduct a comprehensive review of the department's academic performance over the past year. The focus will be on evaluating the effectiveness of our teaching and learning processes, analyzing student feedback, and identifying key areas for improvement.

Agenda:

- Review of syllabus completion
- Analysis of attendance records
- Evaluation of student performance
- Assessment of teaching methodologies
- Review of curriculum effectiveness
- Discussion of research activities
- Status of infrastructure in the department
- Recommendations for future academic planning

Your active participation and valuable insights are essential for the success of this audit process. Please ensure your timely attendance.

07.10.2020

(Prof. Manoj Kumar Bandil)
HoD
HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Electronics & Communication Engineering
AY 2019-20

Name of the Department: Electronics and communication Engg.

Date: October 12, 2020

Time: 1:30 PM

Venue: HOD Cabin

Name, Designation and Address of Academic Audit Experts:

1. Dr A. K. Wadhwani
   Professor, Department of Electrical Engineering
   MITS, Gwalior

2. Dr Ranjeet Tomar
   Professor & Head
   Department of Electronics Communication
   TIM University, Gwalior

3. Dr Shyam Akashe
   Professor, Department of Electronics Communication
   IIM University. Gwalior

Members of Staff Present:

1. Mr. Manoj Kumar Bandil
2. Mr. Sushant Jain
3. Mr. Kapil Jain
4. Mr. Vineet Shrivastava
5. Mr. Mangesh Tomar
6. Mr. Saurabh Kumar Sharma
7. Mr. Raj Kumar Rajoria
8. Mr. Mahendra Singh Bhadoria
9. Mr. Anurag Mandal
10. Mr. Rachit Jain Rachit

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	Subject class taken from faculties and distributed according.	Core subject should be allotted to experienced faculties.
	Department Academic Committee (DAC)	Yes		
	Department Academic calendar	Yes	Prepared by respective mentors	
	Credits allotted / distribution based on ABCA activities	Yes	Prepared by subject coordinators	
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	PPT, Chalk ,Talk , visual ,Audio and video	
	E-learning module LMS/MIS	Yes	LMS /MIS	
	Project work	Yes	PBL Activity	Focus on the outcomes
	Internal assessment components – Uniqueness	Yes	ABCA activities, mid-term, internal, external exams.	
	Student support – Remedial coaching	Yes	Extra classes conducted for week students.	Assignment should be experimental for understanding the concept of engineering.
	Parents meeting – evaluation of student's progress	No	*Progress report *Short attendance intimation through letter 3	
	Feedback from students	Yes	Online by MIS	
	Steps taken on the feedback	Yes	Issue /Show course/ Suggestions sent by dean academics is to respective faculties	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No		Should be arranging the expert for such type activities.
	Seminars / Conferences attended	Yes	STTP/FDP/workshop /Webinar / Exp. Lecture	
	Papers / articles / books published	Yes	Chapter publish	Paper should be published in SCI/SCOUPUS/UGC Journal
	FDP / RC / Training Program / Workshop attended	Yes		NPTEL courses should be joined to enhanced the knowledge.
	Preparation of E-learning materials / Content	Yes	Prepared and uploaded on LMS	Smart class room should be used for recording the videos.
	Acted as resource persons	-		
	M.Phil. & Ph. D awarded	No	NIL	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	Yes	Students cultural event /NSS/UBA/annual function	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	Internship opportunities provided by Deptt. /TAP	Internship should be focused on core technical subject or areas.
	Achievements	Yes		

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Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms	Yes	02	
	No. of laboratories	Yes	07	
	No. of computers – for teachers	Yes	10	
	No. of computers – for students	Yes	30	
	No. of computers – research scholars	No		
	No. of instruments	Yes		
2. Activities of the Department	MOUs signed	No		
	Consultancy	No		
	Collaborations	No		
	Association Meetings	No		
	Guest lectures	YES	Alumni interaction with students to aware the technologies, which is going in industry.	
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity			
	Interaction with Industry / Research Centers / Educational Institutions	YES		
	Newsletters / Magazine	Yes		
	Placement	YES	Placed in various companies	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Please comment on the following :

Strength: Project Based Learning and experienced faculty members

Weakness: Less Student's Admission in the Branch as Regional Educational Scenario

Opportunities:
Enhanced Soft Computing Skills by conducting TAP Program.
Better Placement Record

Challenges:
Improvement in the No of Admission.

Best Practice (s) / Innovations of the Department:

Students involvements in the PBL

Future Plans of the Department:
More Research Activities involvements of Faculty and Students

Signature of the HoD with Seal

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

(Dr A. K. Wadhwani) (Dr Ranjeet Tomar) (Dr Shyam Akashe)

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
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Action Taken Report for Department Academic Audit- 2019-20

Name of the Department: Electronics and Communication Engineering

Criterion	Items	Comments by Committee	Action Taken for Improvement
1: Curriculum	Steps followed in distribution of subjects	Subjects distributed based on faculty expertise. Core subjects should be assigned to experienced faculty.	Core subjects are assigned to faculty with relevant expertise to enhance teaching quality.
	Department Academic Committee (DAC)		
	Department Academic Calendar	Prepared by respective Mentors	The academic calendar is now reviewed for uniformity and adherence to deadlines.
	Credits allotted/distribution based on ABCA activities	Prepared by subject coordinators	Periodic review of ABCA activities to ensure they align with learning outcomes.
2: Curriculum Transaction	Teaching methods & teaching aids	Use of PPT, Chalk, Talk, visual, audio, and video aids in teaching.	Added more digital content and interactive methods like animation to improve understanding.
	E-learning module (LMS/MIS)	LMS/MIS	More resources are being uploaded regularly to LMS to facilitate better student engagement.
	Project work	PBL Activity	More emphasis on real-world applications and use of emerging technologies in projects.
	Internal assessment components – Uniqueness	ABCA activities, mid-term, internal, and external exams	Internal assessments are being diversified to include more project-based and quiz assessments.
	Student support – Remedial coaching	Extra classes conducted for weak students.	Additional support mechanisms, such as one-on-one tutoring, are being provided.
	Parents meeting – evaluation of student's progress	Progress reports and short attendance intimations are sent via letters.	Regular online and offline parent-teacher meetings are planned for better progress tracking.
	Feedback from students	Collected online via MIS.	Feedback is reviewed promptly, and actions are communicated to the concerned faculty for improvements.
	Steps taken on the feedback	Suggestions sent to faculties by dean academics.	A system for tracking feedback responses and subsequent improvements is being implemented.
3: Faculty Profile	Projects completed/on-going		
	Seminars/Conferences attended	Faculty participated in STTP/FDP/workshops/webinars.	Increased participation in international conferences and workshops is being promoted.

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DIRECTOR
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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Papers/articles/books published	Papers, Chapters publish.	Faculty are encouraged to publish in SCI/SCOPUS-indexed journals for greater academic impact.
	FDP/RC/Training Program/Workshop attended		Regular participation in NPTEL and other advanced courses is being encouraged for faculty development.
	Preparation of E-learning materials	Prepared and uploaded on LMS	Use of smart classrooms to create and upload recorded lectures for student access.
	Acted as resource persons		
	M.Phil. & Ph.D. awarded	No M.Phil. or Ph.D. degrees awarded recently.	Faculty are encouraged to pursue Ph.D. programs.
4: Profile of Students	Demand ratio		
	Students involvement in extracurricular & co-curricular activities	Students participated in cultural events, NSS, UBA, and annual functions.	Increased participation in technical competitions and innovation activities is being promoted.
	Study tour/industrial visits/internship/training	Internships provided by Dept./TAP.	More internships are being arranged in core technical fields to align with industry standards.
	Achievements		
5: Infrastructure in the Department	No. of classrooms	02 classrooms available.	Additional classrooms will be added based on future student enrollment and requirements.
	No. of laboratories	07 laboratories available.	Plans are in place to modernize the labs with advanced technologies like IoT and robotics.
	No. of computers – for teachers	10 computers available.	Faculty computer systems will be regularly updated with the latest hardware and software.
	No. of computers – for students	30 computers available.	A plan for upgrading student computers and improving access to computing resources has been implemented.
	No. of computers – research scholars		
	No. of instruments		
6: Activities of the Department	MOUs signed		Efforts to sign MOUs with industries and academic institutions are underway.
	Consultancy		Faculty will be encouraged to offer consultancy services to generate revenue and industry engagement.
	Collaborations		
	Association Meetings		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Criterion	Items	Comments by Committee	Action Taken for Improvement
	Guest lectures	Alumni interaction conducted to introduce students to industry technologies.	More frequent guest lectures from industry experts will be arranged to give students exposure to industry trends.
	Conference/Seminar/ Workshop conducted		
	Extension Activity		Plans to engage in community outreach activities are being developed.
	Interaction with Industry/Research Centers/ Educational Institutions		Strengthening collaborations with industry for better internship and placement opportunities.
	Newsletters/ Magazine		Publish newsletters
	Placement	Successful placement of students in various companies.	Efforts are ongoing to improve placement opportunities by engaging with more core technical companies.

Future Plans of the Department:

More Research Activities involvements of Faculty and Students

Name & Signature of the HoD with Seal

(Prof. Manoj Kumar Bandil)

HOD, Electronics & Communication
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Department of Mechanical Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Mechanical Engineering
AY 2023-24

NOTICE

Date: 16/08/2024

To All Faculty Members, Department of Mechanical Engineering

You are cordially invited to attend the annual academic audit meeting for the Department of Mechanical Engineering.

Date: August 17, 2024

Time: 3:00 PM

Venue: HOD Office

The purpose of this meeting is to comprehensively review the department's academic performance over the past year. We will assess the effectiveness of teaching and learning processes, analyse student feedback, and identify areas for improvement.

The agenda includes a review of syllabus completion, attendance records, student performance, teaching methodologies, curriculum effectiveness, research activities, and recommendations for future academic planning.

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

Dr. S.K. Sharma
Head of Department
Department of Mechanical Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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ANNUAL ACADEMIC AUDIT (AAA) REPORT

2023-24

Name of the Department: **MECHANICAL ENGINEERING**

Dates of Audit: 17.08.2024

Name, Designation and Address of Academic Audit Experts:

1: Dr. S.K. Sharma, HOD

2: ***Dr. Abhishek Jain, Principal, Adina Institute of Science and Technology, Sagar M.P.***

3: Mr. Amit Jain, Assistant Professor

4: Mr. Ajeet Singh Sikarwar, Assistant Professor

Members of Staff Present:

1: Mr. Narendra Kumar Verma, Assistant Professor

2: Mr. Amit Kumar Tiwari, Assistant Professor

3: Mr. Mukesh Hemnani, Assistant Professor

4: Mr. Shyam Singh Rawat, Assistant Professor

5: Mr. Manoj Sharma, Assistant Professor

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes		
	Department Academic & Planning Committee (DAPC	Yes		
	Department Academic calendar	Yes		
	Credits allotted/ distribution based on ABCA activities	Yes		
2.	Teaching methods & teaching aids	Yes		

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Curriculum Transaction	E-learning module LMS/MIS	Yes		
	Project work	Yes		
	Internal assessment components – Uniqueness	Yes		
	Student support – Remedial coaching	Yes		
	Parents meeting – evaluation of student's progress	Yes		
	Feedback from students	Yes		
	Steps taken on the feedback	Yes		
	Projects completed / on going	Yes		
	Seminars / Conferences attended	Yes		
3. Faculty Profile	Papers/articles/books published	Yes		
	FDP/RC/Training Program/ Workshop attended	Yes		
	Preparation of E-learning materials Content	Yes		
	Acted as resource persons	Yes		
4. Profile of Students	Demand ratio (Admissions Vs Sanctioned Strength)	Yes		
	Students involvement in extra-curricular & Co- curricular activities	Yes		
	Study tour/industrial visits/ exhibitions/Internship/ Training	Yes		

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mail: registrar@itmgoi.in, web: www.itmgoi.in

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Gwalior (M.P.)

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	Achievements			
5. Infrastructure in the Department	No. of class rooms	03		
	No. of laboratories	09		
	No. of computers for teachers	04		
	No. of computers for students	30		
	No. of computers for research scholars	Nil		
	No. of instruments	Yes		
6. Activities of the Department	MOUs signed	01		
	Consultancy	Nil		
	Collaborations	Nil	Collaborative research should be done	
	Association Meetings	Nil		
	Guest lectures	Nil		More guest lectures should be organized
	Conference/Seminar/ Workshop conducted	Nil		
	Extension Activity	05		
	Interaction with Industry/ Research Centers/ Educational Institutions	02		
	Newsletters / Magazine	01		
	Placement	Yes		

Please comment on the following:

Strength: Labs are rich in terms of equipments. Working models are good in condition.

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Weakness: Department should focus more on consultancy and research projects.

Opportunities: Due to less number of students, attention can be focused on individual students.

Challenges: Admission Vs Intake is a challenge

Best Practice (s) / Innovations of the Department: Regular presentation of PBL.

Future Plans of the Department: Publish more research papers.

Signature of the HoD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

1: Dr. S.K. Sharma
2: Dr. Abhishek Jain
3: Mr. Amit Jain
4: Mr. Ajeet Singh Sikarwar
5. Shyam Singh Rawat
6. Nandha Kr. Vaiya
7. Mukesh Hemnani
8. Amit. Tiwari

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

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Dr. Meenakshi Mazumdar
DIRECTOR
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Gwalior (M.P.)

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Weakness: Department should focus more on consultancy and research projects

Opportunities: Due to less number of students, attention can be focused on individual student.

Challenges: Admission v/s intake is a challenge

Best Practice (s) / Innovations of the Department: Regular presentation of PBL

Future Plans of the Department: Publish more research papers

Signature of the HoD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts

Dr. Abhishek Jain

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

ITM
INSTITUTE OF TECHNOLOGY & MANAGEMENT

Action Taken Report for Department Academic Audit

2023-24

Name of the Department: Mechanical Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching Pedagogy	-	More focus on smart classes
2. Curriculum Transaction	Elective Subjects	Curriculum is based on RGPV but Elective subjects should change	This year new elective subject was chosen by the students of 5th Semester
	-		
3. Faculty Profile		ME Department should focus more on research	Project proposals for funded project will be submitted
4. Profile of Students	Strength	Department does not have sufficient number of admissions	Better training and activities will be conducted for students
5. Infrastructure in the Department	Projector	Only two projectors are available	One more projector will be installed
6. Activities of the Department	Expert lectures	Number of expert lectures are not satisfactory	More expert lectures will be organised in upcoming session

Dr. S.K. Sharma

Name and Signature of HOD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Mechanical Engineering
AY 2022-23

Notice

Date: 30/07/2023

To All Faculty Members, Department of Mechanical Engineering

Subject: Annual Academic Audit Meeting

You are cordially invited to attend the annual academic audit meeting for the Department of Mechanical Engineering.

Date: July 31, 2023

Time: 3:30 PM

Venue: HOD Office

The purpose of this meeting is to review the academic performance of the department during the past year, assess the effectiveness of teaching and learning processes, and identify areas for improvement.

Agenda:

- Review of syllabus completion and attendance records
- Assessment of student performance and feedback analysis
- Evaluation of teaching and learning methodologies
- Discussion of curriculum effectiveness and areas for improvement
- Review of research activities and publications
- Recommendations for future academic planning

Your active participation and valuable insights are crucial for the success of this audit process. Please ensure your timely attendance.

Sincerely,

Mr. Amit Jain

AHOD

Department of Mechanical Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

2022-23

INSTITUTE OF TECHNOLOGY & MANAGEMENT
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"THINK BIG... THINK BEYOND"

Format for Department Academic Audit

Name of the Department: Mechanical Engineering

Date : 31/7/2023

Name, Designation and Address of Academic Audit Experts:

1. Dr Vinod Yadav, Assistant Professor - MANIT, Bhopal.
2. Mr Manish Yadav - D.M. at Head supply chain MINDA KYO RAKU Ltd.
3. Dr. S.S. Chouhan (Dean Academics)
4. Mr Amit Jain (AHOD MED, ITM)

Members of Staff Present:

1- Mr Amit Kumar Tiwari
2- Mr Narendra Kumar Verma
3- Mr Ajeet Singh Sikarwar
4- Mr Ishwar Gupta

1

HOD/AHOD
MECHANICAL ENGG.DEPT
ITM GWALIOR

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	as per Competency of faculty/Head	NiL
	Department Academic Committee (DAC)	Yes	DAC issued guidelines time to time	NiL
	Department Academic calendar	Yes	Prepared as per IAC	NiL
	Credits allotted / distribution based on ABCA activities	Yes	As per RGPV	NiL
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	Using interactive visit, smart Class room etc	NiL
	E-learning module LMS/MIS	Yes	LMS and MIS implemented	NiL
	Project work	Yes	PBL	NiL
	Internal assessment components – Uniqueness	Yes	Assignment Quiz PBL, ABCA	NiL
	Student support – Remedial coaching	Yes	for low/weak students	NiL
	Parents meeting – evaluation of student's progress	Yes	Mentors interacted through Call and letter	NiL
	Feedback from students	Yes	Feedback is taken by DA	NiL
	Steps taken on the feedback	Yes	–	–

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	—	Needs to focus.
	Seminars / Conferences attended	Yes	Satisfactory	
	Papers / articles / books published	Yes	"	
	FDP / RC / Training Program / Workshop attended	Yes	"	
	Preparation of E-learning materials / Content	Yes	"	
	Acted as resource persons	No	—	
	M.Phil. & Ph. D awarded	No	—	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes		
	Students involvement in extra-curricular & Co- curricular activities	Yes	Good.	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	CIPET, IGTR, Indre	
	Achievements	Yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes		
	No. of laboratories	Yes		
	No. of computers – for teachers	06		
	No. of computers – for students	30		
	No. of computers – research scholars	Nil		
	No. of instruments	Nil		
6. Activities of the Department	MOUs signed	Yes		
	Consultancy	Nil		
	Collaborations	Nil		
	AssociationMeetings	Nil		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	Nil		
	Interaction with Industry / Research Centres / Educational Institutions	Yes		
	Newsletters / Magazine	Nil		
	Placement	Yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Placement, Mentorship, PBL, Internship, Trainings

Weakness: Less Admission, Project, Consultancy Collaboration

Opportunities: Motivate Students for higher studies and Startup.

Challenges: updating as per market requirement

Best Practice (s) / Innovations of the Department: Most of faculty member are involved in research as they enrolled in PhD.

Future Plans of the Department:
try to achieve 90% Placement

Signature of the HoD withSeal

HOD/AHOD
MECHANICAL ENGG.DEPTT
ITM GWALIOR

Signature of the Academic Audit Experts

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Placement, Mentorship, PBL, Internship, Trainings

Weakness: Less Admission, Project, Consultancy Collaboration

Opportunities: Motivate Students for Higher studies and Startup.

Challenges: updating as per market requirement

Best Practice (s) / Innovations of the Department: Most of faculty member are involved in research as they enrolled in PhD.

Future Plans of the Department: try to achieve 90% Placement

Signature of the HoD withSeal

Signature of the Academic Audit Experts 31.07.2023
Dr. Vinod Yadav

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Action Taken Report for Department Academic Audit

2022-23

Name of the Department: Mechanical Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching methodology, Process	–	Project based learning from a Project based, Product based and Research based Virtual Vlabet
2. Curriculum Transaction	–	–	–
	–	–	–
	–		–
3. Faculty Profile		Department should apply for funded Projects.	Encourage the faculty member for Patent etc.
4. Profile of Students	–	–	–
	–	–	–
5. Infrastructure in the Department	lath and milling m/c Power data Pro	–	heavy duty lath m/c and milling m/c is purchased.
6. Activities of the Department	Conducted Coffdrive events for the depart	–	Department Conducted Industry visit as well as well as Conducted MOU with Industry

Name and Signature of HOD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

GROUP OF INSTITUTIONS
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Department of Mechanical Engineering
AY 2021-22

NOTICE

Date: 28/07/2022

To All Faculty Members, Department of Mechanical Engineering

You are cordially invited to attend the annual academic audit meeting for the Department of Mechanical Engineering.

Date: July 29, 2022

Time: 3:30 PM

Venue: CAD/CAM Lab

The purpose of this meeting is to comprehensively review the department's academic performance over the past year. We will assess the effectiveness of teaching and learning processes, analyze student feedback, and identify areas for improvement.

The agenda includes a review of syllabus completion, attendance records, student performance, teaching methodologies, curriculum effectiveness, research activities, and recommendations for future academic planning.

Your active participation and valuable insights are essential to the success of this audit process. Please ensure your timely attendance.

Sincerely,

Mr. Amit Jain
AHOD
Department of Mechanical Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

2021-22

ITM
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"THINK BIG... THINK BEYOND"

Format for Department Academic Audit

Name of the Department: Mechanical Engineering

Date : 29/7/2022

Name, Designation and Address of Academic Audit Experts:

1. Dr. Vinod Yadav, Assistant Professor, MANIT, Bhopal.
2. Dr. S.S. Chauhan Dean Academics
3. Mr Amit Jain AHOD, MED, ITM.
4. Mr Ishwar Gupta Assistant Professor

Members of Staff Present:

1- Mr. Amit Kumar Tiwari
2- Mr Ajeet Singh Sikerwar
3. Mr Shyam Rawat.
4- Mr Mahendra Kumar Verma.

HOD/AHOD
MECHANICAL ENGG.DEPTT
ITM GWALIOR

Dean (Acad)
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes	as per Competency of faculty member	Nil
	Department Academic Committee (DAC)	Yes	DAC issued guidelines time to time	Nil
	Department Academic calendar	Yes	Prepared as per IAC	Nil
	Credits allotted / distribution based on ABCA activities	Yes	as per R.G.PV	Nil
2. Curriculum Transaction	Teaching methods & teaching aids	Yes	LMS, Smart Classrooms visit etc	Nil
	E-learning module LMS/MIS	Yes	LMS, MIS	Nil
	Project work	Yes	PBL	Nil
	Internal assessment components – Uniqueness	Yes	Quiz, Assignment PBL, ABCA	Nil
	Student support – Remedial coaching	Yes	for low attend at weaker student	Nil
	Parents meeting – evaluation of student's progress	Yes	Yes mentor interacted via Call and letter	Nil
	Feedback from students	Yes	take by DA	Nil
	Steps taken on the feedback	Yes	-	Nil

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	No	–	Needs to work on it
	Seminars / Conferences attended	Yes	Satisfactory	–
	Papers / articles / books published	Yes	"	
	FDP / RC / Training Program / Workshop attended	Yes	"	
	Preparation of E-learning materials / Content	Yes	"	
	Acted as resource persons	No	–	
	M.Phil. & Ph. D awarded	No	–	
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	Yes	–	
	Students involvement in extra-curricular & Co- curricular activities	Yes	Good	
	Study tour / industrial visits / exhibitions / Internship / Training	Yes	CIPET Bhopal	
	Achievements	Yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms	Yes		
	No. of laboratories	Yes		
	No. of computers – for teachers	Yes		
	No. of computers – for students	Yes		
	No. of computers – research scholars	No		
	No. of instruments	Yes		
6. Activities of the Department	MOUs signed	No		Need to work
	Consultancy	No		"
	Collaborations	No		"
	AssociationMeetings	No		"
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	No	—	Need to work
	Interaction with Industry / Research Centres / Educational Institutions	No	—	"
	Newsletters / Magazine	No	—	"
	Placement	Yes	—	—

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Mentorship, PBL, Internship, Training

Weakness: Less admission, Project, Consultancy, interaction with industry

Opportunities: Motivate students for higher studies and new startup.

Challenges: Prepared students as per market requirement

Best Practice (s) / Innovations of the Department: Some faculty are enrolled for Ph.D as they involved in research work.

Future Plans of the Department: Achieve 80% Placement.

Signature of the HoDwithSeal

HOD/AHOD
MECHANICAL ENGG.DEPTT
ITM GWALIOR

Signature of the Academic AuditExperts

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Mentorship, PBL, Internship, Training

Weakness: Less admission, Project, Consultancy, interaction with industry

Opportunities:
Motivate students for higher studies and new startup.

Challenges:
Prepared students as per market requirement

Best Practice (s) / Innovations of the Department: Some faculty are enrolled for Ph.D so they involved in research work.

Future Plans of the Department:
Achieve 80% Placement.

Signature of the HoDwithSeal

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Signature of the Academic AuditExperts

31.07.2023
Dr. Vinod Yadav

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

2021-22

Name of the Department: Mechanical Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching Learning Process	Self Recorded video and web in a	Instead web should be recorded via online mode.
2. Curriculum Transaction	—	—	—
	—	—	—
	—	—	—
3. Faculty Profile	—	department should apply for only ATI FDP	Proposal should be submitted for applying FDP fund.
	—		
4. Profile of Students	—	—	—
	—	—	—
5. Infrastructure in the Department	Advance software for Road	—	Proposal should be prepared for purchase Anyways of Rs
6. Activities of the Department	Plan only expectations	—	for benefitting students. only expectations should be conducted.

Name and Signature of HOD with Seal

HOD
Deptt. of Mechanical Engg.
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DIRECTOR
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ANNUAL ACADEMIC AUDIT (AAA) REPORT

2020-21

Name of the Department: **Mechanical Engineering**

Dates of Audit:

Name, Designation and Address of Academic Audit Experts:

1: Ami Jain
2: Dr Abhishek Jain Director SRIT Ujjain
3: Ajeet Singh Sikarwar
4:

Members of Staff Present:

1: Neeraj Ku. Uley
2: Ishwar GUPTA
3: VISHAL SHUKLA
4: Shyam Singh Rawat
5: AMIT KUMAR TIWARI
6:

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes		
	Department Academic & Planning Committee (DAPC	Yes		
	Department Academic calendar	Yes		
	Credits allotted/ distribution based on ABCA activities	Yes		
2.	Teaching methods & teaching aids	Yes		

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DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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	Achievements			
5. Infrastructure in the Department	No. of class rooms	04		
	No. of laboratories	09		
	No. of computers for teachers	05		
	No. of computers for students	30		
	No. of computers for research scholars	Nil		
	No. of instruments	Yes		
6. Activities of the Department	MOUs signed	Yes		
	Consultancy	No		
	Collaborations	NO		
	Association Meetings	Yes		
	Guest lectures	Yes		
	Conference/Seminar/ Workshop conducted	Yes		
	Extension Activity	Yes		
	Interaction with Industry/ Research Centers/ Educational Institutions	Yes		
	Newsletters / Magazine	Yes		
	Placement	Yes		

Please comment on the following:

Strength:

Department is providing the best practical exposure for the students like industrial trainings, workshops and industrial visits etc.

ITM Campus, NH-75, Opposite Sithouli Railway Station, Gwalior (M.P.)- 475001, India
mail: registrar@itmgoi.in, web: www.itmgoi.in

Dr. Meenakshi Mazumdar
DIRECTOR
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Weakness:

No any weakness.

Opportunities:

Department is providing more study material for the students to improve their skills.

Challenges:

To install the industry ready labs in the department.

Best Practice (s) / Innovations of the Department:

Our target is more research and publish the research papers.

Future Plans of the Department:

HOD
Dept. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Signature of the HoD with Seal

Signature of the Academic Audit Experts

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Action Taken Report for Department Academic Audit

2020-21

Name of the Department: Mechanical Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching Learning Proc.	Video lecture Should be provided.	Videos were uploaded on the L.M.S.
2. Curriculum Transaction	One Assessment - -	Due Pandemic Examinations Should be online	midsemester were Conducted online
3. Faculty Profile	No of faculty members	Sufficient faculty are available	Allocation of Subject distribution done.
4. Profile of Students	- -	- -	- -
5. Infrastructure in the Department	- -	No suggestion due to Lockdown	- -
6. Activities of the Department	Training on V lab.	Training on online platform should be Conducted.	Online training was done

Name and Signature of HOD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

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DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department of Mechanical Engineering
AY 2019-20

NOTICE

Date: 30/07/2020

To All Faculty Members, Department of Mechanical Engineering

Subject: Annual Academic Audit Meeting

You are cordially invited to attend the annual academic audit meeting for the Department of Mechanical Engineering.

Date: July 31, 2020

Time: 12:30 PM

Venue: Google meet (link will be shared tomorrow)

The purpose of this meeting is to review the academic performance of the department during the past year, assess the effectiveness of teaching and learning processes, and identify areas for improvement.

Agenda:

- Review of syllabus completion and attendance records
- Assessment of student performance and feedback analysis
- Evaluation of teaching and learning methodologies
- Discussion of curriculum effectiveness and areas for improvement
- Review of research activities and publications
- Recommendations for future academic planning

Your active participation and valuable insights are crucial for the success of this audit process.

Please ensure your timely attendance.

Mr. Amit Jain

AHOD

Department of Mechanical Engineering

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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ANNUAL ACADEMIC AUDIT (AAA) REPORT

2019-20

Name of the Department: **Mechanical Engineering**

Dates of Audit:

Name, Designation and Address of Academic Audit Experts:

1: Amit Jain
2: Dr Abhishek Jain Director SRIT (External).
3: Neeraja Ka. Verma
4: MR. AJEET SINGH SIKARWAR

Members of Staff Present:

1: MR. AMIT KUMAR TIWARI
2: Shyam Singh Rawat
3:
4:
5:
6:

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	Yes		
	Department Academic & Planning Committee (DAPC	Yes		
	Department Academic calendar	Yes		
	Credits allotted/ distribution based on ABCA activities	Yes		
2.	Teaching methods & teaching aids	Yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
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Curriculum Transaction	E-learning module LMS/MIS	Yes		
	Project work	Yes		
	Internal assessment components – Uniqueness	Yes		
	Student support – Remedial coaching	Yes		
	Parents meeting – evaluation of student's progress	Yes		
	Feedback from students	Yes		
	Steps taken on the feedback	Yes		
	Projects completed / on going	Yes		
	Seminars / Conferences attended	Yes		
3. Faculty Profile	Papers/articles/books published	Yes		
	FDP/RC/Training Program/ Workshop attended	Yes		
	Preparation of E-learning materials Content	Yes		
	Acted as resource persons	Yes		
4. Profile of Students	Demand ratio (Admissions Vs Sanctioned Strength)	Yes		
	Students involvement in extra-curricular & Co- curricular activities	Yes		
	Study tour/industrial visits/ exhibitions/Internship/ Training	Yes		

Dr. Meenakshi Mazumdar
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	Achievements			
5. Infrastructure in the Department	No. of class rooms	04		
	No. of laboratories	09		
	No. of computers for teachers	05		
	No. of computers for students	30		
	No. of computers for research scholars	Nil		
	No. of instruments			
6. Activities of the Department	MOUs signed	Nil		
	Consultancy	Nil		
	Collaborations	Nil		
	Association Meetings	Nil		
	Guest lectures	01		
	Conference/Seminar/ Workshop conducted	01		
	Extension Activity	03		
	Interaction with Industry/ Research Centers/ Educational Institutions	01		
	Newsletters / Magazine	01		
	Placement	01		

Please comment on the following:

Strength: Fac

Faculty is very supportive and hardworking for the students.

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Weakness:

No any weakness.

Opportunities:

Department target to place the students in the core companies for students better future.

Challenges:

To enhance the skills of the students by using AI technology in the machines.

Best Practice (s) / Innovations of the Department:

Convert students projects in to the patents and publish their work in the journals.

Future Plans of the Department:

Signature of the HoD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Signature of the Academic Audit Experts:

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Action Taken Report for Department Academic Audit 2019-20

Name of the Department: Mechanical Engineering

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum	Teaching learning process	Teachers should use short classes and PPTs	PPTs will be uploaded on the proposed LMS system.
2. Curriculum Transaction	—	—	—
	—	—	—
	—	—	—
3. Faculty Profile	—	Focus on funded projects.	Motivate faculty members for funded projects.
	—		
4. Profile of Students	—	—	—
	—	—	
5. Infrastructure in the Department	Workshop related industry.	—	Machines of workshop are upgraded with some more machines.
		—	
6. Activities of the Department	Conference	—	Department collaborated with industry for students.
	Seminar	—	faculties attended.
	workshop	—	Online offline workshop and FDP

Name and Signature of HOD with Seal

HOD
Deptt. of Mechanical Engg.
Institute of Technology & Management
Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Department of Management

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Departmental Academic Planning Committee (DAPC)

Date: 22/08/2024

Notice

All faculty members and students are hereby notified that a Departmental Academic Audit for the 2023-2024 academic year will take place on August 24th, 2024 at 3:00 PM. This audit will involve reviewing academic records, course files, attendance registers, and other pertinent documents for the current year. Faculty members are requested to ensure that all required records and documents are up-to-date and readily accessible for inspection.

Venue: Department of Management, Kautilya Block

All of you are requested to attend the meeting.

Academic Planning Coordinator
DAPC, Department of Management

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department Academic Audit

Name of the Department: Management

Date : 24/08/2024

Name, Designation and Address of Academic Audit Experts:

1 Dr. Pratibha Gautam, Assistant Professor, Department of commerce Govt. SLP PG College
2 Dr. S. S Chauhan, Dean Academics, ITM Gwalior
3 Dr. Preeti Singh, HOD, Department of Management, ITM Gwalior
4

Members of Staff Present:

1) Dr. Ankit Gupta
2) Dr. Alka Sonyal
3) Ms. Priyanka Verma

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	✓		
	Department Academic Committee (DAC)	✓		
	Department Academic calendar	✓		
	Credits allotted / distribution based on ABCA activities			
2. Curriculum Transaction	Teaching methods & teaching aids	✓		
	E-learning module LMS/MIS	✓		
	Project work	✓		
	Internal assessment components – Uniqueness			
	Student support – Remedial coaching	✓		
	Parents meeting – evaluation of student's progress			
	Feedback from students	✓		
	Steps taken on the feedback	✓		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms 05	✓		
	No. of laboratories 01	✓		
	No. of computers – for teachers 05	✓		
	No. of computers – for students 30	30		
	No. of computers – research scholars			
	No. of instruments			
2. Activities of the Department	MOUs signed	yes.		
	Consultancy	YES.		
	Collaborations	YES.		
	AssociationMeetings			
	Guest lectures	YES.		
	Conference / Seminar / Workshop conducted	YES.		
	Extension Activity			
	Interaction with Industry / Research Centres / Educational Institutions			
	Newsletters / Magazine	YES.		
	Placement	YES.		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	✓		
	Seminars / Conferences attended	✓		faculty should attend more conferences
	Papers / articles / books published			
	FDP / RC / Training Program / Workshop attended	✓		
	Preparation of E-learning materials / Content			
	Acted as resource persons	✓		
	M.Phil. & Ph. D awarded			Try for Research Center.
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)			
	Students involvement in extra-curricular & Co- curricular activities	✓	5	
	Study tour / industrial visits / exhibitions / Internship / Training	✓		
	Achievements			

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DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: International Collaborations

Weakness: Consultancy from Industry.

Opportunities: Research & Innovation.

Challenges: Quality Based Student Enrollment

Best Practice (s) / Innovations of the Department: Student Centered Learning approach.

Future Plans of the Department:

To start U.G. Courses.

Signature of the HoDwithSeal

HEAD
Department of Management
ITM, Gwalior

Signature of the Academic AuditExperts

(Dr. Pratibha Gautam)
प्राध्यापक / सहायक प्राध्यापक
(वाणिज्य विभाग)
शास. एस.एल.पी. कॉलेज मुरार (म.प्र.)

Dean Academics
Institute of Technology & Management, Gwalior

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Name of the Department: (Management) (2023-2024)

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum		AI should be added in Curriculum	
2. Curriculum Transaction			Market Research Survey should be added
3. Faculty Profile		Faculty should Teach using case studies	
4. Profile of Students		Student Exchange Programmes should Increase	
5. Infrastructure in the Department			
6. Activities of the Department		Students Participation on global issues should increase via presentations.	

Future Plans of the Department:
Regular Assessments + Constructive feedbacks to build strong Relationship with students + faculties.

Name &Signature of the HODwithSeal

Dr. Preeti Singh
HOD & Professor
Department of Management
ITM, Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Departmental Academic Planning Committee (DAPC)

Date: 26/08/2023

Notice

All faculty members and students are hereby informed that a Departmental Academic Audit for the academic year 2022-2023, will be conducted on 28th August'2023. The audit will cover the review of academic records, course files, attendance registers, and other relevant documentation for the current academic year. Faculty members are requested to ensure that all necessary records and documents are up-to-date and readily available for inspection.

Details of the Meeting are as follows:

Time: 04:00 PM

Venue: Department of Management, Kautilya Block

All of you are requested to attend the meeting.

Academic Planning Coordinator
DAPC, Department of Management

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Department Academic Audit (2022-2023)

Name of the Department: Management

Date 28/08/2023

Name, Designation and Address of Academic Audit Experts:

1. Prof. R.C. Gupta Head Dept. of Com. & Mgmt M.L.B College Gwalior (M.P.)
2. Dr. S.S. Chauhan Dean Academics ITM Gwalior
3) Dr. Preeti Singh Head Dept. of Management, ITM, Gwalior
4)

Members of Staff Present:

1. Dr Ankit Gupta
2. Mr. Ravikant Vajpai
3. Mr. Harshit Sinha

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	YES		
	Department Academic Committee (DAC)	YES		
	Department Academic calendar	YES		
	Credits allotted / distribution based on ABCA activities	YES		
2. Curriculum Transaction	Teaching methods & teaching aids	YES		
	E-learning module LMS/MIS	YES		
	Project work	YES		Try to government projects
	Internal assessment components – Uniqueness	YES		
	Student support – Remedial coaching	YES	3	
	Parents meeting – evaluation of student's progress	YES		
	Feedback from students	YES		
	Steps taken on the feedback	YES		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	YES.		
	Seminars / Conferences attended	YES.		participation in international conference of faculty
	Papers / articles / books published	YES.		
	FDP / RC / Training Program / Workshop attended	YES.		
	Preparation of E-learning materials / Content	YES.		
	Acted as resource persons	YES.		
	M.Phil. & Ph. D awarded	YES.		More Ph.D. Research scholar
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	N.A.		
	Students involvement in extra-curricular & Co- curricular activities	YES.	5	
	Study tour / industrial visits / exhibitions / Internship / Training	YES.		Planning for international visits
	Achievements	YES.		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5 Infrastructure in the Department	No. of class rooms 02+02	YES		
	No. of laboratories 01	YES		
	No. of computers – for teachers 04	YES		
	No. of computers – for students 30	YES.		
	No. of computers – research scholars	YES.		
	No. of instruments	NA		
6. Activities of the Department	MOUs signed	YES		planning for undersigning MOU.
	Consultancy	YES.		
	Collaborations	NO		
	Association Meetings	YES		
	Guest lectures	YES.		
	Conference / Seminar / Workshop conducted	YES.		
	Extension Activity	YES.		
	Interaction with Industry / Research Centers / Educational Institutions	YES.		
	Newsletters / Magazine	YES.		
	Placement	YES.		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following:

Strength: NBA · Accreditted

Weakness: International collaboration

Opportunities: NAAC ·

Challenges: Training.

Best Practice (s) / Innovations of the Department: Effective Teaching Strategies

Future Plans of the Department:

NAAC Accreditation

Signature of the HoD with Seal

HEAD
Department of Management
ITM, Gwalior

Signature of the Academic Audit Experts

Dr. R.C. Gupta
Professor & Head (Com. & Mgmt.)
M.L.B. Arts & Commerce
Govt. Autonomous & Excellence College
Gwalior (M.P.) 474009

Dean Academics
Institute of Technology &
Management, Gwalior

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Name of the Department: Management (22–23)

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum			
2. Curriculum Transaction		Project Based Studies is required.	Research work should be introduced to Student in future
3. Faculty Profile		Faculty should improve Publication	Faculties are motivated to increase their Publication
4. Profile of Students			
5. Infrastructure in the Department			
6. Activities of the Department		More industry + College Collaboration are required.	Some Good Contacts will be made with other industry + institutes.

Future Plans of the Department:

Department is Planning to provide international academic tour for students to give exposure to institute + Students.

Name &Signature of the HOD with Seal

HEAD
Department of Management
ITM Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Departmental Academic Planning Committee (DAPC)

Date: 18/08/2022

Notice

This is to inform all faculty members and students that a Departmental Academic Audit for the current academic year 2021-22 will be conducted on 22nd August' 2022 at 4:00 PM at Departmental Library, Kautilya Block. The audit will involve a review of academic records, course files, attendance registers, and other pertinent documents. Faculty members are requested to ensure that all necessary documents are up-to-date and available for inspection.

Academic Planning Coordinator
DAPC, Department of Management

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department : Management (21-22)

Date : 22/8/2022

Name, Designation and Address of Academic Audit Experts:

1. Dr. Harish Kumar Agrawal (Prof. K.R.G. College Gwl)
2. ~~Dr.~~
3. Dr. S.S. Chauchan (Dean Academics)
4. Dr Preeti Singh (Head)
5. Mr Rachit Jain (Coordinator IQAC cell)

Members of Staff Present:

1 - Dr. Ankit gupta
2 - Dr. Prashant Sharma
3. Mr Harshit Sinha
4 - Mr. Ravi Kant Vajpai

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	YES		
	Department Academic Committee (DAC)	YES		
	Department Academic calendar	YES		
	Credits allotted / distribution based on ABCA activities	YES		
2. Curriculum Transaction	Teaching methods & teaching aids	YES		
	E-learning module LMS/MIS	YES		
	Project work	YES		
	Internal assessment components – Uniqueness	YES		
	Student support – Remedial coaching	YES		
	Parents meeting – evaluation of student's progress	YES	3	
	Feedback from students	YES		
	Steps taken on the feedback	YES		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
1. Infrastructure in the Department	No. of class rooms 02+1	YES.		
	No. of laboratories 01	YES.		
	No. of computers – for teachers 04	YES.		
	No. of computers – for students 30	YES.		
	No. of computers – research scholars	YES.		Research centre should be applied
	No. of instruments	NA.		
2. Activities of the Department	MOUs signed	YES.		
	Consultancy	YES.		Exist on personal level. It should be on department level.
	Collaborations	NO		
	AssociationMeetings	YES.		
	Guest lectures	YES.		
	Conference / Seminar / Workshop conducted	NO		
	Extension Activity	NIL		
	Interaction with Industry / Research Centres / Educational Institutions	YES.		
	Newsletters / Magazine	NO		
	Placement	YES.		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	NO		
	Seminars / Conferences attended	YES.		
	Papers / articles / books published	YES.		
	FDP / RC / Training Program / Workshop attended	YES.		
	Preparation of E-learning materials / Content	YES.		
	Acted as resource persons	YES.		
	M.Phil. & Ph. D awarded	NO		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	~~NO~~ N.A.		candidates are alloted by D.T.E as per sanctioned strength.
	Students involvement in extra-curricular & Co- curricular activities	YES	5	
	Study tour / industrial visits / exhibitions / Internship / Training	YES		
	Achievements	YES.		Main achievments should be mentioned

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Please comment on the following :

Strength: Team work, Placement,

Weakness: Consultancy, Industry & international collaboration

Opportunities: NBA, NAAC, Accreditation

Challenges: Training

Best Practice (s) / Innovations of the Department:

Case based teaching pedagogy

Future Plans of the Department:

Conduct international Seminar; Student development program.

Signature of the HoD with Seal

HEAD
Department of Management
ITM, Gwalior

Dean Academics
Institute of Technology & Management, Gwalior

Signature of the Academic Audit Experts

(1) Prof. H.K. Agrawal

Dr. H. K. Agrawal
Professor of Commerce
Govt. K.R.G. (P.G.) Auto. College, Gwalior

Dean, IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Name of the Department: Management (21-22)

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum			
2. Curriculum Transaction		Need to give industry Exposure	More practical information should be shared to be updated
3. Faculty Profile			
4. Profile of Students		Team building activities can be planned	Org. required group commitment so students will be taught about group efforts
5. Infrastructure in the Department		sports should be encouraged	separate Place should be provided for the Department with Prior Permissio
6. Activities of the Department			

Future Plans of the Department:

Department is Planning to develop research Cater, which will enhance the reputation of the Department.

Name &Signature of the HOD with Seal

HEAD Department of Management ITM Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Departmental Academic Planning Committee (DAPC)

Date: 19/08/2021

Notice

This is to notify that a Departmental Academic Audit for the 2020-2021 academic year is scheduled for August 23rd, 2021, at 3:30 PM. Faculty members are requested to ensure that all necessary records and documents are up-to-date and ready for inspection. The audit will take place in the Department of Management, Kautilya Block. Your attendance at the meeting is required.

Academic Planning Coordinator
DAPC, Department of Management

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department : Management (20-21)

Date 23/08/2021

Name, Designation and Address of Academic Audit Experts:

1. [redacted] Dr. R.G. Gupta (Prof. MLB College)
2. [redacted] Mr. Arvind Agarwal (Ex. President Chamber of Commerce)
3. [redacted] Dr. S.S. Chauhan (Dean Academics)
4. [redacted] Dr. Preeti Singh (Head)
   Mr. Rachit Jain (Coordinator IQAC Cell)

Members of Staff Present:

1. Dr. Ankit Gupta
2. Dr. Prashant Sharma
3. Dr. S.K. Patsariya

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	yes		
	Department Academic Committee (DAC)	yes		
	Department Academic calendar	yes		
	Credits allotted / distribution based on ABCA activities	yes		
2. Curriculum Transaction	Teaching methods & teaching aids	yes		
	E-learning module LMS/MIS	yes		
	Project work	yes		
	Internal assessment components – Uniqueness	yes		
	Student support – Remedial coaching	yes		
	Parents meeting – evaluation of student's progress	yes	3	
	Feedback from students	yes		
	Steps taken on the feedback	yes		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	yes		Try to get govt. ~~Spo~~ funded Projects.
	Seminars / Conferences attended	yes		
	Papers / articles / books published	yes		Try to Publish in ABDC Journal
	FDP / RC / Training Program / Workshop attended	yes		
	Preparation of E-learning materials / Content	yes.		
	Acted as resource persons	yes		
	M.Phil. & Ph. D awarded	yes		
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	yes		
	Students involvement in extra-curricular & Co- curricular activities	yes	5	
	Study tour / industrial visits / exhibitions / Internship / Training	yes		
	Achievements	yes	Good	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms 02	Yes		
	No. of laboratories 01	Yes		
	No. of computers – for teachers 03	Yes		
	No. of computers – for students 30	Yes	good	
	No. of computers – research scholars	Yes		
	No. of instruments	N.A.		
6. Activities of the Department	MOUs signed	Yes		Increase MOU'S
	Consultancy	Yes		
	Collaborations	ML		
	Association Meetings	Yes		
	Guest lectures	Yes		
	Conference / Seminar / Workshop conducted	Yes		
	Extension Activity	Nil		
	Interaction with Industry / Research Centres / Educational Institutions	Yes		
	Newsletters / Magazine	Yes		
	Placement	Yes		

Please comment on the following :

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Strength: Infrastructure & Research

Weakness: Consultancy & Project, Patent Registration, Industry connect

Opportunities: Develop Dept. as a research centre

Challenges: Placement, International collabration

Best Practice (s) / Innovations of the Department:
Case based teaching Pedagogy.

Future Plans of the Department:
To conduct a Sponsered (Govt. org.) Seminar & workshop

Signature of the HoD with Seal

HEAD
Department of Management
ITM, Gwalior

Signature of the Academic Audit Experts

Dr. R.C. Gupta
Professor & Head (Com. & Mgmt.)
M.L.B. Arts & Commerce
Govt. Autonomous & Excellence College
Gwalior (M.P.) 474009

Dean Academics
Institute of Technology &
Management, Gwalior

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Action Taken Report for Department Academic Audit

Name of the Department: Management (2020-2021)

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum			
2. Curriculum Transaction		Industry Interaction Required	Visiting expert from Industry Invited for the Classes.
3. Faculty Profile		Need case publication	Few cases of Faculty are send for publication
4. Profile of Students		More focus required for student centric Activities	Faculties are ~~develop~~ using student centric activity during the class like Role play virtual share trading, Flip the class etc.
5. Infrastructure in the Department		More Smart Class Required	one more smart class created
6. Activities of the Department		Increase MOU with reputed University	Trying to get more MOUs with help of Training & placement cell.

Future Plans of the Department:
we are planning to get ~~NAB~~ NBA Accerdiation & to get Reserarch centre from Jiwaji university

Name & Signature of the HOD with Seal
Dr. Preeti Singh

HEAD
Department of Management
ITM, Gwalior

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Departmental Academic Planning Committee (DAPC)

Date: 14/07/2020

Notice

Please be informed that a Departmental Academic Audit for the 2019-2020 academic year is scheduled for July 18th, 2020, at 4:00 PM. The audit will include a review of academic records, course files, attendance registers, and other relevant documents for the current year. Faculty members are asked to ensure that all necessary records and documents are up-to-date and available for inspection. The Venue for the audit is Department of Management, Kautilya Block. All of you are requested to attend the meeting.

Academic Planning Coordinator
DAPC, Department of Management

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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Format for Department Academic Audit

Name of the Department : Management (2019-20)

Date : 18/07/20

Name, Designation and Address of Academic Audit Experts:

1. Dr. R.C. Gupta - Professor MLB College, Gwl
2. Dr. S.S. Chauhan - Coordinator, IQAC, Dean Academics
3. Dr. Preeti Singh, HOD, MBA
4. Mr. Rachit Jain, Co-coordinator IQAC

Members of Staff Present:

Dr. Ankit Gupta
Dr. Prashant Sharma
Dr. S.K. Patsaria
Dr. Bhanupriya Bhaskar

1

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement, if any
1. Curriculum	Steps followed in distribution of the subjects	YES		
	Department Academic Committee (DAC)	YES		
	Department Academic calendar	YES		
	Credits allotted / distribution based on ABCA activities	YES		
2. Curriculum Transaction	Teaching methods & teaching aids	YES		
	E-learning module LMS/MIS	YES		
	Project work	YES	Best project should be displayed	
	Internal assessment components – Uniqueness	YES	Satisfactory	
	Student support – Remedial coaching	YES		
	Parents meeting – evaluation of student's progress	YES	More focus should be there on PTM	
	Feedback from students	YES		
	Steps taken on the feedback	YES		

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
3. Faculty Profile	Projects completed / on going	YES	Ongoing	
	Seminars / Conferences attended	YES		
	Papers / articles / books published	YES		Need more Publication
	FDP / RC / Training Program / Workshop attended	YES	Satisfactory	
	Preparation of E-learning materials / Content	YES		
	Acted as resource persons	YES		
	M.Phil. & Ph. D awarded	YES		Ongoing
4. Profile of Students	Demand ratio (Applications received Vs Sanctioned Strength)	YES		Need improvement
	Students involvement in extra-curricular & Co- curricular activities	YES		Need to include members
	Study tour / industrial visits / exhibitions / Internship / Training	YES	Satisfactory	Need more industrial visit
	Achievements	YES	Satisfactory	

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Criterion	Items	Verification Yes / No	Comments	Suggestions for improvement
5. Infrastructure in the Department	No. of class rooms 02	YES		
	No. of laboratories 01	YES		
	No. of computers – 02 for teachers	YES		Need one more Computer
	No. of computers – 30 for students	YES		
	No. of computers – research scholars	YES		
	No. of instruments	NA		
6. Activities of the Department	MOUs signed	YES	Need more	
	Consultancy	YES	Satisfactor	
	Collaborations	NIL		
	Association Meetings	YES		
	Guest lectures	YES.		
	Conference / Seminar / Workshop conducted	YES.	Satisfactory	
	Extension Activity	NO.		
	Interaction with Industry / Research Centres / Educational Institutions	YES.	Satisfactory	
	Newsletters / Magazine	NO	institute Magazine available (Cogni)	department should launch their own newsletter
	Placement	YES	good.	

Please comment on the following :

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

Strength:

Mentorship, Research.

Weakness:

Consultancy, Project

Opportunities:

Develop Department as a research centre.

Challenges:

Admission, Placement

Best Practice (s) / Innovations of the Department:

Case based teaching pedgogy

Future Plans of the Department:

To conduct a sponsored (Govt. org) Research workshop

Signature of the HoD with Seal

HEAD
Department of Management
ITM, Gwalior

Signature of the Academic Audit Experts

Dr. R.C. Gupta
Professor & Head (Com. & Mgmt.)
M.L.B. Arts & Commerce
Autonomous & Excellence College
Gwalior (M.P.) 474009

Dean Academics
Institute of Technology & Management, Gwalior

Dean IQAC
Institute of Technology & Management
Gwalior (M.P.)

Dr. Meenakshi Mazumdar
DIRECTOR
Institute of Technology & Management
Gwalior (M.P.)

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"THINK BIG... THINK BEYOND"

Action Taken Report for Department Academic Audit

Name of the Department: Management (2019-20)

Criterion	Items	Comments By Committee	Action taken for improvement
1. Curriculum			
2. Curriculum Transaction		Best Project should be displays More focus on PTM	focusing on student Publication (03) publications
3. Faculty Profile		Need good publi-cations.	faculty published paper in UGC care and Scopus
4. Profile of Students		Need Improvement Need to increase no of extra-activities	Club activities conducted for students through online mode
		Need more industrial visits.	- Due to pandemic unable to conduct industrial visit
5. Infrastructure in the Department		Need one more computer	- Given requirement
6. Activities of the Department		MOU required	- Ureka - MOU done
		Need own News letter.	- One committee of student is formed for News letter

Future Plans of the Department: We are planing to get NBA Accreditation

Name & Signature of the HOD with Seal

Dr. Preeti Singh
HEAD
Department of Management
ITM, Gwalior

MEENAKSHI MAZUMDAR
Digitally signed by MEENAKSHI MAZUMDAR
Date: 2024.09.19 14:14:21 +05'30'

Dr. Meenakshi Mazumdar
DIRECTOR
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