Babu Banarsi Das Institute of Technology and Management, Lucknow (Institute code: 054)

Ref.: No.:BBDITM/IQAC/2024-25/ 16

Internal Quality Assurance Committee(IQAC)

Minutes of Meeting

Date: 18-06-2025

Time: 10:30AM

Venue: Board room (Room No.002)

Chairperson: Dr. Shailendra Singh Chauhan ,Director, BBDITM

Meeting Agenda:
Presentation by criteria 3 incharges of EC, CSE, IT, ME and Civil to freeze the process flow of Criteria 3.

Opening:

Ameeting with all criteria 3 incharges of EC, CSE, IT, ME and Civil to freeze the process flow of Criteria 3.

Present:

1. Dr. Shailendra Singh Chauhan ,Director, BBDITM
2. Dr. Usha Sharma, Convener, IQAC
3. Mr. Navneet Pandey, Criteria 3 Incharge ,EC
4. Mr. Deepak Pant, Criteria 3 Incharge, CSE was absent due to PUT exam duty.
   (In his absence, Ms. Deepti Ranjan, PC, AIML was present)
5. Ms. Nida Hasib, Assistant Professor, IT
6. Mr. K. D. Dwivedi attended in place of Mr. Vivek Narain, Criteria 3 Incharge, ME as he was on leave.
7. Ms. Shruti, attended in place of Dr. Supriya Phurailatpam Criteria 3 Incharge, Civil as she was on leave.
8. Mr. Surya Vikram, Group Coordinator, First year.

Points of Discussion:

1) A detailed presentation was given by criteria 3 Incharge of EC, Mr. Navneet Pandey on CO-PO attainment process.
2) Detail discussion was held on CO-PO attainment process.
3) Queries on CO-PO attainment of IT, ME, Civil department was resolved by criteria 3 incharge of EC during his presentation.
4) Criteria 3 Incharges of IT, Civil, ME department agreed to align with the presentation and discussion.
5) Response from Criteria 3 incharge, Mr. Deepak Pant of CSE department is pending.

Adjournment: Meeting was adjourned at 12:35 PM on 18th June 2025.

Minutes Submitted By: Dr. Usha Sharma

Approved By: All present members panel with equal vote on above mention key points.

Usha
18/06/25

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