Ref. No: BBDITM/ 2025-26/ IQAC- 003 **Date:** 5th December, 2025

MINUTES OF MEETING (MOM)

Internal Quality Assurance Cell (IQAC)

Date: 5th December, 2025
Time: 4:10 PM
Venue: Room No. 305, BBDITM

Agenda of Meeting	To ensure moderation of PUT question papers as per NBA, OBE, and Continuous Quality Improvement (CQI) requirements
Convener	Dr. Usha Sharma

Members Present

S. No.	Name of Member
1	Mr. Shahab, Member
2	Mr. Kamleshwar,Member
3	Ms. Dipti Ranjan,Member
4	Mr. Ashish Verma,Member
5	Mr. Navneet Kumar Pandey,Member

Usha
Convener, IQAC
BBDITM

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BABU BANARASI DAS
INSTITUTE OF TECHNOLOGY & MANAGEMENT
Affiliated to Dr A.P.J Abdul Kalam Technical University (AKTU College Code: 054)
Approved by All India Council for Technical Education (AICTE)
Website: www.bbditm.ac.in / e-mail: director@bbdnitm.ac.in
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Vision of the Institute
"To become a leading institute of providing professionally competent and socially responsive technocrats with high moral values."

Mission of the Institute
- To create an eco-system for the dissemination of technical knowledge, to achieve academic excellence.
- To develop technocrats with creative skills and leadership qualities, to solve local and global challenges.
- To impart human values and ethics in students, to make them socially and Eco-friendly responsible.

Sr. No.	Agenda Item	Discussion (NBA Perspective)	Decision Taken
1	Moderation of Question Papers	PUT question papers were reviewed to ensure alignment with Course Outcomes (COs), and examination guidelines	Question papers approved after incorporating suggested modifications
2	CO Mapping & Bloom's Taxonomy	Verification of CO-wise question distribution and Bloom's taxonomy levels	Proper CO mapping and Bloom's level distribution ensured
3	Submission to Examination Cell	Timely submission of moderated papers	Approved question papers to be submitted to Examination Cell
4	Planning of the internal academic audit of all the departments of BBDITM.	The internal academic audit of all the departments of BBDITM was planned.	The internal academic audit of all the departments of BBDITM was scheduled on 13th and 15th Dec. 2025.

Dr. Usha Sharma
Convener, IQAC
BBDITM, Lucknow

CC TO:
1. Director, BBDITM
2. Assistant Director, BBDITM
3. Registrar, BBDITM
4. All Heads of Departments, BBDITM
5. COE, BBDITM
6. All members of the IQAC, BBDITM

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