



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

LNCT (MCA)/IQAC/2020/01

Date: 03/08/2020

INTERNAL QUALITY ASSURANCE CELL

Objective/Functions:

To enhance the Quality of Program and to ensure continuous improvement in terms of curriculum, teaching learning process, student performance, faculty contributions, infrastructural facilities, student support systems and industry interaction by effectively involving the stakeholders.

Composition:

S.No	Name & Designation	Role in IQAC	Mobile No.	Email-id
1	Dr. Sanjay Bajpai Director, LNCT-MCA	Chairman	9425642238	Lnctmca@Lnct.ac.in
2	Dr. Virendra Tiwari Professor	Member Secretary (Coordinator)	9407257089	virendrat@lnct.ac.in
3	Dr. Anupam Chouksey Secretary, LNCT Group	Members	9303132147	anupamc@lnct.ac.in
4	Prof. Ashish Jain Asso. Professor	Members	9039311858	ashishj@lnct.ac.in
5	Prof. Prerna Jha Asst. professor	Members	7974992054	prernaj@lnct.ac.in
6	Prof. Ravindra Tiwari Professor	Members	9907494354	ravindrat@lnct.ac.in
7	Mr. Abhishek Singh TPO	Members	9039697117	placements@lnct.ac.in
8	Mr. Shubham Raghuvanshi Accounts Officer	Members	9977363402	accounts@lnct.ac.in
9	Ms. Manish Sharma Librarian	Members	8109736010	library@lnct.ac.in
10	Mr. Ravikant Mishra Sr. Systems Analyst, Capgemini, Pune	Members	9970970173	ravikant.a.mishra@capgemini.com

Role & Responsibility: The Role and Responsibility of IQAC are as follows:-

1. To develop, implement and monitor Quality Parameters for various academic and administrative activities within the department.
2. To create a learner centric environment.
3. To collect feedbacks from stakeholders, take necessary action and measure the effectiveness.

4. To compute and continuously monitor attainment of PO.
5. To Frame & approve Cos of theory & practical subject.
6. To evaluate program effectiveness and take necessary steps for continues improvement.
7. To motivate faculty and student to attend workshops. Develop projects, working models, paper publications and research.
8. To interact with the student, faculty members, program coordinator and external stakeholders to understand the effectiveness of program in order to achieve the PEOs.
9. To prepare an action plan to enhance research activities in the department.
10. To build organized and systematic methodology of documentation and internal communication.
11. To encourage professional body activities among the faculty and students.
12. To set targets for PO attainment.



NBA Coördinator



**(Dr. Sanjay Bajpai)
Chairman (IQAC)**

Copy to:

1. Office of the Chairman/Vice Chairperson/Secretary
2. Dean of Administration and OSD
3. All Above Members
4. Registrar LNCT MCA
5. Dean Student/Student Welfare
6. All Notice Board of College
7. Master File Director Office

**Director
Lakshmi Narain College of Technology (MCA)
BHOPAL**



LAKSHMI NARAIN COLLEGE OF TECHNOLOGY (MCA), BHOPAL

LNCT (MCA)/IQAC/2020/02

Date: 08/08/2020

INTERNAL QUALITY ASSURANCE CELL

To,

The Members of IQAC
LNCT (MCA) Bhopal,

Dear Sir/Madam,

SUBJECT: NOTICE AND AGENDRA FOR IQAC MEETING

1. IQAC meeting is being conducted on 10/08/2020 (Monday) at 03.30 PM in the Board Room of LNCT (MCA) College.
2. The Agenda for the meeting is appended below:
 - Introduction of IQAC members in 2020,
 - Objectives of IQAC
 - Function of IQAC
 - General Discussion.
3. You are kindly requested to be present as it will help us to discuss the issues and necessary actions to be taken.

Looking forward to your presence in the meeting.

Regards

(Dr. Sanjay Bajpai)

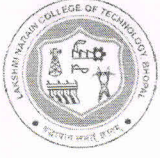
Chairman (IQAC)

Director

Lakshmi Narain College of Technology (MCA)

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LNCT (MCA)/IQAC/2020/03

Date: 10/08/2020

INTERNAL QUALITY ASSURANCE CELL

The online meeting of the Internal Quality Assurance Cell for the academic year 2020-21 was held on **10/08/20** at **3.30 pm**. Dr. Virendra Kumar Tiwari IQAC coordinator welcomed the chairperson of the meeting, Dr. Sanjay Bajpai, Director LNCT-MCA, Bhopal and all the members of IQAC. The following agenda were discussed during the meeting and it was unanimously resolved to implement them. The meeting was adjourned after the vote of thanks to the chair.

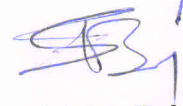
Discussion:

1. The minutes of previous meeting was read by Chairman Sanjay Bajpai. As per the minutes of meeting briefly discussed.
2. Every year feedbacks related to curriculum and other aspects are taken. All the stakeholders' feedback forms (Alumni, Faculty, Students, Teachers and Employers).
3. Discussed during the meeting that Time tables for the new session have to be prepared.
4. Due to pandemic, it was suggested during the meeting to conduct online Student Satisfaction Survey.
5. Social media and Print media promotion initiated.
6. The Department Head is requested to submit Academic Calendar for the session 2021-22
7. It is decided that New books and journals have to be purchased as per the rule.
8. Purchase of new instrumentation for labs. Purchase of Reference books for research centre.
9. It was briefed that internal audit for the session 2020-21 will be planned
10. It was suggested to conduct collaborative quality initiatives with other institutions.
11. Wherever there is gathering of people (e.g. admissions) we have made arrangement so that people will maintain the social distancing and keep their hands sanitized. It is observed that all are following the instructions of wearing the masks, sanitization of hands, measurement of body temperature and social distancing in the college campus in adherence of Covid- 19 guidelines of the Government.

The Meeting was ended on 4:30 pm.



NBA Coordinator



(Dr. Sanjay Bajpai)

Chairman (IQAC)

Director

Lakshmi Narain College of Technology (NCA)

BHOPAL

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