

# **IPS Academy**

## **Institute of Engineering & Science, Indore**

### **Proceedings of IQAC for Academic Year 2023-24**

#### **Introduction**

Internal Quality Assurance Cell (IQAC) of the institute was established to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institute. The institute was focussed on quality enhancement since inception and hence prior to IQAC, Advisory Board for each department was in place with similar objectives and is still functioning. The advisory Board meetings were held twice in a year to monitor the Strategic development plan of each department.

#### **IQAC - Vision**

To ensure quality culture as the prime concern for IPS Academy, Institute of Engineering & Science through institutionalizing and internalizing all the initiatives taken with internal & external support.

#### **Functions of IQAC**

The functions of IQAC of the institute are as follows:

- To help the institution in planning & monitoring quality – related issues.
- To ensure implementation of academic reforms as per guidelines of various statutory bodies, such as, AICTE/ UGC, etc.
- To organize capacity building programs & promote the use of Technology.
- To facilitate the process of documentation leading to quality improvement.
- To analyze the feedback received from various stake holders.
- To encourage the faculty for participation in R & D activities and the conduction of institutional workshops/ seminars/ FDPs on quality related themes.
- To disseminate the information on various quality parameters to all stake holders
- To conduct periodically the academic & administrative audit and its follow up.
- To prepare Annual Quality Assurance Report (AQAR) and submit to NAAC office online, after first cycle of accreditation.
- The IQAC is constituted as per the guidelines of NAAC, with the Principal of the Institute as a Chairperson.

## **Composition of IQAC**

The present composition of IQAC is as follows:

- Chairperson : Dr. Archana K. Chowdhary, Principal
- Co-ordinator : Dr. A.G. Kothari, Dean Academics & Management Nominee
- Co-coordinator: Prof. Nitesh Parmar, Faculty Chemical Engineering Department
- All HoDs
- Administrative Officer : Ms. Kshipra Shukla, Registrar
- One nominee each from local society/ trust, students and alumni
- Ms. Rachiya Awasthy, Chief Municipal Officer, Sagar
- Ms. Shubhi Choudhary, Project Manager , Yash Technology, Indore
- One nominee each from Employer/ Industrialist/ Stake holder.
- Mr. Mustafa Murabi CEO, Canopus Infosystem
- Mr. Siddharth Chatter CEO, Nakoda Industries

## **Schedule of meetings**

The IQAC meetings were conducted as given below (minutes attached):

- Wednesday, 27<sup>th</sup> September, 2023
- Friday, 8<sup>th</sup> December, 2023
- Monday, 26<sup>th</sup> February, 2024
- Saturday, 11<sup>th</sup> May, 2024

## **Capacity Building Programs**

The IQAC conduct various Capacity Building Programs for promoting the holistic academic excellence are as follows:

- Exposure to Outcome Based Education (OBE) parameters, COs/ POs/ PSOs & its attainment.
- Training on NBA Accreditation/ Re-accreditation.
- Training on NAAC SSR & documentation.
- Training on implementation of Academic Autonomy.
- Implementation of 360 degrees feedback and AICTE examination reforms

## **Impact of IQAC & Action Taken**

- 1. Strengthened Accreditation and Quality Assurance:**
  - Submitted the SAR for NBA accreditation and started preparations for the NBA team visit. As a result, two departments, civil engineering and computer science and engineering, have been accredited for three years.
- 2. Improved Academic and Administrative Reporting:**
  - Conducted thorough reviews of Departmental Academic Audits to implement improvements based on feedback and suggestions.
  - Completed and uploaded AISHE 2022-2023 data, meeting regulatory requirements.
- 3. Curriculum Innovation:**
  - Designed and proposed Minor certification courses in Physics.
  - Initiated steps to introduce programs for working professionals at UG and PG levels.
  - Drafted plans to offer off-campus UG programs to reach remote learners.
- 4. International Collaboration:**
  - Established new MoUs with international universities for joint research and academic programs.
- 5. Institutional Visibility:**
  - Completed registration for NIRF and submitted data for participation in Times Engineering Survey 2024.
- 6. Stakeholder Engagement:**
  - Scheduled statutory meetings to address academic and administrative agendas.
  - Initiated detailed planning for the Graduation Day Ceremony to ensure its success.

## Future Plans

- Strengthen international research collaborations and pursue joint research with reputed global institutions
- Achieve NBA accreditation for more programs and maintain high standards for reaccreditation.
- Create more industry-sponsored laboratories to provide hands-on training.
- Develop eco-friendly campus initiatives, including green buildings and energy-efficient systems.
- Conduct skill-building programs for the local community in areas like IT, healthcare, and entrepreneurship.
- Establishment of Research Centre leading to Ph.D. Degree.





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# IPS ACADEMY

16 Colleges, 71 Courses, 58 Acre Campus

DIR/IPSA/IES/2023-24/40-1

Date: 27/09/2023

**Subject: Minutes of IQAC Meeting held on 27<sup>th</sup> September 2023.**

The IQAC meeting of the institute was held on 27<sup>th</sup> September 2023. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 29<sup>th</sup> April 2023.
2. Submission of SAR for NBA Accreditation
3. Registration for NIRF
4. Introduction of Minors certification in Physics
5. Preparation of Reports regarding Industry Institute Interaction
6. Conduction of BoS/Academic Council/Governing Body Meetings

**1. Confirmation of minutes of the IQAC meeting held on 29<sup>th</sup> April 2023.**

The minutes of the meeting were approved unanimously by all the members. The action taken report was also presented by the Principal.

**2. Submission of SAR for NBA Accreditation**

It was informed that the SAR for NBA Accreditation was submitted for the following programs and the visit for the same is scheduled during October/November 2023:

- Civil Engineering
- Computer Science Engineering

**3. Registration for NIRF**

The various parameters of NIRF were elaborated by IQAC coordinator and the respective coordinators were advised to submit the information accordingly.

**4. Introduction of Minor in Physics**

IQAC appreciated the proposal to introduce Minors certification in Physics & advised the concerned head of the department to look into the details.

**5. Preparation of Reports regarding Industry Institute Interaction**

The concerned heads were advised to prepare the proceedings of Industry Institute Interaction elaborating the Impact Analysis and action taken regarding the subject.

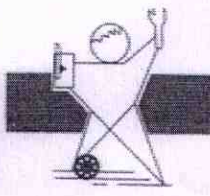
## INSTITUTE OF ENGINEERING & SCIENCE

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#### 6. Conduction of BOS/Academic Council/Governing Body Meetings

The BOS/Academic Council/Governing Body meetings are proposed as follows:

- The BoS Meetings to finalize the content of the syllabi of the courses of III<sup>rd</sup> year UG Programs during 3<sup>rd</sup> to 14<sup>th</sup> October 2023
- The Academic Council Meeting on 18<sup>th</sup> October 2023
- The Governing Body Meeting on 21<sup>st</sup> October 2023

The meeting ended with a vote of thanks to the Chair.



(Dr. Archana Kanti Chowdhary)  
Principal & Chairman Academic Council  
IPS Academy  
Institute of Engineering & Science, Indore

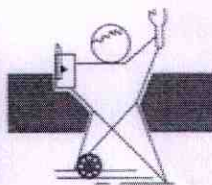
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**Action Taken Report (ATR) of the IQAC meeting held on 29<sup>th</sup> April 2023**

Item No.	Agenda Item	Remarks/ATR
2.	Preparation of AQAR	All the HoDs and the respective coordinators of various activities submitted the data as required and IQAC is in process of submission of AQAR for the session 2022-23.
3.	Analysis of Feedback on curriculum of UG/PG Programs	The corrective actions as recommended by IQAC were successfully implemented.
4.	Academic Calendar	The Academic calendar after the modification was displayed on website.
5.	Activities schedule during silver jubilee year 2023-24	<ol style="list-style-type: none"><li>1. One International Conference on “Numerical Methods &amp; Experimental Techniques for Sustainable &amp; Disaster Resilient Infrastructure” (8-9 Sept 2023) was successfully conducted by Civil Engg Department and the preparation of other International Conference is in progress.</li><li>2. Three SERB, DST sponsored workshops were successfully conducted viz.,<ol style="list-style-type: none"><li>i. Waste to wealth- Recent Trends and Technological Advancement in Treatment of Waste Water held during 17-22 July, 2023.</li><li>ii. Save water Save life: Recent Trends and Advancement in Water Management and its</li></ol></li></ol>

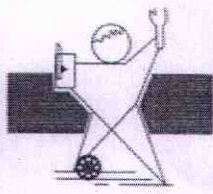
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		<p>Treatment held during 21-25 August, 2023.</p> <p>iii. Integrated Microfluidic Devices: Fabrication Techniques, Sensing Devices for Engineering &amp; Biomedical Application held during 3-11, July 2023.</p> <p>3. Three ATAL FDPs are approved by AICTE as follows:</p> <p>i. Earthquake mitigation and risk analysis</p> <p>ii. Treat water and save Environment Recent Trends &amp; Advancement in Treatment of Effluent Water</p> <p>iii. Design and Simulation of next generation Semiconductor Devices &amp; its application for Bio-Sensing.</p>
6.	Professional Body Memberships	Faculties registered for membership of professional bodies for session 2023-24 also (list attached).



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DIR/IPSA/IES/2023-24/ 62-1

Date: 08/12/2023

**Subject: Minutes of IQAC Meeting held on 8<sup>th</sup> December 2023.**

The IQAC meeting of the institute was held on 8<sup>th</sup> December 2023. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 27<sup>th</sup> September 2023 along with the action taken report (ATR).
2. Review the Observations/Suggestions of Departmental Academic Audits
3. Preparation for NBA Visit held on 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup> December, 2023:
4. Preparation of AQAR 2022-2023.

**1. Confirmation of minutes of the IQAC meeting held on 27<sup>th</sup> September 2023.**

The minutes of the meeting were approved unanimously by all the members. The action taken report was also presented by the Principal.

**2. Review the Observations/Suggestions of Departmental Academic Audits**

The Academic Audits of the following departments were held during 28<sup>th</sup> October to 9<sup>th</sup> November 2023:

- Civil Engineering
- Chemical Engineering
- Computer Science Engineering
- Electronics & Communication Engineering
- Electrical & Electronics Engineering
- Fire Technology & Safety Engineering
- Mechanical Engineering

The Audits were conducted through the external experts from reputed institutes for respective programs. The suggestions/advice given by the experts were reviewed by Principal and IQAC Coordinator. HoD's were instructed to take corrective action on the same.

**3. Preparation for NBA Visit held on 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup> December, 2023.**

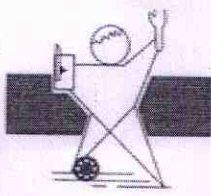
The NBA coordinators of the Civil Engineering and Computer Science Engineering Departments were instructed to prepare the List of Documents / Records to be verified during the NBA Visit. The Heads of Departments of these departments were asked to prepare their

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presentations in accordance with the templates provided by the NBA. Additionally, the principal's presentation was also prepared as the templates provided by the NBA.

#### 4. Preparation of AQAR 2022-2023

IQAC coordinator informed the members to submit the data related to respective department so that the institute submits the AQAR for the session 2022-23.

The meeting ended with the vote of thanks to the Chair.



(Dr. Archana K. S. Chowdhary)  
Principal & Chairman Academic Council  
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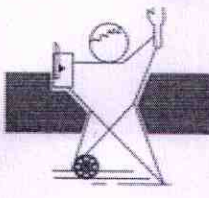
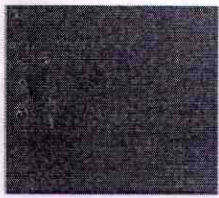
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### Action Taken Report (ATR) of the IQAC meeting held on 27<sup>th</sup> September 2023

Item No.	Agenda Item	Remarks/ATR
2.	Submission of SAR for NBA Accreditation	The NBA visit for the Civil Engineering and Computer Science Engineering are scheduled on the 29 <sup>th</sup> , 30 <sup>th</sup> , and 31 <sup>st</sup> December 2023.
3.	Registration for NIRF	Institute Successfully registered for NIRF.
4.	Introduction of Minor in Physics	The Minors certification in Physics was introduced by the concerned department.
5.	Preparation of Reports regarding Industry Institute Interaction	The Reports regarding the Industry Institute Interaction prepared by the concerned HoDs.

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DIR/IPSA/IES/2023-24/ 105-1

Date: 26/02/2024

**Subject: Minutes of IQAC Meeting held on 26<sup>th</sup> February 2024.**

The IQAC meeting of the institute was held on 26<sup>th</sup> February 2024. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 8<sup>th</sup> December 2023 along with the action taken report (ATR).
2. Review the NBA Score of Civil Engineering and Computer Science Engineering Departments.
3. Preparation for uploading the data for AISHE 2022-2023.
4. Introduce Working Professional in UG & PG Courses.
5. Introduce of Off-Campus in UG Courses.

**1. Confirmation of minutes of the IQAC meeting held on 8<sup>th</sup> December 2023.**

The minutes of the meeting were approved unanimously by all the members. The action taken report was presented by the Principal.

**2. Review the NBA Score of Civil Engineering and Computer Science Engineering Departments.**

The NBA has granted accreditation to both programs for three years, covering academic years 2023-24, 2024-25, and 2025-26 (up to 30-06-2026). The Principal and IQAC coordinator have reviewed the NBA peer team report, identified gaps, and discussed them with the respective heads of departments.

**3. Preparation for uploading the data for AISHE 2022-2023.**

AISHE coordinator informed to prepare and uploads the data on AISHE portal for the academic year 2022-2023.

**4. Introduce Working Professional in UG & PG Courses.**

The principal informed that the institute applied to AICTE for introduce Working Professional in following UG & PG Courses for the session 2024-2025.

UG: i) Civil Engineering

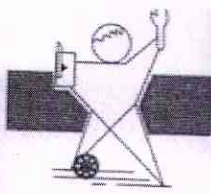
ii) Computer Science and Engineering

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iii) Mechanical Engineering

PG: i) Data Science

ii) Construction Planning and Management

iii) Industrial Safety Engineering

**5. Introduce of Off-Campus in UG Courses**

The institute introduces Off-Campus in following UG Courses for the session 2024-2025.

i) Computer Science and Engineering (Intake – 180)

ii) Computer Science and Information Technology (Intake – 60)

iii) Computer Engineering (Intake – 60)

iv) Artificial Intelligence and Machine Learning (Intake – 60)

The meeting ended with the vote of thanks to the chair.



(Dr. Archana Seerthi Choudhary)

Principal & Chairman Academic Council

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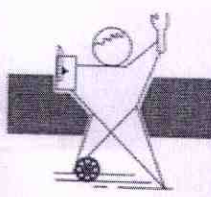
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**Action Taken Report (ATR) of the IQAC meeting held on 8<sup>th</sup> December 2023**

Item No.	Agenda Item	Remarks/ATR
2.	Review the Observations/Suggestions of Departmental Academic Audits	The Observations/Suggestions as recommended by IQAC conveyed to each department & successfully implemented for improvement in the grades in future.
3.	Preparation for NBA Visit held on 29 <sup>th</sup> , 30 <sup>th</sup> and 31 <sup>st</sup> December, 2023	The NBA has granted accreditation to both programs for three years, covering academic years 2023-24, 2024-25, and 2025-26 (up to 30-06-2026).
4.	Preparation of AQAR 2022-2023	All heads and coordinators of various activities submitted the data as required and IQAC is in process of submission of AQAR on or before 30 <sup>th</sup> April 2024.



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DIR/IPSA/IES/2023-24/ 135-1

Date: 11/05/2024

**Subject: Minutes of IQAC Meeting held on 11<sup>th</sup> May 2024.**

The IQAC meeting of the institute was held on 11<sup>th</sup> May 2024. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 26<sup>th</sup> February 2024.
2. Submission of AQAR 2022-2023.
3. Participation in Times Engineering Survey 2024.
4. Collaboration with international Universities.
5. Preparation for Graduation Day Ceremony.

**1. Confirmation of minutes of the IQAC meeting held on 26<sup>th</sup> February 2024.**

The minutes of the meeting were approved unanimously by all the members. The action taken report was presented by the Principal.

**2. Submission of AQAR 2022-2023.**

The National Assessment and Accreditation Council (NAAC) have officially extended the deadline for the submission of the Annual Quality Assurance Report (AQAR) for the academic year 2022-2023. The new submission deadline was 15<sup>th</sup> May 2024. The IQAC Chairperson has instructed all relevant departments and personnel to ensure that the AQAR for 2022-2023 is completed and submitted before the official deadline of 15<sup>th</sup> May 2024.

**3. Participation in Times Engineering Survey 2024**

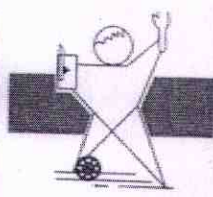
The Times Engineering Survey is a prestigious annual survey that ranks engineering institutions based on various parameters such as academic excellence, infrastructure, industry interface, and research outcomes. The institution will actively participate in the Times Engineering Survey 2024. A committee will prepare the data collection and submission process to ensure our participation is successful and beneficial.

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**4. Collaboration with international Universities.**

The institution has signed MoUs with several reputed foreign universities for student exchange under certification programs. This collaboration aims to offer unique academic and cultural experiences to students from both institutions, enriching their educational journey. Further, it was decided to identify and establish additional international partnerships.

**5. Preparation for Graduation Day Ceremony.**

Preparations were conducted with diligence, encompassing the confirmation of the venue, the arrangement of seating, and the selection of appropriate décor. Responsibilities were systematically assigned to the faculty members ensure effective management of the event, including coordination with speakers, organization of musical performances, and oversight of the distribution of degree certificates to the students.

The meeting ended with the vote of thanks to the chair.



(Dr. Archana K. S. Chowdhary)  
Principal & Chairman Academic Council  
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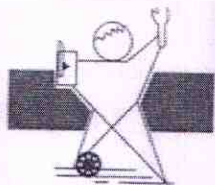
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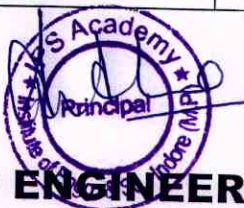
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### Action Taken Report (ATR) of the IQAC meeting held on 26<sup>th</sup> February 2024

Item No.	Agenda Item	Remarks/ATR
2.	Review the NBA Score of Civil Engineering and Computer Science Engineering Departments	Follow-up meetings are scheduled to assess the effectiveness of the implemented changes and to prepare for the next round of accreditation cycles.
3.	Preparation for uploading the data for AISHE 2022-2023	The institute has successfully uploaded the data of All India Survey on Higher Education (AISHE) 2022-2023 on 26 <sup>th</sup> March 2024.
4.	Introduce Working Professional in UG & PG Courses	Attended the AICTE scrutiny committee meetings for working professionals in following programs: UG: i) Civil Engineering ii) Computer Science and Engineering iii) Mechanical Engineering PG: i) Data Science ii) Industrial Safety Engineering
5.	Introduce of Off-Campus in UG Courses	Attended the AICTE scrutiny committee meetings for Off-Campus in following UG Courses for the session 2024-2025. i) Computer Science and Engineering ii) Computer Science and Information Technology iii) Computer Engineering iv) Artificial Intelligence and Machine Learning



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