



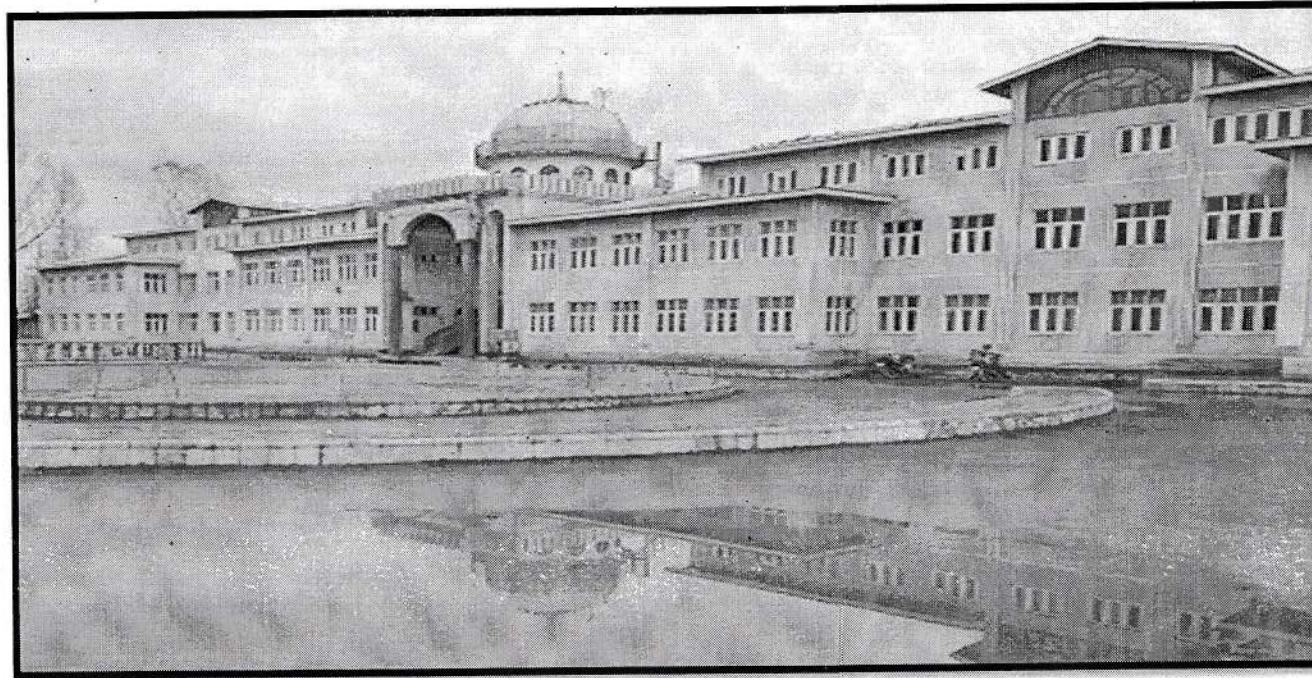
**IQBAL INSTITUTE OF TECHNOLOGY AND MANAGEMENT**

Laloo Sheshgaribagh Hyderpora Srinagar Kmr.

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# **Feedback Analysis Report**

(Academic Session 2022 – 23)



**Internal Quality Assurance Cell**  
**Iqbal Institute of Technology & Management**  
Laloo Sheshgaribagh, Hyderpora, Srinagar-190014



## FEEDBACK ANALYSIS REPORT (Academic Session 2022 – 23)

Iqbal Institute of Technology and Management Srinagar, being unique from its very inception and foundation, has emerged as a benchmark of excellence and innovation for the world of education. With quality sustenance as its focus, the IQAC of the Institute has developed the feedback mechanism commencing with obtaining feedback from the various stakeholders through a structured rating based feedback form. The Institute draws feedback from students, teachers, alumni and employers for continuous improvement in curriculum development and enrichment. For the session 2022-23, the analysis of stakeholders' feedback is presented as under:

### STUDENT FEEDBACK: 2022 – 23

Range	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Rating
5	2	1	2	3	1	2	1	0	1	2	
4	3	2	2	3	1	1	2	1	3	1	
3	5	4	5	4	6	1	2	4	2	1	
2	60	58	71	65	75	81	55	45	56	68	
1	50	55	40	45	37	35	60	70	58	48	
Total	120	120	120	120	120	120	120	120	120	120	Average
Agree	91.67%	94.17%	92.5%	91.67%	93.33%	96.67%	95.83%	95.83%	95%	96.67%	94.34%
Neutral	4.17%	3.33%	4.17%	3.33%	5%	0.83%	1.67%	3.33%	1.67%	0.83%	2.83%
Disagree	4.16%	2.5%	3.33%	5%	1.67%	2.5%	2.5%	0.83%	3.33%	2.5%	2.83%



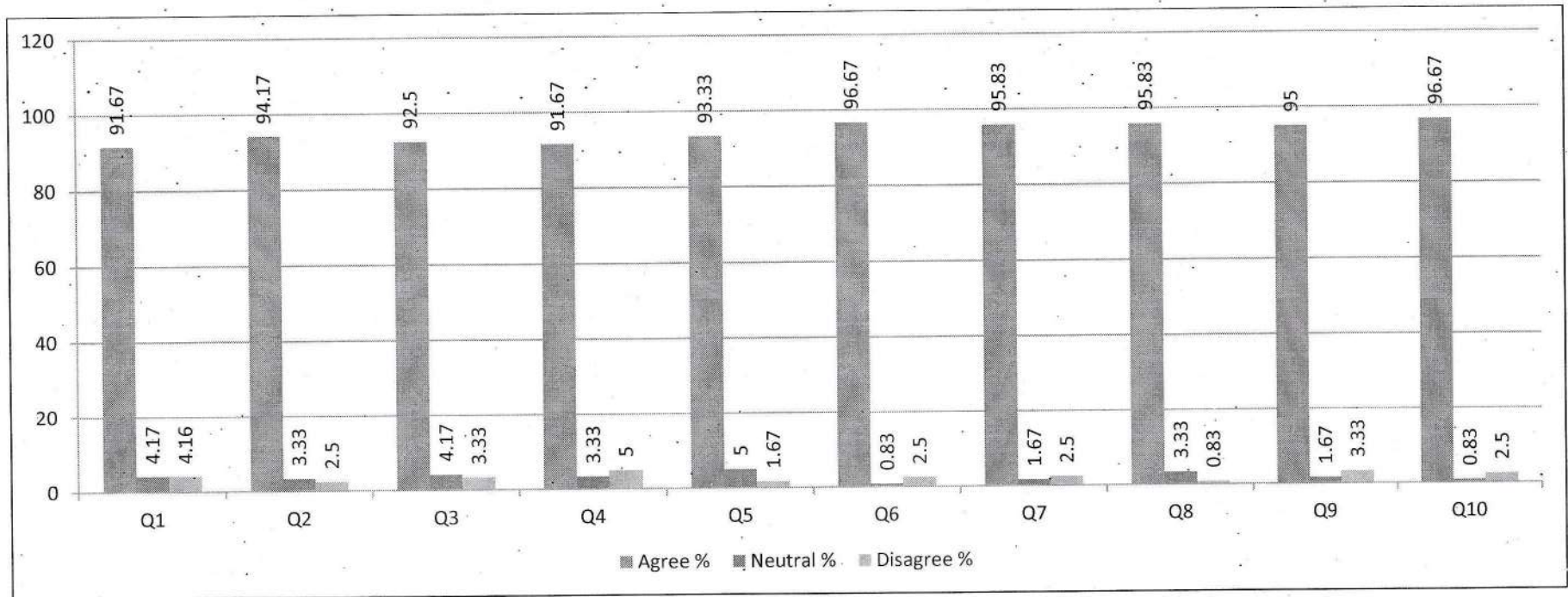




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Q1	Does the curriculum have scope for acquiring strong knowledge and intellect on the specific domains?
Q2	Does the curriculum have good mix of theory and laboratory aspects of courses?
Q3	Has the Curriculum facilitated you in developing analytical and problem-solving skills?
Q4	Rate the curriculum in making you proficient in understanding the learning outcomes and compiling it?
Q5	Rate the scope of the syllabus in enhancing entrepreneurship skills/ lifelong learning/ human values and ethics?
Q6	The innovative pedagogical approach practiced by the faculty enhances the participative learning and experiential learning for you?
Q7	Do you think the institution follows a fair assessment and evaluation process of student grading?
Q8	Are you given opportunities to demonstrate your innovative skills, leadership skills, communication skills during your study?
Q9	Are you provided options to select elective courses/ CBCS/ Values Added Courses/ Certification courses etc of your interest/requirement?
Q10	Rate the opportunities the curriculum provides to excel in co-curricular and extracurricular activities?







### **IQAC Analysis of Student's Feedback**

#### **1. Knowledge Acquisition and Intellectual Development (Q1):**

- **Agreement (91.67%):** A strong majority agrees that the curriculum provides a substantial scope for acquiring knowledge and intellectual development in specific domains.

#### **2. Theory and Laboratory Mix (Q2):**

- **Agreement (94.17%):** Most students find a well-balanced mix of theory and laboratory aspects in the curriculum.

#### **3. Analytical and Problem-Solving Skills (Q3):**

- **Agreement (92.5%):** The curriculum is perceived positively in facilitating the development of analytical and problem-solving skills.

#### **4. Proficiency in Understanding Learning Outcomes (Q4):**

- **Agreement (91.67%):** The majority feels proficient in understanding and compiling learning outcomes, indicating clarity in educational objectives.

#### **5. Scope for Skill Enhancement (Q5):**

- **Agreement (93.33%):** The syllabus is recognized for its effectiveness in enhancing entrepreneurship skills, promoting lifelong learning, and instilling human values and ethics.

#### **6. Innovative Pedagogical Approach (Q6):**

- **Agreement (96.67%):** Students highly appreciate the innovative pedagogical approach practiced by faculty members, highlighting enhanced participative and experiential learning.

#### **7. Fair Assessment and Evaluation (Q7):**

- **Agreement (95.83%):** The institution is widely perceived to follow a fair assessment and evaluation process, instilling confidence in the grading system's fairness.





**8. Opportunities for Skill Demonstration (Q8):**

- **Agreement (95.83%):** Students feel they are provided with ample opportunities to demonstrate innovative, leadership, and communication skills during their study.

**9. Elective Course Options (Q9):**

- **Agreement (95%):** Students express satisfaction with the availability of elective courses, CBCS, Values Added Courses, and Certification options aligned with their interests and requirements.

**10. Co-curricular and Extracurricular Opportunities (Q10):**

- **Agreement (96.67%):** Respondents rate the curriculum positively for providing opportunities to excel in co-curricular and extracurricular activities.

**Overall Summary:**

- The overall sentiment is overwhelmingly positive, with an average agreement rate of 94.34%. This indicates a high level of satisfaction among students with various aspects of the curriculum and educational experience.







**FACULTY FEEDBACK: 2022 – 23**

Range	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Rating
5	0	1	0	0	0	0	0	0	0	0	
4	2	1	4	2	0	0	0	1	0	3	
3	1	1	3	0	7	2	1	1	2	2	
2	6	5	2	3	3	7	5	6	5	5	
1	1	2	1	5	0	1	4	2	3	0	
G. Total	10	10	10	10	10	10	10	10	10	10	Average
Agree	70%	70%	30%	80%	30%	80%	90%	80%	80%	50%	66%
Neutral	10%	10%	30%	0%	70%	20%	10%	10%	20%	20%	20%
Disagree	20%	20%	40%	20%	0%	0%	0%	10%	0%	30%	14%

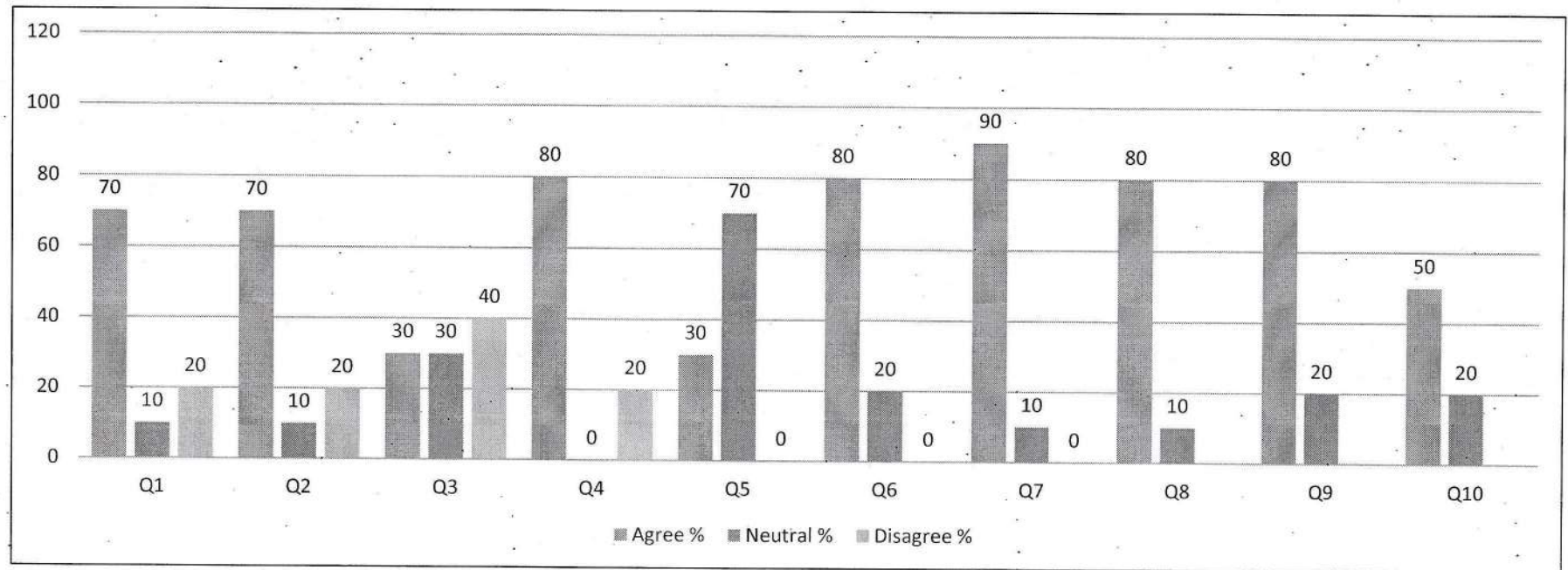




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Q1	Rate your opinion on the relevancy/ sufficiency of the courses on latest technology trends.
Q2	Does the curriculum have good mix of theory and laboratory aspects of courses
Q3	Rate the liberty you are given to contribute your ideas in course revision, curriculum design, development and innovative pedagogical initiatives
Q4	Does the curriculum include value added courses/ soft skill training/ domain specific electives for enhancing constructive learning.
Q5	Rate your satisfaction on the process followed for the periodic curriculum revision by the institution
Q6	Your view on whether the experiences gained through Projects/ Internships/ certifications facilitated more Employability skills/ Communication skills/ confidence in students.
Q7	Does the curriculum have scope for acquiring strong knowledge and intellect on the specific domains through electives/CBCS/ Value Added Courses/ Certifications, etc.
Q8	Does the curriculum clearly state the learning outcomes and the process of assessment and evaluation?
Q9	Are the academic initiatives of the department contributing towards achieving the Mission and Vision of the institution
Q10	Your opinion on the various platforms and opportunities facilitated by the Institution to achieve your goals.





### **IOAC Analysis of Teachers' Feedback**

#### **1. Relevancy/Sufficiency of Courses on Latest Technology Trends (Q1):**

- **Agreement (70%):** A majority of faculty members find the courses relevant and sufficient in addressing the latest technology trends.

#### **2. Theory and Laboratory Mix (Q2):**

- **Agreement (70%):** Faculty members generally agree that the curriculum maintains a good balance between theory and laboratory aspects of courses.

#### **3. Contribution to Course Revision and Innovative Initiatives (Q3):**

- **Disagreement (40%):** A significant portion of faculty members expresses dissatisfaction with the liberty given to contribute ideas in course revision, curriculum design, and innovative pedagogical initiatives.

#### **4. Inclusion of Value-Added Courses and Soft Skill Training (Q4):**

- **Agreement (80%):** The majority agrees that the curriculum includes value-added courses, soft skill training, and domain-specific electives for constructive learning.

#### **5. Satisfaction with Curriculum Revision Process (Q5):**

- **Neutral (70%):** Many faculty members have a neutral stance on the satisfaction with the process followed for periodic curriculum revision.

#### **6. Impact of Projects/Internships/Certifications on Employability Skills (Q6):**

- **Agreement (80%):** Faculty members believe that experiences gained through projects, internships, and







certifications facilitate employability skills, communication skills, and confidence in students.

**7. Scope for Acquiring Knowledge in Specific Domains (Q7):**

- **Agreement (90%):** A large majority agrees that the curriculum provides scope for acquiring strong knowledge in specific domains through electives, CBCS, value-added courses, and certifications.

**8. Clarity of Learning Outcomes and Assessment Process (Q8):**

- **Agreement (80%):** Faculty members generally agree that the curriculum clearly states learning outcomes and the process of assessment and evaluation.

**9. Contribution to Achieving Mission and Vision (Q9):**

- **Agreement (80%):** Faculty members feel that the academic initiatives of the department contribute towards achieving the mission and vision of the institution.

**10. Opportunities Facilitated by the Institution (Q10):**

- **Neutral (50%):** Faculty members have a mixed opinion on the various platforms and opportunities facilitated by the institution to help them achieve their goals.

**Overall Summary:**

- The feedback indicates a generally positive perception of the curriculum's content, with agreement on aspects like relevance to technology trends, the inclusion of value-added courses, and the scope for domain-specific knowledge acquisition. However, there are concerns regarding faculty involvement in course revision and a neutral stance on satisfaction with the curriculum revision process and opportunities provided by the institution.



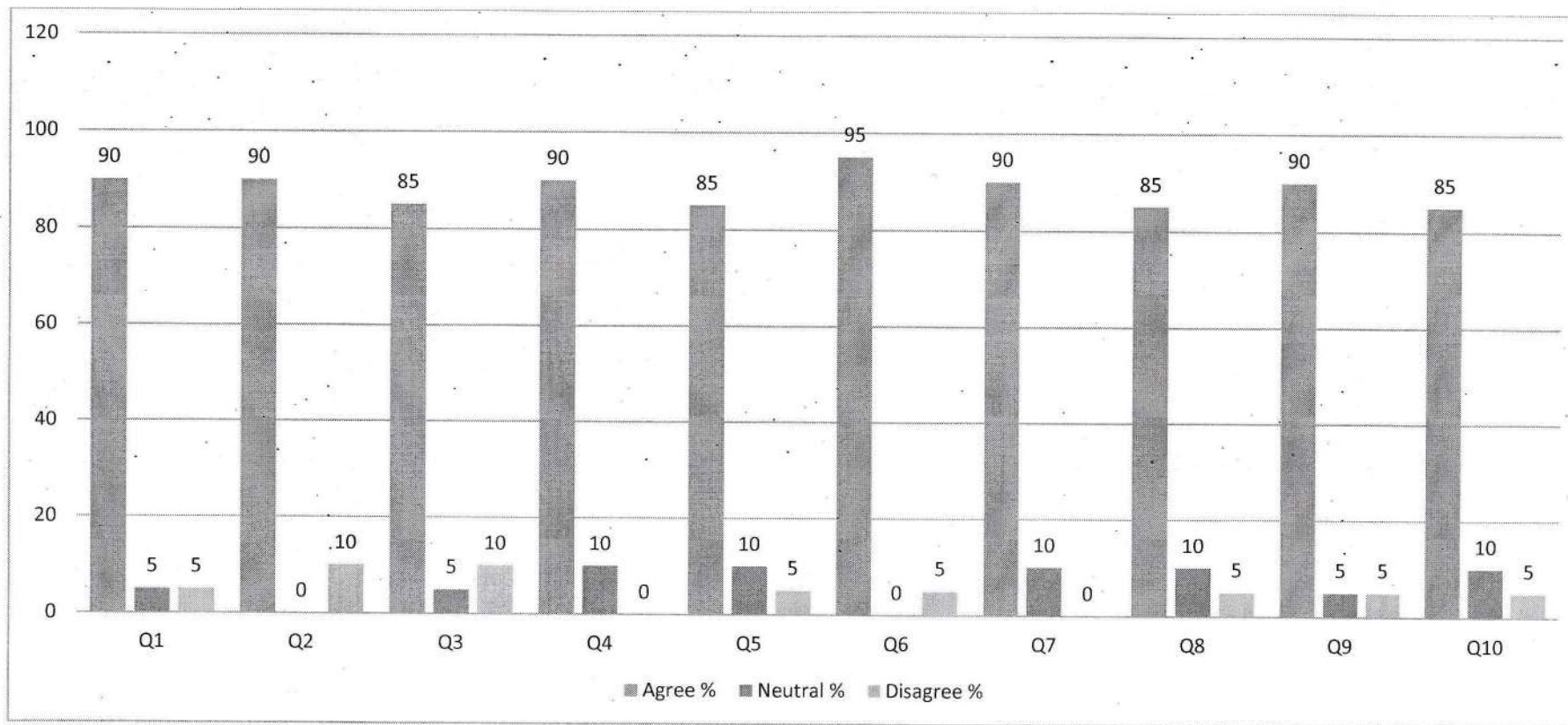


**ALUMNI FEEDBACK: 2022 – 23**

Range	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Rating
5	0	0	1	0	1	0	0	0	1	0	
4	1	2	1	0	0	1	0	1	0	1	
3	1	0	1	2	2	0	2	2	1	2	
2	11	12	14	10	12	9	9	13	8	11	
1	7	6	3	8	5	10	9	4	10	6	
G. Total	20	20	20	20	20	20	20	20	20	20	Average
Agree	90%	90%	85%	90%	85%	95%	90%	85%	90%	85%	88.5%
Neutral	5%	0%	5%	10%	10%	0%	10%	10%	5%	10%	6.5%
Disagree	5%	10%	10%	0%	5%	5%	0%	5%	5%	5%	5%









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Q1	Do you think the courses offered by the college are sufficient or relevant in relation to the demands of the industry?
Q2	Rate whether the experiences gained through projects/ internships/ certifications facilitated more Employability skills/ communication skills/ confidence in you?
Q3	Does the Curriculum help you in developing analytical and problem-solving skills?
Q4	Does the program contain electives that are relevant to the curriculum, training in soft skills, or courses that add value to learning/skills?
Q5	Does the scope of the syllabus help in enhancing entrepreneurship skills/ lifelong learning/ human values and ethics?
Q6	Does the curriculum address the following areas of development: self-motivation, creativity, leadership, innovation, workplace ethics, and social responsibility?
Q7	Does the curriculum make it easier to meet the program's learning objectives?
Q8	Does the institute provide various platforms and opportunities to achieve your goals?
Q9	Does the program help students develop the practical skills that the industry requires?
Q10	How would you rank the college on a 5-star scale based on the employment prospects and placement services it offers?







## **IQAC Analysis of Alumni Feedback**

### **1. Relevance of Courses to Industry Demands (Q1):**

- **Agreement (90%):** A significant majority of alumni believe that the courses offered by the college are sufficient and relevant to the demands of the industry.

### **2. Impact of Experiences on Employability Skills (Q2):**

- **Agreement (90%):** Alumni generally agree that experiences gained through projects, internships, and certifications have facilitated employability skills, communication skills, and confidence.

### **3. Development of Analytical and Problem-Solving Skills (Q3):**

- **Agreement (85%):** The majority of alumni acknowledge that the curriculum has been effective in developing analytical and problem-solving skills.

### **4. Relevance of Electives and Soft Skills Training (Q4):**

- **Agreement (90%):** Alumni perceive that the program includes relevant electives, soft skills training, and courses that add value to learning and skills.

### **5. Enhancement of Entrepreneurship Skills and Human Values (Q5):**

- **Agreement (85%):** Alumni agree that the scope of the syllabus has contributed to enhancing entrepreneurship skills, lifelong learning, and human values and ethics.

### **6. Addressing Areas of Development (Q6):**

- **Agreement (95%):** The curriculum is recognized for addressing various areas of development, including self-motivation, creativity, leadership, innovation, workplace ethics, and social responsibility.

### **7. Alignment with Learning Objectives (Q7):**

- **Agreement (90%):** Alumni generally agree that the curriculum makes it easier to meet the program's learning objectives.

### **8. Availability of Platforms and Opportunities (Q8):**

- **Agreement (85%):** A majority of alumni believe that the institute provides various platforms and opportunities to achieve their goals.





**9. Development of Practical Skills for Industry (Q9):**

- **Agreement (90%):** Alumni perceive that the program has been successful in helping students develop the practical skills required by the industry.

**10. Ranking on 5-Star Scale for Employment Prospects (Q10):**

- **Average Rating: 88.5%:** Based on the alumni feedback, the college receives an average rating of 4.42 out of 5 on a 5-star scale for employment prospects and placement services.

**Overall Summary:**

- The alumni feedback is overwhelmingly positive, with high agreement percentages across all aspects. Alumni express satisfaction with the relevance of courses to industry demands, the impact of experiences on employability skills, and the overall effectiveness of the curriculum in addressing various aspects of development.







**EMPLOYER FEEDBACK: 2022 – 23**

Range	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Rating
5	0	1	0	1	0	1	1	1	0	0	
4	1	1	1	0	2	0	2	0	0	1	
3	1	1	0	1	1	1	0	1	3	0	
2	10	11	12	13	7	12	12	10	11	9	
1	8	6	7	5	10	6	5	8	6	10	
G. Total	20	20	20	20	20	20	20	20	20	20	Average
Agree	90%	85%	95%	90%	85%	90%	85%	90%	85%	95%	89%
Neutral	5%	5%	0%	5%	5%	5%	0%	5%	15%	0%	4.5%
Disagree	5%	10%	5%	5%	10%	5%	15%	5%	0%	5%	6.5%

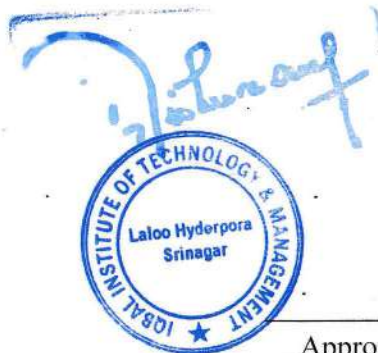
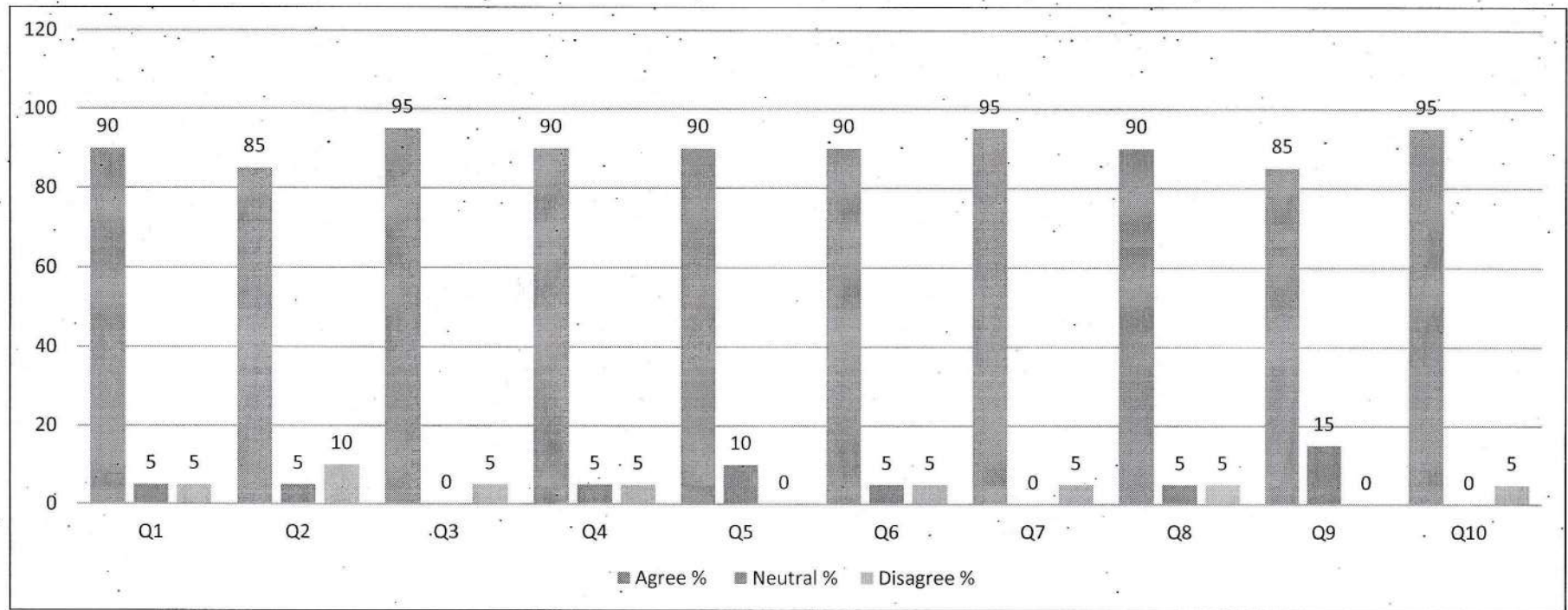




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Q1	Do you agree that the courses offered by our institution are relevant and adequate to satisfy the needs of the industry?
Q2	Rate the applicability of the tools/activities/case studies presented in the curriculum facilitating more employability skills among graduates?
Q3	Does our Curriculum helps in developing analytical and problem-solving skills?
Q4	Does the curriculum include value added courses/ soft skill training/ domain specific electives for enhancing constructive learning?
Q5	Does our curriculum/syllabus covers entrepreneurship, lifelong learning, and human values and ethics?
Q6	Is our curriculum up to date with the latest developments and methods in their respective fields?
Q7	Does the curriculum effectively cover topics on fundamentals and latest technology?
Q8	Do our graduate's ability/skills adjust to the demands of the industry?
Q9	Does our curriculum facilitate an overall holistic development among our student?
Q10	Do you think our academic initiatives of the institution contribute towards achieving the Mission and Vision of the institution?





### **IQAC Analysis of Employer's Feedback**

**1. Relevance and Adequacy of Courses (Q1):**

**Agreement (90%):** The majority of employers agree that the courses offered by the institution are relevant and adequate to meet the needs of the industry.

**2. Applicability of Tools/Activities/Case Studies for Employability (Q2):**

**Agreement (85%):** Employers generally agree that the tools, activities, and case studies in the curriculum facilitate the development of employability skills among graduates.

**3. Development of Analytical and Problem-Solving Skills (Q3):**

**Agreement (95%):** Employers acknowledge that the curriculum effectively contributes to the development of analytical and problem-solving skills among students.

**4. Inclusion of Value-Added Courses and Soft Skill Training (Q4):**

**Agreement (90%):** The majority of employers agree that the curriculum includes value-added courses, soft skill training, and domain-specific electives for enhancing constructive learning.

**5. Coverage of Entrepreneurship, Lifelong Learning, and Ethics (Q5):**

**Agreement (85%):** Employers recognize that the curriculum covers essential aspects such as entrepreneurship, lifelong learning, and human values and ethics.

**6. Currency of Curriculum with Latest Developments (Q6):**

**Agreement (90%):** Employers generally agree that the curriculum is up-to-date with the latest developments and methods in their respective fields.

**7. Effectiveness in Covering Fundamentals and Latest Technology (Q7):**

**Agreement (85%):** Employers acknowledge the curriculum's effectiveness in covering both fundamental concepts and the latest technology.

**8. Graduate Adaptability to Industry Demands (Q8):**

**Agreement (90%):** The majority of employers believe that graduates from the institution possess the skills and ability to adjust to the demands of the industry.







**9. Facilitation of Overall Holistic Development (Q9):**

**Agreement (85%):** Employers recognize that the curriculum facilitates overall holistic development among students.

**10. Contribution to Mission and Vision (Q10):**

**Agreement (95%):** Employers strongly agree that the academic initiatives of the institution contribute towards achieving the mission and vision of the institution.

**Overall Summary:**

Employer feedback is highly positive, with strong agreement across various aspects of the curriculum. Employers express satisfaction with the relevance of courses, effectiveness in developing skills, and the alignment with industry demands.





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## **Minutes of Meetings and Action taken report of the Institution**



## **IQBAL INSTITUTE OF TECHNOLOGY & MANAGEMENT**

Affiliated to University of Kashmir Srinagar, Jammu and Kashmir

Website: <https://iitm.edu.in>





### MINUTES OF THE MEETING

On 11<sup>th</sup> April 2022, a meeting was held in the seminar hall. The meeting was hosted by IQAC Co-ordinator Mrs. Asma Gulzar.

The following members attended the meeting: -

1. Mrs. Sabina Tariq, Examination Incharge
2. Mr. Javid Ahmad Parray, HOD computer science
3. Mrs. Asifa Arabi, Co-ordinator computer science
4. Mr. Imran Ahmad Khan, Advisor to Principal
5. Mr. Adil Majeed, HOD, Management studies
6. Mr. Adil Mehraj, A.P Management studies
7. Mr. Mubashir Qadir, A.P Management studies
8. Ms. Rizwana Khurshid, A.P Management studies
9. Ms. Rumysa Nabi, A.P Management studies
10. Mr. Arshid Ahmad, Placement Officer

The agenda of the meeting was to discuss the various activities and their completion time for the upcoming NAAC visit which is scheduled in September 2022. The following are the minutes of the meeting: -

1. **SIGNAGE:** - The task of Signage is entrusted to Mr. Imran Khan, Mr. Sajad Gul and Mr. Adil Majeed. The three constituent members shall complete all the requirements within a span of 15 days.
2. **ART GALLERY:** - IQAC Co-ordinator Mrs. Asma Gulzar shall furnish the proposal for Art gallery within two days.
3. **SPIRITUAL ROOM:** - Mrs. Asifa Arabi will enquire about the essentialities for setting up of spiritual room. She will submit a full-fledged report on the same within a week's time. Moreover, she will be responsible for installation of fans at day care centre, girls' common room, spiritual room, Alumni room. Additionally, she will procure heat absorbing mats, yoga mats and Holy Scriptures for spiritual room.
4. **FLAGS:** - The task is already being taken up by Mr. Sajad Gul and Mr. Mubashir Qadir and the flags must be put up by August 2022.
5. **FURNITURE:** - Mr. Imran Khan and Mr. Adil Majeed shall complete all the formalities w.r.t procurement and installation of furniture. Additionally, Mr. Javid Ahmad Parray, convenor Canteen committee, will identify the furniture requirements in the canteen and submit a proposal for the same within a week's time.
6. **GREEN COMMITTEE:** - The green committee shall be responsible for the overall cleanliness of the campus.
7. **MAGAZINES/ NEWSLETTER:** - New volume of magazine and newsletter shall be made ready. In this respect all the faculty members shall submit their articles for the magazine by June 2022 along with an image related to their respective topics. Besides vice principal, both HODs and co-ordinators, IQAC co-ordinators shall submit their messages for magazine along with a passport size photograph.
8. **CULTURAL PROGRAM:** - Cultural show for the NAAC visit will be managed by Mr. Adil Majeed.
9. **OFFICE RECORD:** - A team will be constituted by Mrs. Asma Gulzar. She will choose the members from both the departments and both the offices for ensuring that the file records are in a systematic manner.
10. **COMPOST PIT:** - To supervise the formation of a compost pit in the college premises Mrs. Qurat-ul-Ain shall be responsible.
11. **ANNUAL REPORT:** - The annual report shall be prepared by Mr. Imran Khan, Mrs. Asma

Mrs. Asma Gulzar  
IQAC, Coordinator

Mrs. Sabina Tariq  
Examination Incharge

Mr. Javid Ahmad Parray  
HOD computer science

Mr. Imran Ahmad Khan  
Advisor to Principal

Mrs. Asifa Arabi  
Co-ordinator  
Computer science

Mr. Adil Majeed  
HOD, Management studies

Mr. Adil Mehraj  
A.P Management studies

Mr. Mubashir Qadir  
A.P Management studies  
Ms. Rizwana Khurshid  
A.P Management studies

Ms. Rumysa Nabi  
A.P Management studies

Mr. Arshid Ahmad  
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## **Action Taken Report- MINUTES OF IQAC MEETING DATED 11/04/2022**

1. All necessary / suggested signboards in place.
2. Art gallery highlighting students' exemplary artwork set up.
3. Spiritual room for prayers set up and fully functional.
4. Flags procured and fixed in the campus.
5. All furniture requirements discussed, procured and allotted as per requirement.
6. Green committee working on landscaping and beautification of the campus.
7. Newsletter and magazine for 2022 ready.
8. All preparations for cultural program being carried out with full participation of students.
9. Compost pit ready and functional.
10. Annual report being drafted.







**MINUTES OF IQAC, DATED 25/06/2022**

**Venue:** Conference Room, Administrative Block, IITM.

**Time:** 11.00 AM

**Members Present:**

1. Mr. Mir Zaffar Hussain. Principal/ Chairman IQAC.
2. Mr. Hafiz Ullah, Member (Employees)
3. Mr. Ali Mohammad, Member (Local Society)
4. Mrs. Sabina Tariq. IQAC Member.
5. Mr. Sajad Gul HOD, IQAC Member.
6. Mr. Javid Ahmad Parray. IQAC Member.
7. Mrs. Asifa Arabi. IQAC Member.
8. Mr. Adil Mehraj. IQAC Member.
9. Mrs. Asma Gulzar. Coordinator/ Director IQAC.

**Other Invitees**

10. Mr. Imran A. Khan. Advisor to Principal.
11. Mrs. Gousia Nazir. HOD Management Department.
12. Mrs. Qurat ul Ain. A.P. Department of Computer Sciences.
13. Mr. Adil Majeed. Coordinator, B.Voc.
14. Mr. Suhail Javed A.P. Department of Computer Sciences.
15. Ms. Rizwana Khurshid. A.P. Department of Management Studies.
16. Mr. Mubashir Qadir. A.P. Department of Management Studies.
17. Ms. Rumaisa Nabi. A.P. Department of Management Studies.

At the very outset of the meeting Respected Principal Mr. Mir Zaffar Hussain welcomed all the members and briefed the members about the purpose of the meeting. He deliberated upon the importance of NAAC accreditation process where he also discussed the contribution of IMT and particularly Honourable Chairman in the same. This was followed by a point wise discussion on the agenda of the meeting by Coordinator IQAC, the minutes of which have been listed below:

- **Review of NAAC accreditation process:** A detailed presentation regarding the current status of preparations regarding NAAC accreditation process was given. A detailed overview of all completed projects pertaining to infrastructural up gradation was given. This was followed by a discussion on those tasks that were still in pipeline and would be accomplished at the earliest.
- **Effective Curriculum planning and measures for proper implementation:** The optimal use of smart classrooms shall be ensured in the institution by all faculty members and the same shall be emphasized by the HOD's by embedding it in the timetable itself.
- In addition to this the implementation of mentor mentee system will be strictly followed by all faculty members who would interact frequently with their respective mentees and identify slow and fast learners from them and devise proper conditioning strategies for both groups.
- Since the institution has fully revived all offline activities after Covid 19 lockdown, it was decided that the College will restart the practice of conducting industrial visits without any delay as these are an integral part of the curriculum of our students.
- **Enhancement in Research work and publications:** The Convenor Research Committee emphasized on publishing of research papers, participation in conferences and writing of book chapters. Also, the faculty must ensure that the research papers must be published in UGC Care listed journals only.

- **Restructuring of IQAC:** Some changes in the IQAC such as replacement of few members and addition of student members will be taken up by Coordinator IQAC with Vice Principal and Advisor to Principal.
- **Devising an improved mechanism for collection of feedback from various stakeholders:** Collection of feedback from students, alumni, employers and parents will be given due priority and a feedback tab will be created in the website also. A record will be maintained in the office admission section where record of student progression and placement will be maintained by the concerned staff along with photocopy of supporting documents from ex-students who come to college for collection of certificates etc.
- **Preparation of Annual Report:** The preparation of this important document will be assigned by Respected Principal.

Mr. Mir Zaffar Hussain.  
Principal/ Chairman IQAC

Mr. Hafiz Ullah  
Member (Employees)

Mr. Ali Mohammad  
Member (Local Society)

Mr. Sajad Gul HOD  
IQAC Member.

Mr. Imarn Ahmad Khan  
Advisor to Principal

Mrs. Gousia Nazir.  
HOD Management Department.

Mrs. Qurat ul Ain  
A.P. Department of Computer Sciences.

Mr. Adil Majeed.  
Coordinator, B.Voc.

Mrs. Sabina Tariq  
IQAC Member

Mr. Javid Ahmad Parray.  
IQAC Member.

Mrs. Asifa Arabi  
IQAC Member

Mr. Adil Mehraj  
IQAC Member

Mr. Suhail Javed  
A.P. Department of Computer Sciences.

Ms. Rizwana Khurshid.  
A.P. Department of Management Studies.

Mr. Mubashir Qadif.  
A.P. Department of Management Studies.

Ms. Rumaisa Nabi.  
A.P. Department of Management Studies.

Mrs. Asma Gulzar.  
Coordinator/ Director IQAC





IQBAL MEMORIAL TRUST'S GROUP OF INSTITUTIONS

## IQBAL INSTITUTE OF TECHNOLOGY AND MANAGEMENT

Laloo Sheshgaribagh Hyderpora Srinagar Kmr.

Phone No: +91 90703 37770 Email: iitm.sgr@gmail.com

### Action Taken Report- MINUTES OF IQAC MEETING DATED 25/06/2022

1. All NAAC related preparation reviewed. Infrastructural up gradation in place as planned.
2. All classes being conducted in ICT enabled classrooms. Use of smart classrooms in progress.
3. Industrial visits organized by placement officer and MBA and BBA students participation made mandatory.
4. Faculty members being motivated to write papers for reputed journals by Principal, necessary follow up being made.
5. IQAC restructured with necessary modifications and addition of new student members.
6. Feedback collected and analyzed.
7. Annual report prepared.





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**IQBAL INSTITUTE OF TECHNOLOGY AND MANAGEMENT**

Laloo Sheshgaribagh Hyderpora Srinagar Kmr. (www.iitm-campus.org)

Phone No: +91 90703 37770 Email: iitm.sgr@gmail.com

**Minutes of meeting held at IITM on 12.08.2022**

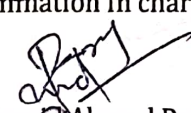
A meeting was held on 12/08/2022 in the Principal's office. The meeting was hosted and presided by honorable Principal IITM. The following faculty members were present in the meeting:


- |                             |   |
|-----------------------------|---|
| 1) Mrs Sabina Tariq         | Examination In charge IITM.                           |
| 2) Mr Javaid Ahmad Pararray | HOD Computer Science.                                 |
| 3) Mrs. Aasifa Arabi        | Coordinator Department of Computer Science.           |
| 4) Mr Imran Khan            | Assistant Professor Department of Computer Science.   |
| 5) Mr. Aadil Majeed         | Assistant Professor Department of Management Studies. |
| 6) Mr. Suhail Javid         | Assistant Professor Department of Computer Science.   |
| 7) Mr. Aadil Mehraj         | Assistant Professor Department of Management Studies  |
| 8) Mr. Mubashir Qadir       | Assistant Professor Department of Management Studies  |
| 9) Ms Rizwana Khursheed     | Assistant Professor Department of Management Studies  |
| 10. Ms. Rumysa Nabi         | Assistant Professor Department of Management Studies. |

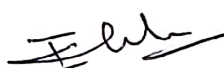
The following points were highlighted during the meeting.


- It was decided that necessary arrangements must be made for upcoming visit of higher education dept. of UT of J&K that is likely to get conducted on 17<sup>th</sup> or 18<sup>th</sup> August 2022.
- It was suggested that the college should issue identity cards to all of the students to restrict entry of outsiders into the campus.
- It was mutually decided to initiate the process of procurement of ERP software of the college.
- It was impressed by the principal that we should gear up for the peer team visit of NAAC likely to happen in September and shall also focus on the mock test regarding the same.
- Data from feedback of all stakeholders was discussed after proper analysis and the following decisions were made:
  1. Teachers should have the freedom to adopt innovative techniques/strategies of teaching such as seminar presentations, group discussions etc.
  2. Teachers must pay more attention to have field visits and thus give greater practical exposure to students.
  3. Faculty must put efforts to have more exams for formative assessment.
  4. The feedback suggested the need for more practical lab for artificial intelligence and python programming.

  
Mrs. Sabina Tariq  
Examination In charge IITM.

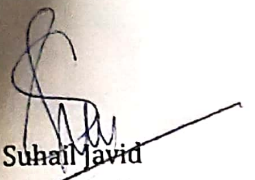
  
Mr Javaid Ahmad Pararray  
HOD Computer Science.

  
Mrs. Aasifa Arabi  
Coordinator  
Department of Computer Science.


  
Mr Imran Khan  
Assistant Professor  
Department of Computer Science.

  
Mr. Aadil Majeed  
Assistant Professor  
Department of Management Studies.

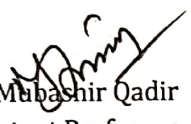




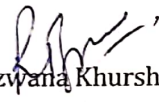
Mr. Suhail Mavid  
Assistant Professor  
Department of Computer Science.



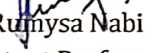
Mr. Aadil Mehraj  
Assistant Professor  
Department of Management Studies



Mr. Mubashir Qadir  
Assistant Professor  
Department of Management Studies



Ms Rizwana Khursheed  
Assistant Professor  
Department of Management Studies



Ms. Rumysa Nabi  
Assistant Professor  
Department of Management Studies.



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# IQBAL INSTITUTE OF TECHNOLOGY AND MANAGEMENT

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Phone No: +91 90703 37770 Email: iitm.sgr@gmail.com

## Action Taken Report- MINUTES OF IQAC MEETING DATED 12/08/22

1. Visit of Higher Education Department concluded successfully.
2. I cards issued to students. Wearing of I cards on campus made mandatory.
3. ERP Procurement initiated by the purchase committee.
4. Preparations pertaining to NAAC Peer team visit evaluated.
5. Inclusion of field trips, presentations, GD'S & formative assessment was impressed upon.
6. More practical session arranged for Python & AI courses.







### Minutes of the Meeting


A meeting was held on 21-11-2022, chaired by Principal IITM in his Office Chamber.

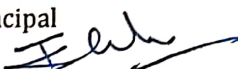
**The following Faculty members were present in the meeting:-**

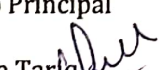
- 1) Mr. Sajad Gul, Vice Principal
- 2) Mr. Imran Ahmad Khan, Advisor to Principal
- 3) Mrs. Sabina Tariq, Incharge Examination
- 4) Mr. Javid Ahmad Parray, HOD Department of Computer Science
- 5) Mrs. Asma Gulzar, Co-Ordinator IQAC
- 6) Mr. Adil Majeed, HOD Department of Management Studies
- 7) Mrs. Aasifa Arabi, Co-ordinator BCA
- 8) Mrs. Qurat ul ain, Assistant professor, Department of Computer Science
- 9) Mr. Adil Mehraj, Assistant professor, Department of Management Studies
- 10) Mr. Mubashir Qadir, Assistant professor, Department of Management Studies
- 11) Mr. Arshid Ahmad, Placement Officer

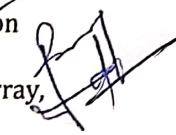
**Following points were discussed in the meeting:-**


- o It was decided in the meeting that official Social Media access shall be given to the respective HOD's and Coordinators. It was unanimously decided that both the HOD's shall be responsible for uploading documents and event photographs on Social Media pages. Mr. Javid Ahmad Parray (IT Convener) will look after the IITM website.
- o In the meeting it was decided to frame teams that will visit various institutes in the coming week to know their developments in the post accreditation phase and from which we can benefit too.
- o Preparations pertaining to student scholarships for the next academic year were discussed.
- o Mr. Adil Majeed, Mrs. Asifa Arabi, Mr. Arshid shall collectively work on purchasing the college mementoes for felicitating students who worked dedicatedly during the NAAC Peer Team Visit.
- o Student feedback collected was discussed and it was decided to:
- o Industrial visit shall be held at least once in a week and this task is entrusted to Mr. Arshid
- o It was further decided in the meeting that I Cards will be issued with bar codes which will facilitate to access online Library Software.

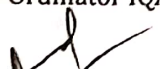
  
Mr. Sajad Gul  
Vice Principal


  
Mr. Imran Ahmad Khan  
Advisor to Principal


  
Mrs. Sabina Tariq  
Incharge Examination

  
Mr. Javid Ahmad Parray,  
HOD  
Department of Computer Science


  
Mrs. Asma Gulzar,  
Co-Ordinator IQAC

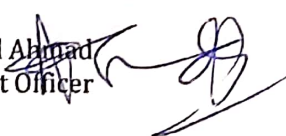
  
Mr. Adil Majeed  
HOD  
Department of Management Studies

  
Mrs. Aasifa Arabi  
Co-ordinator BCA

  
Mrs. Qurat ul ain  
Assistant professor  
Department of Computer Science

  
Mr. Adil Mehraj  
Assistant professor  
Department of Management Studies

  
Mr. Mubashir Qadir  
Assistant professor  
Department of Management Studies

  
Mr. Arshid Ahmad  
Placement Officer



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# IQBAL INSTITUTE OF TECHNOLOGY AND MANAGEMENT

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## Action Taken Report- MINUTES OF IQAC MEETING DATED 21/11/2022

1. HOD'S being given access to official social media platforms for uploading necessary information.
2. IITM website being handled by IT coordinator.
3. Visits to GDC Baramulla, GDC Pampore and few Universities undertaken by faculty members.
4. Students who made an outstanding performance during NAAC felicitated.
5. Student feedback analyzed and discussed.
6. More practical sessions shall be initiated in the coming academic year.

Coordinator  
IQAC







### Minutes of the Meeting


A meeting was held on 02-12-2022 under the Chairmanship of Respected Principal in his Office Chamber.

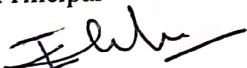
#### *The following Faculty members were present in the meeting:-*

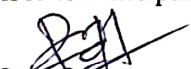
- 1) Mr.Sajad Gul, Vice Principal
- 2) Mr. ImranAhmad Khan, Advisor to Principal
- 3) Mr. Javid Ahmad Parray, HOD Department of Computer Science
- 4) Mrs. AsmaGulzar, Co-Ordinator IQAC
- 5) Mr. Adil Majeed, HOD Department of Management Studies
- 6) Mrs. AasifaArabi, Co-ordinator BCA
- 7) Mrs. Quratulain, Assistant professor, Department of Computer Science
- 8) Mr. MubashirQadir, Assistant professor, Department of Management Studies
- 9) Mr. ArshidAhmad, Placement Officer
- 10) Ms.RizwanaKhurshid, Assistant professor, Department of Management Studies
- 11) Mrs.Anjuman, Faculty IITM
- 12) Mrs.Ambreen, Faculty IITM


#### *Following points were discussed in the meeting:-*


- 1) Feedback shall be taken from all Faculty member and Students Council from time to time to implement important/ feasible suggestions.
- 2) To establish a well knit security set-up in the campus in future.
- 3) Final approvals taken from principal regarding I-Cards with barcodes that will help in recognizing outsiders who enter the IITM campus and Mrs. Asifa Arabi will take charge of it.
- 4) Feasibility of installing RFID (Radio Frequency Identification) was given to Mr.Arshid Ahmad.
- 5) Internal evaluation shall be made through continuous assessment that will include presentations, case studies, practical assignments, projects an written assessments. Also, those students falling short of attendance will not be allowed to sit for the internal assessment.
- 6) Moral Education Programs shall be started.
- 7) It was impressed to have a proper dress code of students.
- 8) Reframing of students counsel shall be done immediately.
- 9) Sports activities shall be done after 2pm, so that class work shall not be hamper.
- 10) Mr.Arshid Ahmad shall engage students in the placement sessions. Students must also be encouraged to take part in cultural activities and co curricular activities; the last Saturday of the month shall be particularly utilized for this purpose.


  
Mr.Sajad Gul,  
Vice Principal

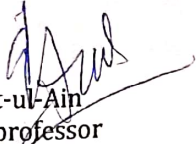
  
Mr. ImranAhmad Khan  
Advisor to Principal


  
Mr. Javid Ahmad Parray,  
HOD  
Department of Computer Science


  
Mrs. Asma Gulzar,  
Co-Ordinator IQAC

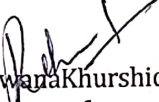
  
Mr. Adil Majeed  
HOD  
Department of Management Studies

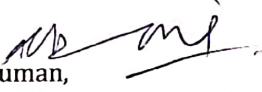
  
Mrs. AasifaArabi,  
Co-ordinator BCA

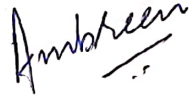
  
Mrs. Qurat-ul-Ain  
Assistant professor  
Department of Computer Science

  
Mr. Mubashir Qadir  
Assistant professor  
Department of Management Studies

  
Mr. Arshid Ahmad  
Placement Officer

  
Ms. Rizwan Akhushid  
Assistant professor  
Department of Management Studies

  
Mrs. Anjuman,  
Faculty IITM

  
Mrs. Ambreen  
Faculty IITM

  
  
Co. Ordinatee  






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## **Action Taken Report- MINUTES OF IQAC MEETING DATED 02/12/2022**

1. Feedback collected & analyzed. Necessary suggestions accepted.
2. For security of campus requirement of additional personnel being brought into the notice of management.
3. Process of issuing new I cards for next academic year shall be initiated in January.
4. RFID procurement idea dropped due to high cost.
5. Internal assessment evaluation restructured with components like presentations, group discussions and case studies being conducted from time to time
6. Students' council reframed.
7. Placement sessions, moral classes and sports classes being conducted.

