

**Minutes of Training & Placement Committee meeting held on  
31st August ,2021 (Tuesday) at 2.00pm**

**Members Present:** Dr. Sugandha Goel, Dr. Nishi Sharma, Mr. Shashank Choudhary, Dr. Neelam Seam, Ms. Mrinalini Pathak, Dr. Shikha Mittal, Ms. Supriya Sharma, Dr. Manoj Chauhan, Ms. Nidhi Gupta, Mr. Amit Agarwal, Mr. Chetan Prakesh, Mr. Ravi Prakash, and Saurabh Mishra.

**Fresh Points As discussed in the meeting**

**1. Summary Report of Training & Placement Activities for final placement & Internship till July 2021 (Comp. Applications & Management- to be apprised by T&P Head)**

T&P cell has briefed the journey so far from April 21- to July 21, where 29 Company Visited during the Covid'19 and we are able to Secure a total of 101 offers ( 15 final placement and 86 Internship) and the journey will remain to continue.

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**2. Training & Placement Calendar Overview (Aug 21- Jan-22 – IPEM – Group - to be apprised by T&P Head)**

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T&P Cell has discussed the upcoming activity for the coming month viz., Group discussion, orientations for Placement & Excellence 50 Batch, HR Conclave, etc. Also shared the complete calendar copy to all the respective members.

**3. Status of MOU & their executions (Computer Application & Management- to be apprised by T&P Head )**

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T & P cell has shared the detail of MOU Signed with industries, also discusses the Impact of the MOU and suggested by Dr. Sugandha Ma'am to all the respective Department to develop the relation with Industries and sign the maximum MOU so we can enhance the employability skillset to the Students

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**4. Status of Value-added program & their executions (Computer Application & Management - to be apprised by T&P Head )**

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students

5. **NAAC Progress report and further continuation of file work on a real-time basis (Mgmt. / CTE/Comp. Application, Law - to be apprised by T&P Head)**

T&P cell has discussed their Progress Report so far in documentations for NAAC which has been completed. Below are the few points Asked by Dr. Sugandha ma'am which all the departments need to follow.

1. There will be 2 file will be prepare related to Training & Placement activity (viz., MOU, Placement Activity, Internship, Guest lecture, etc.) which will be filing the two-place one in T&P Cell and one copy with the respective Department.
  2. All the files should maintain in soft copy and upload in the server (one Drive)
  3. All the filing work will be done on a month to month basis.
6. **Plan of Actions of Training and placement activities for LAW & CTE. (to be apprised by Faculty placement Coordinator LAW & CTE)**

T&P Cell has Planed the Industry out reach for CTE & LAW on November 2021, also for CTE one value-added program has signed to develop the skill set of the Students and asked for the list of students so T&P Can enroll CTE Students for Value-added program and plan for their Placement accordingly.

LAW Dept. Needs to provide the list of interested students for placement on/ before 12<sup>th</sup> of September 21' and as of now Students are not looking Internship. Post-placement LAW Dept & CRC together will prepare the further activity.

7. **Media coverage of Training and Placement Dept. (to be apprised by T&P Head)**

This is suggested to all the Respective Department to initiate the new learning pedagogy and new things so we can develop the skill set to the students also this can help institute to projects in market differently from others. This has to be done on monthly basis.

**Saurabh Mishra**  
(Head – CRC)

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