E-mail: directoroct@oriental.ac.in
Website: www.oistbpl.com

# ORIENTAL COLLEGE OF TECHNOLOGY, BHOPAL

Approved by AICTE, New Delhi & Govt. of M.P. Affiliated to Rajiv Gandhi ProudyogikiVishwavidyalaya, B.U, Bhopal
Oriental Campus, Raisen Road, Bhopal-462022 (MP) INDIA

Ref: OCT/IQAC/2025/2952B

Date: 12/08/2025

## Constitution of Academic Advisory Committee Constitution (Session 2025-2026)

| S. No. | Name | Designation | Post |
|---|---|---|---|
| 1 | Dr. K.K. Dwivedi | Director, OCT | Chairman |
| 2 | Mrs. Soniya Thakral | Management Representative, Nominated by Chairman OGI | Member |
| 3 | Dr. Jitendra Agrawal | Director, SOIT, RGPV, Bhopal | Academic Member |
| 4 | Dr. Dilip Singh Sisodiya | Professor at NIT Raipur (Chhatisgarh) | Academic Member |
| 5 | Dr. Daniel D. Dasig | Head, Research Ethics Unit, College of saint, Manila, Philippines | Academic Member |
| 6 | Mr. Tarun Jain | Director, NI logjcs Pvt. Ltd., Maharashtra | Industry Member |
| 7 | Ms. Payal Raisinghani | Lead - Talent Acquisition - Talent Cloud, Netlink Software, Bhopal | Industry Member |
| 8 | Ms. Rita Jain | Director, AVRN Intellitech Pvt. Ltd. , Bhopal | Industry Member |
| 9 | Ms. Sonali Sharma | Capgemini Expeller Team – India | Industry Member |
| 10 | Mr. Ashish Sarkar | Regional Head of Talent Acquisition | Industry Member |
| 11 | Dr. Urmila Mahor | IQAC Coordinator | Academic Member |
| 12 | Dr. Nikhat Raza Khan | Professor CSE and Head | Academic Member |
| 13 | Dr. Yogesh Murthy Iyer | Professor CE | Academic Member |
| | Dr. Sandeep Garg | Professor EC and Member | Academic Member |

All the above members are requested to actively participate and contribute towards achieving academic excellence.

### 1. Academic Planning and Development

- Review and recommend the academic calendar for each semester.
- Provide guidance on academic planning, teaching schedules, and effective curriculum implementation.
- Review departmental academic plans and suggest measures for improvement.
- Recommend strategies to improve academic performance and student learning outcomes.

### 2. Curriculum Review and Enrichment

Phone No.-0755-2529015, 2685016
Fax: 0755-2729472
E-mail: directoroct@oriental.ac.in
Website: www.oistbpl.com

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- Review the relevance of the prescribed curriculum in relation to current technological developments and industry requirements.
- Recommend curriculum enrichment through emerging technologies, contemporary topics, case studies, and practical applications.
- Suggest interdisciplinary learning opportunities and application-oriented assignments.
- Provide feedback on the relevance of theory courses, laboratory courses, and project work.

## 3. Teaching-Learning Process

- Recommend effective teaching-learning methodologies, including ICT-enabled teaching, experiential learning, problem-based learning, and project-based learning.
- Encourage the use of innovative pedagogical practices to improve student engagement.
- Review teaching-learning practices and suggest measures for continuous improvement.
- Promote effective integration of theoretical knowledge with practical skills.

## 4. Outcome-Based Education (OBE)

- Guide the implementation and continuous improvement of Outcome-Based Education.
- Review the formulation and relevance of Course Outcomes (COs), Programme Outcomes (POs), and Programme Specific Outcomes (PSOs).
- Recommend appropriate CO–PO/PSO mapping and assessment practices.
- Review outcome attainment analysis and suggest corrective actions to improve student learning.

## 5. Industry–Institute Interaction

- Recommend measures to strengthen collaboration with industries, professional bodies, and academic institutions.
- Facilitate expert lectures, industrial visits, workshops, seminars, and industry interactions.
- Encourage industry-oriented projects, internships, industrial training, and practical exposure.
- Provide suggestions for improving the employability and professional readiness of students.

## 6. Skill Development and Employability

- Recommend value-added courses, certificate programmes, and skill development initiatives.
- Encourage technical, communication, leadership, teamwork, and problem-solving skills.
- Suggest measures to strengthen aptitude training, interview preparation, and placement readiness.
- Promote lifelong learning and professional development.

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## 7. Research, Innovation, and Entrepreneurship

- Encourage faculty and student participation in research, innovation, and interdisciplinary projects.
- Recommend activities related to entrepreneurship, start-ups, consultancy, and technology development.
- Promote participation in conferences, technical competitions, project exhibitions, and innovation programmes.
- Suggest opportunities for collaboration with research organizations and industry partners.

## 8. Student Performance and Academic Support

- Review student academic performance and identify areas requiring improvement.
- Recommend remedial teaching, mentoring, bridge courses, and support for slow learners.
- Encourage enrichment activities and advanced learning opportunities for high-performing students.
- Promote student feedback and participation in academic improvement initiatives.

## 9. Academic Quality Assurance and Accreditation

- Recommend measures for continuous improvement in academic quality.
- Review academic audit observations and suggest corrective and preventive actions.
- Support the maintenance of academic records and evidence required for institutional quality assurance.
- Provide academic recommendations relevant to applicable NAAC, NBA, and other regulatory or accreditation requirements.

## 10. Feedback and Continuous Improvement

- Review feedback from students, faculty, alumni, employers, and other stakeholders, as applicable.
- Recommend action plans based on feedback analysis and identified gaps.
- Review the effectiveness of improvement measures.
- Encourage periodic assessment of academic processes and student outcomes.

## 11. Review and Monitoring of Decisions

- Review the Action Taken Report (ATR) of the previous AAC meeting.
- Monitor the implementation of committee recommendations through the concerned departments and institutional authorities.
- Assign or recommend responsibility for follow-up actions, wherever appropriate.
- Record decisions, recommendations, timelines, and compliance status in the meeting minutes.

Phone No.-0755-2529015, 2685016
Fax: 0755-2729472
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## . Advisory Support to Institutional Management

- Provide recommendations to the Director/Principal and academic administration on matters related to academic development.
- Suggest improvements in academic infrastructure, laboratory facilities, learning resources, and digital teaching facilities.
- Recommend measures for strengthening academic collaboration and institutional development.
- Contribute to the development of a culture of academic excellence, innovation, ethics, and continuous improvement.

12/8/25

**Dr. K.K. Dwivedi**

**Director**

Director
Oriental College of Technolog
Patel Nagar, Raisen Road, Bhop

Copy To:

1. Hon'ble Chairman for kind information
2. Registrar/Director (T&P)/ Dean (R&D)
3. DSW/IQAC Coordinator/All HOD's/ Dean (Academics)/ All Committee Members

Phone No.-0755-2529015, 2685016
Fax: 0755-2729472
E-mail: directoroct@oriental.ac.in
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Ref: OCT/DIR/ADMIN/2025/2965B

Date: 28/08/2025

## MINUTES OF MEETING

### Academic Advisory Committee (AAC)

Date: 26/08/2025
Time: 11.00am
Venue: OCT, Conference Hall

**Agenda**

- Industry Interaction and Internships
- Research, Innovation, Consultancy and IPR
- Student Skill Development, Placement and Employability
- Academic Infrastructure and Learning Resources
- Value-Added Courses and Academic Events
- Best Practices and New Initiatives
- Action Taken Report of Previous Meeting
- Suggestions for Continuous Improvement

**Members Present**

1. Dr. K.K. Dwivedi – Chairperson
2. Management Representative – Member
3. Dr. Jitendra Agrawal – Academic Member
4. Dr. Daniel D. Dasig – Academic Member
5. Dr. Dilip Singh Sisodia – Academic Member
6. Dr. R.S. Goswami – Industry Member
7. Ms. Payal Raisinghani – Industry Member
8. Mr. Ashish Mishra – Industry Member
9. Ms. Sonali Sharma – Industry Member
10. Mrs. Megha Agrawal – Industry Member
11. Dr. Urmila Mahor – Member (IQAC Coordinator)
12. Dr. Vandna Vaishnav – Academic Member
13. Dr. Sandeep Garg – Academic Member
14. Dr. Anjna Dubey – Academic Member

28/8/25

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**Agenda and Proceedings**

| S. No. | Agenda Item | Discussion | Recommendation |
|---|---|---|---|
| 1 | Industry Interaction and Internships | The committee discussed strengthening interaction with industries through expert lectures, industrial visits, internships, live projects and industry-supported activities. | Departments shall identify suitable industries and strengthen internship and industry collaboration opportunities for students. |
| 2 | Research, Innovation, Consultancy and IPR | The committee reviewed the need to encourage faculty and students to undertake research projects, publications, consultancy, innovation and IPR activities. | Faculty and students shall be encouraged to participate in research, innovation, consultancy and IPR-related activities. |
| 3 | Student Skill Development, Placement and Employability | The committee emphasized the need for industry-relevant technical and soft-skill training to improve student employability and placement outcomes. | Departments and Training & Placement Cell shall organize skill-development, aptitude, technical and soft-skill programmes. |
| 4 | Academic Infrastructure and Learning Resources | The committee discussed adequacy and upgradation of laboratories, software, library resources, digital learning resources and other academic facilities. | Departments shall periodically review requirements and submit proposals for upgradation of academic infrastructure and learning resources. |
| 5 | Value-Added Courses and Academic Events | The importance of value-added courses, seminars, workshops, expert lectures, certifications and technical events was discussed. | Departments shall plan relevant value-added courses and academic events based on student and industry requirements. |
| 6 | Best Practices and New Initiatives | Members suggested adoption of innovative teaching-learning practices, interdisciplinary activities, industry-linked projects and other academic initiatives. | Departments shall identify and implement suitable best practices and innovative academic initiatives. |
| 7 | Action Taken Report of Previous Meeting | The progress of actions recommended in the previous AAC meeting was reviewed. | The committee noted the progress and advised concerned departments/cells to complete pending actions within the stipulated timeline. |
| 8 | Suggestions for Continuous Improvement | Members provided suggestions for strengthening academic quality, student development, research, industry interaction and institutional practices. | Suggestions were noted and the concerned departments/cells were advised to incorporate feasible recommendations into their action plans. |

Phone No.-0755-2529015, 2685016
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## Key Recommendations

The Committee recommended that the Institute should:

1. Strengthen industry–academia collaboration and internship opportunities.
2. Promote research, innovation, consultancy and IPR activities.
3. Enhance technical and professional skills of students for improved employability.
4. Regularly upgrade laboratories, software, library and digital learning resources.
5. Increase the number of value-added courses, expert lectures, workshops and certifications.
6. Identify and implement best academic practices and innovative teaching-learning methods.
7. Monitor implementation of recommendations through periodic review and Action Taken Reports.
8. Continue the process of continuous improvement based on stakeholder feedback and academic performance.

The meeting concluded with a vote of thanks to the Chairperson and all members for their valuable suggestions and contributions.

**Dr. K.K. Dwivedi**

**Director**

Director
Oriental College of Technology,
Patel Nagar, Raisen Road, Bhopal

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Ref: OCT/DIR/ADMIN/2026/3099 C

Date: 17/01/2026

## Minutes of Meeting (AAC)

The Academic Advisory Committee of Oriental College of Technology, Bhopal convened its second meeting for the Academic Session 2025–26 with the participation of distinguished academic experts, industry professionals and senior internal academic members.

The members provided valuable suggestions based on their expertise in higher education, engineering education, research, industry, talent acquisition, employability, entrepreneurship, technology and academic quality assurance.

The suggestions were consolidated into key thematic areas to facilitate systematic implementation and monitoring through the institutional academic and quality-improvement mechanisms.

### Outcome-Based Education and Academic Quality

The Committee emphasized the need for continuous strengthening of Outcome Based Education (OBE).

### Recommendations

- Regular monitoring and analysis of CO, PO and PSO attainment.
- Identification of courses and outcomes having comparatively lower attainment.
- Root-cause analysis for low attainment.
- Implementation of corrective and preventive academic measures.
- Periodic review of the effectiveness of corrective actions.
- Strengthening outcome-based assessment methods.
- Ensuring alignment among curriculum, teaching-learning, assessment and outcomes.
- Maintaining proper documentation of attainment analysis and corrective actions.

**Contributors:** Dr. K.K. Dwivedi, Dr. Jitendra Agrawal, Dr. Nikhat Raza Khan.

### Student Academic Performance and Support

The Committee emphasized systematic monitoring of student academic performance and strengthening student-support mechanisms.

### Recommendations

- Conduct regular course-wise and semester-wise analysis of student performance.
- Identify academically weak students at an early stage.
- Strengthen remedial and tutorial classes.
- Improve mentor-mentee interaction.

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Fax: 0755-2729472
E-mail: directoroct@oriental.ac.in
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- Provide academic counselling and additional learning support.
- Monitor attendance and academic progress regularly.
- Provide advanced learning opportunities to high-performing students.
- Encourage advanced learners to undertake technical projects, certifications and competitions.

**Contributors:** Dr. K.K. Dwivedi, Dr. Jitendra Agrawal, Dr. Nikhat Raza Khan and Dr. Urmila Mahor.

### Curriculum Relevance and Gap Analysis

The Committee recommended continuous review of the curriculum against academic, industry and societal requirements.

### Recommendations

- Conduct periodic curriculum-gap analysis.
- Use student, alumni and employer feedback as inputs for curriculum improvement.
- Consider emerging technology trends while planning academic enrichment activities.
- Introduce suitable bridge courses, value-added courses and workshops wherever gaps are identified.
- Strengthen contemporary and application-oriented content.
- Ensure that students receive adequate exposure to current professional practices.

**Contributors:** Dr. Jitendra Agrawal, Dr. Tarun Jain, Ms. Rita Jain, Ms. Sonali Sharma and Dr. Nikhat Raza Khan.

### Technical Skills and Emerging Technologies

The Committee emphasized that students should develop strong technical foundations together with awareness of emerging technologies.

### Recommendations

- Strengthen programming and computational skills.
- Improve problem-solving and analytical abilities.
- Provide exposure to contemporary industry technologies.
- Encourage coding practice and technical assessments.
- Promote technical competitions, hackathons and technology challenges.
- Strengthen advanced technical learning.
- Encourage practical application of classroom concepts.
- Promote continuous technical skill development from the early semesters.

**Contributors:** Dr. Dilip Singh Sisodiya, Mr. Tarun Jain, Ms. Payal Raisinghani, Ms. Sonali Sharma.

Phone No.-0755-2529015, 2685016
Fax: 0755-2729472
E-mail: directoroct@oriental.ac.in
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## Project-Based and Experiential Learning

The Committee recommended increasing opportunities for students to apply theoretical knowledge to practical problems.

### Recommendations

- Increase project-based learning.
- Introduce real-world problem statements.
- Encourage industry-based projects.
- Promote multidisciplinary projects.
- Strengthen laboratory and practical learning.
- Encourage project-based assessment.
- Develop projects addressing local, industrial and societal problems.
- Encourage students to convert innovative project ideas into prototypes and solutions.

**Contributors:** Dr. Dilip Singh Sisodiya, Mr. Tarun Jain, Ms. Rita Jain, Dr. Yogesh Murthy Iyer and Dr. Sandeep Garg.

## Industry–Academia Interaction

The industry members emphasized stronger and sustained interaction between the institution and industry.

### Recommendations

- Increase industry expert lectures and interaction sessions.
- Strengthen industrial visits.
- Expand internship opportunities.
- Develop industry-supported projects.
- Invite industry professionals for mentoring and technical guidance.
- Encourage real-world industry problem statements for student projects.
- Strengthen interaction between students and industry professionals.
- Explore opportunities for collaborative academic and professional activities.

**Contributors:** Mr. Tarun Jain, Ms. Payal Raisinghani, Ms. Rita Jain, Ms. Sonali Sharma and Mr. Ashish Sarkar.

## Employability and Placement Readiness

The industry and talent-acquisition experts emphasized that employability development should begin well before the final placement year.

### Recommendations

The institution should strengthen

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E-mail: directoroct@oriental.ac.in
Website: www.oistbpl.com



Aptitude → Logical Reasoning → Programming/Technical Skills → Communication → Resume Building → Group Discussion → Mock Interviews → Professional Etiquette → Industry Assessment

Specific recommendations include:

- aptitude and reasoning training;
- coding and technical assessments;
- communication enhancement;
- resume-building sessions;
- group discussions;
- mock interviews;
- professional etiquette;
- exposure to recruitment processes;
- awareness of industry assessment methodologies;
- professional certifications; and
- placement-readiness activities from the early semesters.

The Committee recommended maintaining a Student Employability Development Roadmap for systematic monitoring.

**Contributors:** Ms. Payal Raisinghani, Ms. Sonali Sharma and Mr. Ashish Sarkar.

**Research, Innovation and Academic Integrity**

The Committee emphasized strengthening the institutional research culture and promoting ethical research practices.

**Recommendations**

- Strengthen research methodology among students and faculty.
- Encourage research-oriented student projects.
- Promote research publications and conference participation.
- Encourage innovation and technical competitions.
- Strengthen awareness of academic integrity.
- Promote ethical use of data and technology.
- Encourage responsible research practices.
- Explore international academic interaction and collaboration.
- Encourage students to develop innovative solutions from academic projects.

**Contributor:** Dr. Dilip Singh Sisodiya.

**Interdisciplinary Learning**

The Committee recommended greater integration across academic disciplines.

Phone No.-0755-2529015, 2685016
Fax: 0755-2729472
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## Recommendations

- Promote multidisciplinary projects.
- Encourage students from different disciplines to work together.
- Integrate engineering applications with fundamental sciences.
- Encourage technical and management components in appropriate projects.
- Promote interdisciplinary technical activities.
- Share effective academic practices across departments.

**Contributors:** Dr. Yogesh Murthy Iyer, Dr. Sandeep Garg and Dr. Anjna Dubey.

## Laboratory and Practical Learning

The Committee emphasized that laboratory learning should complement theoretical instruction.

## Recommendations

- Ensure optimum utilization of laboratories.
- Review laboratory requirements periodically.
- Upgrade equipment and software as required.
- Increase practical demonstrations.
- Introduce industry-oriented experiments.
- Encourage hands-on learning.
- Strengthen laboratory-based projects.
- Integrate practical applications with contemporary technologies.

**Contributors:** Dr. Jitendra Agrawal, Dr. Dilip Singh Sisodiya, Dr. Nikhat Raza Khan and Dr. Sandeep Garg.

## Faculty Development and Academic Coordination

The Committee recommended continuous faculty development and stronger academic coordination.

## Recommendations

- Encourage faculty participation in FDPs, workshops, seminars and conferences.
- Promote faculty certification in emerging technologies.
- Encourage research and professional development.
- Strengthen coordination among faculty teaching common courses.
- Ensure uniform academic standards.
- Share effective teaching-learning practices among departments.
- Strengthen academic monitoring through the Academic Staff Cell.

**Contributors:** Dr. K.K. Dwivedi, Dr. Nikhat Raza Khan, Dr. Yogesh Murthy Iyer and Dr. Sandeep Garg.

Phone No.-0755-2529015, 2685016
Fax: 0755-2729472
E-mail: directoroct@oriental.ac.in
Website: www.oistbpl.com



## Mentoring and Student Development

The Committee emphasized strengthening the mentoring system as an important mechanism for holistic student development.

### Recommendations

- Regular mentor-mentee meetings.
- Monitoring of attendance and academic performance.
- Early identification of students requiring support.
- Academic and career counselling.
- Parent interaction wherever necessary.
- Support for slow learners.
- Enrichment opportunities for advanced learners.
- Guidance regarding internships, certifications, competitions and career development.

**Contributors:** Dr. K.K. Dwivedi , Dr. Urmila Mahor and Dr. Nikhat Raza Khan.

## Sustainability and Real-World Applications

The Committee recommended connecting academic learning with real-world engineering and societal requirements.

### Recommendations

- Encourage projects addressing real-world problems.
- Integrate sustainability considerations wherever appropriate.
- Promote application-oriented engineering education.
- Encourage students to develop solutions to local and societal challenges.
- Include sustainability and social relevance in appropriate project activities.

**Contributor:** Dr. Yogesh Murthy Iyer.

After detailed deliberations, the Committee collectively recommended that Oriental College of Technology should focus on the following major priorities:

1. Strengthening Outcome Based Education and attainment-based improvement.
2. Continuous curriculum-gap analysis based on stakeholder and industry inputs.
3. Enhancing technical, practical and problem-solving competencies.
4. Strengthening industry interaction, internships and industry-based projects.
5. Implementing a structured employability-development programme from early semesters.
6. Strengthening mentoring, remedial teaching and advanced learner support.
7. Promoting research, innovation, entrepreneurship and academic integrity.
8. Increasing interdisciplinary and experiential learning.
9. Progressive modernization of laboratories and digital learning resources.

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10. Strengthening faculty professional development and academic coordination.
11. Using student, alumni and employer feedback systematically for improvement.
12. Maintaining documented evidence of recommendations, implementation and outcomes.

**Dr. K.K.Dwivedi**

**Director**

Director
Oriental College of Technology,
Patel Nagar, Raisen Road, Bhopal