



MIT GROUP OF INSTITUTIONS (MITGI)

No. : MIT/IQAC-Min/008

Date : 03/12/2019

MINUTES OF MEETING OF IQAC COMMITTEE MEETING HELD ON 27th NOVEMBER, 2019 AT 03:00 P.M. IN THE AS&H MEETING & SEMINAR ROOM (Room No. A-206)

The following members were present in the meeting:-

1. Prof. (Dr.) Rohit Garg - Director, MIT
2. Sri. Sudhir Gupta - Trustee
3. Prof. (Dr) V. Singh - DOSW
4. Dr. Manish Saxena - HOD AS&H
5. Dr. Somesh Kumar - HOD CS & Engg.
6. Dr. Rajul Misra - HOD, Electrical Engg
7. Dr. Kshitij Singhal - HOD, EC&Engg
8. Dr. Munish Chhabra - HOD Mechanical Engg
9. Dr. Deepti Gupta - Associate Professor
10. Mr. Ankur Kumar Bansal - Assistant Professor & Head CE
11. Mr. S.N. Shukla - Registrar
12. Mr. Subhash Babu - Parent
13. Dr. Animesh Agarwal - Coordinator, IQAC

Item No. 1 Minutes of the last meeting held on 9th October 2019 were confirmed.

Item No. 2 Action taken on the minutes of IQAC meeting held on 9th October 2019 were reported and noted with the following observation:-

(i) Implementation of biometric attendance system for students

Biometric attendance system for students has been started. It is suggested to all HODs to closely monitor the biometric attendance of students in the morning and in the evening so that students may become habitual to put their attendance regularly. Biometric attendance should be checked with actual class attendance on daily basis. It is also suggested that biometric attendance system should be linked to ERP system so that we may get attendance related information's in the desired format.

Item No. 3 Training & Development of faculty members through FDPs organized by AKTU/AICTE/NPTEL courses.

It has been discussed and agreed that faculty members should attend at least one FDP (minimum five days) and one course of NPTEL/MOOCs in an academic session.

Item No. 4 Any other point with the permission of the chair

Alumni Meet was successfully completed on 19th October 2019 and 84 alumni were present in the meet.

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

Coordinator, IQAC

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Copy to :-

- 1) All Concerned
- 2) All Trustees
- 3) PA To Director for file