



MIT GROUP OF INSTITUTIONS (MITGI)

No. : MIT/IQAC-Min./007

Date : 24/10/2019

MINUTES OF MEETING OF IQAC COMMITTEE HELD ON 09th OCTOBER, 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, AS&H |
| 10. | Mr. Ankur Kumar Bansal | - | Assistant Professor & HOD 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 14th August 2019 were confirmed.

Item No. 2 Action taken on the minutes of IQAC meeting held on 14th August 2019 were reported and noted with the following observation:-

(i) **Ph.D. Registration of M. Tech Faculty Members.**

It is discussed and agreed that policy suggested in earlier meeting will be applicable but in case of any genuine reason of a particular faculty member, matter will be considered favourably.

(ii) **Improvement of attendance in Academic and PDP classes.**

Following actions have been taken :-

- Students having short attendance were debarred from Class Test-I and their Special Classes were conducted during this period.
- Parents of such students have been informed telephonically and through a letter send by registered post.

(iii) **Industrial Visit and Expert/Guest Lectures in each Department**

It is discussed and suggested that industrial tour for the places more than 100 KM far from Moradabad should be organized and 50% tour expenses may be borne by the students while 50% expenses may be borne by the Institute in such cases.

(iv) **Preparation of NBA and NAAC accreditation**

It is under process and will be applied as decided in the previous meeting.

(v) **Result target for faculty and students**

It has been undertaken

(vi) **UTKARSH 2020**

It is proposed that **UTKARSH-2020** may be organized in the first week of March 2020.

(vii) **Admission Process**

Following activities started for admission in next academic year:

- 1) Among the educational portal, proposal of shiksha.com is finalized and campaign is now live.
- 2) One Tele-Counselor has been appointed and started working on responses received from shiksha.com.

Item No.3 Implementation of biometric attendance system for students

It is discussed in the meeting and Mr. Muneesh Bhatnagar has been instructed to follow up the matter on priority so that thumb impression of students may be started for biometric attendance.

Item No.4 Analysis of Class Test-I result

It has already been done as discussed in director office meeting (Minutes of meeting attached as **Annexure-1**).

Item No.5 Review of T&P activities

It is discussed and agreed to do the following-

- a) Put the photograph of our placed students on Institute website mentioning "Congratulations" at the earliest.
- b) Hoarding of our placed students should be installed at prominent places in the Moradabad city.
- c) It is advised that T&P deptt. put more focus on Industrial Visits/Guest Lectures.
- d) It is informed in the meeting by HOD T& P that our Institute has been nominated as Nodal Centre by Wipro and Wipro National Talent Hunt 2019 is scheduled on 18th and 19th October, 2019 in the MIT campus. We are expecting a good number of final year students will clear the examination.

Item No.6 Any other point with the permission of the chair

- a) **Alumni Meet** is scheduled on 19th October, 2019 in which alumni of our four batches i.e. 2000, 2001, 2002, 2003 are likely to participate. It is discussed that alumni should be identified and central as well as departmental efforts should be done to make the event successful. It is also suggested that our final year students should interact with alumni on that day.

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