



MIT GROUP OF INSTITUTIONS (MITGI)

No. : MIT/IQAC-Min/012

Date : 23.10.2020

MINUTES OF MEETING OF IQAC COMMITTEE MEETING HELD ON 21st OCTOBER, 2020 AT 03:00 P.M. IN THE AS&H MEETING & SEMINAR ROOM (Room No. A-206)

The following members were present in the meeting:-

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|-----|------------------------|---|----------------------|
| 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 | - | Associate Professor |
| 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 19th August 2020 were confirmed.

Item No. 2 Action taken on the minutes of IQAC meeting held on 19th August, 2020 were reported and noted with the following observation:-

(i) Analysis of Feedback from Faculty and students

- a) All HODs were advised in the meeting to submit Faculty Appraisals of their department in Registrar Office at the earliest with their recommendations as discussed with them in the earlier meeting. HODs are also advised to give their recommendations in respect of non-teaching technical staff considering the present scenario of admission.
- b) It is also discussed and suggested in the meeting that hence onward Faculty Appraisal and A.C.R. of non teaching staff will be filled up simultaneously at the end of the Academic Year and before commencement of the next Academic Session.

Item No. 3 Training of students for placement drives

- a) It is informed in the meeting that training of students for placement drive is going on. It is suggested that Boot Camps should be organized before visit of each major Companies.

- b) It is discussed and suggested in the meeting that to make our students more employable, they must be encouraged to participate in AMCAT exams. Proposal for institutional tie-up with Co Cubes should be prepared and put up for further necessary action.

Item No. 4 Placement drive for students of core branches

- c) As intimated by Training & Placement Officer, Placement drive for core branches will start very shortly.
- d) Training and Placement Officer is advised to give the details in writing that how he is planning for placement drives of core companies and what should be done to get more packages for our students.

Item No. 5 Academic Audit

The guidelines & performance of Academic Audit is finalized and audit team should complete Academic Audit within three months.

Item No. 6 Any other matter.

The meeting ended with thanks to the chair.

Coordinator, IQAC

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Copy to :-

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