



MORADABAD INSTITUTE OF TECHNOLOGY, MORADABAD

No. : MII/IQAC-min/002

Date : 04.09.2018

MINUTES OF MEETING OF IQAC COMMITTEE HELD ON 29th AUGUST, 2018 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) B.P.Singh | - | Director, MIT |
| 2. | Sri Sudhir Gupta | - | Trustee |
| 3. | Prof (Dr) V.Singh | - | DOSW |
| 4. | Dr Rajul Mishra | - | Head EED |
| 5. | Dr Munish Chhabra | - | Head MED |
| 6. | Dr. Kshitij Singhal | - | HOD ECD |
| 7. | Prof. A. Ghosh | - | HOD CED |
| 8. | Dr. Rakesh Ahuja | - | HOD CSD |
| 9. | Dr Manish Saxena | - | HOD AS&H |
| 10. | Dr. Nitin Agarwal | - | Controller of Examination |
| 11. | Mr. S.N. Shukla | - | Registrar |
| 12. | Sri Subhash Babu | - | Parent |
| 13. | Dr Animesh Agarwal | - | Coordinator, IQAC |

Item No. 1 Minutes of the last meeting held on 12th July 2018 were confirmed.

Item No. 2 Action taken on the minutes of IQAC Committee meeting held on 12th July 2018 were reported and noted with the following observation:-

a) **Research & Development Activity**

The matter of R&D was discussed at length in the meeting and all HODs are advised to instruct their faculty members to start working for getting small projects upto Rs. 5 Lakhs. It will fulfill the criteria in NBA accreditation and NIRF ranking as well.

Director (Technical) informed that two industrial consultancy projects are currently under processing stage. The projects are as follows:

1. Utilization of Black Powder available on the bank of Ram Ganga river for construction of reinforced earth wall in the approach of Railway Over Bridge currently under construction at Moradabad. The project proposal is of Rs. 10 lanks submitted to UPPCB and District Magistrate for approval.
2. Second proposal consist of expert service to be rendered at Hirakund, Odisha for capacity enhancement of existing ash

mound through construction of peripheral reinforced ash wall using geosynthetics. Both the proposals are expected to be matured within 2-3 months' time.

b) **Reintroduction of Director's Gold Medal**

It has been already introduced and meritorious students have been awarded Director's Gold Medal on 15th August, 2018 (Independence Day) celebrations.

c) **NPTEL/MOU/Lecture uploading on youtube**

Lectures are being uploaded on youtube on regular basis for the benefit of faculty and students. Director, MIT informed in the meeting that he attended a meeting of AKTU at Noida campus recently in which it was told that University is planning to establish a studio in AKTU Noida campus where interested faculty members may record their lectures which will be later on uploaded on University website for the benefit of faculty and students

d) **Shifting of Gymnasium to Boys Hostel ground Floor**

It is under process. Dr. Akhilesh Shukla is looking after this task.

e) **Interaction of students with Alumni through Video Conferencing**

Mr. Sanjeev Gupta is looking after this task. It is suggested that an Alumni App may be started in which we can share any information and be in touch with alumni and they also may be updated about the activities and information of the Institute. It will be very beneficial for the Institute. Meanwhile an Alumni News Letter is under preparation which will be circulated to all Alumni for their kind information.

f) **Video Lectures**

An E-resource centre is already established in front of the Library and Swayamprabha channel is also started. It is compulsory for all first years students and they have started using it.

Item No. 3 Discussion on Attendance Monitoring System of AKTU Lucknow.

It is to be started from 1st September, 2018 and attendance for the month of August is also to be uploaded on AKTU portal. A format for undertaking has been prepared which is to be signed by each student and his/her parent in this regard. The copy of format is attached herewith as **Annexure-1**.

Item No. 4 NBA/NIRF status by Dr. Rajul Mishra & Dr. Nitin Agarwal.

As we are planning to apply for accreditation of CS and ME branch in the next Academic Session (2019-20), preparation in different areas have already started. A proforma designed keeping in view the different parameters required for NBA/NIRF for the Academic Session 2018-19 is attached herewith as

Annexure-2. All HODs are advised to go through the same and instruct their faculty members to keep themselves academically upgrade. A record containing detailed information is to be maintained at department level.

Item No. 5 Research Publication in last session (2017-18) in each department and how to increase the number of research publications.

It is suggested that Research papers published in the last academic session are very few in number therefore all faculty members are advised to make a target to publish research paper with good impact factor as per **Annexure-2**. This point is also covered in the proforma described at Item No.5.

Item No. 6 Number of MOUs signed in 2017-18 and further efforts carried out so far.

It is discussed and decided in the meeting to increase number of MOUs in the current Academic Session 2018-19. The purpose of the MOU should be to achieve the objective and it should not be on paper only. HODs are advised to inform the progress under different MOUs executed so far in the next Administrative Committee meeting.

Item No. 7 MIT ranking in AKTU as 31st in 2016-17 first year results. Concrete planning to improve by Dean Academics.

It is discussed and suggested in the meeting that we should put extra efforts to sort out the problem exists if any and a proper system should be followed in teaching learning process so that we achieve better rank of our B.Tech 1st year students in AKTU results in 2018-19. A concrete plan suggested by Dean Academics to achieve the target is attached herewith as **Annexure-3**.

Item No. 8 Requirement of bus facility from Kashipur/Noorpur in the session 2019-20.

It is discussed and everyone is of the view that it will be beneficial for the Institute if it is started.

Item No. 9 Any other matter.

- 1) It has been discussed and decision taken that under no circumstances a faculty member will miss his/her class, tutorial & lab. In unavoidable condition he/she will inform the HOD concerned.
- 2) It is decided that IQAC meeting being held within the interval of three months or as and when required.

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

No. : MIT/IQAC-min/ 002

Copy to :-

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



घोषणा पत्र

- (1) मैं,संस्थान में बी० टैक०..... वर्ष
..... ब्रॉच में 2018-19 में
अध्ययनरत छात्र/छात्रा हूँ।
- (2) मुझे भली भाँति ज्ञात है कि विश्वविद्यालय के आर्डिनेन्स के अनुसार मेरी उपस्थिति कम से कम (Minimum) 75% होनी चाहिए यदि उपस्थिति 75% से कम होती है तो मैं विश्वविद्यालय के आर्डिनेन्स के अनुसार परीक्षा से वंचित हो जाऊँगा/जाऊँगी।
- (3) मुझे भली भाँति ज्ञात है कि इस वर्ष 2018-19 में मेरी उपस्थिति डा० ए०पी०जे० अब्दुल कलाम प्राविधिक विश्वविद्यालय, लखनऊ की वेबसाइट पर ERP Login द्वारा Attendance Monitoring System में प्रतिदिन सीधे अपलोड की जाएगी तथा इस उपस्थिति को मैं अपने ERP login पर देख सकता हूँ।
- (4) मुझे यह भी ज्ञात है कि यदि मेरी उपस्थिति विश्वविद्यालय के पोर्टल पर 75% से कम होती है तो मेरा प्रवेश पत्र स्वतः ही विश्वविद्यालय द्वारा जारी नहीं होगा जिस कारण मैं परीक्षा से वंचित हो जाऊँगा/जाऊँगी जिसकी समस्त जिम्मेदारी मेरी होगी संस्थान की कोई जिम्मेदारी नहीं होगी।
- (5) इसके अतिरिक्त मुझे यह भी ज्ञात है कि छात्रवृत्ति एवं शुल्क प्रतिपूर्ति प्राप्त करने की स्थिति में उपस्थिति कम से कम (Minimum) 75% होनी चाहिए। इससे कम उपस्थिति होने पर यदि शासन की छात्रवृत्ति एवं शुल्क प्रतिपूर्ति मेरे खाते में आती है तो मैं प्रत्येक दशा में उक्त छात्रवृत्ति एवं शुल्क प्रतिपूर्ति शासन को वापस करूँगा/करूँगी।

उपरोक्त 1 से 5 तक का पैरा मेरे संज्ञान में है तथा मैं उपरोक्त का प्रत्येक दशा में पालन करूँगा/करूँगी। यदि मैं उपरोक्त का पालन नहीं करता/करती हूँ तो मैं इसका पूर्णतः जिम्मेदार होऊँगा/होऊँगी।

अभिभावक के हस्ताक्षर

छात्र के हस्ताक्षर



MIT GROUP OF INSTITUTIONS (MITGI)

Annexure-2

Name of the Department:-.....

Dated:

Session :-.....

S.No	Subject	Result % of Marks (2015-16)	Result % of Marks (2016-17)	Result % of Marks (2017-18)	3 years Average of % of Marks	Faculty Name	Class /Section	Result % of Marks (2018-19)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								

Note: Target of each subject will be 100%. Each faculty member is expected to achieve 100% result of his/her respective subject otherwise report the name of students who are likely to fail in respective subject, if it is not reported then responsibility of 100% pass result goes to respective faculty.

Targets and guidelines for research publications and research project:-

Every faculty member has to publish minimum two research papers in an academic year.

The research papers should fulfill the requirements of National Institutional Ranking Framework (NIRF) i.e. the journals and conferences (such as IJIT, IJIT, ASME, etc) in which research paper will be published should be listed in Scopus, Web of Science, Indian Citation Index & Thomson Reuters.

Faculty member should be the first author of at least one research paper published in an academic year.

Faculty members should apply for minimum one research project in an academic year and put all his efforts to get its final approval.

Faculty members should also apply for N/A guidelines among all faculty members.

To

Date: 29.08.18

The Director MIT

Dear Sir

In reference to your letter No. MITGI/PF/2042 dated 21.08.2018, you asked me to provide information on following issues :

1. Result of B.Tech. 2nd year-is down
2. How to improve University result
3. How to improve Rank of institute in University

Regarding point 1, after analyzing 2nd year result it was observed that result of CE, 2nd year is down by 18% and the detail report from HOD, CE, on the issue is attached as annexure-1.

Regarding point 2 and point 3, result as well as ranking of the institute can be improved if we take following measures and execute following plans:

i. Design of Tutorials and Test Papers

Faculty members should design tutorial sheets/class test papers in such a manner so that maximum no. of university paper questions must from our tutorial sheets / class test paper. For this Subject coordinator and respective HOD have to check the previous year external papers and compare the questions with our tutorial sheets questions & test paper questions and found % of common questions or similar type of questions. If in any subject, big gap is observed then instruct the faculty to work hard and use his/her entire experience to design the tutorials and class papers keeping in mind the university exam papers.

ii. Attendance

For getting good result, it is very important that all the students must attend all the classes. For this all the responsible persons should do their sincere effort to motivate the students to attend all their academic classes.

iii. Visit of HOD in Class Rooms

HOD should regularly visit the classes of his department and check the standard of lecture material delivered by faculty to the students.

iv. Parent- Teacher Interaction

It was observed that parents of students do not aware about the performance of their wards although class OCs inform through phone or letters regularly. It is recommended that Parent - Teacher Interaction should be conducted for I, II year students after 1st CT.

v. Analysis of Class test performance

HOD after every C.T. analyze the performance of each and every student of his department in every subject and if he found that in any particular subject the performance of large no. of students is not up to his satisfaction then in consultation with faculty members teaching that particular subject extra classes or extra tutorial classes etc. must be arranged to improve the performance of students.

vi. University Ranking

University used to declare the institute ranking on the basis of 1st year results and in our 1st year classes both CBSE and Hindi medium students sit together in a class, sometimes it was felt by the faculty members that some hindi medium students face problems in understanding and writing and they develop a fear in their mind whether they can pass or not. In this case, it is proposed that after 1st CT one extra period for each subject in each class in 1st year (as there is only three theory subject) to be arranged and Dean Academic and HOD, ASH may be given responsibilities to check these classes and also explain faculty members as how to teach or utilize these classes.

vi. Finalization of sessional marks

Faculty members should be very careful while finalizing the sessional marks. All those students who get lesser marks must be checked by HOD and asked question to faculty members up to his satisfaction.

vii. Unplanned activities

It was also observed during last few years that a lot of unplanned activities are used to be conducted in MIT campus. For the success of these activities students (even they are not concerned with that activity) are forced to attend those functions at the cost of their academic classes, which in turn affect their performance.

vii. Visit of Director, Dean Acad. and DOSW (without HOD)

It is also proposed that above persons plan surprise visit to different classes and collect feedback from students and try to solve students problems (if any).

If we take all above measures with full devotion, I hope our result as well as ranking in university will improve.



Dr Animesh Agarwal

Dean-Academic

Date : 28/08/2018

Dean Academic,

Kindly refer to your communication dated 27/08/2018 regarding the result of 2nd year, Even Semester, Session 2017-18. Subject wise analysis has been done and it is found that the clear pass percentage has come down because of poor performance in Structural Analysis-I (RCE-403) taught by Mr. Sumit Kumar, Assistant Professor, Department of Civil Engineering and Data Structure (RCS-405) taught by Mr. Ravish Kumar Dubey, Assistant Professor, Department of Computer Science & Engineering.

Mr. Sumit Kumar has left the institute on 20/04/2018 hence exact reason cannot be ascertained. However this time in the question paper more emphasis was given on two units which are generally not given that much of importance. Students also generally do not attach importance to these units. Due to unexpected nature of question paper large number of students got compartmental.

Corrective action : Students are being taught the second paper of the same subject and to avoid future problem extra classes and additional surprise tests are being planned.

Cause analysis for failure in Data Structure reveals that this subject is purely a subject of Computer Science first time introduced in Civil Engineering curriculum. The course content is same with Computer Science students but in Civil Engineering laboratory work has been omitted. As a result Civil Engineering students find it difficult to appreciate and understand the content. Hence the subject became tough and students lost their interest.

Corrective action : In the next semester, for this particular course faculty feels additional one class per week and laboratory should be introduced.



A. Ghosh

28/8/18

(Prof. & Head, C.E.)