



# MIT GROUP OF INSTITUTIONS (MITGI)

No. : MITGI/Administrative Committee/819

Date : 05.03.2018

## MINUTES OF MEETING OF ADMINISTRATIVE COMMITTEE HELD ON 19<sup>th</sup> FEBRUARY, 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.  | Prof. A. Ghosh         | - | Director (Tech) & HOD Civil Engg.    |
| 3.  | Dr. Vijendra Singh     | - | HOD AS&H                             |
| 4.  | Dr. Animesh Agarwal    | - | Dean Academic                        |
| 5.  | Dr. S.R. Swain         | - | Director, FOP                        |
| 6.  | Dr. Manish Saxena      | - | Controller of Examination            |
| 7.  | Mr. Rakesh Ahuja       | - | HOD CS & Engg.                       |
| 8.  | Dr. Farooq Hussain     | - | HOD E&C Engg.                        |
| 9.  | Mr. Alok Agarwal       | - | Assistant Professor, Electrical Engg |
| 10. | Dr. Munish Chhabra     | - | HOD Mechanical Engg                  |
| 11. | Dr. Parul Gupta        | - | Associate Dean Academic              |
| 12. | Dr. Kapil Kapoor       | - | Assistant Professor, Management      |
| 13. | Mr. S.N. Shukla        | - | Registrar                            |

**Item No. 1** Minutes of the last meeting held on 13<sup>th</sup> December 2017 were confirmed.


**Item No. 2** Action taken on the minutes of Administrative Committee meeting held on 13<sup>th</sup> December 2017 were reported and noted with the following observation:-

**(A) Research & Development Activity**

- (i) A Cell has been established in Block-D Room No. D-203 to promote Start up, incubation centre, incubation/research park as per the guidelines of Dr. A.P.J. Abdul Kalam Technical University with Mr. Sanjeev Gupta, Assistant Professor, Department of Computer Science & Engineering as Convener of the Cell and one representative from each department as member.
- (ii) A hall in C-Block, C-401 has been identified for Centre of Excellence "**Anusandhan Kendra**" is proposed to be established, where students may get all facilities for their projects at one place.
- (iii) Discussion regarding signing MOUs is in pipeline with more than 5 industries. Some important industries are:-
  - (a) Sainik Enterprises, Khushalpur, Moradabad
  - (b) Ronak Industries, Gajraula
  - (c) Surya, Kashipur

**(B) To improve drinking water facilities in the Campus.**

Action has been taken to improve drinking water facility. Purchase of two more Water Coolers with capacity of 150 Ltr. is under process.

  
**Registrar**  
Moradabad Institute of Technology  
Ram Ganga Vihar, Phase-2  
Moradabad

**(C) Reintroduction of Director's Gold Medal**

It is proposed in the meeting that two motivational awards should be given to the students:-

- (i) Chairman's Gold Medal and Certificate
- (ii) Director's Gold Medal and Certificate

**(D) Chairman's Gold Medal:-**

This honor will be given to the student who is overall topper of the Institute (among final year students of whole Institute).

**(E) Director's Gold Medal:-**

This prestigious award will be given to the final year toppers of each branch.

**Item No. 3 To change the Vision & Mission of Moradabad Institute of Technology, Moradabad.**

It is recommended that Vision and Mission of Moradabad Institute of Technology, Moradabad may be changed as under :-

**Vision:-**

To develop industry ready professionals with values and ethics for global needs.

**Mission:-**

- M1 : To impart education through outcome based pedagogic principles.
- M2 : To provide conducive environment for personality development, training and entrepreneurial skills.
- M3 : To induct high professional ethics and accountability towards society in students.

**Item No. 4 NPTEL/MOU/Lecture uploading on youtube**

HODs are advised to achieve the target of signing MOU with at least two reputed industries as suggested in the earlier meeting and maintaining proper record. HODs are further advised to make a target to register maximum number of students on NPTEL and encourage them to appear in the online examination so that they may get certificate also.

**Item No. 5 NBA Accreditation:-**

It is proposed that a meeting of NBA Steering Committee may be held on 10<sup>th</sup> March, 2018 in which the preparation of SAR reports of ME and CS branch up to date will be discussed in detail so that further action may be taken to remove the shortcomings accordingly.

**Item No. 6 Shifting of Gymnasium to Boys Hostel ground Floor**

It is discussed that Gymnasium which is at present on 3<sup>rd</sup> floor in Block-D and is less utilized due to its location. It is suggested that it may be shifted to Boys Hostel at the Ground Floor for its maximum utilization.

  
**Registrar**  
Moradabad Institute of Technology  
Ram Ganga Vihar, Phase-2  
Moradabad

**Item No. 7 Interaction of students with Alumni through Video Conferencing**

It is discussed that all HODs would find out their alumni in coordination of Alumni Cell, who are working in India or in abroad at present. Arrange their video conferencing with the students of their branch. This will enhance the knowledge as well as will increase the confidence level of the students. HODs are also advised to maintain a record of such activities.

**Item No. 8 Video Lectures**

It is discussed that all faculty members may be advised through their HOD to upload their video lectures through MIT Channel on youtube and students may be informed to go through the same.

**Item No. 9 Placement Status**

Discussion was held on the placement status of the institute. Director (Technical) informed that the last semester (July – December 2017) was not at all satisfactory. Only seven companies visited and about 114 students were placed. However none of these companies are MNCs or nationally important organization. In the beginning of the current semester one core company working in the field of Electrical and Electronics Engineering in the sector of Biomedical instrumentation visited the campus and has placed four students on their roll. Some more they have kept on waiting list for possible future vacancies.

T P & C A Cell work is going on to finalize placement drive of 15 – 20 companies in the coming months of March & April 2018. Comprising both on campus and off campus drive four companies in the last week of February 2018 have been finalized.

**Item No. 10 Same working hrs (9:00 am to 05:00pm) for all staff members except Safai Karamchhari.**

It is discussed and proposed to follow the existing practice.


**Item No. 11 a. Rating of first five Engineering Colleges in AKTU and status of MIT.**

Result Analysis of Odd Semester 2016-17 (7<sup>th</sup> Semester) with University Rank is attached as **Annexure-1**.

Result Analysis of Odd Semester 2017-18 of MIT is attached as **Annexure-2**.

**b. What are the ways and means, to score MIT in first five colleges of AKTU, by next session commencing from August, 2018.**

1. A top five students in each branch have already been identified and special emphasis are being given to improve their internal as well as external marks.
2. Special classes are also being arranged to sort-out the problems of weaker students so that their results may be improved.
3. Specially for 1<sup>st</sup> year students, Parent Teacher Meeting is scheduled on Saturday, the 17<sup>th</sup> March 2018.



**Registrar**  
Moradabad Institute of Technology  
Ram Ganga Vihar, Phase-2  
Moradabad

**Item No. 12 Any other matter:-**

The following matters were also discussed in the meeting:-

1. The work of fixing the open wire in all the buildings is almost completed and it is monitored on regular basis.
2. Police verification of drivers, helpers and employees working on contract basis in the campus is under process.

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

  
05/03/18  
Registrar


Date : 05.03.2018

No. : MITGI/Administrative Committee/819

All Concerned

Copy to :-

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

  
Registrar  
Moradabad Institute of Technology,  
Ram Ganga Vihar, Phase-2  
Moradabad