



MORADABAD INSTITUTE OF TECHNOLOGY

No. : MITGI/IQAC-Min/1770

Date : 25.02.2022

MINUTES OF MEETING OF IQAC HELD ON 23rd FEBRUARY, 2022 AT 11:00 A.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 |
| 2. | Dr. Kshitij Shinghal | - | Dean Academics & HOD, E&C Engg |
| 3. | Dr. Manish Saxena | - | HOD, AS&H |
| 4. | Dr. Rajul Misra | - | HOD, Electrical Engg |
| 5. | Dr. Munish Chhabra | - | HOD Mechanical Engg |
| 6. | Dr. Kapil Kapoor | - | HOD Management |
| 7. | Mohd. Saqib Qadeer | - | HOD, Civil Engg. |
| 8. | Dr. Manish Gupta | - | Associate Professor, CSE |
| 9. | Mr. Ritesh Srivastava | - | Head TP & CA |
| 10. | Mohd. Talha Khan | - | Nodal Officer, B.Voc. |
| 11. | Dr. Deepti Gupta | - | Associate Professor, AS&H |
| 12. | Mr. Rajeev Kumar Sisodia | - | Assistant Registrar |
| 13. | Dr. Animesh Agarwal | - | DOSW & Coordinator-IQAC |

The following points discussed in the meeting :-

Item No. 1 Minutes of the last meeting held on 13th December 2021 were confirmed.

Item No. 2 Action taken on the minutes of IQAC meeting held on 13th December 2021 were reported and noted.

Item No. 3 **Filling of AQAR**

Dr. Animesh Agarwal, Coordinator IQAC informed that last date for filling AQAR 2020-21 is 20th March 2022. It is suggested that all work should be completed before 15th March 2022. It is also decided that new committee for compiling all the documents of criterion of AQAR to be constituted as under:-

Criterion 1	Dr. Lalit Mohan Trivedi	-	AS&H
Criterion 2	Mr. Praveen Saini	-	CSE
Criterion 3	Dr. Manish Gupta	-	CSE
Criterion 4	Mr. Himanshu Agarwal	-	CSE
Criterion 5	Dr. Manuj Kumar Agrawal	-	AS&H
Criterion 6	Mr. Manas Singhal	-	E&CE
Criterion 7	Mr. Arvind Kumar Singh	-	ME
For QIM related work	Dr. Sugandha Agarwal	-	AS&H

Item No. 4 Finalization of UTKARSH-2022.

After discussion in the meeting, Dr. Munish Chhabra, Convener, Cultural Society proposed 23rd April 2022 for **UTKARSH-2022**. It was decided that Dr. Animesh Agarwal, DOSW will be the Chairman of UTKARSH-2022. He will present detailed working Committee of **UTKARSH-2022**. Date and Budget should be approved by the Secretary, MIT before proceeding.

Item No. 5 Promotion of Research, Conference (Scopus) and Consultancy.

It was discussed and informed by Incharge R&D Dr. Manish Gupta that research publications of faculty members have been collected from July 2021 to January 2022. Notice has been given to those faculty members who have not published any research paper. Further department wise target will be given by Incharge R&D to improve status of research paper publication.

Item No. 6 Activities under MoUs.

It was discussed in the meeting and it is decided that activity should be done under each MoU and documents for each activity should be prepared. Dr. Munish Chhabra will be Incharge for conducting & monitoring activities under existing MoUs.

Item No. 7 FDPs in each department.

It was discussed in the meeting and decided that each department FDPs should be organized online as well as offline in self financing mode. Proposal should be put up for necessary approval of the Secretary, MIT.

Item No. 8 Finalization of Marks and submission of internal marks before Holi-mid semester break.

It was discussed in the meeting and decided that Test copy checking work should be completed till 12th March 2022 and submission of internal marks must be done till 15th March 2022.

Item No. 9 Finalization of list of students with short attendance.

It was discussed in the meeting and decided that decision will be taken after PUT completion.

Item No. 10 Status of Innovation, Incubation and Startup activities.

It was discussed in the meeting and informed that Tech Fest may be organized in the month of May 2022. One model will be taken for display from each department. It is also decided that maximum teams should participate in Hackathon. Dr. Rajul Misra, HOD Electrical Engineering will be Incharge for conduct Tech Fest.

Item No. 11 Establishment of Student Council.

It was discussed in the meeting and informed that one boy and one girl student Class Representative (C.R.) may be nominated from each class. It should be based on previous AKTU result, one C.R. is to be nominated for every 30 students through respective HOD. Dr. Kshitij Shinghal, Dean Academics and Dr. Animesh Agarwal, DOSW will look after the matter and constitute the Student Council which will work under Dean Student Welfare.

Item No. 12 Any other matter with the permission of the Chair.**1. Career Counseling Cell**

A career counseling Cell should be established in T&P to guide all students related to placement, higher studies, career related queries. They required to maintain proper records.

2. Academic and Administrative Audit.

Academic and Administrative Audit will be conducted as per the NAAC guidelines. The Audit will be conducted twice, once in beginning of semester by Internal Auditors and second by the end of semester by External Experts. Dean Academics is suggested to put up list of External Auditors with help of HODs.

3. Student Satisfaction Survey.

Student Satisfaction Survey will be conducted by NAAC Coordinator on the pattern of S.S.S. conducted by NAAC.

The meeting ended with thanks to the chair.

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Copy to :-

- 1) Chairman, MIT
- 2) Secretary, MIT
- 3) All Concerned
- 4) PA To Director for file





MORADABAD INSTITUTE OF TECHNOLOGY

No: MIT/IQAC/1753

Dated: 21.02.2022

NOTICE

A meeting of the IQAC Committee will be held on **23rd February, 2022 at 11:00 am** in the Room no. A-206. The agenda of the meeting is as follows:-

Agenda:-

1. Confirmation of Minutes of last IQAC Committee meeting held on 13th December, 2021.
2. Action taken on the minutes of IQAC Committee meeting held on 13th December, 2021.
3. Filling of AQAR for 2020-21.
4. Finalization of UTKARSH-2022.
5. Promotion of Research, Conference (Scopus) and Consultancy.
6. Activities under MoUs.
7. FDPs in each department.
8. Finalization of Marks and submission of internal marks before Holi- mid semester break.
9. Finalization of list of students with short attendance.
10. Status of Innovation, Incubation and Startup activities.
11. Establishment of Student Council.
12. Any other matter with the permission of the Chair.

Copy to:

All IQAC Committee Members


 Coordinator, IQAC
