

MEERUT INSTITUTE OF TECHNOLOGY, MEERUT

Minutes of 09th Meeting of Internal Quality Assurance Cell (IQAC)

held on

October 15, 2022 at 10:00 A.M.

Venue

**Internal Quality Assurance Cell, J.N. Tata Block
NH-58, Baral Partapur, Bypass Road, Meerut – 250 103, (Uttar Pradesh), INDIA
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Date: 18/10/2022

Minutes of 09th meeting of IQAC, MIT, Meerut held on 15/10/2022, Saturday at 10:00A.M. in the IQAC, J N Tata Block

Following members were present in the meeting:

S. No.	Name	Position Held
1.	Dr. Alok Chauhan	Chairperson
2.	Mr. Puneet Agarwal	Member
3.	Dr. Neeraj Kant Sharma	IQAC Coordinator
4.	Dr. Himanshu Sharma	Member
5.	Dr. M.I.H. Ansari	Member
6.	Dr. Neeraj Pratap	Member
7.	Dr. Sandeep Kapoor	Member
8.	Mr. Amol Sharma	Member
9.	Mrs. Himani Mishra	Member
10.	Mr. Lalit Kumar	Member
11.	Mr. Ankit Gupta	Member
12.	Mr. Santosh Prasad	Member
13.	Mr. Shubham Sehgal	Member
14.	Mr. Naveen Kaushik	Special Invitee

Mr. Kailash Nath Tripathi, Mr. Vipin Sharma and Mr. Vibhor Agarwal could not attend the meeting due to their personal reasons.

With the permission of the chair, Prof. Neeraj Kant Sharma-Coordinator, IQAC, initiated the proceedings of the meeting as per circulated agenda by welcoming Hon'able Chairperson IQAC and all the Members.

Following agenda items were discussed in the meeting:

9.1 To approve the minutes of 08th IQAC meeting.

The minutes of 08th IQAC meeting were read by Coordinator IQAC and were approved unanimously.

9.2. To discuss the participation in NIRF 2023.

It was decided unanimously that the institute will participate in NIRF 2023 in 3 categories namely Engineering, College and Overall. Dr. Neeraj Kant Sharma, Coordinator-IQAC suggested the name of Dr. M.I.H. Ansari to Coordinate the same. All the members of the committee apprised his suggestion and it was resolved that Dr. M.I.H. Ansari will Coordinate the compilation and filing of NIRF 2023 data.

9.3. To discuss the organization of professional development programs for faculty members.

The matter was discussed at length and it was found that having a variety of courses and number of specialized faculty members, professional development programs can be organized for faculty members who have less professional

experience. It was decided that senior faculty members of each department will deliver special lectures for knowledge enhancement of all the members of the department. It was also decided that faculty members of other departments can also join the same. The schedule and timings of the same should be approved by Director of the Institute and communicated in whatsapp group of the institute for widespread communication.

9.4. To discuss the result analysis of Even Semester 2021-22.

Result Analysis of Even Semester 2021-22 received from various departments was analyzed and it was found that 78% of students passed the examination without any carry paper. However, the result was found satisfactory, possible methodologies for improvement were discussed including revision classes for slow learners, preparations of questions banks and model papers. It was decided that every department will prepare and make available question banks of previous 5 years papers asked in university examinations. It was also decided to conduct extra classes for revision of important topics for students who are currently not performing as per expectations.

9.5. To discuss the formats and data collection methods for filing the AQAR 2021-22.

Dr. Neeraj Kant Sharma, Coordinator-IQAC, informed the members that scheduled date for filling the AQAR for the academic year 2021-22 is 31st December, 2022. He presented various excel data formats and list of documents for effective compilation of the data. All the formats were discussed in length and it was decided unanimously that every department will provide the data for AQAR 2021-22 till 30th November, 2022 providing sufficient time for IQAC to compile and submit the data to the NAAC by the scheduled date.

9.6. To review and approve academic calendars of different departments for the academic session 2022-23.

Academic Calendars of various departments were presented and approved with minor modifications.

9.7. To review and approve mentors allocation for new entrants.

It was discussed that the Mentor-Mentee system of Institute is performing well in order to achieve a transparent and harmonic relationship between teacher and students. It also helped to achieve desired attendance in the classes as a mentor is always a guiding force for welfare of the student. It was found that admission process of the affiliating university i.e. Dr. A.P.J. Abdul Kalam Technical University, Uttar Pradesh, Lucknow is not yet completed hence it was decided that all the new entrants will be allocated with Mentors as soon as the admission process is over.




9.8. To review the placement status of students passed out in 2021-22.
It was found that more than 50 reputed companies including Mobiloite, Accenture, Unthinkable, Nestle, Infosys etc. offered the placement to the students of MIT. Mr. Naveen Kaushik, Coordinator-Training & Placement, informed that communication to 20 more companies have also been done and their visit to the campus will be scheduled very soon.

9.9. To review the feedback analysis report of various stakeholders and strategies to improve based on the feedback received.
Analyses of feedback obtained from various stakeholders were placed before the members of the cell. Based on the analyses it was concluded that the facilities provided by the institute for faculty and students are satisfactory. However, analysis of parent feedback concluded that some of the parents need improvement in mode and frequency of communication about their ward's performance and attendance. In the matter it was decided that all the mentors will be counseled to increase the frequency of communication with the parents of respective mentee. While analyzing the student feedback regarding syllabus and it's transaction there was a need of offering of more elective courses was felt. In the matter it was decided that apart from the major degree the institute will also opt for minor degrees and the same will also be offered to the students, if permitted by the affiliating university.

While evaluating the Students Satisfaction Survey, it was found that there should be improvement in hostel mess facilities. It was decided unanimously to formulate an inspection committee for periodical observation of hygiene, quality and nutritional aspects of the food being served in the mess.

The meeting ended with vote of thanks to the chair.


(Dr. Neeraj Kant Sharma)
Coordinator-IQAC


(Dr. Alok Chauhan)
Chairperson