



No. : MIT/IQAC-Min/876

Date : 02/09/2023

MINUTES OF MEETING OF IQAC HELD ON 19th AUGUST 2023 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 |
| 2. Mr. Sudhir Gupta | - Trustee |
| 3. Dr. Kshitij Shinghal | - Dean Academics & HOD, E&C Engg |
| 4. Dr. Manish Saxena | - HOD, AS&H |
| 5. Dr. Manish Gupta | - HOD, CSE |
| 6. Mohd. Saqib Qadeer | - HOD, Civil Engg. |
| 7. Dr. Rajul Misra | - HOD, Electrical Engg. |
| 8. Dr. Munish Chhabra | - HOD, Mechanical Engg |
| 9. Dr. Rahul Singh | - HOD, Management |
| 10. Mr. Vikas Kumar | - Convener, Admission Cell |
| 11. Mr. Ritesh Kumar Srivastava | - Dean T,P &CA |
| 12. Dr. Pratosh Kumar Awasthi | - Convener MITSA, Special Invitee |
| 13. Dr. Manuj Kumar Agarwal | - Convener NSS, Special Invitee |
| 14. Mr. Pavendra Kumar | - Convener Value Education, Special Invitee |
| 15. Ms. Ruchi Varshney | - Convener Hobbies Club, Special Invitee |
| 16. Ms. Suchita Saxena | - Convener Literary Society, Special Invitee |
| 17. Mr. Sanjeev Gupta | - Convener Alumni Association, Special Invitee |
| 18. Dr. Lalit Mohan Trivedi | - Assistant Professor, AS&H, Special Invitee |
| 19. Ms. Pallavi Kashyap | - Student |
| 20. Mr. Sohan Lal | - Parent |
| 21. Mr. Surender Kumar Yadav | Office Superintendent, Academic |
| 22. Mr. Rakesh | Public Relation Officer |

The following points discussed in the meeting:-

- Item No. 1** Minutes of the last meeting held on 09th June 2023 were confirmed.
- Item No. 2** Action taken on the minutes of IQAC meeting held on 09th June 2023 were reported and noted.
- Item No. 3** Discussion on suggestions given by Board of Governors (BOG) meeting.

All the suggestions given by members of Board of Governors were discussed in length.

- Item No. 4** Status of Admission 2023-24.

Matter was discussed in detail. Admission of 2023-24 is in progress and process will be completed by the end of September 2023. Director MIT

Director
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Ram Ganga Vihar, Phase-II, Moradabad-244001

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asked HODs of core branches to focus on admission and make efforts to achieve target of filling minimum 50% seats.

It is reported by Admission counselor that next year admission plan preparation will start from October 2023. It is suggested that Admission Convener will get budget and action plan approved by Management by the month of September 2023. It is also discussed that Core Branch will be focused.

Item No. 5 Plan of Placement 2024.

It is decided that PDP Classes will start for 2nd & 3rd year students. Boot Camp and other training will be schedule on time. Put up activity Calendar of Placement 2024.

It is decided that Tie-up of companies for placement. Prepare new suggestion and start the preparation for Super-30 and contact to Alumni for help in placement.

It is also decided that the all HODs sent a report for two additional courses.

Item No. 6 Preparation of Induction Program of 1st year.

Matter was discussed and decided that Induction program will be held from 1st September to 16th September 2023. Orientation program will be held on 1st September 2023. Chief Guest is to be decided for this program.

It is decided that Dean TP & CA will arrange 12 Industries Expert/HR for giving expert lecture in Induction program for motivation of 1st year students. Mr. Sanjeev Gupta will arrange 12 Alumni for expert lecture. Detail plan of Induction program will be given by Dr. Manish Saxena, HOD AS&H.

Item No. 7 Commencement of 2nd, 3rd & 4th year classes.

It is decided that registration and commencement 2nd, 3rd and 4th year are as follows:-

- 1) Registration of 4th year students will held on 28th August 2023 and commencement of classes on 29th August, 2023.
- 2) Registration of 3rd year students will held on 1st September 2023 and commencement of classes on 2nd September, 2023.
- 3) Registration of 2nd year students will held on 2nd September 2023 and commencement of classes on 04th September, 2023.

Item No. 8 Planning of activities of various clubs/society.

Matter was discussed and decided that conveners of all Societies/club will send a report to Dr. Animesh Agarwal/PRO IQAC/Director. All the Budget must be passed by DOSW/PRO IQAC/Director. All the Budget must be passed by DOSW/PRO IQAC/Director. All the Budget must be passed by DOSW/PRO IQAC/Director.

All Conveners should prepare full activity plan for 2023-24 and submit to DOSW/PRO. It is also decided that all the festivals will be celebrated in Institute will be publicized on social media.

Item No. 9 Preparation of FDP on OBE and NBA.

Matter was discussed and decided that FDP of Computer department is scheduled from 22nd August 2023 to 26th August 2023 in Seminar Hall. The registration link will be sent to faculty members for registration.

Item No. 10 Discussion of Academic Calendar.

Dean Academics will prepare Academic Calendar for the coming session.

Item No. 11 Status of research paper and IIRA 4.0.

Matter was discussed and decided that Dean R&D will submit a status report of research papers and ensure timely conduction of IIRA 4.0.

Item No. 12 Status of compliance report of NBA (ME & CSE).

HOD Mechanical Engineering and Computer Science & Engineering are instructed to fill the compliance report and update all details. They are also required to discuss the details of compliance reports with experts coming in FDP specially Prof. Grover and Prof. Dharmendra.

Item No. 13 Plan to conduct Alumni Meet.

Matter was discussed and decided that Alumni Meet of Batch 2011, 2012, 2013 and 2014 is scheduled on 14th October 2023. Incharge Alumni, Mr. Sanjeev Gupta said that 180 Alumni has already confirmed their consent. Director, MIT suggested that its number should be increased upto 200 and more. It is also suggested to prepare the plan of next Alumni Meet in Pune.

Item No. 14 Any other matter with the permission of the Chair.

- 1) Infrastructure of Startup Cell is to be increased. Startup Committee should be reconstituted. NISP policy will be framed at the earliest.
- 2) Student, Staff and faculty will watch the live telecast of Landing of Chandrayan-3 on 23rd August 2023.
- 3) It is decided that Booklets of placed student of last three years will be printed for Admission Cell by Dean T P & CA.
- 4) It is decided that Invitation Committee will send a invitation letter to BOG members for special program like Utkarsh etc.
- 5) Director, MIT advised to all faculty & staff members ~~Not to go outside~~ the campus except for lunch hour and not to come late ~~to Institute~~ **Institute of Technology**

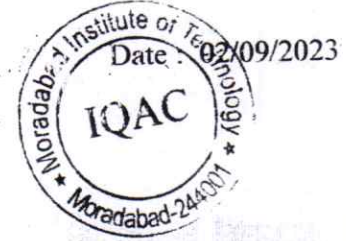
The meeting ended with thanks to the chair.


Coordinator, IQAC

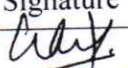
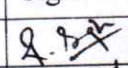
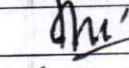
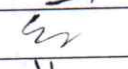
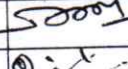



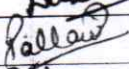
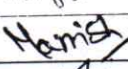
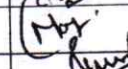
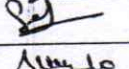
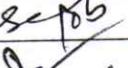
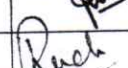
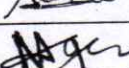

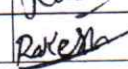
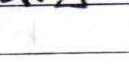





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Copy to :-

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



Above minutes are thoroughly checked And Confirmed.

Name	Signature	Name	Signature	Name	Signature
Prof.(Dr.) Rohit Garg		Dr. Rahul Singh		Ms. Suchita Saxena	
Mr. Sudhir Gupta		Mr. Vikas Kumar		Mr. Sanjeev Gupta	
Dr.Kshitij Shinghal		Mr. Ritesh Kumar Srivastav		Dr. Lalit Mohan Trivedi	
Dr.Manish Saxena		Dr.Pratosh Kumar Awasthi		Ms. Pallavi Kashyap	
Dr. Manish Gupta		Dr. Manuj Kumar Agarwal		Mr. Sohan Lal	
Mohd.Saqib Qadeer		Mr. Pavendra Kumar		Mr. Surender Kumar Yadav	
Dr. Rajul Misra		Ms. Ruchi Varshney		Dr. Animesh Agarwal	
Dr. Munish Chhabra		Mr. Rakesh			


Director
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