



INTERNAL QUALITY ASSURANCE CELL (IQAC)
MEERUT INSTITUTE OF ENGINEERING AND TECHNOLOGY

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Date: 25.10.2019

Minutes of the proceedings of the 4th IQAC Meeting held on 19th October 2019 at 10.00 AM in the Board Room (Academic Block A).

Following members were present:

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|------------------------------|------------------------------|
| 1. Mr. Puneet Agarwal | (Vice Chairman, MIET Meerut) |
| 2. Dr. Mayank Garg | (Chairman – IQAC) |
| 3. Dr. Devendra.Kumar Sharma | (Advisor – IQAC) |
| 4. Mr. Girish Tyagi | (Coordinator- IQAC) |
| 5. Dr. Tushar Jain | Member |
| 6. Dr. Amit Ahuja | Member |
| 7. Dr. Vipin Garg | Member |
| 8. Dr. Anku rGarg | Member |
| 9. Dr. Neha Mittal | Member |
| 10. Dr. Nishant Kumar | Member |
| 11. Ms. Babli Kumari | Member |
| 12. Ms. Nidhi Agarwal | Member |
| 13. Mr. Shiv Poogan Singh | Member |
| 14. Mr. Assem Jain | Member |
| 15. Mr. Aman Dayal | Member |

The Chairperson of IQAC Dr. Mayank Garg welcomed all the members of the Internal Quality Assurance Cell (IQAC) and also highlighted the importance of the meeting. Then Director requested Mr. Girish Tyagi, Coordinator- IQAC to present the details as per the agenda of the 4th IQAC meeting.

The points discussed in the meeting are hereunder:-



Agenda 4.1 & 4.2: To approve minutes of the 3rd IQAC meeting held on 30.03.2019 & to review the status of action taken on minutes of 3rd IQAC Meeting.

- The minutes of the 3rd IQAC meeting which was held on 30.03.2019 were briefly summarized by the Coordinator - IQAC and Chairperson of IQAC had given some useful suggestions about the action taken of the previous IQAC meeting.

Agenda 4.3: To discuss the need of change of format of academic audit.

The academic audit is used to conduct all the departments and this was discussed and some points were suggested to monitor academic progress in a detailed way. Hence revision in the format of academic audit report was proposed.

Agenda 4.4: To report performance of students in competitive examination (2019 Batch passed out).

Performance of students in competitive examination (2019 Batch Passes out) was proposed to be reviewed as many departments have conducted GATE classes for guidance.

Agenda 4.5: To assess the PO attainment of different department of 2019 passed out batch of all the courses.

- All the members are agreed and decided the PO attainment of different department of 2019 passed out batch of all the courses. Chairperson inform all the HODs and IQAC Coordinator to inform all the faculty members about the same,

Agenda 4.6: To review and assess the placement of 2019 batch passed out and comparison to the previous year.

- All the members were discussed about the placement activity of 2019 batch passed out and IQAC Coordinator presented the previous year placement record. Vice Chairman expressed his views and informed the HODs to give more training to all the students in coming academic session.



Agenda 4.7: To assure the achievement of PEOs from alumni data base.

- All the members was discussed this matter and decided that all the Alumni database analyzed properly in prescribed format and used to validate the PEO's and should be represented in the next meeting.

Agenda 4.8: To discuss the proposal for upcoming event under IQAC.

- The following proposal were discussed the various events shall be conducted under IQAC.
 - Getting membership of quality council of India (QCI)
 - Establishment of NABL accreditation lab for testing.
 - Organization of one day seminar on quality assurance of educational institute.
 - Plan to conduct guest lecture on innovation on pedagogy.
 - To consider and approve parameter covered in the half yearly report "Vetting"
 - Approval the new formats for SWOC analysis of the department.

Agenda 4.9: To consider any other item with permission of the chair.

- Discussed and finalized about the replacement of logo of MIET group of institution with MIET original logo.
- Fast learner, slow learner, their remedial classes, innovation in pedagogy should be added and the students' progress shall be monitored on regular basis.
- It is decided that Copyright to be included in patent column.
- Feedback on curriculum during pandemic and its analysis is to be carried out.
- Data of faculty joined or left should be included.

Finally the **IQAC Coordinator, Mr. Girish Tyagi** proposed the vote of thanks to the chair and the meeting came to an end.



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Chairperson- IQAC
MIET, Meerut.