



Ref. No: - MIET/IQAC/01

Date: 07.08.2021

Minutes of the proceedings of the 7th IQAC Meeting held on 31st July 2021 at 09.30 AM in the Conference Room (Academic Block A).

Following members were present:

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| 1. Shri Vishnu Saran | (Chairman – MIET Group of Institutions) |
| 2. Shri Puneet Agarwal | (Vice Chairman – MIET Group of Institutions) |
| 3. Dr. Mayank Garg | (Executive Director & Chairperson – IQAC) |
| 4. Dr. Arun V. Parwate | (Coordinator – IQAC) |
| 5. Prof. Santosh Kumar Das | (Dean Academics) |
| 6. Mr. Vibhore Agarwal | (External Member – Industry Expert) |
| 7. Dr. Devendra Arora | (Professor & Dean – MIET Business School) |
| 8. Dr. Nitin Sharma | (Professor & Principal, Department of Pharmaceutical Technology) |
| 9. Dr. Sunil Kumar | (Professor & Head, Department of CSE) |
| 10. Dr. Neha Mittal | (Professor & Head, Department of ECE) |
| 11. Dr. Avdesh Singh Pundir | (Associate Professor & Head, Department of CH) |
| 12. Dr. Sidharth Jain | (Associate Professor & Head, Department of ME) |
| 13. Mr. Avinash Kumar | (Assistant Professor & Head, Department of EE) |
| 14. Dr. Swati Sharma | (Associate Professor & Head, Department of IT) |
| 15. Mrs. Beena Sachan | (Assistant Professor & Head, Department of MCA) |
| 16. Mr. Gaurav Goel | (Associate Dean, First Year) |
| 17. Dr. Mohd. Asif Siddiqui | (Assistant Professor & Head, Department of Biotechnology and Microbiology) |
| 18. Dr. Amit Ahuja | (Professor, Department of ECE) |
| 19. Dr. Vipin Kumar Garg | (Professor, Department of Pharmaceutical Technology) |
| 20. Dr. Ashima Kathuria | (Associate Professor, Department of Biotechnology) |
| 21. Ms. Rupali Sharma | (Assistant Professor, Department of Pharmaceutical Technology) |
| 22. Mr. Rohit Aggarwal | (Assistant Professor, Department of CSE) |
| 23. Mr. Nomendra Tomar | (Assistant Professor Department of ME - On QIP Study Leave) |

24. Mr. Shailendra Singh	(Assistant Professor, Department of CSE)
25. Mrs. Akansha Agarwal	(Head, Training and Placement Department)
26. Mr. Sanjay Vashisth	(Registrar - HR)
27. Mr. Shivpoojan Singh	(Registrar - Students Affairs)
28. Mr. Piyush Gupta	(Centre Superintendent – Examinations)

The Executive Director & Chairperson of IQAC Dr. Mayank Garg welcomed all the members of the Internal Quality Assurance Cell (IQAC) and then requested Dr. Arun V. Parwate, Coordinator - IQAC to present the details as per the agenda of the 7th IQAC meeting. Dr. Arun V. Parwate highlighted the importance of the IQAC meeting and introduced the new members to the forum. The Coordinator - IQAC then presented a detailed powerpoint presentation as per the agenda of the meeting.

The points discussed in the meeting are hereunder: -

Agenda 7.1: To Confirming the Minutes of the last IQAC Meeting held on 21.11.2020

- The minutes of the 6th IQAC meeting which was held on 21.11.2020 were briefly summarized by the Coordinator of IQAC.
Read and approved.

Agenda 7.2: To Review the NBA Accreditation Status of all the Departments.

- The present status of the accreditation by NBA has been discussed. At present, 4 UG departments namely Information Technology, Electronics & Communication Engineering, Biotechnology and Pharmaceutical Technology have been accredited by NBA. Further, three UG Departments namely Computer Science & Engineering, Mechanical Engineering and Electrical & Electronics Engineering have submitted their Self Assessment Report (SAR) and currently waiting for the expert visit. The earlier NBA Expert visit of the above three programs which was scheduled to take place in the last week of April 2021 was postponed due to pandemic situation. Now all the three UG departments (CSE, EE & MECH) are getting ready to face forth coming NBA expert visit.
- Other departments which have not been accredited or not applied for accreditation to NBA till now were suggested to start preparing for the same by the Chairman and Vice- Chairman.
- It was also suggested by The Chairman that the NBA authorities shall be communicated regarding relaxation of admission intake constraint in the NBA

pre-qualifier and a letter for the same should also be submitted to AICTE and Uttar Pradesh Federation of Engineering Colleges. In this regard, letter shall be sent to the NBA authority shortly.

Agenda 7.3: To discuss the status of Re-Assessment of NAAC grade and the Present position for the preparation of Self Study Report (SSR) and also the status of data collection.

- Coordinator- IQAC informed all the members about the preparation for the submission of NAAC re-assessment and Departmental Committees have already been formed. Two review meetings of the different departmental committees have been conducted till now. Self Study Report (SSR) shall be prepared before 31st August 2021.
- To analyze the present status of NAAC re-assessment work and data collection position, it was suggested that an internal audit will be conducted by Dr. Alok Chauhan, Director, MIT and his team in the month of August 2021.
- Based on the result of internal audit if institute are getting the score more than 3.2 CGPA then the management would decide whether to go for NAAC re-assessment process or not.
- AQAR for 2019-20 shall be submitted to the NAAC upto 31st August 2021.

Agenda 7.4: To review & discuss the SWOC analysis about the institution by the NAAC Peer Team in their previous 2018 visit

- The IQAC Coordinator explained SWOC analysis as given by the NAAC Peer Committee during the first cycle of accreditation in the year 2018.
- The External Member, Chairman, Vice Chairman & Director gave their valuable suggestions for the further improvement in the institution development.
- For newly joined faculties an orientation program should be organized two times in an academic year along with a formal mentoring system and a welcome kit.
- Research assistantship policy already available in the institute for PG students should be publicized.
- It was suggested that an Industrial Visit Calendar shall be designed (once in a semester) and finalized at departmental level for all the students. The Industrial visit should be much specified and in order to find out the problem statement of the industries.
- The final year students projects should target the identified problem statement of

the industries. The live projects can also be showcased to industry personnel. It was also mentioned that these final year projects can freeze in third year only.

Agenda 7.5: To discuss about the important activities that took place in the institution since the last IQAC meeting.

- The IQAC Coordinator clearly explained the various activities that took place in various departments in tabular column format. The suggestions were received by the members and noted by all the HODs.
- More numbers of Alumni talks should be organized by departments to strengthen the student alumni interactions.
- Faculty Development Programs sponsored by different Govt. agencies are less, so to improve this at least two FDP's should be organized by each department in every academic session. The screening of proposals should also be strengthened to further improve the proposal quality.
- To emphasize the proper documentation of the data, UGC formats shall be converted into Google Forms and shared live to the departments under the responsibilities of the respective HODs.
- Executive Director informed all the HODs that the summer internship and mini projects for the student should be carried out regularly with proper assessment.

Agenda 7.6: To review the faculty joining and relieving the institution (Department-wise) from July 2020 to June 2021.

- HODs of respective departments should analyze the reasons for relieving of faculties, whether they are leaving voluntarily or involuntarily.
- Cadre ratio and retention of old and new faculties to be done separately also the year wise.
- Read and Ratified.

Agenda 7.7: To review the available Department-wise Faculty Position in the institution.

- IQAC Coordinator discussed the number of faculty members available in the institute department wise. Cadre ratio and deficiency in the number of faculty members were also discussed.
- The Chairman & Vice Chairman suggested to fill the existing faculty shortage position in all the departments as per the norms of AICTE & AKTU.

Agenda 7.8: To review the Status of Faculty Pursuing Higher Studies.

- Read the details by IQAC Coordinator.
- The Vice Chairman suggested that there is a need of quality check of the University from where the faculty members are pursuing their higher studies.

Agenda 7.9: To Review the Status Report on Courses Offered, Admission Report, Quality of Students Admitted in First Year (UG & PG) and the Total Student Strength in the institution (Last 3 Years).

- IQAC Coordinator presented the details in a very elaborated manner. Some the suggestions were received by the members and the same as summarized below: -
- The marks analysis of Physics, Chemistry and Mathematics should be categorized for the students taking admission in first year.
- It will be appreciated if some of the faculty members can design courses for industry professionals.
- Analysis of sharp fall in the admissions from 2017-18 to 2018 -19 should be done still in the better way.

Agenda 7.10: AKTU Examination Results for the Odd Semester 2020-21 and the comparison with other college results.

- Read and Ratified.
- The Chairman and the Vice Chairman were given some useful suggestions to the HODs for the further improvement in student results.
- Dean Academics informed that some necessary steps to be taken to improve the result of second year of all the departments.

Agenda 7.11: To Review the Students Placement in the academic year 2020-21.

- Students should be motivated regarding placements.
- HODs and Placement Coordinators of respective departments should take concern about the non-placed students with reasons.
- Read and Ratified.

Agenda 7.12: To discuss the Academic Audit Report for the academic year 2020-21.

- IQAC Coordinator explained in detailed manner about the procedure which was carried out during the conduction of academic audit. Also showned the audit

reports of various departments.

- Also explained the procedure and modalities carried out for the NBA audits for CSE, EE and Mechanical Departments.
- The number of publications should be differentiated as SCI or Scopus indexed.

Agenda 7.13: Important Circulars/ Letters on Policy Matters received from AICTE, AKTU, Government Agencies, etc.

- Read and Ratified.
- Suggested that the functionality of the IPR cell should also be incorporated in the IQAC.

Agenda 7.14: To discuss the Proposed Future Plan for the next 3 years.

- Read the details about proposed future plan for the institution.
- The Outcome Based approach should be promoted in the institution.
- The Chairman and Vice Chairman suggested to have planned fortnight meetings of HODs, Academic Coordinators and higher officials with specified agenda.
- Department wise strengths should be highlighted.

Agenda 7.15: To consider any other matters with the permission of the Chair.

Following points were also discussed and the suggestions given by the Chairman and the Vice Chairman are summarized as below:

- New committees should be defined with their roles and responsibilities.
- A meeting for the faculty members should be organized and addressed to all by the Dean Academics with the predefined agenda to be followed in upcoming session onwards.
- Chairman suggested that the next IQAC meeting should be scheduled after 3 months. The IQAC Coordinator has agreed for this Chairman suggestion.

Finally, the **IQAC Coordinator, Dr. Arun V. Parwate** proposed the Vote of Thanks to the Chair and the meeting came to an end.



Dr. Arun V. Parwate
Coordinator- IQAC
MIET, Meerut

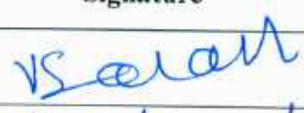
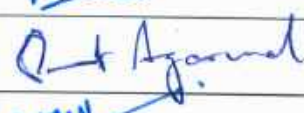
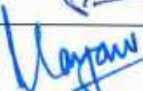
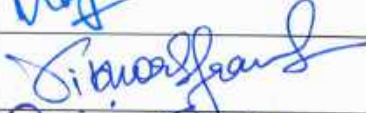
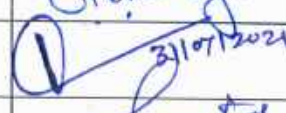
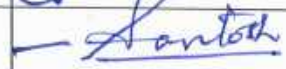
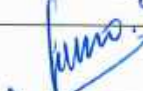
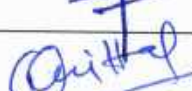
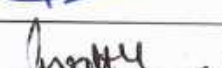
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Dr. Mayank Garg
Chairperson- IQAC
MIET, Meerut



Meerut Institute of Engineering & Technology, Meerut
7th IQAC Meeting on 31.07.2021

S.No	Name	Designation	Signature
1.	Shri. Vishnu Saran	Chairman, MIET Group of Institutions	
2.	Shri. Puneet Agarwal	Vice- Chairman, MIET Group of Institutions	
3.	Dr. Mayank Garg	Director- MIET, Chairperson-IQAC	
4.	Mr. Vibhore Agarwal	Managing Director, Multimax Engineering Work	
5.	Dr. Arun V. Parwate	IQAC- Coordinator	
6.	Prof. Santosh Kumar Das	Dean Academics	
7.	Dr. Devendra Arora	Professor & Dean MIET Business School	
8.	Dr. Amit Kumar Ahuja	Professor, Department of ECE	
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19.	Dr. Vipin Kumar Garg	Professor, Department of Pharmaceutical Technology	

20.	Dr. Ashima Kathuria	Associate Professor, Department of BT	<i>Ashima</i>
21.	Ms. Rupali Sharma	Assistant Professor, Department of Pharmaceutical Technology	<i>Rupali</i>
22.	Mr. Rohit Aggarwal	Assistant Professor, Department of CSE	<i>Rohit</i>
23.	Mr. Nomendra Tomar	Assistant Professor, Department of ME – On QIP Study Leave	<i>Nomendra</i>
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26.	Mr. Sanjay Vashisth	Registrar – HR	<i>Sanjay</i>
27.	Mr. Shivpoojan Singh	Registrar – Student Affairs	<i>Shivpoojan</i>
28.	Mr. Piyush Gupta	Centre Superintendent- Examinations	<i>Piyush</i>

