

**MODERN INSTITUTE OF TECHNOLOGY
DHAIWALA, RISHIKESH**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF 1st MEETING (2021-22)**

A meeting of the IQAC was called upon by the IQAC Co-Ordinator, MIT in A-Block on 07/07/2021 at 11:30 a.m. The meeting was presided over by IQAC Co-Ordinator Dr. Jyoti Juyal. The following members were present in the meeting.

Dr. Jyoti Juyal

Dr. Koushalya Dangwal

Mrs. Gita Chandola

Dr. L.M.Joshi

Mr. Pradeep Pokhriyal

The meeting was held to discuss the action taken on the agendas discussed in the 4th meeting of IQAC held on 25/06/2021 and discuss the current activities undertaken in the Plan of Action (POA) for the upcoming year. The following agendas were discussed in the meeting.

1. To confirm on the minutes of the 4th meeting of IQAC held on 25/06/21.
2. To discuss the Plan of Action (POA) for the coming year.
3. To review the work done by different departments.

The minutes of the meeting are as follows:

The meeting commenced with the welcome address by the IQAC Co-Ordinator.

1. **To confirm on the minutes of the 4th meeting of IQAC held on 25/06/21.**

The Coordinator briefed the minutes of the 4th meeting of the session 2020-21 held on 25/06/2021. The minutes were circulated among the members and confirmed.

2. **To discuss the Plan of Action (POA) for the coming year.**

All the members discussed on the activities to be undertaken in the Plan of Action for the upcoming session. The suggestions given by the members were approved by all and a Plan of Action was formulated which was circulated among all.

3. To review the work done by different departments.

The work done by each department was reviewed and many new suggestions were proposed by the IQAC members for the smooth functioning of the departments as well as the institution. All the departments were asked to take initiatives for organising online seminars and workshops.

The IQAC coordinator proposed the vote of thanks and the meeting ended with a positive note.



IQAC Coordinator



Director, MIT

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF 2nd MEETING (2021-22)**

A meeting of the IQAC was called upon by the IQAC Co-Ordinator, MIT in A-Block on 27/11/2021 at 11:30 a.m. The meeting was presided over by IQAC Co-Ordinator Dr. Jyoti Juyal. The following members were present in the meeting

Dr. Jyoti Juyal

Dr. Koushalya Dangwal

Mrs. Gita Chandola

Dr. L.M.Joshi

Mr. Pradeep Pokhriyal

The meeting was held to discuss the action taken on the agendas discussed in the 1st meeting of IQAC held on 07/07/2021 and discuss on the current activities undertaken in the Institution. The following agendas were discussed in the meeting.

1. To confirm on the minutes of the 1st meeting of IQAC held on 07/07/2021.
2. To fill in the details of NCTE PAR 2020-21.
3. To fill in the details of HNBGU affiliation.
4. To discuss the innovative processes adopted by the Institution in Teaching, Learning and Innovation.

The minutes of the meeting are as follows:

The meeting commenced with the welcome address by the IQAC Co-Ordinator.

1. **To confirm on the minutes of the 1st meeting of IQAC held on 07/07/2021.**

The Coordinator briefed the minutes of the 1st meeting of the session 2021-22 held on 07/07/2021. The minutes were circulated among the members and confirmed.

2. **To fill in the details of NCTE PAR 2020-21**

The NCTE portal is open for filling the PAR form. The respected members responsible for the same were guided for necessary process and procedure to fill the NCTE-PAR form.

3. To fill in the details of HNBGU affiliation.

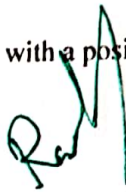
The affiliation process from HNBGU is under process. The respected members responsible for the affiliation process were guided for necessary process and procedure.

4. To discuss the innovative processes adopted by the Institution in Teaching, Learning and Innovation.

All the members discussed on the different methods adopted to impart knowledge to the students. It was also discussed to identify slow learners in the classes and arrange for their extra sessions. It was also discussed to inculcate digital or computer based teaching methods with traditional chalk and talk methods.

The IQAC coordinator proposed the vote of thanks and the meeting ended with a positive note.


IQAC Coordinator


Director, MIT

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF 3rd MEETING (2021-22)**

A meeting of the IQAC was called upon by the IQAC Co-Ordinator, MIT in A-Block on 18/01/2022 at 11:30 a.m. The meeting was presided over by IQAC Co-Ordinator Dr. Jyoti Juyal. The following members were present in the meeting

Dr. Jyoti Juyal

Dr. Koushalya Dangwal

Mrs. Gita Chandola

Dr. L.M.Joshi

Mr. Pradeep Pokhriyal

The meeting was held to discuss the action taken on the agendas discussed in the 2nd meeting of IQAC held on 27/11/2021 and discuss on the current activities undertaken in the Institution. The following agendas were discussed in the meeting.

1. To confirm on the minutes of the 2nd meeting of IQAC held on 27/11/21.
2. To reconstitute the IQAC committee
3. To review the different committees at Institute level.
4. To complete the SDSU Affiliation Process

The minutes of the meeting are as follows:

The meeting commenced with the welcome address by the IQAC Co-Ordinator.

1. **To confirm on the minutes of the 2nd meeting of IQAC held on 27/11/21.**

The Coordinator briefed the minutes of the 2nd meeting of the session 2021-22 held on 27/11/2021. The minutes were circulated among the members and confirmed.

2. **To reconstitute the IQAC committee.**

Due to the sad demise of the secretary of the Modern School Society, Sh.H.G.Juyal, there was a need to reconstitute the IQAC committee. Hence, the committee was reconstituted.

3. To review the different committees at Institute Level.

Due to the change in the staff members in different departments there was a need to review the different committees at Institute Level to ensure smooth functioning of the committees. Hence suggestions were invited from the staff members and the committees were reconstituted.

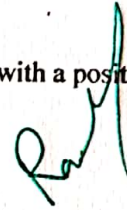
4. To complete the SDSU Affiliation Process

The affiliation process from SDSU is under process. The respected members responsible for the affiliation process were guided for necessary process and procedure.

The IQAC coordinator proposed the vote of thanks and the meeting ended with a positive note.



IQAC Coordinator



Director, MIT

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**INTERNAL QUALITY ASSURANCE CELL (IQAC)
MINUTES OF 4th MEETING (2021-22)**

A meeting of the IQAC was called upon by the IQAC Co-Ordinator, MIT in A-Block on 26/04/2022 at 11:30 a.m. The meeting was presided over by IQAC Co-Ordinator Dr. Jyoti Juyal. The following members were present in the meeting

Dr. Jyoti Juyal

Dr. Koushalya Dangwal

Mrs. Gita Chandola

Dr. L.M.Joshi

Mr. Pradeep Pokhriyal

The meeting was held to discuss the action taken on the agendas discussed in the 3rd meeting of IQAC held on 18/01/2022 and discuss on the current activities undertaken in the Institution. The following agendas were discussed in the meeting.

1. To confirm on the minutes of the 3rd meeting of IQAC held on 18/01/2022.
2. To spread awareness about admission procedure through CUET
3. To focus on extension and outreach programmes.

The minutes of the meeting are as follows:

The meeting commenced with the welcome address by the IQAC Co-Ordinator.

1. **To confirm on the minutes of the 3rd meeting of IQAC held on 18/01/2022.**

The Coordinator briefed the minutes of the 3rd meeting of the session 2021-22 held on 18/01/2022. The minutes were circulated among the members and confirmed.

2. **To spread awareness about admission procedure through CUET**

The members discussed on the need to spread awareness about admission procedure through CUET. As this was the first time that CUET has been introduced for admission in various UG and PG courses, the students are in the state of confusion and many students from the backward area are unaware about the admission process, hence the faculty

members were asked to pay attention towards the admissions and advertise it in the local newspapers

3. To focus on extension and outreach programmes.

The members also discussed about various extension and outreach programmes to be organised as per the academic calendar. The proposed extension and outreach programme will connect the Institution with the community.

The IQAC coordinator proposed the vote of thanks and the meeting ended with a positive note.



IQAC Coordinator



Director, MIT

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**ACTION TAKEN REPORT ON
DECISION OF IQAC MEETING 2021-22**

Meeting Date	Decision Taken	Action Taken
07/07/2021	Plan of Action Discussed for the Session 2021-22	<ul style="list-style-type: none"> ● The meeting was held after the Institute reopened after the Covid Pandemic. The IQAC discussed the POA to be undertaken by the Institute for next academic year. ● The Institute organised many extension activities for the students both through online and offline mode.
27/11/2021	Confirmation of 1 st meeting of IQAC for the session 2021-22 and discussion on activities planned under POA 2021-22	<ul style="list-style-type: none"> ● Confirmation of the minutes of 1st meeting by all the members. ● Different extension activities were carried on. ● The NCTE-PAR and HNBGU Affiliation details were filled and forwarded to the concerned authority. ● Introduction of new methods of online teaching through various apps. Trainings were conducted for the students and teachers to acquaint themselves with this new method of teaching. Hybrid method of teaching was also adopted for the benefit of the students.
18/01/2022	Confirmation of 2 nd meeting of IQAC for the session 2021-22	<ul style="list-style-type: none"> ● Confirmation of the minutes of 2nd meeting by all the members. ● Seminar and workshops for the benefit of the students and teachers were organised. ● The IQAC committee was reconstituted. ● The progress of the activities planned was tracked and further activities were chalked out.
26/04/2022	Confirmation of 3 rd meeting of IQAC for the session 2021-22	<ul style="list-style-type: none"> ● Confirmation of the minutes of 3rd meeting by all the members. ● Creating awareness about admission process through CUET by the faculty members. ● Organising extension activities for the students. ●