



Minutes of the Internal Quality Assurance Cell (IQAC), Meeting on 22nd December 2018

Item-1	<p>Compliance status and confirmation of minutes of previous meeting held on 08.09.18</p> <p>➤ The action taken/compliance report on following 11 points was presented based on the compliance report received from the departments:</p> <ol style="list-style-type: none">1. Continual on-line updating of Annual Progress Report (APR): The link of Annual Progress Report (APR) is being edited/updated continuously by HoDs /assigned faculty members, on line using Google Drive2. Transparency in evaluation of mid-semester examination papers The answer books of mid semester exams have been shown to the interested students and their signatures were taken.3. The Course Outcome (CO) feedback for indirect assessment The on-line CO feedback has been taken for all courses which were offered in this semester using MOODLE. It was observed that some faculty members are still collecting hard copy feedback. This is discouraged and the concerned have been informed accordingly4. Creating Google Citations Accounts of all faculty members and linking it to department page on the institute website The House was apprised that almost full compliance has been achieved on this point.5. The review of Self Assessment Report (SAR) The House was apprised that during the internal review, three departments, Civil, Mechanical and Electrical Engineering were found to qualify for NBA accreditation and it was decided that the pre-qualifiers will be submitted to NBA by these three aspiring departments. The review of SAR is also in process.6. Records of internal marks allotment procedure The House was apprised that departments assign weightage to various parameters like assignments/quiz/internal viva/attendance etc before assigning the internal marks and also to maintain those records for the future. The compliance is reviewed by the HoD and then by the External Academic Auditors in February 2019.7. Conduction of extra classes in courses where the syllabi is incomplete or number of classes conducted are less than prescribed norms Compliance has been achieved by all departments and some displayed time-table for these classes. Faculty members engaged extra classed wherever the students appeared with doubts.8. Conduction of Internal Vivas, checking of student laboratory files Time-Table was displayed for internal viva at the department level and this activity was conducted in all the departments.9. Assignments on MOODLE All the faculty members have uploaded assignments on MOODLE. Some of the faculty members have also encouraged on-line submission of assignments. This practice will be further strengthened in the next semester.10. Quiz on MOODLE The House was apprised that full compliance was obtained on this point. The MOODLE also helps in analysis of results and in identifying weak areas.11. Feedback Collection From Students The House was apprised that faculty members faced difficulties in motivating the students to give on-line feedback on course content and on teacher/teaching learning. Reminders were sent to regular students for completing this activity. A mechanism needs to be developed at the department level for the successful conduction of this important activity. This can be achieved by regular interaction & counselling sessions
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P. Kumar

with students and informing them about the various mechanism that exist for their benefit and for the overall improvement of quality

- The minutes of previous meeting dated 08.09.2018 were confirmed.
- The feedback formats & mechanism to collect the feedback from the students, teachers, parents, alumni and employers was presented and reviewed.
- The House was apprised about the deadlines set for the quarterly Action Taken Reports which will
- The “Activity Calendar” for the routine academic activities, developed by academic development cell of the Institute was presented and approved after discussion. The provision of time-line and monitoring mechanism was appreciated by the House.

Item-2 To apprise the House about the decisions taken in the Academic Council Meeting on 25th October 2018

- The House noted and took into account the following major issues resolved in the Academic Council meeting:

Regarding Flexible Curriculum & MOOCs

1. The House reiterated that additional credits for honours/minor specialization as well as credits for elective courses (DEs & OCs) can be acquired through SWAYAM /NPTEL /MOOC (Massive Open Online Courses) platform based learning in accordance with the guidelines issued by AICTE Gazette notification dated 17th August 2016 for conducting and evaluating courses through the MOOCs. Any amendments issued thereafter will also be followed in totality.
2. According to the Gazette “an Institution can only allow up to 20% of the total courses being offered in a particular program in a Semester through the online learning courses provided through SWAYAM platform”.
3. To obtain “**Honours or Minor Specialization**”, 20 Credits additionally can be completed through SWAYAM /NPTEL / MOOC platform based learning.
4. The SWAYAM shall notify to the Registrars of all the Institutions, on 1st June and 1st November every year, the list of the online learning Courses going to be offered in the forthcoming Semester”
5. The Institutions shall, within 4 weeks from the date of notification by SWAYAM, consider through their Board of Studies (BoS) the online learning courses being offered through the SWAYAM platform and keeping in view the academic requirements, decide upon the courses which it shall permit for credit transfer.
6. After approval of the Academic Council, the list of courses which the students can opt from the MOOCs platform will be displayed on the website well in advance, so that students can select the courses of their choice.
7. For the MOOC courses equivalent credit weightage will be given to the students, for the credits earned through SWAYAM/NPTEL platform in the credit plan of the program w.e.f.

P. Singh

2017-18 admitted batch onwards. For matching the credit requirement with the curricular/scheme requirements, more than one MOOC course can also be selected against an Elective Course, provided that the collective credits are equal to or more than the credit requirement. Also, each such selected course must be of minimum 2 credits.

8. The Institute will also make necessary efforts to develop 3-4 MOOC courses of its own.

Regarding conduction of examination of ex-students on equivalency basis

9. The Academic Council resolved that the examination of ex-students will be conducted on the basis of equivalency w.e.f April-May 2019 examination with the courses of current schemes, as recommended by the respective Board of Studies (BoS). It was also instructed that there should be a "Consent Clause" in the examination form.

Regarding M.E./M.Tech.Dissertations

10. To help the students to apply for jobs, in the interest of the students and to maintain regularity Academic Council resolved that the students will submit the P.G. dissertation only twice a year as per the following details:

Date/Time of Dissertation		
Last date for Submission	Examination	Result Declaration
15 th May	May/June	First week of July
15 th December	December	First week of January

11. It is decided to allow the submission of project reports / dissertation in soft copy (pdf file with scanned copy of candidate declaration and other required certificates).
12. It is further decided that the password protected copy of submitted record (project report/ dissertation) will be preserved in the institute for minimum 10 years duration.
13. M.E. /M.Tech/MUP examination / dissertation viva voce can be conducted using the platforms which are already in use by Higher Education Department / MHRD such as A-View (under NMEICT project) / other similar platforms.
14. It is also decided to make the details such as title, abstract, keywords, public on the website. An abstract in Hindi, consisting of about 250 words will be written at the beginning.

➤ **the House appreciated the resolutions taken by the Academic Council for Flexible curriculum, MOOCs, Soft copy submission of PG dissertations, reforms regarding M.E. Dissertation examination, use of digitization and Information Technology tools in examination.**

Item-3

To apprise the House about the status of Ph.D programmes in the Institute

- (i) The details of applications received for admissions in year 2019-20 under the Quality Improvement Programme (QIP) of Government of India are:

Architecture : 02
 Electrical: 03
 CSE: 07
 Mechanical: 07
 Civil: 01

P. Khosla

- The interviews will be held on 13.02.2019.
- (ii) Institute is selected for AICTE-National Doctoral Fellowship (NDF) Scheme 2019-2020.
 - (iii) Scholarships are being given to qualifying Ph.D students under TEQIP-III. In the previous semester 02 Research Assistantships (RA) were awarded. Advertisement has been floated for the next batch of RAs also for the recently approved list of Ph.D. candidate by the affiliating university.
 - (iv) Half yearly review is being conducted of all the Ph.D. students to monitor their progress and status in September and March.
- **The House recognized the initiatives taken by the Institute to improve the quality at Ph.D. level and also suggested to incorporate the industrial problems and societal challenges as area of research at the level of Ph.D.**

Item- 4 To apprise the house about QIP Short-term courses for faculty development and training approved by the AICTE for financial year 2018-19

The following programmes have been approved:

Programme Duration	Number	Amount Sanctioned
Two week programmes	03 nos	Rs. 27 Lacs
One Week programmes	08 nos	Rs. 52 Lacs

- **The House appreciated the regular conduction of faculty and staff development programmes in the Institute. The House suggested to organize faculty development and training programs in association with renowned industries or inviting experts from Industries for delivering lectures in FDPs..**
- **The House also suggested training of faculty members at Industry site to enhance the interaction with Industries and instructed to prepare an action plan for the Industrial Training of faculty Members.**

Item-5 To review the events conducted by professional society chapters/student clubs during July – Oct. 2018

- **The house appreciated the conduction of following 43 activities, and also suggested to conduct the Hackathon and other competitions for identification and motivation for Innovative skills of students.**

Club Activity Details July - Oct. 2018

S. No.	Name of Club	Activity Name	No. of Activities
1.	ASIMOV Robotics Club	Orientation Pro.	04
		ROBOSYM 2.0	
		Expert Talk	
		One Day Workshop	
2.	Aerospace Club	3 day course on 'Introduction to Aerospace Propulsion'	01
3.	Chemical Engineer's Club	Expert Talk	01
4.	HAM RADIO SOCIETY MITS	WORKSHOP OF ANTENA DESINGING AND FOX HUNT	01

P. Singh

S. No.	Name of Club	Activity Name	No. of Activities
5.	ISTE Students' Chapter MITS	PCB Designing Workshop	04
		AutoCAD Workshop	
		IOT Workshop	
		X Calibre	
6.	IETE Student Forum	Meditation for Stress Management	04
		Motivation lecture on "How to stay focused for "GATE"	
		Maze Solver Robot	
		Seminar on "Digital Transformation & Contribution of Engineers for Society"	
7.	IET Student Chapter	How to Write Patent	03
		EDP in Solar PV Energy	
		Yatse 2.0	
8.	Innovation Cell	स्टार्टअप आईडिया	01
9.	IEEE Student Chapter	Expert Talk by Alumni	03
		Engineers day celebration	
		National Seminar on Digital Transformation of contribution of Engineers for society	
10.	Literary Club	Knowledge Fight	01
11.	MITS Journalism Society	Recruitment	02
		"Your Quote open mic"	
12.	MITS Codewar Club	Pycon 1.0	02
		Code it in Python	
13.	MITS ACM STUDENT Chapter	Recursive Assault	01
14.	NSS Unit	Plantation Programme	02
		Plantation Programme	
15.	Photography Club	Focus, A photography competition	01
16.	Sports Cell	Badminton	08 Competitions at state & Nodal Level
		Basketball	
		Football	
		Table Tennis	
		Volleyball	
		Chess	
		Athletics	
		Basketball	

P. K. Singh

S. No.	Name of Club	Activity Name	No. of Activities
17.	SKYROADS Club	Battlegrounds	03
		Gaming Go	
		Rahasya	
18.	Terrestrial Automobile Development Club	3D Modelling and Animation	01

Item-6 To apprise the House about the conduction of Employability Assessment Test on 4th & 5th December 2018 for final year students

➤ The house accepted the need of employability Assessment Test on regular basis and also suggested to frame the mechanism for corrective measures to increase the Employability of students based on result analysis of assessment test.

Item -7 To apprise the House about the status of SWAYAM/NPTEL On-line Courses (Implementation of on-line learning platforms such as NPTEL (National Programme on Technology Enhanced Learning) /SWAYAM (Study Web of Active learning by Young and Aspiring Minds)

➤ The House recognized the efforts made to implement the SWAYAM/NPTEL on-line courses at Institute. The house also appreciated the participation and success rate of faculty and students in SWAYAM/NPTEL courses.

STUDENT PERFORMANCE

- Total number of students enrolled/registered in MITS : 2021
- Total number of departments participated in NPTEL : 10
- Total number of NPTEL courses run by the various departments : 47
- Number of students appeared in Exam : 452
- Gold Medal(score of 90% and above) : 10
- Elite (score between 60% -89%) : 187
- No of toppers in various courses : 27
- Successfully completed the course(score between 40% -59%) : 215
- No of students qualified : 412(91.2%)

FACULTY PERFORMANCE

Registered	Appeared in exam	No. of faculty members qualified exam					No. of courses
		Gold	Elite	Successfully completed	No of toppers	Completed FDP	
96	32	02	23	07	09	13	21

Item-8 To apprise the House about the status of Proposals submitted to AICTE for Financial assistance

➤ The submission of following proposals to AICTE under AQIS schemes was discussed:

S No	Scheme	Year	Department	Coordinator	Amount(Rs.)
1.	RPS	2018	CSE	Dr Akhilesh Tiwari	21,58,824
2.	RPS	2018	Electronics	Dr. Vandana V Thakre	14,11,765

P. Kumar

S No	Scheme	Year	Department	Coordinator	Amount(Rs.)
3.	RPS	2018	Architecture	Dr.R.K.Pandit	19,76,471
4.	RPS	2018	Electrical	Dr.Hari Mohan Dubey	10,35,294
5.	RPS	2018	Architecture	Dr. Anjali Patil	19,23,529
6.	MODROB	2018	IT	Dr Akhilesh Tiwari	19,95,000
7.	MODROB	2018	Civil	Dr. M.K.Trivedi	15,00,000
8.	MODROB	2018	Electronics	Dr. P.K.Singhal	13,34,118
9.	MODROB	2018	Architecture	Dr.R.K.Pandit	20,00,000
10.	MODROB	2018	Mechanical	Dr.C.S.Malvi	19,91,612
11.	STTP	2018	MCA	Dr.R.S.Jadon	4,40,000
12.	HFS	2018	Institute	Dr.R.K.Pandit	3,00,00,000

➤ **The house also discussed the status of Proposals Submitted in 2017-18:**

S No	Scheme	Year of Submission	Department	Coordinator	Status
1.	RPS	2017	Electrical	Dr Laxmi Srivastava	Not Recommended
2.	RPS	2017	Architecture	Dr Anjali Patil	Not Recommended
3.	RPS	2017	Biotech	Dr Sunita Sharma	Not Recommended
4.	RPS	2017	CSE & IT	Dr Akhilesh Tiwari	Not Recommended
5.	RPS	2017	Mechanical	Dr.Pratesh Jaiswal	Not Recommended
6.	MODROB	2017	Architecture	Dr Alok Sharma	Provisionally Recommended
7.	MODROB	2017	MCA	Dr R S Jadon	Not Recommended
8.	GOC	2017	Electrical	Dr. Manjaree Pandit	Provisionally Recommended
9.	PRERNA	2017	Institute	Dr Vikash Shinde	Provisionally Recommended
10.	SC/ST Hostel	2017	Institute	Dr. R.K.Pandit	No information

Item-9 To review the establishment of an on-line event recording portal using Google Forms

- The house appreciated the efforts made to develop online mechanism to collect the information for timely up-dation of information.

Item-10 To review the on-line collection of faculty Science Citation Index (SCI) publication details

- The House appreciated the initiative of collecting data from faculty/departments using on-line mechanism.
- The house was of the opinion that to fulfil the mandatory requirements of various government agencies (NIRF, NAAC, UGC, NPIU, DTE, etc), online information collection on a regular basis from faculty members is the need of the hour, as it increases the speed & efficiency and reduces man hours & paper work.

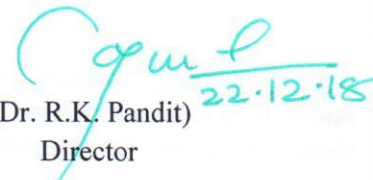
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m-11 **Any other matter with the permission of the Chair**

- **The Director of the Institute informed that, Society of the Institute has decided to start a Management Institute namely “Madhav Institute of Management” w.e.f. 2019-2020 to run MBA program.**
- **The Director informed the House about the initiative taken to appoint Adjunct Faculty in the institute.**
- **The house strongly recommended the following:**
 - Industrial collaborations, meetings and faculty visits at Industries to promote learning with Industries.
 - The class-wise meetings/interactions should be increased for career counselling and to resolve other issues of students.
 - The development of **Advanced Process Control Lab** and industrial collaboration for the same.
 - Cost Effective solution in the Institute through development in the area of robotics and artificial Intelligence for the use of society.
 - Development of advanced help-desk in the Institute with the use of automation and AI.
 - Increase in admissions of NRI students through necessary initiatives by International Affair Cell of the Institute.
 - It was discussed that to strengthen Alumni interaction, alumni meet can be conducted in major metros with a targeted agenda of enhancing student employability and quality improvement.
 - The students should be encouraged to undertake projects directly benefitting the society, particularly farmers and people in villages.
 - **The Alumni member of the IQAC suggested employing marketing strategies of the Institute for ranking of the Institute.**


22.12.2018

(Dr. Pratesh Jayaswal)
Coordinator, IQAC


22.12.18

(Dr. R.K. Pandit)
Director