

## Minutes of the Meeting

A sixteenth meeting of IQAC was held on 06.08.2024 at 4:00 P.M. Online/Offline in IQAC Office of Kanpur Institute of Technology. Meeting was chaired by Dr. Brajesh Varshney, Chairperson of IQAC. Following members attended the meeting:

1. Dr. Brajesh Varshney	Chairperson	Present
2. Sh. Vipul Jain	Management representative	Absent
3. Dr. Rakesh Kumar Pandey,	Dean, Administration	Present
4. Dr. Neeraj Mishra,	Dean, Academics	Present
5. Dr. Ritu Kumari Singh,	Dean, Student Welfare	Present
6. Dr. Vivek Srivastava,	Dept. of Mechanical Engg.	Present
7. Mr. Rahul Singh	Dept. of Computer Science & Engg.	Present
8. Mr. Faraz Khan,	Dept. of Business Administration	Present
9. Mr. Mohd. Arif	Dept. of Electrical & Electronics Engg.	Present
10. Mr. Anurag Trivedi,	Registrar	Present
11. Mr. Khalid Mohammad,	Manager-Internal Audit	Present
12. Mr. Mohd. Arif,	Accreditation Coordinator	Present
13. Mr. Praveen Kumar Dwivedi	Assistant System Admin.	Present
14. Ms. Anita Sharma,	Librarian	Present
15. Dr. Sanjay Mahendru,	Psychiatrist, Mahendru Psychiatric Center	Present
16. Ms. Shweta Yadav	Alumni	Absent
17. Ms. Ishitta Sarkar	Student	Present
18. Mr. Akash Bhardwaj	Employer	Present
19. Ms. Simi Agarwal	Industrialist	Present
20. Mr. Mohammed Ahmad Khan	Stakeholder	Absent
21. Mr. Raj Kishore Maheshwari	Stakeholder	Present
22. Ms. Nidhi G. Kapoor	IQAC Coordinator	Present

Chairperson Dr. Brajesh Varshney (Director) welcomed the members for participating in the meeting. Ms. Nidhi G. Kapoor, Coordinator of IQAC started the proceedings of the meeting.

The following points were discussed in the meeting:

**Agenda 1: To verify the minutes of the fifteenth meeting.**

As no suggestions were received, minutes of 15<sup>th</sup> IQAC meeting are approved.

**Agenda 2:- To fill AQAR for 2023-24**

Ms. Nidhi G. Kapoor informed that the institute has to fill the NAAC AQAR for the AY 2023-24 before 31<sup>st</sup> December 2024. All the Criteria Heads are requested to start collecting the data for the same.

**Agenda 3:- To introduce newly designed curriculum**

Director Dr. Brajesh Varshney informed that the institute has implemented the newly designed autonomous course curriculum to its regular practice and knowledge will be imparted to the students on the basis of this syllabus.

**Agenda 4:- Formation of various Statutory/Non-Statutory Committees.**

Ms. Nidhi G. Kapoor has informed that the various Statutory/ Non-Statutory Committees as per UGC Regulations have been formed for the session 2024-25.


**Agenda 4:- Formation of various Regulations in Autonomous College.**


Director Dr. Brajesh Varshney has informed that various Regulations to operate Autonomous Institute smoothly have been prepared.

**Agenda 5:- Suggestions by IQAC Members**

- (i) To conduct training of students for the next placement season and invite industry to the campus for recruitment.
- (ii) To conduct guest lectures and competitions by E-Cell and increase awareness in students regarding incubations and start-ups.

Meeting ended with cup of tea at 5:00 P.M.

  
Ms. Nidhi G. Kapoor  
Coordinator (IQAC)

  
Dr. Brajesh Varshney (Director)  
Chairperson (IQAC)  
Director  
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