

Minutes of the Meeting

The eighteenth meeting of IQAC was held on 10th February, 2025 at 1:30 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	Absent
16. Ms. Shweta Yadav	Alumni	Present
17. Ms. Ishita Sarkar	Student	Absent
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

Dr. Brajesh Varshney, Chairperson, extended a warm welcome to all members for their participation in the meeting. The proceedings were initiated by Ms. Nidhi G. Kapoor, Coordinator of IQAC.

Agenda 1: To verify the minutes of the seventeenth meeting.

As no suggestions were received, minutes of 17th IQAC meeting are approved.

Agenda 2:- Review of Alumni Meet conducted on 28-12-2025

- The committee appreciated the successful execution of the Alumni Meet.
- Alumni feedback regarding curriculum enrichment, internship referrals, and mentoring sessions was discussed.

Resolution:

It was resolved to institutionalize the alumni mentoring program and integrate alumni in placement activities.

Agenda 3:- Planning and Proposal of Convocation Ceremony

- Tentative dates for the upcoming convocation were discussed.
- Departments were instructed to compile list of eligible graduates.

Resolution:

The date finalized for the convocation was 04-04-2025. A convocation committee was formed for coordination.

Agenda 4:- Academic Audit and Teaching Methodology

- Departments were advised to submit mid-semester course delivery reports.
- Review of ICT-enabled teaching implementation.

Resolution:

It was resolved to initiate an internal academic audit by end of March 2025 and encourage use of blended learning platforms.

Agenda 5:- Implementation of Autonomous Guidelines (Phase-wise)

- Emphasis on CO-PO mapping and internal moderation practices.
- Monitoring of Continuous Internal Evaluation (CIE) framework.

Resolution:

The final templates for OBE-compliant course files were shared. Departments are to adopt them starting from the next semester.

The meeting concluded with a vote of thanks at 2:30 P.M.



Ms. Nidhi G. Kapoor
Coordinator (IQAC)



Dr. Brajesh Varshney (Director)
Chairperson (IQAC)

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