

Minutes of the Meeting

A second meeting of IQAC was held on 16.01.2019 at 3:00 P.M. in Conference Hall. Meeting was chaired by Dr. Sadath Ali, Chairperson of IQAC. Following members attended the meeting:

1. Dr. Sadath Ali	Chairperson	Present
2. Sh. Vipul Jain	Management representative	Present
3. Ms Esha Yadav	Assistant Professor	Present
4. Mr. Amit Bharti,	Assistant Professor	Present
5. Ms. Anjali Kushwaha,	Assistant Professor	Present
6. Ms. Fatima Aleem,	Assistant Professor	Present
7. Ms. Akriti Pal,	Assistant Professor	Present
8. Mr. Satendra Kumar Yadav,	Deputy Registrar	Present
9. Mr. Anurag Mishra,	Accounts Dept.	Present
10. Mr. Deepak Singh,	Office Superintendent	Present
11. Mr. Shiv Prakash,	System Administrator	Present
12. Mr. Alok Kumar,	Librarian	Present
13. Dr. S.K. Mishra,	Blood Bank Superintendent, UHM, Kanpur	Present
14. Mr. Shivam Agrawal	Alumni	Present
15. Mr. Shubham Sinha	Alumni	
16. Mr. Shyam Singh	Employer Head- Govt Business Monlycke Healthcare India Pvt. Ltd Mobile No.: 9703137907 Email: shyam.singh@monlycke.com	Present
17. Mr. Pramit Agarwal,	Industrialist Managing Director, India Braids Pvt. Ltd.	Present
18. Mr. Vipin kumar pal	Father of Ankit Kumar	Present
19. Mr. Anwar saidd	Father of Aqsa Sayeed	
20. Ms Swati Trivedi	IQAC Coordinator	Present

The Chairperson Dr. Sadath Ali (Director) welcomed the members for participating in the meeting. Ms Swati Trivedi, Coordinator of IQAC started the proceedings of the meeting.

The following points were discussed in the meeting:


Director
Kanpur Institute of Technology & Pharmacy
A-1, UPSIDC Industrial Area, Rooma
Kanpur-208001

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

- (i) The mission and vision of the institute have been created.
- (ii) To promote the Research & Development Activities, Research & Development Cell has been created. The objective of the cell is to organize the workshop, conference, faculty development program, motivation for research publications, etc.
- (iii) Ms. Fatima Aleem has informed that tree plantation is done in the campus. Moreover, other activities like road safety program, literary activities and cultural activities are being continuously organized.

Agenda-2 : To work out the mechanism for ensuring efficient performance of academic activities on regular basis.

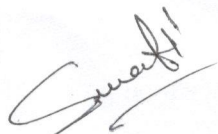
Resolution :- Dr. Sadath Ali, Chairperson of IQAC is emphasized on mechanism required for efficient and periodic progress of academics activities. All committee members discussed the current status and recommended for the decentralization of academics activities.

Members also stressed on enhancing teaching-learning process in various departments. The members suggested on providing students Industry oriented courses apart from the regular syllabus.

Agenda 3: To initiate E-Governance in administration for Administrative reforms

Resolution: Mr. Satendra Kumar Yadav discussed about the digitalization of the administrative reforms of the institute with the help of which the functioning of administration activities like service record of the employees, Leave Records etc can be easily maintained. Faculty also emphasized on digitalization to improve the student's database such as attendance, marks statements, achievements, Training & Placements etc. IQAC Committee members supported the views of above members regarding the need of digitalization required for integrating all academic and administrative activities.

Meeting ended with a cup of tea at 4:00 P.M. with thanks to the Chair.



Ms Swati Trivedi

Coordinator (IQAC)



Dr. Sadath Ali (Director)

Chairperson
Kanpur Institute of Technology & Pharmacy
A-1, UPSIDC Industrial Area, Room 3
Kanpur-208001