



**MANGALMAY INSTITUTE OF MANAGEMENT & TECHNOLOGY**  
(Approved by AICTE, New Delhi & Affiliated to AKTU, Lucknow)  
Knowledge Park-II, Greater Noida (U.P.)

Date: 07.08.2021

**Minutes of Meeting**

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 7<sup>th</sup> August, 2021 at 02:30PM in the Board Room, MIMT.

**Members Present**

Name	Position
Dr. Hitesh Kumar, Professor	Chairperson: Head of the Institution
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Dr. Pooja Goel, Assistant Professor	Member
Mr. Shushil Kumar Maurya, Associate Professor	Member
Mr. Bharat Gahlot, Assistant Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mr. Amit Kumar Jha, Accountant,	Member
Mrs. Shikha Mangal, Mangalmai Foundation Trust	Member

**Agenda Points:**

- Agenda 1 : To approve the minutes of meeting held on 19.02.2021
- Agenda 2 : Proceedings of International Conference
- Agenda 3 : Implementation Status of Academic & Event Calendar 2020-21
- Agenda 4 : ATR of Feedback Analysis 2020-21
- Agenda 5 : Projects & Summer Internship in Academic Session 2020-21
- Agenda 6 : Standard Lecture Plans
- Agenda 7 : Placements
- Agenda 8 : Library Resources
- Agenda 9 : Plan of Action by IQAC
- Agenda 10 : Execution of NAAC Assessment and Accreditation process
- Agenda 11 : Any other items with the permission of Chair

  
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## Deliberations & Decisions taken:

Meeting started with paying of homage to Ex Director Dr. Tushar Kanti, who expired in the month of May'21.

Dr. Hitesh Kumar the Chairperson of IQAC and Director of Mangalmay Institute of Management & Technology welcomed all the members. Director also briefed the house that IQAC Meeting which was due in May 2021 could not be held due to unprecedented circumstances of Covid-19 Lockdown.

### Agenda 1 : To approve the minutes of meeting held on 19.02.2021

The minutes of the meeting held on 19.02.2021 was read and approved.

### Agenda 2 : Proceedings of International Conference

It was appraised to the house that International Conference - "Covid-19 Post Corona Virus Recent Trends, Research, Technologies & Global Future Opportunities" was organized on 22.05.2021 & 23.05.2021. The resource person along with proceedings of the conferences were shared with the members. The house showed satisfaction.

### Agenda 3 : Implementation Status of Academic & Event Calendar 2020-21

The various curricular, co-curricular & extracurricular activities for the academic session 2020-21 organized by the respective departments, committees and clubs were put forward. It was informed that due to pandemic and lockdown, a no. of academic and extracurricular activities were delayed or rescheduled as per the directives of statutory agencies.

Further, the End semester exams of I Year are yet to be started. However, IV Sem exams are going on. The house showed its satisfaction.

### Agenda 4 : Feedback Analysis 2020-21

Recommendations of Feedback Committee meeting dated-19.07.2021 & ADC meeting dated-22.07.2021 was put up:

- (i) To discuss the Action Taken on the feedback received from Students, Faculty, Alumni and Employer for the Academic Session 2019-20 in Academic Session 2020-21

  
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Following activities have been organized in 2020-21:

**Add On Certification Program**

- Certification course "Digital Marketing"
- Certification course "Entrepreneurship"
- Certification Program "French"

**Workshop, Seminar, Industrial Visit, Guest Lecture etc**

- Virtual Workshop on Intellectual Property Rights Awareness and Patent
- Workshop on International Entrepreneurship vs Domestic Entrepreneurship
- One day workshop on startup and entrepreneurship "Fostering Entrepreneurial Mindsets"
- Seminar on "Understanding Intellectual Property Rights and its usage for Industry for Management Students"
- Workshop on Entrepreneurship & Regional Development
- Workshop on Entrepreneurship and Government Support
- Guest Lecture on "Importance of Presentation Skills in Professional Context"
- Guest Lecture :- Common Business Etiquettes for Success at Work
- Online Guest Lecture :- Guest Lecture on Ways to Resolve Workplace Conflicts
- Guest Lecture on "Role of Non-Verbal Communication in Speech Delivery"
- Workshop on Future Technology in IT
- Workshop on "career counselling At the cross Roads – An employee or An Entrepreneur"
- Workshop on career counselling on using Technology Platforms for Job Search
- Career Prospects in Area of HR, Marketing, Finance, International Business & Operations
- Guest Lecture on Recent Trends in Management for career counselling
- Workshop on Different Resume Formats
- Panel Discussion on Life in Corporate by Alumni

- (ii) To discuss the feedback received from Students, Faculty, Alumni and Employer for the Academic Session 2021-22 and action to be taken thereof

**Deliberations & Decision Taken:**

The feedback report of Students, Faculty, Alumni and Employer for the Academic Session 2020-21 was put up by the HoD. A detailed discussion on each of the parameters took place with the identification of following area requiring remedial measures:

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S.No.	Particular requiring improvement	Action Taken	Responsibility
1.	Syllabus equips me with necessary technical skills to face the industry/academia.(Student feedback- Q.04)	1. To be supplemented with Add on Certification Programs.	Director through HoD
2.	Curriculum addresses local, national and global needs.(Faculty feedback- Q.09, Alumni feedback- Q.08)	2. To be supplemented with IT based Workshop, Seminar, Industrial Visit, Guest Lecture etc.	
3.	Curriculum is effective in developing ICT & communication skills. (Alumni feedback- Q.05)		
4.	Communication skills of the students are as per the desired expectations. (Employer feedback- Q.03)		

(iii) (a) The Syllabi of Add-On Certification Courses to be retained from Academic session 2020-21

(iii) (b) The Syllabi of Add-On Certification Courses to be introduced in the Academic session 2021-22

### Following decisions were taken:

The Syllabi of Add on Certification Courses which are to be retained or added were presented verbatim for the inclusion or deletion of the topics in the courses. Inputs from the subject experts of industry and academia were discussed in length. After the detailed discussions, the syllabi of mentioned below courses were approved for execution in the academic session 2021-22:

### Approved without changes

1. Entrepreneurship

### Approved new Add-On Certifications

1. NISM Series VIII
2. NISM Series VA
3. Six Sigma
4. Power Business Intelligence
5. Portfolio Diversification & Risk Management

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6. Business Analytics - Advance Research Methods and Quantitative Data Analysis using SPSS

After discussion, the same was approved with inclusion of one more Add on Certification Program namely Tally ERP 9

**Agenda 5 : Projects & Summer Internship in Academic Session 2020-21**

Details of Projects of MBA IV Semester & Summer Training Reports of MBA III Semester were shared with the members of IQAC. List reflected the diverse areas of projects in management. Members advised to put up 05 random projects from each semester to the house next time.

**Agenda 6 : Standard Lecture Plans**

Standardized Lecture Plans recommended by ADC were put up in IQAC meeting and approved for their execution them from this Academic Session.

**Agenda 7 : Placements**

Placement records of MBA for academic session 2020-21 till date was shared with the members. The classes conducted under capabilities enhancement scheme were also discussed. It was also informed to the members of IQAC that many students were not turning up for placements due to fear of covid-19. The members advised to motivate them along with all precautionary measures.

**Agenda 8 : Library Resources**

House was appraised that 34 books were procured in the session 2020-21. In library, per day usage of library was 84 in 2020-21 However, the membership/subscription of Koha, DELNET, J-GATE, British council library & American library have been renewed.

**Agenda 9 : Plan of Action by IQAC**

Following plan of action by the IQAC for Academic Session 2021-22 was put up to the house and the same was approved after discussion:

- i. International Conference, Add on Certification Programs, Capacity building programs and skill enhancement initiatives, FDPs were tabled and approved.

  
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- ii. It was decided to encourage Faculty to complete their PhDs who are already enrolled and/or register themselves for PhD Programs who are not enrolled yet.
- iii. It was also decided to encourage faculty for MOOCs and AICTE approved-UHV FDP.
- iv. Policy Document on PO CO Mapping shall be prepared taking into consideration the changes in the syllabus of MBA II Year.
- v. PO CO Attainment is to be determined for AS 2021-22.
- vi. Feedback of all the stakeholders shall be taken online through Google forms to be made available on institute website wef Academic session 2021-22

## Agenda 10 : Execution of NAAC Assessment and Accreditation process

It was decided to fasten the work. Criteria incharges to coordinate with concerned person for compilation work.

## Agenda 11 : Any other items with the permission of Chair

Meeting came to an end *with vote of thanks to the chair* as no other point was there to discuss.

~~Director~~  
Director, MIMT  
Mangalmay Institute of

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Knowledge Park-II, Greater Noida (U.P.)

Date: 08.11.2021

**Minutes of Meeting**

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 8<sup>th</sup> November, 2021 at 02:30PM in the Board Room, MIMT.


**Members Present**

Name	Position
Dr. Hitesh Kumar, Professor	Chairperson: Head of the Institution
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Dr. Pooja Goel, Assistant Professor	Member
Mr. Shushil Kumar Maurya, Associate Professor	Member
Mr. Bharat Gahlot, Assistant Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mr. Amit Kumar Jha, Accountant,	Member
Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member

**Agenda Points:**

- Agenda 1 : To approve the minutes of meeting held on 07.08.2021
- Agenda 2 : Research and Development
- Agenda 3 : Academic & Event Calendar for Academic Session 2021-22
- Agenda 4 : Academic Session for First year 2021-22
- Agenda 5 : Execution of NAAC Assessment and Accreditation process
- Agenda 6 : Policy Document on PO CO Mapping
- Agenda 7 : Any other items with the permission of Chair

**Deliberations & Decision Taken:**

  
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Meeting started with welcome address by the Chairperson of IQAC and Director of Mangalmay Institute of Management & Technology, Dr. Hitesh Kumar. After that, He enquired about the well beings of all the members and wished that everything is fine with everyone.

**Agenda 1 : To approve the minutes of meeting held on 07.08.2021**

The minutes of the meeting held on 07.08.2021 was read and approved.

**Agenda 2 : Research and Development**

Details of faculty's research for the academic session 2020-21 was presented. It was recommended to improve further the research credentials of faculty members particularly publications. It was also informed to the members that Institute has the policy to reimburse the amount for attending the Conference, Seminar and Workshops, FDPs etc. Further, Institute also disburse the amount to encourage Faculty for publications. Institute has also established IIC to establish the innovation ecosystem and promote Entrepreneurship.

**Agenda 3 : Academic & Event Calendar for Academic Session 2021-22**

The various curricular, co-curricular & extracurricular activities for the academic session 2021-22 were put forward and it was approved with some changes retrospectively. The house was informed that classes of III Sem have already started.

**Agenda 4 : Academic Session for First year 2021-22**

Appraised and discussed the preparation of new academic session 2021-22 w.e.f 15.11.2021 for the I Semester.

**Agenda 5 : Execution of NAAC Assessment and Accreditation process**

Criteria incharges have started the compilation work. The house showed its satisfaction on the progress.

**Agenda 6 : Policy Document on PO CO Mapping**

Policy Document on PO CO Mapping as per the changed syllabus of MBA –II Year was put up and approved. It was also informed that it has been executed in this academic session.

  
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**Agenda 7 : Any other items with the permission of Chair**

Meeting came to an end *with vote of thanks to the chair* as no other point was there to discuss.

~~Director~~  
Director, Mangalmai Institute of  
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Date: 09.03.2020

## Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 09<sup>th</sup> March, 2020 at 02:00PM in the Board Room, MIMT.

### Members Present


Name	Position
Dr. Tushar Kanti, Professor	Chairperson: Head of the Institution
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Mr. Shushil Kumar Maurya, Associate Professor	Member
Mr. Bharat Gahlot, Assistant Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member
Mr. Aditya Kumar	Member

### Agenda Points:

- Agenda 1 : Introduction of IQAC Members
- Agenda 2 : Overview about IQAC
- Agenda 3 : Approval of Policy of IQAC, MIMT
- Agenda 4 : Any other items with the permission of Chair

### Deliberations & Decisions taken:

Meeting started with welcome address by the Chairperson of IQAC and Director of Mangalmay Institute of Management & Technology, Dr. Tushar Kanti. He emphasized on the importance of

  
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assessment and accreditation and how it will help in improving the quality of education in the Institute.

**Agenda 1 : Introduction of IQAC Members**

With the permission of Chairperson, IQAC Coordinator-Dr. Shweta Kulshrestha requested everybody to introduce herself/himself. All the members gave their brief introduction.

**Agenda 2 : Overview about IQAC**

IQAC Coordinator gave presentation to the members about IQAC mentioning its Vision, Mission, Value Frame, Objectives, Strategies, Function, Composition, Monitoring Mechanism and Format of the Annual Quality Assurance Report (AQAR) as directed by NAAC.

**Agenda 3 : Approval of Policy of IQAC, MIMT**

Policy of IQAC, MIMT was tabled by IQAC Coordinator which was approved after thorough discussion.

**Agenda 4 : Any other items with the permission of Chair**

Director wished all the members to be healthy and safe from Covid-19 as it is unknown disease.

One of the members raised the importance of PO-CO Mapping. Need was felt to introduce the mapping in the MBA Program. It was decided that IQAC to take lead in preparing the PO CO Policy Document and execute it from the next academic session.

Meeting came to an end **with the vote of thanks to the chair** as no other point was raised by any member.

Director, MIMT

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Date: 13.05.2022

**Minutes of Meeting**

Meeting of Internal Quality Assurance Cell (IQAC) held on 13<sup>th</sup> May, 2022 at 02:30PM in the Board Room, MIMT.

**Members Present**

Name	Position
Dr. Hitesh Kumar, Professor	Chairperson: Head of the Institution
Dr. Ajay Pratap Singh, Associate Professor	IQAC Director
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Dr. Pooja Goel, Assistant Professor	Member
Dr. Varun Kumar, Associate Professor	Member
Mr. Shushil Kumar Maurya, Associate Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mr. Amit Kumar Jha, Accountant,	Member
Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member

**Agenda Points:**

- Agenda 1 : To approve the minutes of meeting held on 19.02.2022  
Agenda 2 : Research and Development  
Agenda 3 : Events organized as on date  
Agenda 4 : Placements  
Agenda 5 : Execution of NAAC Assessment and Accreditation process  
Agenda 6 : Any other items with the permission of Chair

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Meeting started with welcome address by the Chairperson of IQAC and Director of Mangalmai Institute of Management & Technology, Dr. Hitesh Kumar.

**Agenda 1 : To approve the minutes of meeting held on 19.02.2022**

The minutes of the meeting held on 19.02.2022 was read and approved.

**Agenda 2 : Research and Development**

International Conference: It was appraised to the house that International Conference - "Contemporary Challenges in Management, Education, Technology & Applied Sciences" was organized on 09<sup>th</sup> & 10<sup>th</sup> April 2022. The details of resource person along with proceedings of the conferences were shared with the members. The house showed satisfaction.

Details of faculty's publication and participation in Conference, Workshop & Seminars, MOOC Courses for the academic session 2021-22 till date was presented.

Activities under IIC were presented & house showed its satisfaction.

**Agenda 3 : Events organized as on date**

The reports of events organized by various departments/Committees/clubs were put forward to the IQAC members. They showed their satisfaction.

**Agenda 4 : Placements**

Placement records of MBA for academic session 2021-22 till date were shared with the members. The classes conducted under capabilities enhancement scheme were also discussed. The members showed their satisfaction.

**Agenda 5 : Execution of NAAC Assessment and Accreditation process**

Compiled data till date was presented and discussed. It was briefed that Dr. Ajay Pratap Singh has taken workshops on Outcome Based Education, Metnous & Techniques of Teaching, Instruction Planning and Delivery and Research Report Writing etc. The house applauded for his efforts.

**Agenda 6 : Any other items with the permission of Chair**

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Meeting came to an end *with vote of thanks to the chair* as no other point was there to discuss.

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Knowledge Park-II, Greater Noida (U.P.)

Date: 19.02.2021

## Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 19<sup>th</sup> February, 2021 at 03:00PM in the Board Room, MIMT.

### Members Present

Name	Position
Dr. Tushar Kanti, Professor	Chairperson: Head of the Institution
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Dr. Pooja Goel, Assistant Professor	Member
Mr. Shushil Kumar Maurya, Associate Professor	Member
Mr. Bharat Gahlot, Assistant Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member
Mr. Ravi Kumar Vishwakarma, Karvy Group Ltd	Member

### Agenda Points:

- Agenda 1 : To approve the minutes of meeting held on 20.11.2020
- Agenda 2 : Events organized as on date
- Agenda 3 : Internal Exams
- Agenda 4 : Result Analysis
- Agenda 5 : International Conference
- Agenda 6 : Execution of NAAC Assessment and Accreditation process
- Agenda 7 : Standard Lecture Plans
- Agenda 8 : Any other items with the permission of Chair

### Deliberations & Decisions taken:

  
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Knowledge Park-II, Greater Noida (U.P.)

Meeting started with welcome address by the Chairperson of IQAC and Director of Mangalmay Institute of Management & Technology, Dr. Tushar Kanti. After that, he enquired about the well beings of all the members and wished that everything is fine with everyone.

**Agenda 1 : To approve the minutes of meeting held on 20.11.2020**

The minutes of the meeting held on 20.11.2020 was read and approved.

**Agenda 2 : Events organized as on date**

The reports of events organized by various departments/Committees/clubs were put forward to the IQAC members. They showed their satisfaction.

**Agenda 3 : Internal Exams**

IQAC Coordinator informed the house that I Sessional Internal Exams were held in the month of January and II Sessional Internal Exams will commence from 22.02.2021.

**Agenda 4 : Result Analysis**

The result analysis was put up to the members. House showed its satisfaction

**Agenda 5 : International Conference**

List of tentative resource persons along with the planning of international conference- "Covid-19 Post Corona Virus Recent Trends, Research, Technologies & Global Future Opportunities" were shared with the house. The members showed their satisfaction on the proceedings.

**Agenda 6 : Execution of NAAC Assessment and Accreditation process**

It was informed by IQAC Coordinator that criteria incharges were notified and all the staff was given orientation on the Assessment and Accreditation process. It was decided to complete the SSR by May 2023.

**Agenda 7 : Standard Lecture Plans**

It was discussed in the house that ADC should work for preparing the standard lecture plans and put up in IQAC meeting so as to execute them from new

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Academic Session. Detailed format for standard lecture plans were discussed and approved.

**Agenda 8 : Any other items with the permission of Chair**

Meeting came to an end **with vote of thanks to the chair** as no other point was there to discuss.

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Knowledge Park-II, Greater Noida (U.P.)

Date: 19.02.2022

**Minutes of Meeting**

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 19<sup>th</sup> February, 2022 at 02:30PM in the Board Room, MIMT.

**Members Present**

Name	Position
Dr. Hitesh Kumar, Professor	Chairperson: Head of the Institution
Dr. Ajay Pratap Singh, Associate Professor	IQAC Director
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Dr. Pooja Goel, Assistant Professor	Member
Dr. Varun Kumar, Associate Professor	Member
Mr. Shushil Kumar Maurya, Associate Professor	Member
Mr. Bharat Gahlot, Assistant Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mr. Amit Kumar Jha, Accountant,	Member
Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member
Mr. Rickle Konthouzam, GM HR, IEnergizer	Member

**Agenda Points:**

- Agenda 1 : To approve the minutes of meeting held on 08.11.2021
- Agenda 2 : Research and Development
- Agenda 3 : Events organized as on date
- Agenda 4 : Result Analysis
- Agenda 5 : Placements
- Agenda 6 : Execution of NAAC Assessment and Accreditation process
- Agenda 7 : Any other items with the permission of Chair

**Deliberations & Decision Taken:**

~~Director,~~  
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Knowledge Park-II, Greater Noida (U.P.)

Meeting started with welcome address by the Chairperson of IQAC and Director of Mangalmay Institute of Management & Technology.

**Agenda 1 : To approve the minutes of meeting held on 08.11.2021**

The minutes of the meeting held on 08.11.2021 was read and approved.

**Agenda 2 : Research and Development**

Details of faculty's publication and participation in Conference, Workshop & Seminars, MOOC Courses for the academic session 2021-22 till date was presented.

Activities under IIC were presented which was applauded by the members.

International Conference: List of tentative resource persons along with the Planning of international conference scheduled on 09<sup>th</sup> & 10<sup>th</sup> April 2022 "Contemporary Challenges in Management, Education, Technology & Applied Sciences" were shared with the house. The members showed their satisfaction on the proceedings.

**Agenda 3 : Events organized as on date**

The reports of events organized by various departments/Committees/clubs were put forward to the IQAC members. They showed their satisfaction.


**Agenda 4 : Result Analysis**

The result analysis was put up to the members. PO attainment level was discussed in length. House showed its satisfaction.

**Agenda 5 : Placements**

Final Placement records of MBA for academic session 2020-21 were shared with the members. The classes conducted under capabilities enhancement scheme were also discussed. The members showed their satisfaction.

**Agenda 6 : Execution of NAAC Assessment and Accreditation process**

  
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Compiled data till date was presented and discussed. It was briefed that Dr. Ajay Pratap Singh has taken workshops on SoPs, DVV, SSR etc. The house applauded for his efforts.

**Agenda 7 : Any other items with the permission of Chair**

Meeting came to an end *with vote of thanks to the chair* as no other point was there to discuss.

~~Director, MIMT~~

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# MANGALMAY INSTITUTE OF MANAGEMENT & TECHNOLOGY

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Knowledge Park-II, Greater Noida (U.P.)

Date: 20.11.2020

## Minutes of Meeting

Minutes of Meeting of Internal Quality Assurance Cell (IQAC) held on 20<sup>th</sup> November, 2020 at 02:00PM in the Board Room, MIMT

### Members Present

Name	Position
Dr. Tushar Kanti, Professor	Chairperson: Head of the Institution
Dr. Shweta Kulshrestha, Associate Professor	IQAC Coordinator
Dr. Munish Tiwari, Associate Professor	Member
Dr. Mani Jindal, Associate Professor	Member
Dr. Pooja Goel, Assistant Professor	Member
Mr. Bharat Gahlot, Assistant Professor	Member
Mr. Arun Kumar, Head-T & P Cell	Member
Mr. Suresh Kumar, AO	Member
Mrs. Shikha Mangal, Mangalmay Foundation Trust	Member
Mr. Anshul Sharma, Senior HR Head-VTC Group, Noida	Member

### Agenda Points:

- Agenda 1 : To approve the minutes of meeting held on 09.03.2020
- Agenda 2 : Implementation Status of Academic & Event Calendar 2019-20
- Agenda 3 : ATR of Feedback Analysis 2019-20
- Agenda 4 : Academic & Event Calendar for Academic Session 2020-21
- Agenda 5 : Policy Document on PO CO Mapping & its execution
- Agenda 6 : Plan of Action by IQAC
- Agenda 7 : Any other items with the permission of Chair

### Deliberations & Decisions taken:

  
Director  
Mangalmay Institute of  
Management & Technology  
Greater Noida





# MANGALMAY INSTITUTE OF MANAGEMENT & TECHNOLOGY

(Approved by AICTE, New Delhi & Affiliated to AKTU, Lucknow)

Knowledge Park-II, Greater Noida (U.P.)

Director enquired about the well beings of all the members and wished that everything is fine with everyone. Director also briefed the house that IQAC Meeting which was due in July 2020 could not be held due to unprecedented circumstances of Covid-19 Lockdown.

**Agenda 1 : To approve the minutes of meeting held on 09.03.2020**

The minutes of the meeting held on 09.03.2020 was read and approved.

**Agenda 2 : Implementation Status of Academic & Event Calendar 2019-20**

The various curricular, co-curricular & extracurricular activities for the academic session 2019-20 organized by the respective departments, committees and clubs were put forward. Few of the activities could not be organized due to pandemic/lockdown. The house showed its satisfaction.

**Agenda 3 : ATR of Feedback Analysis 2019-20**

Recommendations of Feedback Committee meeting dated-19.10.2020 & ADC meeting dated-22.10.2020 was put up.

- (i) To discuss the Action Taken on the feedback received from Students, Faculty, Alumni and Employer for the Academic Session 2018-19 in Academic Session 2019-20

**Following activities have been organized in 2019-20:**

**Add On Certification Program**

- Advanced Excel
- Certification Course "Digital Marketing"
- Certification Program "French"
- Certification Program "Green Belt Six Sigma"
- SPSS Training Program

**Workshop, Seminar, Industrial Visit, Guest Lecture etc**

- Workshop on Strategies for IPR and Plagiarism Risk
- Virtual One Day Workshop on Corporate and Strategic Entrepreneurship
- Workshop on Entrepreneurship Development
- Two Day Workshop on Research Methodology using Minitab
- Impact of Research Methodology Workshop on Ability to Solve Research Issues by E-views

**Director**  
**Mangalmay Institute of**  
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- Workshop on Introduction of Patents and its Uses for Students
- Virtual One Day Workshop on "Entrepreneurial Ecosystem- Opportunities for Young Entrepreneurs"
- "Workshop: - Important Guidelines for "Face to Face Interview"
- Guest Lecture :- Ways to Write a Good Resume
- Workshop:- Job interview Skill
- Workshop :-Managing your nonverbal communication
- Guest Lecture "Qualities of a Good Communicator"
- Seminar of career counselling on "What is next after MBA?"
- Guest lecture on Basics of the stock market and online trading an overview
- Guest Lecture on "career counseling on Setting Career Goals"
- Guest lecture on career counseling on current trends in HR
- Career counselling session on Digital Marketing
- Seminar on Career Prospects in Area of HR, Marketing, Finance, IT & Operations

- (ii) To discuss the feedback received from Students, Faculty, Alumni and Employer for the Academic Session 2020-21 and action to be taken thereof

## Deliberations & Decision Taken:

The feedback report of Students, Faculty, Alumni and Employer for the Academic Session 2019-20 was put up by the HoD. A detailed discussion on each of the parameters took place with the identification of following area requiring remedial measures:

Q.No.	Particular requiring improvement	Action to be taken	Responsibility
Q6	How do you rate the percentage (Number) of courses having practical components? (Students Feedback)	To be supplemented with Workshop, Seminar, Industrial Visit, Guest Lecture etc.	Director
Q3	How do you rate the electives offered in relation to the technological advancements? (Alumni feedback)	To be supplemented with Workshop, Seminar, Industrial Visit, Guest Lecture etc.	Director
Q7	How do you rate the electives offered in relation to the technological/managerial advancements?(Faculty Feedback)	To be supplemented with Workshop, Seminar, Industrial Visit, Guest Lecture etc.	Director
Q7	They are comfortable in using technology and workplace	To be supplemented with Workshop, Seminar, Industrial	Director

**Director**  
Mangalmay Institute of  
Management & Technology  
Greater Noida





equipment. (Employer Feedback)	Visit, Guest Lecture etc.	
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- (iii) (a) The Syllabi of Add-On Certification Courses to be retained from Academic session 2019-20
- (iv) (b) The Syllabi of Add-On Certification Courses to be introduced in the Academic session 2020-21

**Following decisions were taken:**

The Syllabi of Add on Certification Courses which are to be retained or added were presented verbatim for the inclusion or deletion of the topics in the courses. Inputs from the subject experts of industry and academia were discussed in length. After the detailed discussions, the syllabi of mentioned below courses were approved for execution in the academic session 2020-21:

**Approved without changes**

- Certification course "Digital Marketing"
- Certification Program "French"

**Approved new Add-On Certifications**

- Certification course on Entrepreneurship

After discussion, the same was approved.

**Agenda 4 : Academic & Event Calendar for Academic Session 2020-21**

Academic & Event calendar for 2020-21 incorporating the various events were tabled and same was approved. It was told to the house that due to Pandemic, classes of I Year have recently started. However, classes of II year have been started in September 2020 as per University notification.

It was also briefed that II Semester students have been promoted by the University to III Semester Students without end term examinations.

**Agenda 5 : Policy Document on PO CO Mapping & its execution**

Policy Document on PO CO Mapping was put up and approved. It was also informed that it has been executed in this academic session.

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**Greater Noida**





**Agenda 6 : Plan of Action by IQAC**

Following plan of action by the IQAC for Academic Session 2020-21 was put up to the house and the same was approved after discussion:

- i. Institute will start preparing for NAAC Assessment and Accreditation. IQAC Coordinator through Director, MIMT will notify the list of criteria incharges and organize an orientation program to acquaint all the staff with the Assessment and Accreditation process.
- ii. International Conference, Add on Certification Programs, Capacity building programs and skill enhancement initiatives were tabled and approved.
- iii. It was decided to encourage Faculty to complete their PhDs who are already enrolled and/or register themselves for PhD Programs who are not enrolled yet.
- iv. PO CO Attainment is to be worked out.

**Agenda 7 : Any other items with the permission of Chair**

Meeting came to an end *with vote of thanks to the chair* as no other point was there to discuss.

Director,  
Mangalmay Institute of  
Management & Technology

Copy to: All the members of IQAC, MIMT as stated above