

**Noida Institute of Engineering and Technology (Pharmacy Institute),
Greater Noida**

Minutes of Meeting

The IQAC meeting was held on 20th August 2018 at 2:30 PM in the Board Room of NIET (Pharmacy Institute), Greater Noida.

The following members were present in the meeting:

S.N.	Name	Designation	Committee Position	Phone No.
Chairperson Head of the College/Institution				
1	Dr. Avijit Mazumder	Director	Chairman, IQAC	9871773644
Member from the Management				
2	Dr. Neema Agarwal	AMD	Member (Management)	9873836621
Senior Administration Officer				
3	Dr. Rupa Mazumder	Dean	Member(Administration Officer)	9871963644
Faculty Members				
4	Mrs. Sushma Verma	Associate Professor	Member	9350953160
5	Dr. Silpi Chanda	Associate Professor	Member	9643155815
6	Ms. Archana Sharma	Assistant Professor	Member	9811815954
7	Mrs. Anju Gauniya	Assistant Professor	Member	9911940828
8	Mr. RajnishKumar	Assistant Professor	Member	9816669885
9	Ms. Aditi Singhal	Assistant Professor	Member	8506970934
One Nominee each from Local Society, Students and Alumni				
10	Ms. Swati Yadav	Assistant Professor	Member(Alumni)	7355546554
11	Dr. Girish	Veterinary Doctor	Nominee from Local Society	9873605979
12	Ms. Ayushi Chauhan	Student	Member(Student)	8810297971
One Nominee each from Employer/Industrialists/Stakeholders				
13	Dr. Ritu Arora	Wipro	Member(Industry)	9910291959
14	Mr. Vinay Tiwari	Librarian	Member(Stakeholder)	9210304909
15	Dr. Salahuddin	Associate Professor	Coordinator	9891872142

The meeting started on a welcome note by Dr. Salahuddin (IQAC Coordinator) followed by his Presentation on objectives which include basic purposes, activities, and function of IQAC.

The IQAC Coordinator proposed to conduct the IQAC meeting twice in an academic year.

The Chairperson Dr. Avijit Mazumder requested all the members for open house discussion on academic excellence.

Agenda 1: Reconfirmation of existing Mission and Vision of Institution

Dr. Salahuddin (Co-ordinator), felt that mentoring all faculty members, as well as students, are needed and more experts from outside should be involved in teaching-learning process.

A discussion took place whether there is any need to change existing Mission and Vision. All the members were of the opinion that as per feedback received from various stakeholders, no change of existing mission and vision is required at this point of time.

Agenda 2: Registration and organization of Alumni Meet

Dr. Neema Agrawal, Assistant Managing Director pointed out that in addition to the academics feedbacks need to be taken regularly from students, parents and employers. Alumni interaction is equally important for overall development of the students. The teams suggested with the permission of chair to collect the alumni feedback and organize alumni meet every year.

Agenda 3: Framing of Research policies for promoting research culture and organization of Conferences/Workshop/STTP etc.

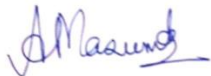
Dr. Ritu Arora suggested that research culture should be inculcated in academics and Industry-Institute interaction is to be strengthened particularly for research at PG level. Dr. Rupa Mazumder, Dean R&D was of the opinion that academic policies are needed to be revised and related activities were definitely promoting research culture.

Agenda 4: Planning of Transport facility for non-residential students

Dr. Avijit Mazumder, Chairperson, IQAC informed that non-residential students have a problem about travelling to reach campus on time due to poor public transport service. The suggestion of transport facility is preferably Bus/Cab service from Delhi and the proposal was approved by all the members. It was decided to promote cab service and encourage students and staff to use them.

Agenda 5: Planning of NSS activities

The Chairperson had decided, to conduct NSS activities in near future including Tree Plantation, and Road Safety program on the basis of suggestions from all the Committee members.



Name & Signature

Dr. Avijit Mazumder

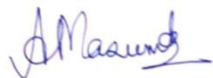
(Chairperson IQAC)

Action Taken Report

The conclusions of the meeting and proposed action plan (August 20, 2018):

1. Reconfirmation of Mission and Vision of Institution.
2. It is planned to conduct 'Alumni Meet' yearly and decided to register Alumni Association
3. It is decided to conduct National Conference on topics which include 3D Printing Application in Pharmacy to promote research culture.
4. It is decided to arrange Cab facility for non-residential students as well as faculties and staff.
5. It is planned to conduct NSS activities such as Tree Plantation and Road Safety program under NSS activities.

Dr. Salahuddin (IQAC Coordinator) informed the date for the next meeting and it is unanimously decided in the first week of January 2019. The meeting ended with a formal vote of thanks.



Name & Signature

Dr. Avijit Mazumder

(Chairperson IQAC)