

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

Minutes of Meeting

The IQAC meeting was held on 18th June 2024 at 1:30pm in Board room of NIET (Pharmacy Institute) .

The following members were attended 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	Dr. Sushma Verma	Associate Professor	Member	9350953160
5	Dr. Rakhi Mishra	Associate Professor	Member	7906833682
6	Dr. Saumya Das	Professor	Member	9911940620
7	Dr. Anjna Rani	Assistant Professor	Member	8168988721
8	Dr. Rajnish Kumar	Associate Professor	Member	8506970934
9	Dr. Monika	Associate Professor	Member	9711475854
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 LocalSociety	9873605979
12	Ms. Saloni Mangal	Student	Member(Student)	8800678468
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

Agenda for meeting		
S. No.	Points of Discussion	Discussion By
1.	Review of previous IQAC meeting held on 23 rd Jan 2024	IQAC Co-ordinator
2.	Review the outcome of best practices in 2023-24	Director
3.	Review and up-gradation of power point presentation monitoring for improvement in teaching learning process.	Director and Dean
4.	Review of Mentoring Process of students	Director, Dean and Coordinator
4.	Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.	Coordinator
5.	To motivate students, faculty members to participate in conferences, workshops and field visit.	Coordinator, Dean and Director
6.	Curriculum Feedback from faculty	Members
7.	To discuss about NAAC Accreditation and submit application of Institute	Director and Additional Managing Director
8.	To motivate faculties to improve their publication and apply to funding agencies for various projects	Dean
9.	Any other points with permission of the chair	IQAC Co-ordinator



Name & Signature

Dr. Avijit Mazumder

(Chairperson IQAC)

Action Taken Report		
S. No.	Points of Discussion	Action Taken
1.	Review of previous IQAC meeting held on 23 rd Jan 2024	Reviewed
2.	Review the outcome of best practices in 2023-2024	Reviewed
3.	Review of power point presentation monitoring for improvement in teaching learning process	Reviewed by Director and Dean
4.	Review of feedback response from students, parents and other stakeholders on quality-related institutional processes	Reviewed by Director, Dean and coordinator
5.	Organization of Guest lectures and Webinars, etc.	Reviewed and planned by Dean
6.	Review of NBA Process	The process is being followed by concerned faculty member
7.	Curriculum Feedback	Members
8.	To review status of various application for funding	The process is being reviewed by Dean
9.	Discuss about installation of Air Cooler in Faculty rooms	Reviewed by Director
10.	Discuss about installation of Digital Board in Class Rooms	Reviewed by Director
11.	Any other points with permission of the Chair.	NA



Name & Signature

Dr. Avijit Mazumder

(Chairperson IQAC)