

Date : July 25, 2023

CIRCULAR (Internal Quality Assurance Cell)

Introduction

Meerut Institute of Engineering and Technology (MIET) was established in 1997 as self-financed Institute affiliated with State Technical University of Uttar Pradesh. In the past 25 years, MIET has come up as Institute of repute, imparting quality education in the field of Engineering, Management, Pharmacy, Computer applications and allied sciences. In order to sustain quality at different levels, the Institute has been taking diverse measures. Internal audit/assessment is one such measure that Institute has been practicing for long, and now we believe that there should be a formal statutory body for this purpose, as per the guidelines of UGC-NAAC. With this objective, Internal Quality and Assurance Cell (IQAC) are being established here at MIET.

Objectives of IQAC

- Academic and Administrative audit.
- Assessment and Monitoring of Academic and Administrative Performance.
- Develop an approach for enhancement of Knowledge, Skill, Attitude and Values among the students through curricular, co-curricular and extra-curricular activities.
- Promote measures for institutional functioning towards quality enhancement through internationalization of quality culture and use of best practices for holistic development of students.

Functions of IQAC

- Development and application of quality benchmarks/ parameters for the various academic and administrative activities of the Institute. These benchmarks will help to give a direction to the Institute to achieve excellence in accordance with the standards laid down by statutory bodies.
- Data collection from various departments and its maintenance.
- Analysis of the received data and observe the gaps between set benchmark and current status.
- Suggest measures to fill the gap by advising recommendations regarding different academic and administrative bodies of the Institute.
- Monitoring of the proper implementation of the suggested measures being followed by different academic and administrative bodies.
- In order to achieve the objectives, set forth by IQAC, at-least three meetings per academic year will be convened by IQAC Coordinator. The agenda, minutes and action taken reports are to be documented with official signatures and maintained electronically. The quorum for the meeting shall be two-third of the total number of members.

- Minutes of the meetings will be shared with all concerned.
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality culture.
- Preparation of the Annual Quality Assurance Report (AQAR)
- Development of Quality Radars (QRS) based on AQAR, every semester.
- IQAC will have link on the website of the institute (www.miet.ac.in). Names of the appointments of the cell, their contact details and the activities of IQAC along with AQAR will be displayed on the website.

Composition of the IQAC**Chairperson:**

Dr. Brijesh Singh (Director)

Coordinator:

Mr. Praveen Kumar Chakravarti (+91-8909311534) (Praveen.chakravarti@miet.ac.in)

Members-Administrative Office:

Mr. Sanjay Vashisth (Registrar – HR)

Mr. Shivpoojan Singh (Registrar – Students Affairs)

Dr. Piyush Gupta (Centre Superintendent – Examinations)

Faculty Members :

Dr. Bhawna Mallick	Dean Academics
Dr. Mukesh Rawat	Professor, Department of CSE
Dr. Vipin Kumar Garg	Professor, Department of Pharmaceutical Technology
Dr. Neha Mittal	Professor, Department of ECE
Dr. Deepak Yadav	Assistant Professor, Department of CH
Dr. Shailendra Kumar	Professor, Department of ME
Mr. Avinash Kumar	Assistant Professor, Department of EE
Dr. Swati Sharma	Associate Professor, Department of IT
Dr. S. B. Suman	Associate Professor, Department of CE
Dr. Kapil Kumar	Professor, Department of MCA
Mr. Rockey Sachan	Assistant Professor, Department of MBA
Mr. Gaurav Goel	Associate Dean, First Year
Dr. Avinash Singh	Professor, Department of Bio-technology
Dr. Ashima Kathuria	Professor, Department of Biotechnology

Dr. Asad Amir	Professor, Department of Biotechnology
Dr. Rambir Singh	Professor, Department of CSE- AI & ML
Dr. Vikas Srivastava	Associate Professor, Department of CSE-IOT
Mr. Rohit Aggarwal	Assistant Professor, Department of CSE-DS
Mr. Shailendra Singh	Assistant Professor, Department of CSE
Mrs. Akansha Agarwal	Head – Training and Placement Department

Management:

Shri Vishnu Saran – Chairman, MIET Group of Institution

Shri Puneet Agarwal – Vice Chairman, MIET Group of Institution

Local Society/Alumni/Students Representative

Alumni	:	Ms. Swati Agarwal (EC – 2018 pass-out; 2014-18 batch)
		Mr. Atul Patel (CSE – 2016 pass-out; 2012-16 batch)
Student	:	Mr. Harsh Singhal (ME-IV Year) / Muskan Aggarwal – BP 4 th Year
Local Society	:	Shri Shobhit Gupta, Managing Director, Akshat Autoline Pvt. Ltd., Near Partapur Police Station, Meerut 250103 (UP)

Employer/Industry/Stakeholder:

Mr. Vibhore Agarwal, Managing Director,

Multimax Engineering Work, Industrial Estate Partapur, Meerut - 250103


(Dr. Brijesh Singh)

Director

Copy for information and necessary action to :

1. Hon'ble Chairman and Vice Chairman
2. Dean – Academics, Dean – Students Welfare, all other Deans
3. All the HODs, All the faculty members and all the staff members
4. Registrar, ERP, Account Section, Hostel Warden, Transport I/c, Admin Officer