

MAHARAJA AGRASEN INSTITUTE OF TECHNOLOGY

PSP Area, Plot No. 1, Sector-22, Rohini, Delhi-110086, INDIA

Internal Quality Assurance Cell: AY 2023-24

Action Taken Report of the Meeting held on 6th May 2024

1. Academic Audit

- **Action Taken:**

- *The HoD's of the two department namely IT and EEE have submitted the Criteria file as per the NBA format to NBA coordinator Dr Javed Ahmad. Required modifications are still in progress.*
- *Heads of Departments submitted comprehensive data, including End Term Results and analyses, to the IQAC and Website Admin.*
- *Academic Audit Internal Academic Audits of all the departments and Admin Office were successfully done by the IQAC for the AY 2023-24. All the HoDs have submitted the Audit Forms for their respective departments and Administrative Officer for the Admin Office.*
- *HoDs have submitted the Academic Calendar for Academic Session 2024-25 after incorporating various innovative and industry-oriented programs/ value addition program/ certificate courses for the students.*
- *Reports on training and placement were presented by HoDs, focusing on the current status of placement for students. There is a concerted effort to enhance training and placement activities, including arrangements for internships and industrial training.*

2. Internal Evaluation

- **Action Taken:**

- *Minor exams have been conducted successfully and student evaluation as per the university norms have been documented in the respective departments.*
- *Proper documentation regarding grievances of the students has be maintained in a structured format.*
- *HODs will collect the appraisal forms for 2023-24 of all teaching and non-teaching staff of their respective department.*
- *Reports of FDP's / Workshop's/ MDP's / Seminars/Conferences organized in the Academic year 2023-24 were submitted by HoD's of the respective Departments and also uploaded on the website for reference.*

3. Alumni Networking

- **Action Taken:**

- *Plans are underway to organize an alumni meet in the academic session 2024-25 to recognize the contributions of ex-students in the professional world. Coordination for this event will be handled by Prof. (Dr.) Amit Gupta, Dr. Anju Bharti, and Ms. Nidhi Sengar.*


Prof. (Dr.) Amit Gupta
IQAC Convener