

Internal Quality Assurance Cell: AY 2021-22

Action Taken Report of the Meeting held on 27th Oct 2021

1. Academic Counsel Committee

- **Action Taken:** *Decisions from the Academic Council Committee were approved and are set for implementation.*

2. Review of Results and Mentoring Process

- **Action Taken:** *Result analysis was noted, and recommendations were made to identify weak students for mentoring. Remedial classes will be arranged for slow learners, and students will be encouraged to register for NPTEL and other MOOC courses to enhance their knowledge.*

3. Review Academic and Administrative Audit

- **Action Taken:** *The Academic Audit Report and stock verification for AY 2020-21 were reviewed. Heads of departments are advised to plan for the upcoming Academic Audit for the current year.*

4. Review of NSS/NCC Activities

- **Action Taken:** *The committee noted student participation in NSS/NCC activities and will implement strategies to encourage greater involvement in these initiatives.*

5. Review of Value-Added Courses and Certification


- **Action Taken:** *The list of value-added courses from 2020-21 was approved. Discussions for new value-added and certificate courses for 2021-22 were initiated.*

6. Draft MISP Document

- **Action Taken:** *The committee reviewed and finalized the draft of the MAIT Innovation and Startup Policy (MISP) document for further processing.*

7. Miscellaneous:

- *HoDs will ensure that the course files align with the new syllabus and teaching materials are updated to reflect current academic standards. This will be followed-up with clear deadlines for feedback and final submission.*
- *HoDs will implement a tracking system to monitor their progress and conduct regular one-on-one meetings or tutoring sessions. Faculty are encouraged to adopt differentiated instruction strategies to cater to diverse learning needs, fostering an inclusive learning environment.*
- *Institute will prioritize participation in the NIRF and IIC star ratings by designating a dedicated team responsible for gathering and compiling the required data.*
- *Library In charge, in coordination with the HoDs of respective departments, will identify and procure new textbooks for the recently introduced courses by consulting with faculty members.*


Prof (Dr) Amit Gupta
IQAC Convener