

MIT Academy of Engineering (An Autonomous Institute)	MINUTES OF MEETING (MOM)	
	Meeting No- 01	
Alandi (D), Pune – 412105	Academic Year	2017-2018
QUALITY ASSURANCE	Term	I

Date:	7 July 2017 : Meeting No 01
Type of Meeting:	IQAC

Agenda of Meeting:

Review on:

- 1) Confirmation of last IQAC meeting minutes
- 2) IUCEE
- 3) Faculty evaluation
- 4) Grade Moderation
- 5) MOOCs courses
- 6) Miscellaneous

Sr. No.	Particulars
1.	The QA coordinator welcomed the distinguished members of IQAC and reviewed and confirmed the minutes of the previous IQAC meeting.
2.	It is decided that the use of technology, active learning, calling experts for guiding students etc. will be considered as curriculum enrichment.
3.	IUCEE certification course will be considered as 2 weeks training program for 10 points. TKT Cambridge University course will also be treated in the same manner.

Sr. No.	Particulars
4.	It has been decided to increase the DA of the employees drawing salary under VIth pay with effect from 1 st July 2017 to 132 % from 113 %. Similarly, it has been decided to increase HRA and TA as applicable to different cities as per schedule with effect from 1 st July 2017.
5.	<p>The Director shared the following expected changes in the near future and priority focus areas :</p> <ul style="list-style-type: none"> ❖ S.Y. BTech passed outstudents should be sent to international universities like Akron, Stanford, Dayton etc. for summer training. ❖ All HoDs are required to explore a suitable course to be offered to such students and course objectives and expected outcomes for the same to be prepared. ❖ It should be optional to students and maximum 10 students can be sent to Universities with whom we have signed the MoUs. ❖ We should strengthen our collaborations with other national and international universities. The student exchange has to be done considering Autonomy. ❖ It is suggested that specific grade points can be given for attending this training. The duration of six weeks 'training can be treated as a completion of a cycle. ❖ Each department should have one international relations coordinator for this purpose. ❖ Major students' activities will be funded by the college.
6.	Faculty evaluation should take place continuously. Minimum 80% of students' feedback will be considered valid.
7.	It is proposed that Grade Moderation Committee will be formed to decide the final grades of students. The rubrics should be provided in the question paper itself. □
8.	It is suggested that Coursera, NPTEL, SWAYAM, etc. can be offered as minors.
9.	The Question Paper Audit Committee should be constituted at the institutional level in ensuring the quality of question papers, accurate and fair grading, and finalization of results.
10.	The examiner/course faculty should define different strategies according to the types of learners of each branch, such as teaching method, designing paper and rubrics.

