Minutes of Meeting
Action Taken Report (ATR)
On
Feedback Analysis

05.08.2025

Minutes of Meeting of Feedback Committee for feedback analysis of 2024-25 was held on 05thAugust, 2025 at 02:00 pm.

Members present:

Name
Dr.Meenakshi Sharma, Dean, MIMT (Convenor)
Dr.Bhawna Joshi, MIMT (Subject Expert)
Mr.Abhay N. Tripathi, MIMT (Subject Expert)
Dr.Himanshu Rastogi, MIMT (Subject Expert)
Dr. Pankaj Kumar, MIMT (Subject Expert)
Dr. Kamal Agarwal, MIMT (Subject Expert)
Dr. Abha Gupta, MIMT (Subject Expert)
Mr. Tushar Tiwari,MIMT (Subject Expert)
Mr.Somendra Sharma, MIMT (Subject Expert)
Mr.Abhishek Sharma, MIMT (Subject Expert)
Mr.Ritesh Goel, HR Head, Sidhi Infotech (Industry Subject Expert)
Mr.Anshul Sharma, SLMG Beverages (Coco-Cola) (Industry Subject Expert)

Agenda 01:

To discuss the Action Taken wrt Minutes of Meeting dated 05.08.2024

Agenda 02:

To discuss the feedback received from Students, Faculty, Alumni and Employer for the Academic Session 2024-25 and action to be taken thereof

Agenda 03:

The Syllabi of Add-On Certification Courses to be introduced in the Academic session 2025-26

Agenda 04:

Any other items with the permission of Chair

Agenda 01:

To discuss the Action Taken wrt Minutes of Meeting dated 05.08.2024:

(I) Action taken report of last meeting dated 05.08.2024 was read and approved. Important points are being reproduced:

(II) Dr.Meenakshi Sharma & Mr.Abhay N. Tripathi apprised to the committee members that Teachers of Mathematics & Accounts were encouraged more for the use of ICT tools. House applauded for the initiative.

(III) Mr.Abhishek Sharma told the house that T&P Department provided career orientation and placement support through Seminar, Workshop, Guest Lecture, Subject Counseling, Aptitude Reasoning test etc. Members appraised the efforts of T&P Department.

(iv) Reports of following Add on Certification Program were put to the members.

• Certification on Management Information System for Skill Development
• Value added course on Mutual funds and Tax Filling
• Add on Certification Program on SAP-FICO
• Introduction to Share Market
• Skill Development in Retail Management
• Add-on program on Advanced MS Excel with Practical Skills
• Value added course on Business Analytics
• Financial Modeling and Valuation
• Add on Certification Program on Advance Excel
• Hardware, Assembly and Networking
• Introduction to Python Programming Language
• Introduction to Data Science, Artificial Intelligence and Machine Learning
• Big Data Analytics and its Applications
• Blockchain and its applications
• Communicative English and soft skills
• Software Testing Tools & Techniques
• Introduction to IoT
• Cloud Computing
• Classroom Management Strategies
• Development of Leadership Skills
• Institutional Development and National Education Policy(NEP) 2020
• Curriculum Development
• Value Added Course - Biodiversity
• Entrepreneurship in Education
• Stress Management
• Counseling Psychology
• Introduction to Constitution of India
• Education for Sustainable Development (ESD)
• Basic Computer Applications
• Mind Education
• Financial Awareness
• Indian Knowledge System and Education

Also, other events reports of Workshops, Seminars, Industrial Visits and Guest Lectures etc were put forward to the house. The house showed its satisfaction.

Agenda: 02

To discuss the feedback received from Students, Faculty, Alumni and Employer for the Academic Session 2024-25 and action to be taken thereof

Deliberations: 02

Feedback along with their analysis received from Students, Faculty, Alumni and Employer for the Academic Session 2024-25 were put up to the house. The analysis reveals that there is a scope for improvement on all parameters; however the following parameter needs to be taken care of immediately.

S.No.	Particular requiring improvement	Action to be taken in (AS: 2025-26)	Responsibility
i.	Curriculum is effective in enhancing team-work. (Alumni's Feedback-Q.No. 02)	To be supplemented with Add on Certification Programs. Enrich with Workshop/Seminar/Webinar etc.	Dean/HoD
ii.	They are self-motivated and ready to take an appropriate level of responsibility.(Employer's Feedback-Q. No. 08)		Dean/HoD through T&P Cell
iii.	Syllabus equips me with necessary technical skills to face the industry/academia.(Students Feedback- Q.No. 04)		Dean/HoD
iv.	Medical facilities provided by the Institute are adequate.(Faculty Feedback- Q.No. 25)	Student Welfare Committee to create the awareness on tie-ups with nearby Hospitals.	Principal through Admin Officer (AO)
v.	Canteen facilities and kiosks are adequate and hygienic. (Students Feedback- Q.No. 22)	AO is required to increase the frequency of monitoring	
vi.	Washrooms are hygienic and well maintained. (Students Feedback-Q.No. 23)	AO is required to increase the frequency of monitoring.	

Agenda 03:

- The Syllabi of Add-On Certification Courses to be introduced in the Academic session 2025-26

Following decisions were taken:

- The Syllabi of Add on Certification Courses which are to be reintroduced in the Academic session 2025-26 were presented verbatim for the inclusion or deletion of the topics in the courses. New Add on programs were also suggested by the experts. Inputs from the subject experts of Industry and academia were discussed in length. After the detailed discussions, the syllabi of mentioned below courses were approved for execution in the academic session 2025-26:

Newly Introduced Add-On Certification Programs

- Data Analytics Fundamentals (Excel & Power BI with AI)
- Financial Modeling Level 1
- Canva , PowerPoint & SEO: Smart Business Presentations & LinkedIn Profile Building
- Front Accounting & Blender
- Content Creation with AI Tools (Video, Text, Graphics)
- Gateway to Capital Markets: NISM Certification
- SEO & Google Ads Certification/Marketing Analytics
- Soft Skill
- Financial Modeling: Module II
- Digital Marketing & Resume writing
- Basics of Digital Marketing
- AI for Beginners – Understanding ChatGPT & Business AI Tools
- Group Discussion & Interview Skills Masterclass
- Financial Markets and Products
- Strategic Frameworks and Models in Advertising and Brand Positioning
- HR Analytics
- Life Skill Management
- Artificial Intelligence in Education
- WS_PBS (Whole School Positive Behavior System)
- AI in Education
- Vedic Mathematics
- Introduction to Data Science, Artificial Intelligence and Machine Learning
- Blockchain and its Applications
- Python for Data Science
- Computer Fundamentals (Beginner Level)
- Machine Learning Fundamentals (Beginner Level)
- Introduction to Cloud Computing (Beginner Level)
- Website using Word Press / Angular -Cyber Security Premises Hacking,
- Digital Marketing & Data Science (AI & ML) Cyber Security Premises Hacking
- Digital Marketing- Advance Excel with Data Analytics
- Software Testing Tools & Techniques-1
- Research Methodology
- Cyber Security
- IOT and Research Paper Writing
- Cloud Computing

Agenda 04: Any other items with the permission of Chair

No other point being raised by any member for discussion; meeting came to an end with the vote of thanks to the chair.

Dean

Cc: Principal, MIMT

All the members of Feedback Committee, MIMT as stated above