

Subject:	Minutes of 1st IQAC Meeting for the session 21-22
Venue:	Conference Hall at 11.00 A.M
Focus:	Assurance of internal quality
Date	5 th June
Meeting taken by:	Prof. Vinay K Divan
Attendee:	Designation:
Prof. Vinay K Divan	Principal
Col. F.B. Allavali	Registrar
Ms. Renu Saxena	Senior Faculty and IQAC co-coordinator
Ms. Pushlata Sahu	Faculty
Ms. Adisha Vijaywargiya	Student Alumni member
Ms. Madhavi Gautam	Employer (Nav niketan high School)
Ms Gouri Powar	Student member
Agenda:	
1) Establishment of IQAC 2021-2022	
2) Review of Session 2020-2021	
3) Scheduling of meetings for Session 2021-2022	
4) Preparation of Academic Calendar.	
5) Submission of AQAR for session 2020-2021	
6) New Education Policy.	

Minutes of the meeting of the IQAC MIE held on 05/06/2021

1. Principal Addressed to the members of newly constituted IQAC for **the session 21-22 and briefed about the workings & principles of the committee.**
2. It was decided that total 4 meetings of IQAC will be held in the session. It was decided that the 2nd meeting will be held after completion of the admissions including enrolment, 3rd meeting will be held soon after CCE based internal examination and 4th well after completion of the sessions.
3. Processes was initiated to prepare and submit AQAR For the session 20-21 and submitted by September 2021
4. Process for submission of IIQA to be started.
5. It was unanimously decided that all the formats developed and followed for academics during the session 17-18 will be continued in the current session also.
6. On the basis of the feedback received from the students and stake holders, process was initiated for introduction of classes for personality development (including Communicative English and non verbal communication) and upgrading carrier counseling cell according to newly introduced UG courses.
7. Preparations for New Education Policy to be started., (study of NEP & admission process etc.)
8. Next meeting is scheduled on 1st October 2021 after completion of enrolment process.

12/06/21











MITTAL INSTITUTE OF EDUCATION

(Approved By NCTE, New Delhi & Affiliated to BU, Bhopal M.P.)

Opposite Bhopal Memorial Hospital & Research Center Navy Bag, Bhopal -38

Ph. 0755-298001

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5th June 2021

Important notice

Mittal Institute is committed to maintain educational excellence. To achieve this goal, all the members of the group strive hard. This was an online session. Following members are nominated for IQAC for session 21-22., Who will give MIE directions and guidance for growth of the institution in a way that is beneficial for the students and the society.

Name Of The Member	Designation:
Prof. Vinay K Divan	Principal <i>V.K. Divan</i>
Col. F.B. Allavali	Registrar <i>F.B. Allavali</i>
Ms. Renu Saxena	Senior Faculty and IQAC co-coordinator <i>Renu Saxena</i>
Ms. Pushlata Sahu	Faculty <i>Pushlata Sahu</i>
Ms. Adisha Vijaywargiya	Student Alumni member <i>Adisha Vijaywargiya</i>
Ms. Madhavi Gautam	Employer (Nav niketan high School) <i>Madhavi Gautam</i>
Ms Gouri Powar	Student member <i>Gouri Powar</i>

Principal
MIE

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Session 2020-2021

Annual Report

1st July 2020 to 31st June 2021

Annual report
1st July 2020 to 31st June 2021
Session 20-21

Name of the College – Mittal institute of Education

Mittal Institute of Education commonly known as MIE began its session with cautions of lockdown and rumors of general promotion for the university students. However students did write their examination papers in online mode. The physical classes started from 15th November with 50% attendance. However the attendance was low and again online classes started due to second wave.

Faculties rose to the occasion by guiding and counseling the students regarding this new method of session ending examination.

KEY highlights for the session were-

1. A record 359 admissions in 1st year.
2. 100% results of final year students.
3. AQAR for session 19-20 was submitted by September 2020
4. NCC Naval wing commissioned, and Ms Kalpana Verma appointed care taker.
5. For Alumni registration link created in college website.
6. Feedback form to be filled digitally wherever possible online.
7. Online classes on Zoom sessions started from 1st July for 2nd & 3rd Yr Students.
8. Mode of CCE was changed. Students were given important questions and the submitted the answers copies through post or mail
9. All activities were conducted with Strict adherence to Covid protocols and no one got infected in the premises
10. All outdoor activities were postponed till the situation normalizes.
11. AFRC report filled.
12. AISHE 19-20 filled.
13. Midterm exams were held the help of Google forms with MCQs
14. Plying of Busses on new routes was started so that faculties, staff and students, so that they need not to avail public transport. (It was free for all).
15. Remedial classes for weak students were taken

Activities

1. A three day Faculty development program was held on 26th to 28th Oct the areas covered were -Gender equality, IPR, Environmental Awareness and team work.
2. Webinar on Cancer (Combating cancer through nutrition) and Data Analytics was organized on 4th Feb and 6th March respectively.
3. One day Advanced Training for use of ICT in education (on MOOC) was conducted by Dr Sanjeev Gour on 25th June.
4. Graduation ceremony & Induction ceremony were organized for Graduating and newly admitted students on 9th Feb 21 & 12 Dec 20 respectively.
5. Webinars were conducted on topics of higher order thinking for students every week after course completion, before Examination. (1. GST- A step towards one nation one market by Dr Vinod Kumar Adwani 2 Medical Applications of Biotechnology with reference to Stem Cells Prof Sharique Ali. 3 Aromatic electrophilic substitution by Prof Alka Pradhan. 4 Handling Post Covid Trauma & Black Fungus by Dr Achla Nanhoria. 5 Seasonal Plants used to enhance the immunity by Dr Sanjeet Kumar. 6. App Industries- A new platform for job by Dr Sita Chaturvedi. 7 Webinar on MOOC by Dr Sanjeet Gour.)
6. Independence day celebrated with Covid Protocol.
7. To commemorate Sadbhavna divas Competitions- Nail art, face painting, mehendi, rakhi making was organized on 28/8/2020
8. Guest Lecture on IPR was held on 31st Aug
9. Many Activities were rescheduled or changed for organizing them in online mode.
10. On 24th September, movie Kargil was screened for NSS students.
11. Guest lecture on personality development was taken by Mrs. pooja Mehta on Friday 6th Nov.
12. Saraswati Puja was organized by students of the B.Ed on 16/2/2021.
13. NSS Orientation Program was organized on 10th May. Prof Anant K Saxena was our esteemed chief guest.
14. NSS students took part in cycle rally for promoting healthy living on 14th March.
15. 7 day Van Mahotsav 1st to 7/07/2021 was organized by NSS students.
16. NCC students also organized Tree plantation drive on 23/7/21 as their filal activity for session 20-21

Admission summary

Student Profile for session 21-22								
21-22								
		BBA	BCA	B.Com	B.Sc	B.Ed	M.Ed	Total
SC	M	1	0	10	1	4	4	20
	F	2	0	0	0	9	6	17
ST	M	0	0	0	0	5	7	12
	F	0	0	1	1	8	4	14
OBC	M	19	4	29	19	10	1	82
	F	0	0	11	6	23	2	42
UR	M	22	0	29	18	15	6	90
	F	6	2	21	10	25	18	82
Total		50	6	101	55	99	48	359

Results

Graduating Batch 20-21					
Result					
Program Code	Program Name		Number of students appeared in the final year examination	Number of students passed in final year examination	Pass %
Course Code	Education	B.Ed (2 yr)	93	93	100
		M.Ed (2yr)	16	15	98
C-029	BBA	BBA	15	15	100
C064	B.Sc	BtBZ	7	7	100
C069	B.Sc	BtCSZ	16	16	100
C116	B.Sc	PCM	2	2	100
C137	B.Sc	CS/CA	12	12	100
C085	B.Sc	CBZ	6	6	100
C122	B.Sc	CN	18	18	100
C030	BCA	BCA	3	3	100
C032	B.Com	Eco	2	2	100
C198	B.Com	CA	15	15	100
C201	B.Com	TAX	6	6	100
	Dip in Dietetics		0	0	



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Date: - 8/17/2021

ACADEMIC CALENDAR

Session 2021-2022-UG

S.N.	Activities	Duration	UG
1.	Online Admission Process	02 months	01/08/2021 TO 30/09/2021
2.	Independence Day Celebration	3 hrs	15/08/2021 08:30 A.M. to 11:30 A.M.
3.	Commencement of Classes for 1 st , 2 nd and 3 rd Year	-----	01/09/2021 onwards
4.	Eligibility & Enrollment Form Submission	15 days	After Admission
5.	Indian Nutritional Day (CN)	One Week	01/09/2021 to 07/09/2021
6.	Teacher's Day Celebration (All)	02 hours	05/09/21 (01:30 pm to 03:30 pm)
7.	Gandhi Jayanti (NSS)	online	2/10/21 (Essay Competition)
8.	International Literacy Day (Edu. Dept. Guest Lecture)	02 hours	08/09/2021
9.	Graduation ceremony	05 hours	10/09/2021 (10:30 pm to 03:30 pm)
10.	Hindi Divas (Dr Zafar Khan -Poem ,Slogan ,Collage)	02 hours	14/09/2021 (01:30 pm to 03:30 pm)
11.	Assignment Distribution (2 nd & 3 rd Yr)	-----	15/9/21 to 17/9/21 (Mode-PPT, flex, imp Q)
12.	Traditional Fresher's Party (SDC)	5 hrs	04/10/2021 (10:00 A.M. onwards)
13.	Bridge classes (1 st year)		05/10/21 to 09/10/21
14.	NSS Day/Students Body (NSS/SDC)	-----	11/10/2021
15.	Faculty Development Program (FDP)	02 days	12/10/2021 to 13/10/2021
16.	World Development Information Day (Guest lectureCS)	01 days	25/10/2021
17.	Rashtriya Ekta Diwas (NSS)	02hours	29/10/2021
18.	Assignment Distribution (1 st 2 nd & 3 rd Yr)	-----	28/10/21- 31/11/21 (Mode-PPT, flex, imp Q)
19.	Diwali Vacation	05 hours	01/11/2021 to 06/11/2021
20.	World Diabetes Day Sunday (CN)	-----	14/11/2021
21.	Assignment submission (1 st 2 nd & 3 rd Yr)		Upto 22/11/21
22.	Unit Test (Internal Exam Cell)	1Week	22/11/2021 to 27/11/2021
23.	World AIDS Day (LS)	1hours	01/12/2021

24	Gas tragedy day (Commerce)	1hours	03/12/2022
25	Vijay Diwas (NCC)	1hours	16/12/2021
26	Kishan Diwas (LS Bio fertilizer Workshop)	1hours	23/12/2022
27	New Year's Eve	5hours	01/01/2022
28	National Youth day (Edu. Yoga)	01 day	12/01/2022
29	National Girls Child day (NSS Students nuked natak)	01 day	24/01/2022
30	Republic day (PS)	01 day	26/01/2022
31	Sixth monthly internal Exam (Exam cell)	11days	15/02/2022 to 26/02/2022
32	Mahila diwas (Commerce dept .guest lecture)	5hours	08/03/2022
33	PTM & Result of Internal Examination		4/3/22
34	Remedial Classes		5/3/22 to 12/3/22
35	Workshop on Personality Development(Mgnt dept)	01 day	16/03/2022
36	Declaration for theory Paper (Distribution question paper)	-----	21/03/2022
37	Practical Exam Date	-----	01/03/2022 to 25/01/2022
38	Students exam Preparation leave	-----	26/03/22 to 31/03/2022
39	Annual Exam		01/04/2022 to 21/05/2022
40	Students exam Preparation leave	-----	26/03/22 to 31/03/2022
41	Annual Exam		01/04/2022 to 21/05/2022
42	Result	-----	

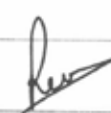
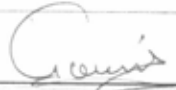
Prof. In charge


Principal

Copy to:-

1. Chairman
2. Director
3. Notice Board for information
4. All Teaching Staff for compliance
5. Library Notice Board for information
6. Account Section for information
7. Office file for Record

Subject:	Minutes of 2nd IQAC Meeting for the session 21-22
Venue:	Conference Hall at 11.00 A.M
Focus:	Assurance of internal quality
Date	1 st October 2021
Meeting taken by:	Prof. Vinay K Divan

Attendee:	Designation:
Prof. Vinay K Divan	Principal 
Col. F.B. Allavali	Registrar 
Ms. Renu Saxena	Senior Faculty and IQAC co-coordinator 
Ms. Pushlata Sahu	Faculty 
Ms Adisha Vijaywargiya	Student Alumni member 
Ms. Madhavi Gautam	Employer(Nav niketan high School) 
Ms Gouri Powar	Student member 

Agenda:
1) IIQA submitted, reviewed
2) Committee for SSR Preparation to be formed.
3) Preparation for NEP reviewed
4) Planning for external annual Academic Audit & financial Audit.
5) BU exam centre & Youth festival
6) Submission of AQAR for session 20-21

Minutes of the meeting the IQAC MIE held on 1/10/21

1. Copy of IIQA submitted on 29th September placed before panel.
2. Report regarding commencement of classes for personality development (including communicative English and non verbal communication) and updating of career counseling cell according to newly introduced UG courses was placed before the panel.
3. As Per preparation for NEP, 198 new books of 43 titles were placed for Purchase.
4. A seminar /workshop on NEP was organized, in which Prof. Anil Shivani was the resource person on 7th July.
5. Starting of Yearlong continuous FDP for faculties was applauded and list of speakers & topics was reviewed.
6. Application to BU for allotting Exam center to MIE was suggested.
7. It was suggested that MIE should apply for Hoisting of events for BU youth festival
8. Date is decided for External Annual Academic Audit, it will be held on 28th & 29th of October.
9. Annual Financial Audit will be conducted on 12th -13th Oct.
10. Strict adherence to the academic calendar was reiterated.
11. PAR form to be filled according to the scheduled
12. Next meeting to be held on 3-4th week of Jan.



NAAC - IIQA Submitted. Inbox x

Admin - Naac noreply@onlineassessment@gmail.com via www.assessment... Wed, Sep 29, 2021, 3:43 PM
to me, onlineassessment

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Dear User,

Thank you for your interest in the Assessment and Accreditation process of NAAC.
You have successfully submitted your IIQA. NAAC will scrutinise the IIQA and may seek clarification if required and/or proceed with Acceptance or Rejection. Please check your registered email/portal dashboard frequently for messages/alerts sent by NAAC.
Any change in information or data in the IIQA can be made using the Edit facility during the Clarification stage only. Edit facility cannot be provided after the IIQA is acceptance or rejection by NAAC.
In all further communication to NAAC, please refer your AISHE Id.
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	MIE NEW (NEP) BOOK REQUIREMENT . 2022 (U.G.COURSES. FIRST YEAR)						
S.NO,	TITLE	AUTHOR	PUB.	QUANTTY Y (hindi)	QUANTITY (english)	QUANTITY (total)	
1	INVERTEBRATE ZOOLOGY	JORDAN AND VERMA	S. CHAND	2		2	
2	MODERN TEXT BOOK OF INVERTEBRATES	KOTPAL R.	RASTOGI PUBLICATION	2		2	
3	ANIMAL DISTRIBUTION & DEVELOPMENTAL BIOLOGY	RASTOGI.VB	KNRN.PUB.	2	2	4	
4	CHPRDATE:EMBRYOLOGY	VERMA .& AGARWAL	S. CHAND	2	2	4	
5	EXPERIMENTS IN PRACTICAL IN DEVE.BIOLOGY	BEFFA.MM .KNIGHT J.	CAMBRIDGE .UNIV.	1	1	2	
6	A TEXT BOOK ON ALGEBRA & THEORY ,EQUATIONS	CHANDRIKA PRASAD	POTHISHALA .PVT.LT	5		5	
7	A TEXT BOOK OF ANALYTICAL GEOMETRY OF TWO	P K JAIN AND KHALIL AHMAD	MACMILLAN INDIAN	5		5	
8	HISTORY OF HINDU MATHEMATICS	BIBHUTIBHUSAN DATTA & AVADHESH	ASIA .PUB .HOUSE	5		5	
9	FOUNDATION OF YOGA	S.P. SINGH & YOGI MUKESH	NEW DELHI	10		10	
10	ASANA PRANAYAMA , MUIDRA,BANDHA(APMB)	SARASWATI,SWAMI SATYANAND	YOGA PUB. TRUST M	10		10	
11	DHYAN YOGA,BHARTIYA YOG SANSTHAN	DR . VISHWANATH PRASAD SANHA	NEW DELHI	10		10	
12	FUNDAMENTALS OF ECOLOGY	ODUM,E.P	PHILADELPHIA SAUNDRES		1	1	
13	A TEXT BOOK OF ENVIRONMENTAL STUDIES	ASTHANA . D. K. ASTHANA MEERA	S. CHAND .PUB.		2	2	
14	PARYAVARAN ADDHEVAN	RATAAN JOSHI	SAHITYA BHAVAN	2		2	
15	VITTIY LEKHANKAN (FINANCIAL ACCOUNT)	S .K. SINGH	SBPD PUB.	10		10	
16	C ++	E . BALAGURUSWAMY	TMH		5	5	
17	COMPUTER. ORGANIZAION & ARCHITECTURE	WILLIAM STALLING	PEARSON EDUCATION		2	2	
18	DATA STRUCTURES , ALGORITHMS & APPLICATION	SARTAU SAHANI	TMH		3	3	
19	MS OFFICE 2000 FOR EVERYONE	SAXENA SANJAY	S. CHAND		5	5	
20	BUSINESS ECONOMICS	ANUPAM AGARWAL		4	1	5	
21	TEXT BOOK OF HUMAN NUTRITION	AGARWAL ,A. & UDIPI ,S .A.	NEW DELHI	2	2	4	
22	NUTRITION AND DIETETICS	JOSHI ,S. A.	TMH	2	2	4	
23	NORMAL AND THERAPEUTIC NUTRITION	CORRIN H. ROBINSON	MACMILLAN INDIAN	2	2	4	
24	NUTRITION SCIENCE	SRIIAKSHMI ,B.	NEW DELHI	2	2	4	
25	ANALITICAL CHEMISTRY	GUPTA ,ALKA .L.	PRAGATI PUB.		2	2	
26	RASAYAN VISHLESHAN KE VADDH TARIKE	H KOUR	PRAGATI PUB.		2	2	
27	AKARVANIKK RASAYAN	SINGH .D.R. & SAXENA	SHIVLAL AGARWAL	5		5	
28	YUGBODH RASAYAN	P . PILLAI & SHAHU	YUGBODH PUB.	5		5	
29	BISHLESHANATMAK RASAYAN VIGYAN	GAIRI D.	JON BILE & SONS NEW	5		5	
30	BUSINESS ORGANISATION & COMMUNICATION	SANJAY GUPTA		8	2	10	

31	BOTANY FOR DEGREE STUDENT GYMNOSPERMS, RE	P. C. VASHIST	S. CHAND	5	2	7
32	APPLIED BOTANY	MAITIAAR & A. S. THAKUR	AMERICAN ACADM.	5	2	7
33	PRACTICAL BOTANY	SHAHEZAD, AKIL MOHD	SHANTI PRAKASHAN	1	1	2
34	PRACTICAL MANUAL OF BOTANY VOL. 1	ELIZABETH MARGARET & ANGELA G.	NEW AGE .PUB.	1	1	2
35	FUNDAMENTALS OF MICROBIOLOGY & IMMUNO	A. K. BANERJEE & NIEMALAYA	NEW CENTRAL BOOK	2	2	4
36	A TEST BOOK OF MICROBIOLOGY	R. C. DUBEY & MAHESHWARI	S. CHAND	2	2	2
37	LABORATORY MANUAL OF BIOTECHNOLOGY	P. N. SWAMY	RASTOGI PUBLICATION	2	2	4
38	TEXT BOOK OF BUICHEMISTRY	S. P. SINGH		2	2	4
39	CELL AND MOLECULAR BIOLOGY	S. C. RASTOGI	SAHITYA BHAVAN		5	5
40	BUSINESS MATHEMATICS	S. M. SINGH	SBPD PUB.		5	5
41	FINANCIAL ACCOUNT	S. K. SINGH	TMH		5	5
42	ORGANIZATION & MANAGEMENNT	R. D. AGARWAL	HIMALAYA PUBLICATION	3	5	8
43	FUNDAMENTAL OF STATISTICS	S. C. GUPTA		124	74	198



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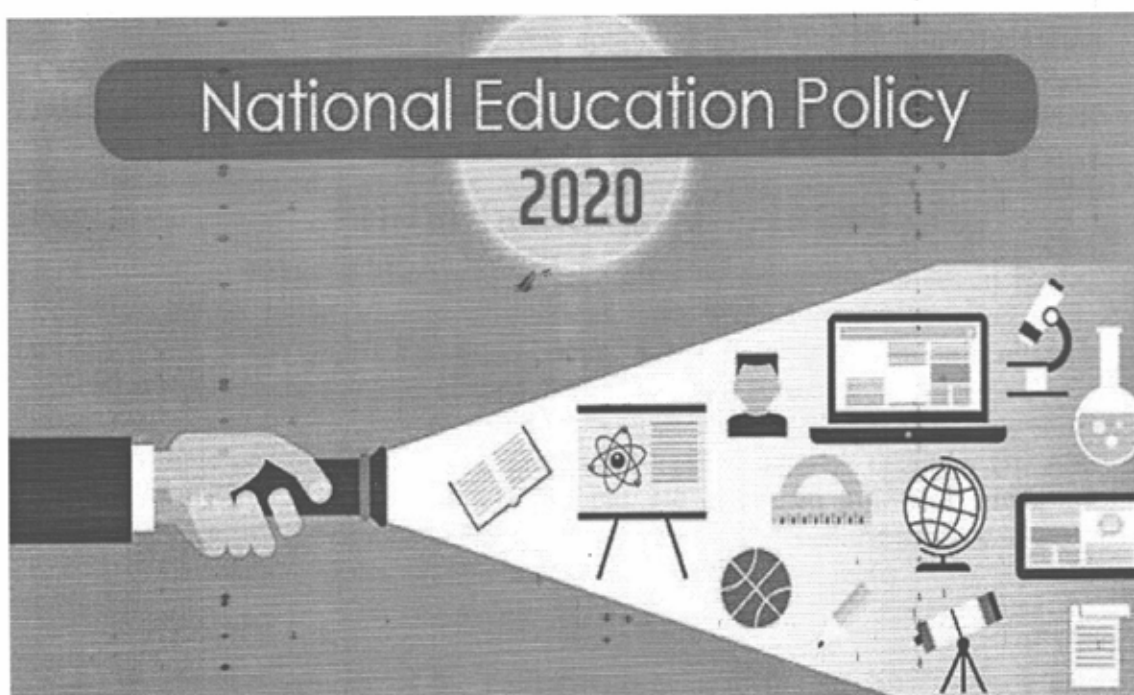
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Session 2022-2023



Report on National Education Policy

Chief Guest – Dr. Anil Shivani

Dated 07st July 2021

Venue – Mittal Institute Of Education

NEW EDUCATION POLICY

The old education policy has recently been changed by the Minister of Human Resource Management. This change has been done under the chairmanship of ISRO Chief Dr.K Kasturirangan for better education. Important information related to National Education Policy 2022 such as the objective, characteristics, changes that have been made, and all the relevant information.

The national education policy was approved on 29 July 2020 by the Union Cabinet of India. It replaced the existing educational policy of India which was made in 1986. This policy brings a big positive change in the education of India. It is a framework for elementary education till higher education which includes vocational training in both urban and rural areas. The main aim of launching the National Education Policy 2022 is to remodel India's education policy.

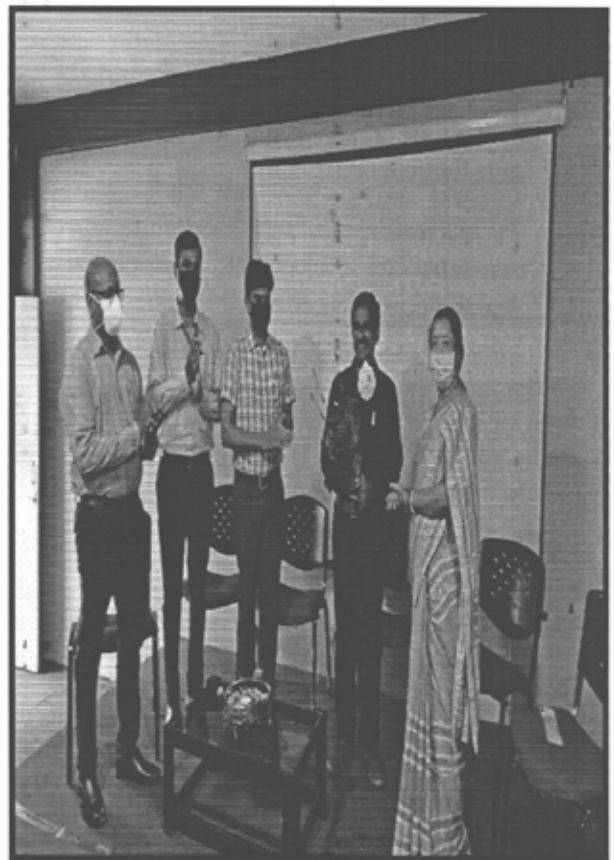
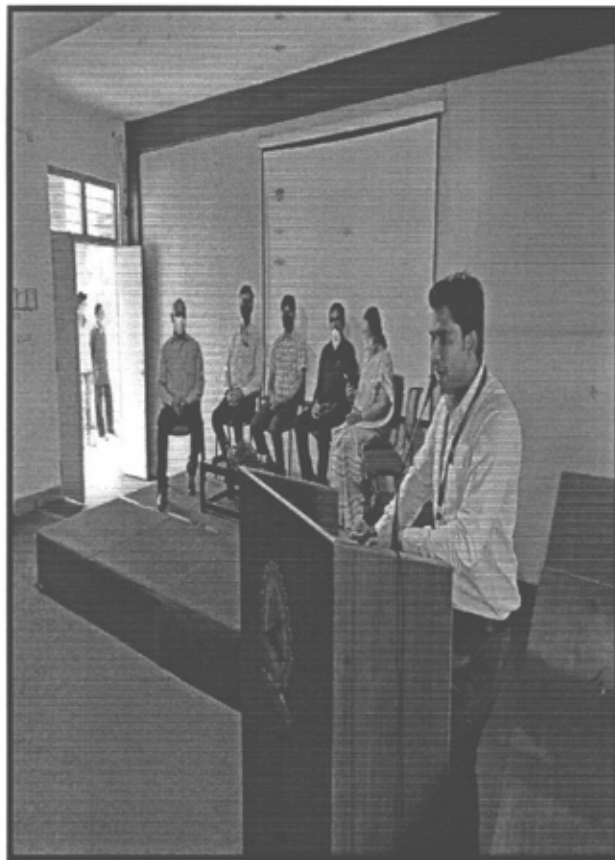
New Education Policy is also going to take place by bringing changes in Higher Education across India. Various discussions have been done for bringing some modifications to the Higher Education Sector. Active participation of each relevant official is required for bringing change in the education sector.

Mittal Institute of Education has organized a workshop on NEP taken by Dr. Anil Shivani from Govt. Hamidia College Bhopal. He discussed following important points and clear all the doubts of faculties. He discussed about the scheme of NEP in college like Major, Minor, Open elective and vocational subjects.

- The highest priority of the policy is to achieve foundational literacy and numeracy in primary school till 2025. To accomplish this policy all the students have to first achieve the foundational level requirement.
- The previous 10+2 policy has been replaced with a 5+3+3+4 new policy. Three years of pre-primary and 1 and 2 grade
- Next, there will be the preparatory stage which will be for students in classes 3 to 5, students in these sections will be taught writing, speaking, reading, Language, Art, Science, and Mathematics.
- Then there will be a middle stage which will cover the students from class 6th to 8th, and the students in these classes will be taught mathematics, Science, Social science, Humanities

- Lastly, there will be a senior secondary stage for all the students from classes 9th to 12th, which will be divided into two parts i.e. 9th and 10, 11th and 12th.
- The students will be given the board exam which will remain continue for all the students, the exams will be conducted twice a year. It will be divided into two parts objective and descriptive.
- The policy aims at reducing the curriculum activity for students and allowing them to be inter-disciplinary and multi-lingual, students can choose their subjects as per their wish.
- There will be a midday meal scheme that will also include breakfast as the government is focusing on students' physical health and mental health.
- All the students will be issued a 4-year multi-disciplinary bachelor's degree.
- MPhil courses are to be discontinued to align degree education with how it is in western modules.
- The Higher Education Commission of India has regulated for all students to get the full education, including teacher's education. It excludes medical and law or legal education.
- The national testing will be conducting the examination for all the students.
- IIT makes changes with regard to the diversity of learning.
- Foreign universities can now set up campuses in India.
- The fee for both private and government schools will be fixed.





Subject:	Minutes of 3rd IQAC Meeting for the session 21-22
Venue:	Conference Hall at 11.00 A.M
Focus:	Assurance of internal quality
Date	15th Jan
Meeting taken by:	Prof. Vinay K Divan
Attendee:	Designation:
Prof. Vinay K Divan	Principal
Col. F.B. Allavali	Registrar
Ms. Renu Saxena	Senior Faculty and IQAC co-coordinator
Ms. Pushlata Sahu	Faculty
Ms Adisha Vijaywargiya	Student Alumni member
Ms. Madhavi Gautam	Employer(Nav niketan high School)
Ms Gouri Powar	Student member
Agenda:	
1) Review of decisions taken in the previous meeting	
2) Review of preparations for National Conference	
3) Green Initiatives	
4) Computer literacy among the students.	
5) Review of preparations Internship as per NEP	
6) Review of preparations internal exams as per NEP	

Minutes of the meeting the IQAC MIE held on 15/01/2022

1. Concern was raised for delay in AQAR submission for session 20-21.
2. Concern was raised for pending approval of IIQA .
3. Preparation for submission of SSR reviewed.
4. It was decided that faculties must scale up use of ICT tools in class room teachings and develop 5 PPT presentations for all subjects.
5. Computer awareness workshop report placed on the table.
6. It was informed to the panel that MIE has applied for allotment as examination center for session ending examination in BU on 31/12/21 & received letter for inspection. It is scheduled to be held on 25/2/22.
7. The green initiatives in the college like van mahotsava, participation in World Wild life week activities, setting & scheduled visit to Delawadi wild life Sanctuary premises was applauded., Setting up of a vermicompost unit was suggested. MIE continues to be single use polythene free zone.
8. Reports of Academic & financial Audit placed before the panel
9. Result analysis of midterm internal examination held was placed before the panel.
10. Remedial classes were suggested for students performing poorly in internal examination.
11. The preparations for the national conference and budgetary allocations thereof was done.

[Handwritten signatures and initials]



Mittal Institute of Education

(Approved by NCTE, New Delhi & Affiliated to BU, Bhopal M.P)

Opposite Bhopal Memorial Hospital & Research Center Navy Bag, Bhopal – 38

Ph. 0755-298003

E-mail: miebpl2009@gmail.com

Session 2020-2021



Report on Van Vihar Visit

Dated - 4th October 2021

Time – College Hours (One Day)

Theme of the Visit

Wildlife Week 2021 is being celebrated under the theme “Forests and Livelihoods: Sustaining People and Planet”.

About Wildlife Week

India observes Wildlife Week from October 2nd to October 8th every year with the aim of protecting India's fauna. During the week, experts conduct workshops in order to make people understand the importance of wildlife conservation. During the week, several awareness-building activities are organized across different levels in order to make people aware about wildlife.

History of Wildlife Week

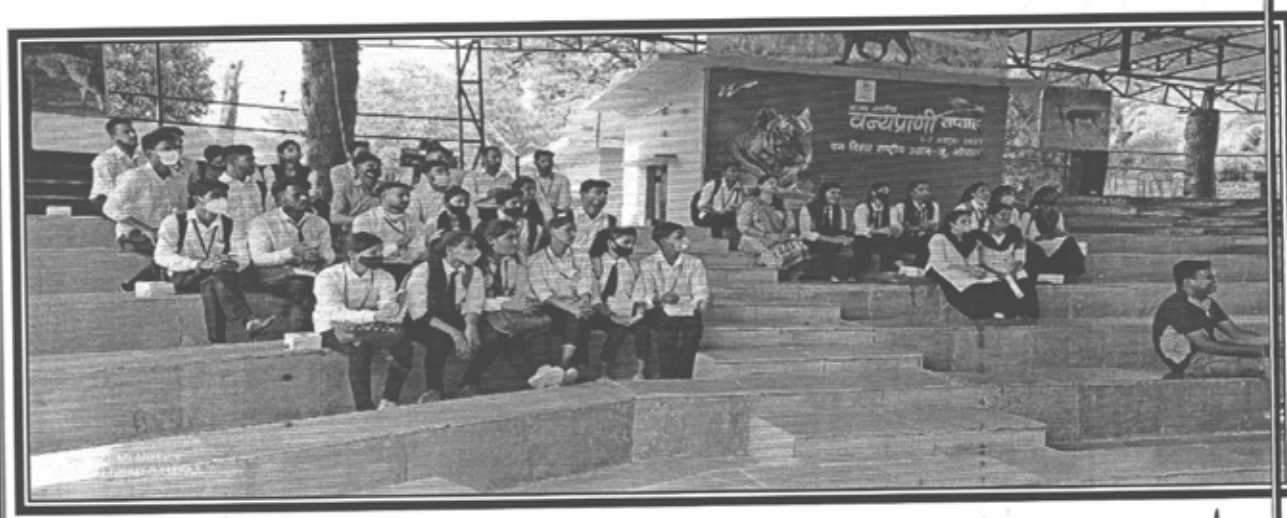
First ever Wildlife Week was observed in the year 1957. Wildlife Week 2021 is the 67th edition. Wildlife Week was conceptualised by the Indian Board of Wildlife in 1952 in order to raise the awareness regarding long-term goals of protecting the wildlife across India. Initially, Wildlife Day was celebrated in 1955, but in 1957 it was upgraded as the Wildlife Week.

About the Visit

- **Mittal Institute of Education** organized one day visit to **Van Vihar** on 4th of **October 2021**.
- The activities of the Visit were successfully coordinated by **Dr. Neelu Quaiyumi** and **Asst. Prof. Vaibhav Kumar Jain**.
- A total of 51 Students have participated in this Educational visit to Van Vihar, Bhopal.
- **Primary Objective-** The main purpose for the Visit was to make our Students interact with the Nature and the Gift of Wildlife. Bird Watching was also conducted with our Students so that they can observe and learn from our Flora and Fauna
- The Visit turned out to be exceptionally well planned and executed by the whole Management team in which students completely enjoyed and had fun time with friends and teachers.
- The Educational Visit also gave opportunity to our Students to spend some time with our Nature or Source which otherwise becomes Challenging tasks for any person to extract few minutes from the hectic schedules.
- The students observed birds, listened to their chirping and pleasing voices and learned a lot about the Natural Family of flora and fauna.

Snapshots of the Visit







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Session 2021-22



REPORT ON COMPUTER AWARENESS WORKSHOP

Date – 25-10-2021

Venue – Mittal Institute Of Education

Report on computer awareness workshop

Computer awareness is an important knowledge that any person should have regardless of their branch, profession since the world is getting increasingly digitized with every passing day. It is one subject that is commonly useful and needful in every field.

Mittal institute of education arranged an in house workshop of 1 day on computer awareness for all new admitted students as well as old one.

We aim to cover all the relevant topics for our students. They gained a better understanding of the basics of computer functioning and hardware part also. Course material of all topic covered were provided by college in pdf form. Total 75 students were present in this workshop.

Schedule of the workshop was.-

1.	Prof. Garima Babbar	Fundamental of Computers
2.	Prof. Pragya Nawange	Ms Office Tools
3.	Prof. Ansar Ali	Photoshop And Coral Draw

Photoshop

Photoshop is photo-editing software. It is a popular image changing software package. It was developed in 1987 by the American brothers Thomas and John Knoll. There are two types of graphic software – **Vector Graphic and Raster Graphic**. This software provides many image editing features for raster (pixel-based) images as well as vector graphics. In technical language, Photoshop is RASTER graphic software, which means it, is used to edit the raster graphics. RASTER is a combination of pixels. A group of pixels forms a graphic called Raster Graphics.

There are various forms of formats of Raster Graphics –

- **JPEG** – Joint Photographic Experts Group
- **PNG** – Portable Network Graphics
- **GIF** – Graphics Interchange Format

Photoshop is a tool for designers, web developers, graphic artists, photographers, and creative professionals. It is widely used in industries. Web Designer uses Photoshop first to make a logo for website. Application Designer also uses Photoshop first to create User Interface for his application. Even, 3D game developer also uses Photoshop to create a digital painting of its character in game. One can also develop Matte Painting (which is unusual, as the unreal type of scenes) scenes using these tools.

Workspace and Interface

Opening Photoshop on laptop, welcome screen will appear. To work on any photo select it. On the left, Photoshop tools will appear and on right, layer panel and color panel appear. The working area in center is known as canvas. Sometimes, we don't get a toolbar or layer panel on screen. To resolve this problem, Go to windows written on upper part of screen and then to workspace and then reset essentials. The toolbar or layer panel or anything if goes missing on screen can be resolved by this problem.

When we open workspace, there come several options like 3D for a 3D designer, Graphics and Web for graphics and web designing, Motion for animations, paintings and photography.

How to make a new workspace?

- Go to windows on upper part of screen.
- Go to workspace.
- Click on New Workspace.
- Name new workspace and save it.

How to delete Workspace?

If you want to delete current workspace, then it is not possible because you are currently active on that particular workspace. So, you have to go to another workspace and then delete that previously active workspace.

How to fix position of workspace?

- Go to windows on upper part of screen.

- Go to workspace.
- Click on lock Workspace.

The screen will get lock and we cannot change position of any panel but can change size of it.

Photoshop Tools:

- **Selection Tools** – Move (To move a part of any image), Lasso (To make any selection on an image), Quick Selection (To make a quick selection).
- **Crop and Slice Tools** – To crop any part of image.
- **Measuring Tools** – Eyedropper (Allows you to sample a color from any image so that you can use it on your work).
- **Retouching Tools** – Spot healing brush (Tool for removing blemishes from images), Clean Stamp, Eraser (Tool removes pixel information from the image just like a real eraser), Blur (It lets you blur parts of images), Dodge (Tool lets you paint in highlights in different tone ranges of your images).
- **Painting Tools** – Brush, History Brush, and Gradient.
- **Drawing and type Tools** – Pen, Horizontal Type, Path Selection.
- **Navigation Tool** – Hand, Zoom.

Features of Adobe Photoshop

1. **Preparing image for the web:** Photoshop offers number of features that generally enhance your ability to process images for the web. By using Photoshop in conjunction with the image ready you can reduce sophisticated graphics quickly and effectively.
2. **Erasing areas of layers to transparency:** It has an eraser for you to erase section for layer to transparency. This can be helpful to you, for example: when you want to delete the background area around a hard-aged object. For this we will use a magic eraser and background eraser tools.
3. **Extracting objects from their background:** The extract command provides a sophisticated way to isolate a foreground object from its background. Even objects with wispy, intricate or undefined edges may now be clipped from their backgrounds with minimum of manual work you must be working in a layer to use the extract command.
4. **Creating multiple image layouts:** Photoshop offers new and enhance features of expressing multiple images automatically as contact sheets, picture packages and navigable HTML pages.
5. **Adjusting contrast automatically:** The new auto-contrast commands let's you adjust the highlights and the shadows of an image automatically.

6. **Using the art history brush tools:** It helps the user to paint with stylish strokes, user can use the source data from a specified history or snapshot, for putting the variety of visual effect, you can also experiment with custom, non-circular brushes pallet using the art history brush tool.
7. **Providing enhanced tools and commands:** A number of Photoshop tools and commands offer new or enhanced options. Following is the list of some various commands:
 - **File menu commands:** In this, we have an option revert which is used to restore the most recently saved version of your file, deleting all changes made since the last time you saved it. There is an option import and export helping us to import and export commands to and from other applications.
 - **Edit menu commands:** We have steps forward and step backward options, which are used to move a step forward and to trace back the step in motion. Other options free transform and transform commands are used to apply transformations on the objects.
 - **Layer menu commands:** We have commands for creating and deleting the layers, a group layer command is used to group the selected layers with the previous grouped layers. Similarly, un-grouped commands are used to perform the reverse action of group layer. We can also lock layer by using lock command.
 - **Filter menu commands:** In filter menu, we have a large number of commands for various settings of image, which are not available, in general image processor. Various commands in filter menu are used to put artistic effects, select various brush strokes, render the image, and sharpen the image.

Advantages:

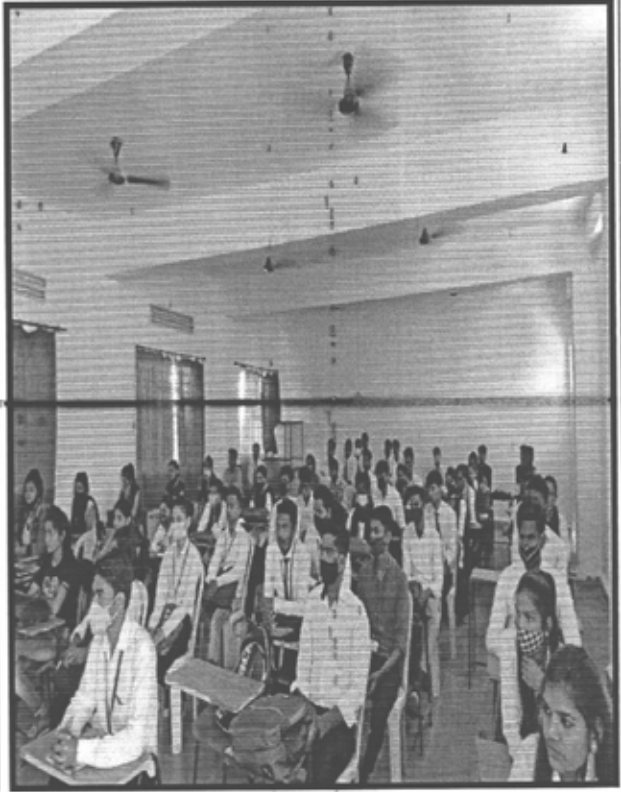
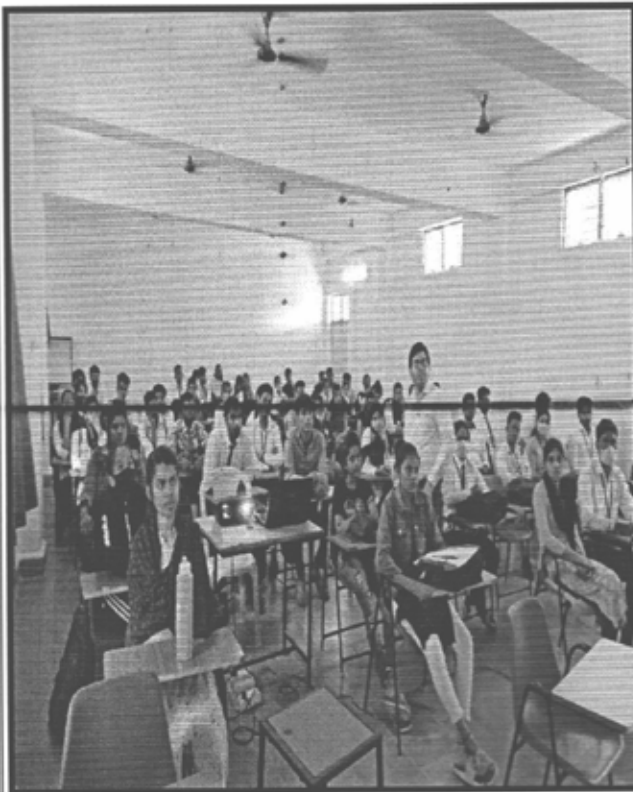
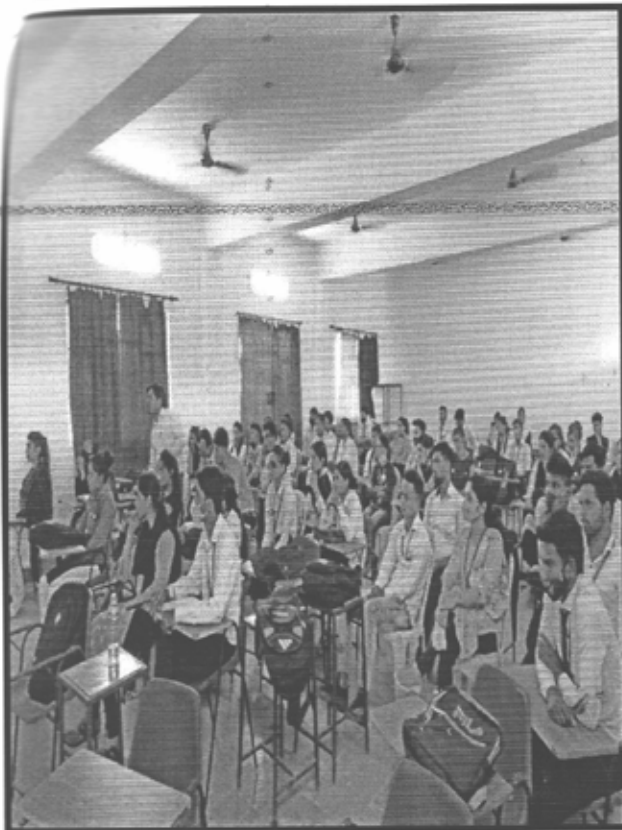
- It is a wonderful program with no limit.
- It can make artwork beautifully.
- It is greatly used in making presentations and making creative projects.

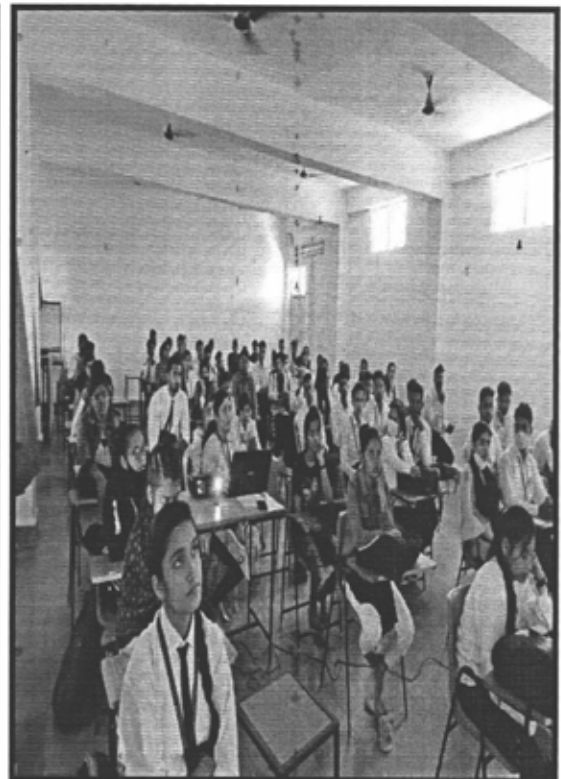
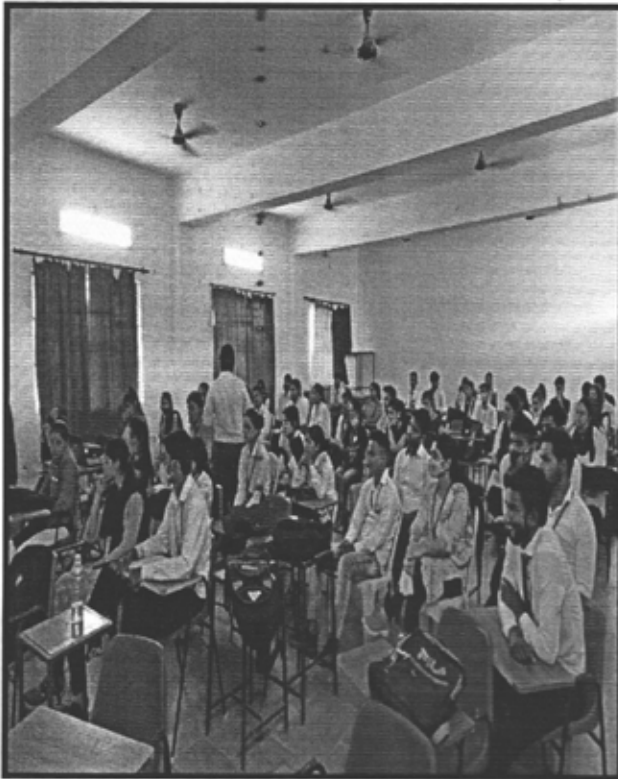
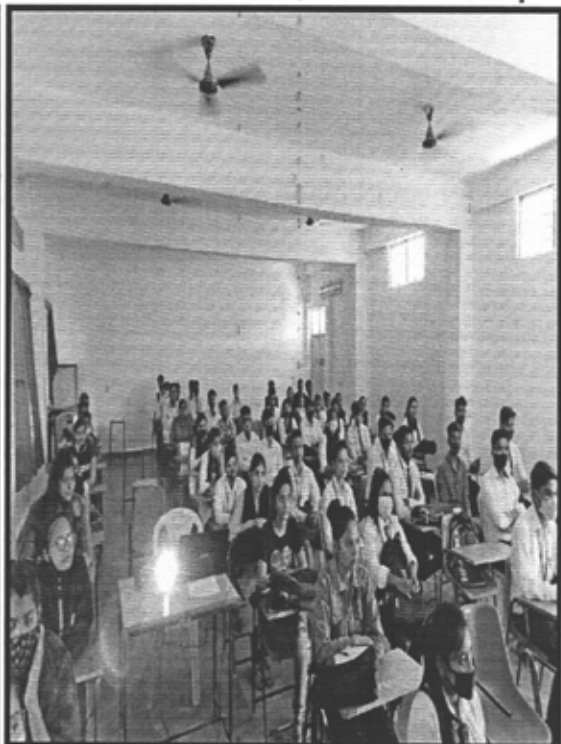
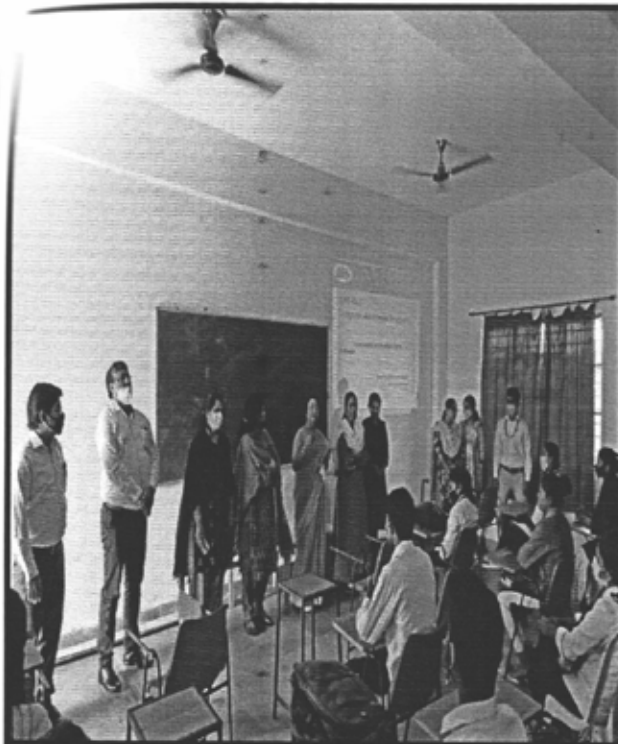
Disadvantages:

- It is hard for beginners to use.
- It is not free.
- It has slower processing speed due to large size.
- It is less efficient in memory usage.

Applications:

- Web-Design
- Graphic Design
- Digital Painting
- Image-Writing
- Designing Quote Pictures





Subject:	Minutes of 4th IQAC Meeting for the session 21-22
Venue:	Conference Hall at 11.00 A.M
Focus:	Assurance of internal quality
Date	16th April
Meeting taken by:	Dr Vinay Diwan
Attendee:	Designation:
Dr Vinay Diwan	Principal
Col. F.B. Allavali	Registrar
Ms. Renu Saxena	Senior Faculty and IQAC co-coordinator
Ms. Pushlata Sahu	Faculty
Ms Adisha Vijaywargiya	Student Alumni member
Ms. Madhavi Gautam	Employer(Nav niketan high School)
Ms Gouri Powar	Student member
Agenda:	
1) Review of decisions taken in the previous meeting	
2) Review of National Conference	
3) Progress of NCC & NSS	
4) Review of Internships of 1 st yr students	
5) Planning for next session	
6) Review of the progress in IQAC	

Minutes of the meeting the IQAC MIE held on 16/04/2022

- 1) Report of accepted IIQA was placed before the panel.
- 2) Concern was raised for delay in AQAR submission for session 20-21.
- 3) Preparation for submission of SSR reviewed.
- 4) Report of BU Youth festival (Indian Light Music) organized at MIE on 6th January was placed before the panel.
- 5) Panel was updated regarding filling of PAR form on 18th Jan 2022.
- 6) Report of national conference organized at MIE on 5th & 6th March was Placed before the panel.
- 7) An inventory of flora and fauna of MGI campus prepared by Faculties and students of MIE was placed before the panel.
- 8) It was agreed in principle to plant more trees & plants in the premises from upcoming rainy season and sites were located.
- 9) Concern was raised regarding non adherence to the academic calendar was reiterated and areas of concern were identified.
- 10) On the basis of Grievances received it was felt that our website should be updated.
- 11) Role of TGs to reduce dropout rate was appreciated and it was suggested that they should strengthen the communication with the parents also.
- 12) Entry of any two wheelers was prohibited without Helmet.
- 13) Report of Internship was placed before the panel.

[Handwritten signatures and initials]

Status of IIQA - Approved Inbox x

Admin-Naac noreply.onlineassessment@gmail.com via www.assessmentonline.in Fri, Feb 25, 2:49 PM
to me, onlineassessment

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

Dear User,

Institution Name: MITTALINSTITUTE OF EDUCATION
Your Institution TRACKID is: MPCOTE15709

Your IIQA has been accepted for submission of Self Study Report (SSR). NAAC accepts only online submission of the SSR. Institutions shall submit the SSR by logging onto their portal.

The online SSR has to be submitted within 45 days from the date of acceptance of IIQA. Kindly note that data for Student Satisfaction Survey & Data templates for respective metrics are mandatory for submission of SSR.

For further details/ instructions on procedures and timelines for processing A&A applications etc. kindly visit our website: www.naac.gov.in

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Session 2021-2022



REPORT ON YOUTH FESTIVAL

Dated: - 6 JANUARY 2022

Venue – Mittal Institute of Education

YOUTH FESTIVAL

Youth Festival is an annual gathering of College Students to collaborate different art forms. The Youth Festival is a competitive platform for the students as it offered a University level platform to perform and win while competing with peer group from other Colleges.

Involvement in college fests along with classroom learning. **Teachers Students how to Manage Time Effectively, Prioritize work, follow a schedule, and respect deadlines.** College fests and activities provide opportunities to interact with peers and form new connections.

A Youth Festival was organized on 6th January 2022 at Mittal Institute of Education Bhopal where students from different colleges participated in competitions.

This youth festival was a grand blend of events on **bhartiya sugam sangeet ekal and samooah gayan**. This event was planned by initiatives of Dr. Malika Pal Principal, Mittal Institute of Education blessings and support of Chairman Sir of MGI and involvement of MIE Members. For EKAL Total 12 and for SAMOOH 07 colleges of Bhopal had participated with their students and demonstrated their talents.

Registrations: Following All The Covid Protocols all participating teams reported timely at registration venue on 6 January 2022. The registration and document verification started by 9:30am at reception. By Registration Team, the colleges were provided registration kit, containing food coupons, chest number and event schedule.

Program has started with the lamp lightening followed by Saraswati vandana. MIE Principal welcomed judges and Youth festival district officer Dr. Roli Shukla with saplings.

Finally the most awaited moment of the evening had arrived with everyone present right there wanting to know the results of who got rewarded for all the hard works of so many days. The winners of events were declared and felicitated with trophies, shields and medals for standing either at 2nd Runner-up, 1st Runner-up and Winner of the Event.

In the sugam sangeet (ekal), competition Sarojini Naidu girl's P.G. College stood first. In the Samooh Gayan (Bhartiya) competition, the team of Bhopal school of Social Sciences stood first.

JUDGES NAME:

Ms. Bharti Vishvarkarma

Mr. Prasan Rao

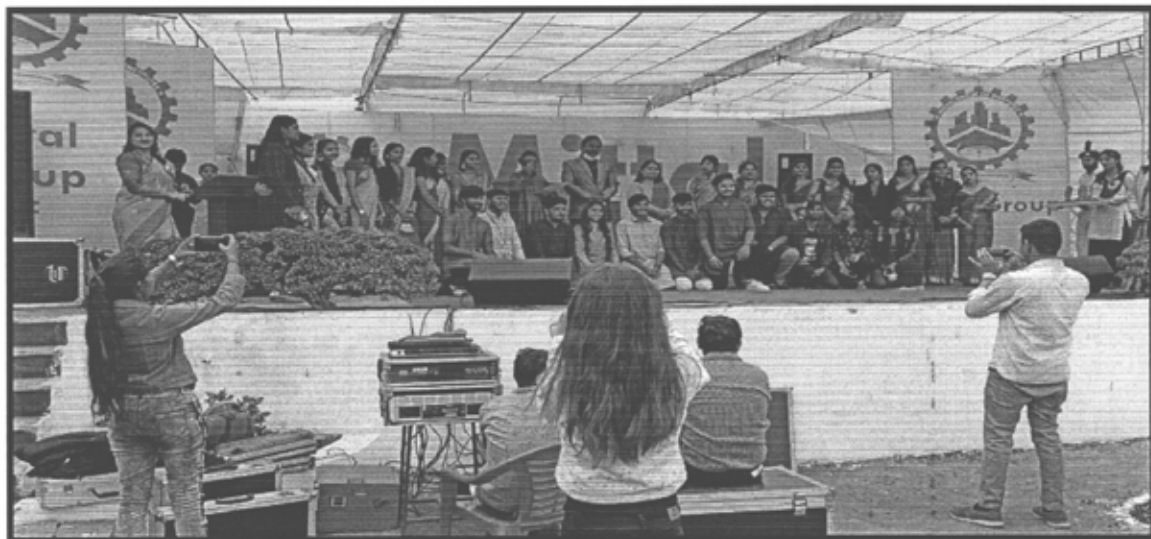
Mr. Anil Poranik

EVENT HEAD:

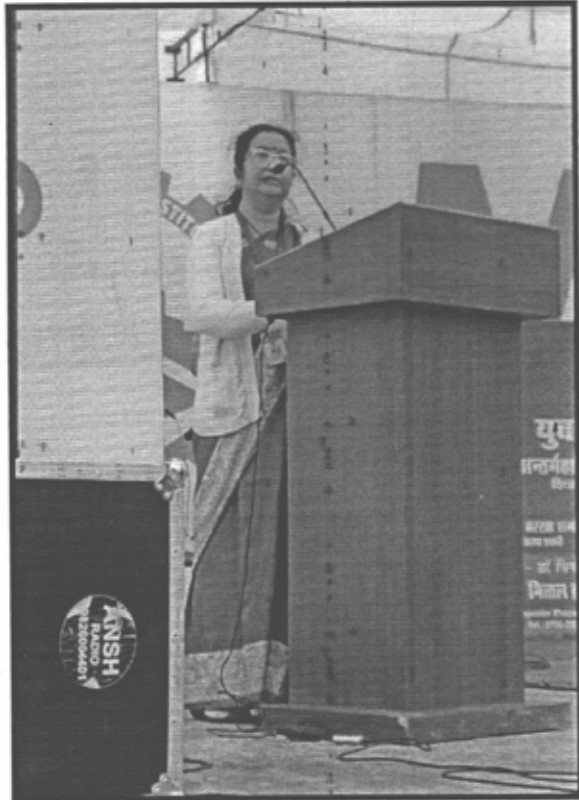
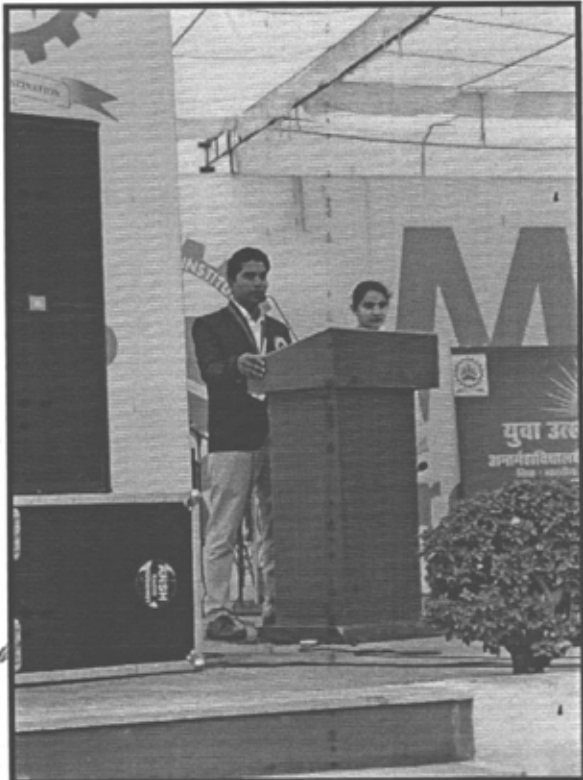
Dr. Malika Pal

EVENT CO-ORDINATOR:

Ms. Barkha Sharma









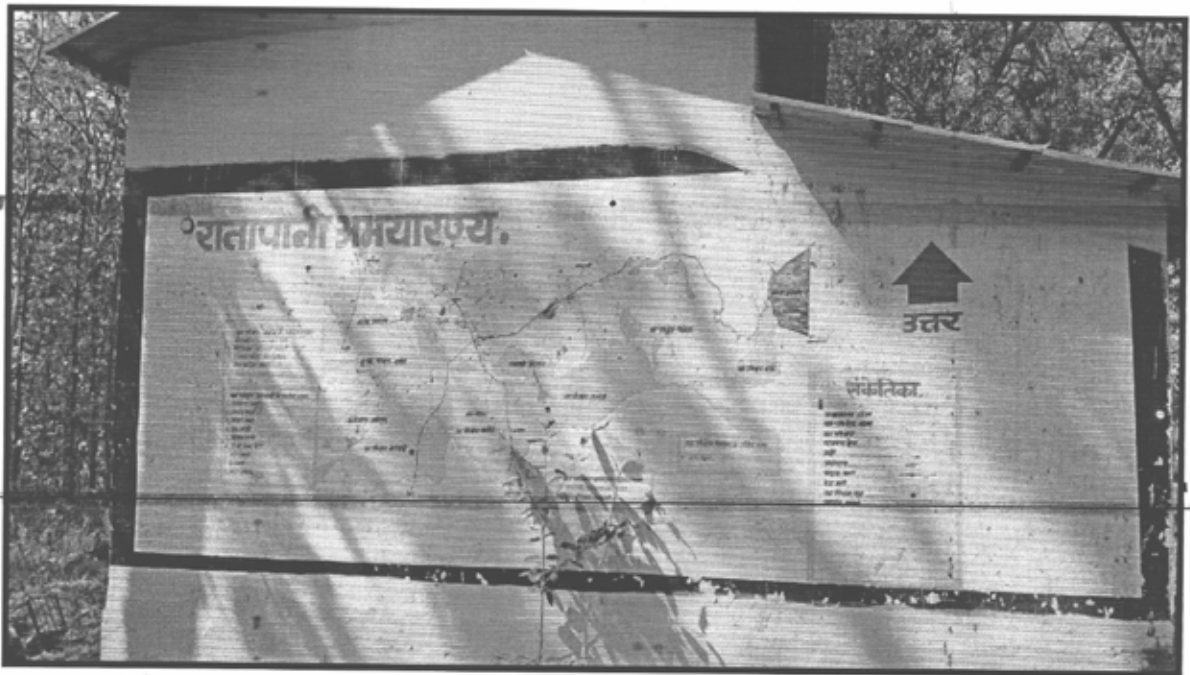
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Session 2021-22



Report on Anubhuti "A Forest Visit"

Dated - 22 January 2022

Venue – Mittal Institute Of Education

Time – 8:30am to 05:00pm

Report on Anubhuti "A Forest Visit"

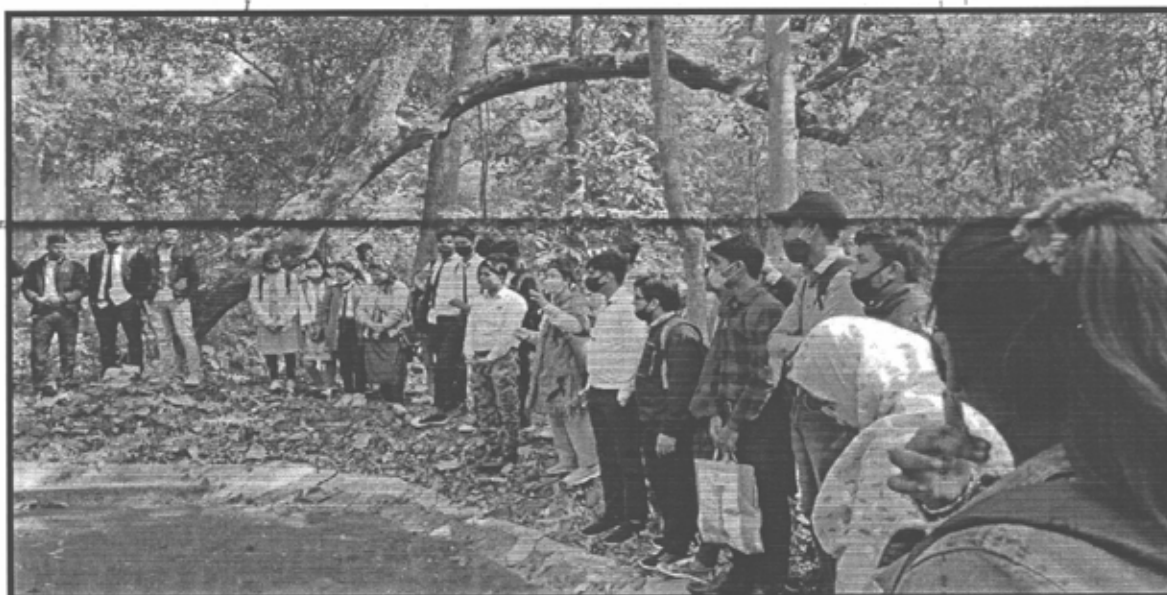
Anubhuti is a state-wide programme initiated by the MP Eco Tourism Development Board in association with the MP Forest Department. The aim of the programme is to sensitize the students towards nature & wildlife, to educate them about the precautionary measures and Do's and Dont's of living in proximity to a forest, with special emphasis on how the wilderness spaces and the denizens living within are crucial to our own survival.

To this effect, the programme involves taking the students for a safari to help them understand the bio- diversity that exists in our forests and the inter-connectedness of all the denizens, followed by a de-briefing session re-iterating about the conservation value of our wilderness spaces with the help of a presentation and movie. The students are also taken on a nature trail wherein they are made familiar with the forest ecosystem and finally gains with an environment message are initiated with the students so that the message of forest protection is clear in their minds as they depart.

Mittal Institute of Education also organized an enjoyable trip for all MIE students along with all staff members on 22 January 2022. Total 40 heads counts were in the bus for the trip. College bus reached at 10:00am to Ratapani they were taken care by one of the Forest Guard of Ratapani. He gave his valuable knowledge and guidance all about forest and animal habitat. It was based on jungle trail in which students were showed Dancing tree; Very aged tree, Sagon tree, Ant hill and foot print of different Animals. Knowledge of food habit of animals also given by the coordinator

Students learnt and enjoyed a lot. After that expert lecture on snake given by Dr.Zafar khan, Dr.Neelu Quaiyumi also share her knowledge about the tiger. A quiz competition based on jungle trail was taken for the students and winner got a poster of wild life of Ratapani.

The idea behind the training programme was to equip the students with fine guiding techniques and enhance their already existing knowledge of the biodiversity and the forests.











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Session 2021-22



Report on conference

Dated – 5th & 6th March 2022

Venue – Mittal Institute Of Education

Report on conference

With more innovation in technology, new businesses are created. With more business, technology comes to the rescue by making things easier. The two exist in something of a symbiotic relationship that ensures they will always coexist.

Over the years, technology has caused an explosion in commerce and trade. Because of technology, many traditional business models and concepts were revolutionized. Technology gave us the opportunity to see things from a new perspective and to approach what we were already doing from a new perspective. Technology also gave us greater efficiency for conducting business.

Some of the areas in which technology is crucial to business include point of sales systems, the use of ICT in management, accounting systems and other complex aspects of everyday business activities. Even something as simple as the calculator which was revolutionary in its time came about because of technology. It is tough to imagine going back to performing tasks manually.

Since more and more data is flowing, it is now much easier to analyze and gain deep insight into the things that customers are looking for. Analytics services are expanding by the day and are allowing businesses to segment their prospects into more and more specific groups, making it much easier to target them and get more value for their advertising money. Something as simple as having a Google account can let a business know where a user is from, the kind of browser they're using, how they stumbled upon a website, What they do on that website, how long they are likely to stay and at what point they decide to leave. There are even more advanced analytics services that allow businesses to become even more refined with this segmentation in order to improve their conversions drastically.

The commerce department of Mittal Institute of Education successfully hosted the National Conference on ***"Information Technology As Tool For Commerce , Management And Entrepreneurship "*** on 5th & 6th March 2022 at college seminar hall. The presence of dignitaries an

impressive lineup of scholars from across the India ,the support of sponsors and media partners, an array of carefully selected, well-researched and well-presented papers on the subject, all came together to help team to admirably conclude this huge endeavor. The conference was applauded for the 4 concurrent sessions in two days besides the Inaugural and Valedictory sessions. This Conference has without a shade of doubt made the academic fraternity richer with the additional literature in form of scholarly works on the subject.

This two day event offered opportunities to the participating audiences to interact with activists, academicians, scholars and experts from all over the India, who deliberated upon and covered topics around the issues of created identity perceptions in etc. The two days comprised of incisive and insightful discussions on various facets of the issue of IFRS, startup India, Corporate social responsibility etc. The views expressed and explored on this platform by the resource persons and paper presenters made the audience rethink ideas which we cling on to unthinkingly in our day to day life.

The Conference owes its success to the able guidance of Principal Dr. Malika Pal and the hard work put in by the entire MIE team led by Dr. Vinay Diwan, Prof.Renu Saxena, Dr.Ankit Jain, Dr.Zafar Khan and students volunteers. The Honable Chief Guest Prof. Dr.Rajiv Jain VC University of Rajasthan inaugurated the Conference with Prof. Dr.Naveen Mathur, Ex Dean and Head Department of Business Administration University Of Rajasthan, Jaipur , Prof. Dr. S.K. Khatik HOD & Dean of Commerce BU. Principal Dr. Malika Pal in her welcome address dealt upon the need for organized engagements in Information Technology tools and need of IFRS. Prof. Renu Saxena Convener of the conference presented the theme of the conference in a lucid manner for the understanding of the audience. The Conference Paper Review Committee was constrained by time to accept only 60 research papers. All the resource persons conducted very engaging and fruitful sessions.

- The Conference ended with most probable outcomes and conclusions to need of Information Technology.
- The Conference and its proceedings are a step towards making those involved and present need and role of IFRS.
- The conference was highly applauded for bringing together great minds from different fields of online business, digital marketing studies and activism.
- Views and discussions made the audience see how information Technology tools works for business and marketing through active questioning and participative action

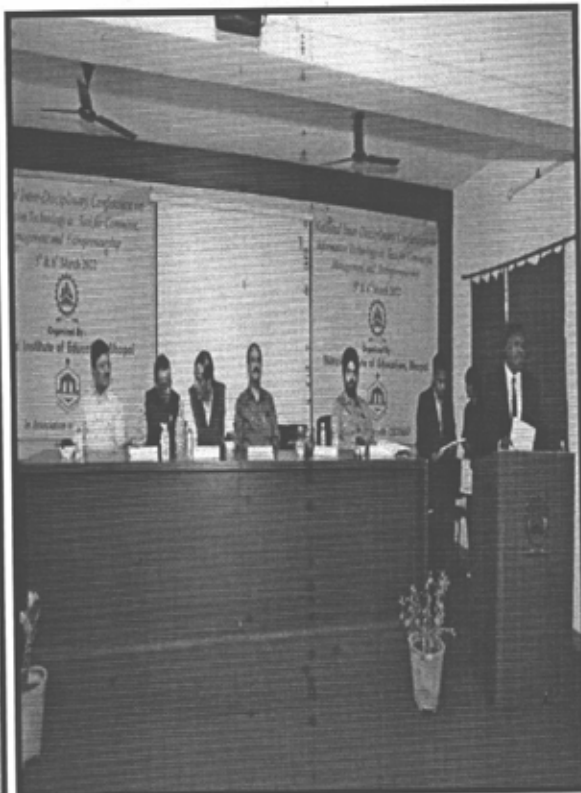
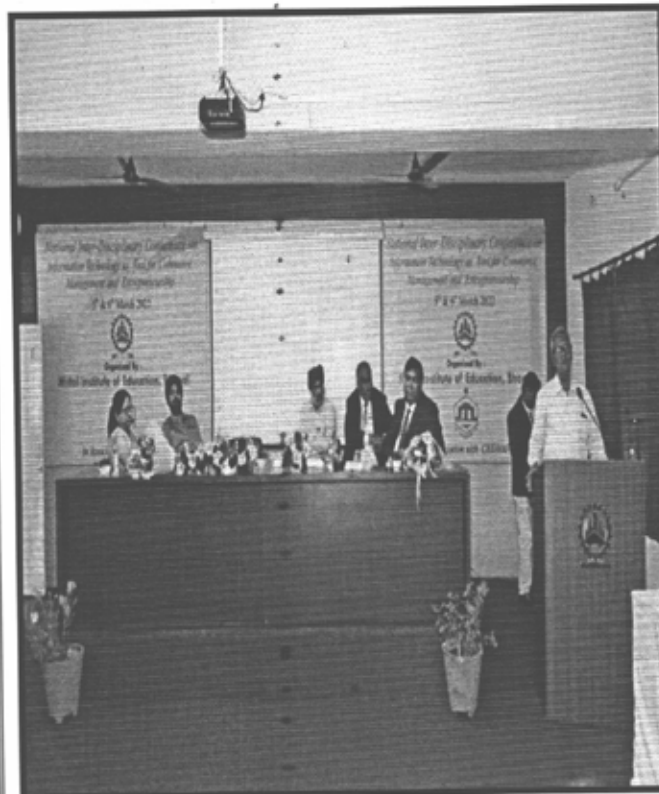
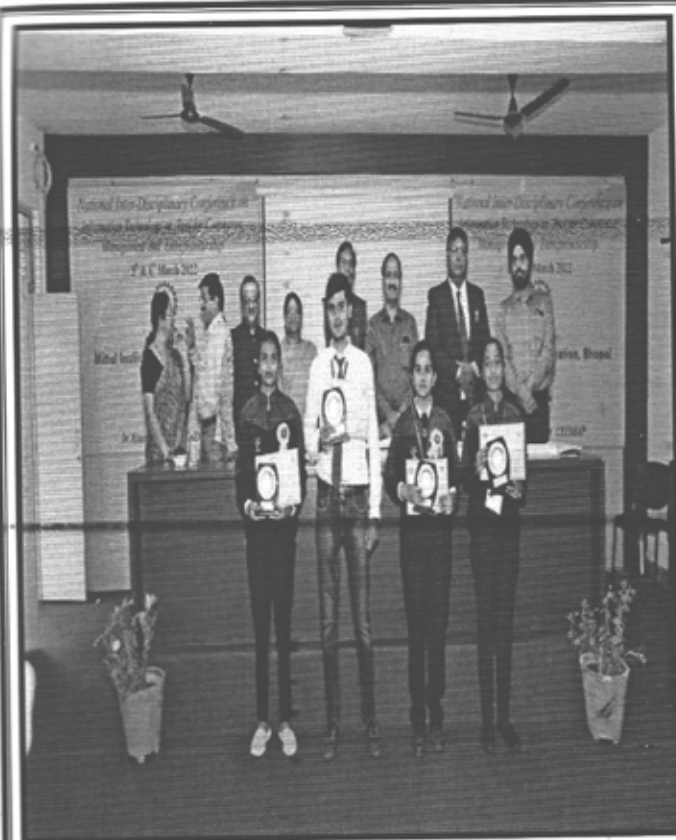
The valedictory addresses given by Prof. Amarjeet Singh Khalsa Dean and Professor IPER. Prof. Dr. Naveen Mathur Ex Dean and Head Department of Business Administration, University of Rajasthan Jaipur was the Guest of Honor . Chairperson Prof. Dr. S.K. Khatik HOD Dean of Commerce BU Bhopal offered an apt conclusion to the conference with specific summing up of the theme of the conference and the acknowledgment of the efforts of the whole MIE team.

Certificates were distributed for best paper presentation and poster as well. All participants also got certificate of participation in the conference. Following participants got best paper presentation certificates-

- Dr. Geetanjali Shrivastav from BSSS
- Dr. vandana Thakur from BU
- Dr. Ankit Jain from Mittal Institute of Education
- Ms. Pinky Mankani from Safia Arts ,Commerce and Law College
- Ms. Renu Saxena from Mittal Institute of Education
- Ms. Chaya Shakyra from BU.

Following candidates got best poster certificates-

- Anmol Sharma
- Keerti Sharma
- Soumya Tiwari
- Anees khan





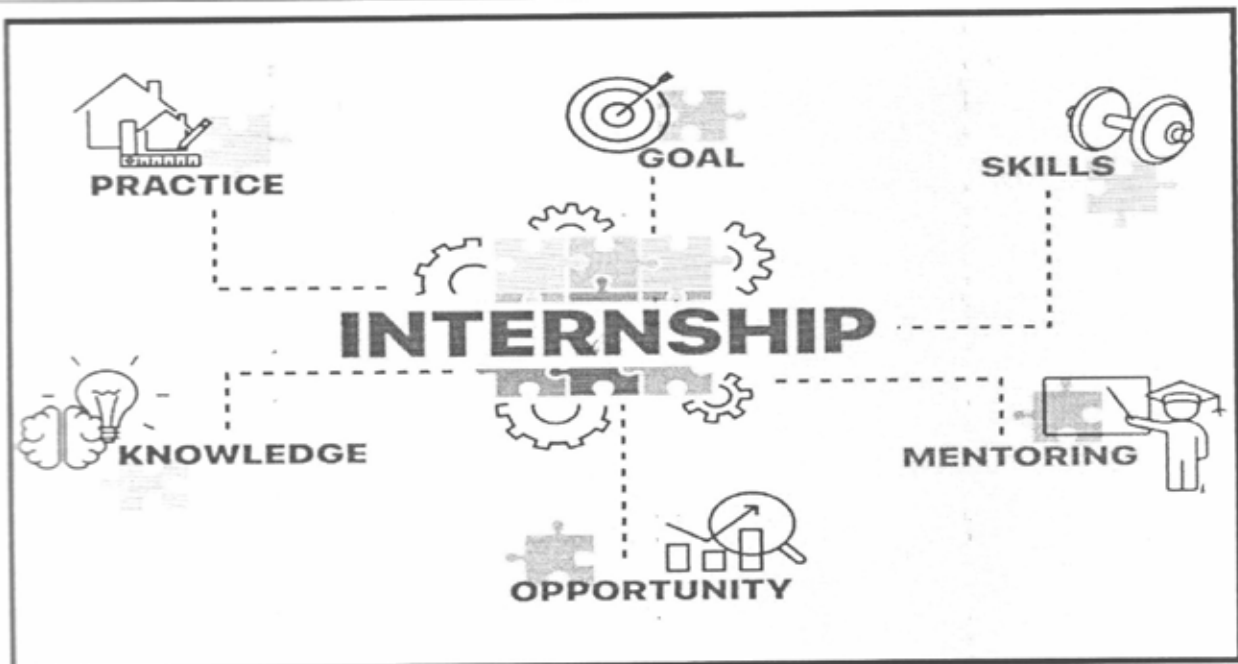
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Session 2021-22



REPORT ON INTERNSHIP

Dated – 1st Feb to 15th Feb

Internship Report

An internship is a professional learning experience that offers meaningful, practical work related to a student's field of study or career interest. An internship gives a student the opportunity for career exploration and development, and to learn new skills. It offers the employer the opportunity to bring new ideas and energy into the workplace, develop talent and potentially build a pipeline for future full-time employees. A quality internship:

- Consists of a part-time or full-time work schedule that includes no more than 25% clerical or administrative duties.
- Provides a clear job/project description for the work experience.
- Orients the student to the organization, its culture and proposed work assignment(s).
- Helps the student develop and achieve learning goals.
- Offers regular feedback to the student intern.

Student Interns Expect:

- To gain real work experience and provide meaningful assistance to the company. They don't want to be gophers.
- To have a mentor who provides guidance, feedback, receptiveness and models professionalism.
- To gain experience and skills in a particular field.
- To develop professional contacts.
- To gain exposure to upper management.
- To receive an orientation to the company for which they are interning. This introduces the student to the company's mission and goals and provides them with information about company rules, regulations and procedures. It also introduces the intern to fellow employees who they can go to in the future with questions.

Following the new Education Policy Mittal Institute of Education has planned internship for all admitted students of first year. Mittal Institute of Education planned and segregated different areas for different subject combination opt by students. Students did total 10 days internship and earned professional knowledge of respected field. Companies provided certificates to students.

According to the guidelines of Barkatullah University, after completion of internship student submitted a handwritten report to the college to concerning department.

SN	Topic	Dept.	Company Name	Resource Person	No of Inters
1	Plant Tissue Culture	Life Sciences	Lenience Biotech Lab	Dr. Mayank Tenguria	38
2	Tally ERP 9	Commerce & Management	Tax Fin solution	Mr. Ajay Sahu	92
3	Share Trading	Commerce & Management	Nirman Share Broker	Mr. Dinesh Bhatt	36
4	Digital Marketing	Computer Science & Application	Expert 18 Technologies	Mr. Vivek Jain	20
5	SEO	Computer Science & Application	Expert 18 Technologies	Mr. Vivek Jain	36