



INTER OFFICE MEMO

Sheet 1 of 4

From: Director-IQAC

To: All IQAC Members & Special Invitees

CC: Hon'ble GB

12 Oct. 2018

MINUTES OF 11TH IQAC MEETING, HELD ON 28TH AUG. 2018 (TUESDAY) AT 2:30 P.M. IN THE CONFERENCE ROOM

1. The Eleventh meeting of the Internal Quality Assurance Cell (IQAC), Post NAAC accreditation held on **28TH Aug. 2018 (Tuesday)** at **2:30 P.M.** in the Conference Room. The following members attended the meeting:-

1.	Prof. H B Raghavendra (Vice Chancellor)	Chairperson
2.	Prof. Prem Vrat (Pro-Chancellor)	Special Invitee
3.	Prof. Swaran Ahuja (Dean Academics)	Member
4.	Dr. Parveen Lohchab (Officiating HOD, School of Law)	Member
5.	Dr. Bharti Arora (Dy. Dean – RDIL)	Member
6.	Dr. Sharda Vashisth (HOD EECE)	Member
7.	Dr. Kavita Khanna (HOD CSE & IT) (On official leave, Dr. Rita Chhikara attended the meeting)	Member
8.	Mr. Pramod Bhatia (HOD ME)	Member
9.	Dr Archanaa Dongre (Officiating HoD – CEE) (Mr. Lokesh attended the meeting)	Member
10.	Dr. Ambika (HoD-APS)	Member
11.	Mr. Manoj Gopaliya (Dy. Dean – Academics, UG) (On official leave, Ms. Chetna Taluja attended the meeting)	Member
12.	Dr. Anjali Garg (Dy. Dean - PhD Programme)	Member
13.	Wg. Cdr. Manohar Vasudev (Retd.) (COE)	Member
14.	Ms. Deepika Deswal (Dy. Manager HR) (Absent in the meeting)	Member
15.	Mr. A.N. Dave (Ex. Regional Executive Director, NTPC), Industry Expert	Member
16.	Mr. Sharad Marathe (President & CEO, UTS, Inc.) Ind. Expert	Member
17.	Col. Bikram Mohanty (Retd.) (Registrar)	Member
18.	Nakul Chadha (11MEU066) nakul.chaddha@gmail.com, 9899005715	Alumni
19.	Hitesh Kumar (11MEU046) raohitesh321@gmail.com, 9716752523	Alumni
20.	Sahil Sharma (15CVU024), 9466857110 (3kass411@gmail.com) (Absent in the meeting)	Students Representative
21.	Parth Satyawali (15MEU059) 9999163679 (satyawaliparth21@gmail.com)	Students Representative
22.	Dr. Jyotsna Singh (Dy. Dean Student Affairs)	Special Invitee
23.	Mr. Neeraj Kumar Shukla (Asst. Prof. EECE) (Absent in the meeting)	Special Invitee
24.	Mr. B.K. Gupta (Director - SPA)	Special Invitee
25.	Prof. A.P. Dash (Dean-SOM)	Director-IQAC

1. Confirmation of the minutes of the Tenth meeting of IQAC held on 23 rd March'18. Minutes of Meeting attached as Annexure – 1.	- HoDs
2. VC insisted inclusion of Project based learning in curriculum	All HODs
<ul style="list-style-type: none"> • Curriculum to be enriched by practical insights • There is a need for Project based learning • Project based learning adds value to the knowledge of students 	
3. MoU Update	All HoDs/ MoU Coordinators
<ul style="list-style-type: none"> • The progress made on the MoUs was shared by the following dept/ coordinators (ppts attached) was shared by the respective coordinators:- <ul style="list-style-type: none"> - VDoIt, AgBe, Trupay, Ansyst Consulting, GamesonDoor, QuickDoctorIn Pvt. Ltd. & SGIT (Ms. Meghna Sharma-CSE) - 4th Mitsubishi Electric Cup-2019 (Ms. Anjali Garg- EECE) - MACE,Mitsubishi, Daikin, BMW, Beijing Wave Spectrum (Dr. Pramod Bhatia – ME) - Michigan Technological University, Smash Contractors (Mr. Lokesh Choudhary – CE) 	
<ul style="list-style-type: none"> • The Pro-Chancellor suggested that the scope of MoU should not only be just placement, internship or testing but vaster and ambitious like to increase the intake. More MoUs with Industry. MoUs to be for 5 years. 	All HODs
4. MAGES Update- Introduction of innovative courses. A brief introduction to all members.	Dean (Acad)
<ul style="list-style-type: none"> • The update was presented by Dean (Acad).(PPT attached) • It was suggested to upskill our faculty to be able to carry out teaching/ training. • It was informed that the programme to be ready by Nov'18. 	
5. NIRF update for next NIRF ranking	Dy. Dean (RDIL)
<p>The following points were observed/ taken care of:-</p> <ul style="list-style-type: none"> - Research – Major Policy initiative - 70% time spent on teaching. Rigor on research to go up - Increase the number of research scholar. - Theory of constraint – research takes more weightage - Teaching – faculty student ratio, experience faculty - Focus on Research and good reputed journal. - Time to be used in research than over documentation. - Quality publication to be increased in SoL & SoM. - Focus on application orientation is weak. (Actually 20% faculty produce 8% of publication) - Faculty retention (surrogate index for University ranking) - Placement concern in SoM & SoL - The salary package of students is not attractive, hence the admission is low 	<ul style="list-style-type: none"> - All HoDs - All HoDs - All HoDs - All HoDs - All HoDs - All HoDs - All HoDs - All HoDs - All HoDs - HR - SPA - SPA & resp. HoD

6. Swachh Bharat Update – Internship in the Swachh Bharat Abhiyan – Improvement Scheme	Dean (SOM)
<ul style="list-style-type: none"> • The update was presented and informed about 100 hrs of Swachta related activities in rural areas from 1st May – 31st July 2018. • It was suggested to have innovations in business model for society benefits and sustainable model like for Waste Management. 	
7. Liberal Studies Update – Enlarge the scope to include more number of courses next semester and float BBA/BA(Hons) with focus on Liberal Studies.	Dean (SOM)
<ul style="list-style-type: none"> • Liberal studies is already a part of curriculum in BBA. 	
<ul style="list-style-type: none"> • Next year BBA/BA(Hons) to be a floated. 	
<ul style="list-style-type: none"> • Liberal studies would be an integral part of the curriculum. 	
8. The ‘Parents Information System’ is being designed and developed by ERP and Dean (Academics).	Dy. Dean (Acad.)
<ul style="list-style-type: none"> • The mentors should have access to this and information about Mentor-Mentee meetings. 	
<ul style="list-style-type: none"> • The mentors to inform the parents about this system and also ensure that information is reached to the parents in case they are not Tech savvy. 	
<ul style="list-style-type: none"> • Prominent Display on the website. 	
<ul style="list-style-type: none"> • Information regarding the parents hitting the information on website. 	
<ul style="list-style-type: none"> • Mentors’ – Mentee meeting information to parents. 	
<ul style="list-style-type: none"> • Feedback/ 2 way communication. 	
9. Update on Employability related improvement initiatives – Wheebox/ youth4work/ alumni. The action plan on the new initiatives.	
<ul style="list-style-type: none"> • It was suggested that the placements performance has to reach the parents every day. • MBA should take more salary than B.Tech or reduce our fee for MBA. • Alumni information for 8048 students is available with SPA. 	All HODs
10. Creation of the ‘Maker’s Space’ for CSE-EECE related activities.	Head-EECE
Maker’s space has to be utilised to its full potential.	
11. Good/ satisfactory/ Un-satisfactory of the grading of the semester-end research progress.	Dy. Dean (PhD Prog.)
<ul style="list-style-type: none"> • It has already been implemented for May 2018 SRC PhD Scholars. 	
12. Any visible efforts being made to publish papers in reputed journal.	All HoDs
All HODs informed that most Faculty members of their respective departments have published in reputed journals. Other faculty members who have not done may be requested to publish at the earliest.	

13. Any effort by department to include their faculty in Editorial Board of Journal.	All HoDs
Major departments have faculty members in the Editorial boards. Those who do not have may try for the same.	
14. Progress on E-Portfolio.	Dean (Acad)
For the first year students E-portfolio has been completed.	
15. Specific and measurable efforts by departments to uplift slow learners and those who have failed in the major tests.	All HoDs
<ul style="list-style-type: none"> • To have meeting with Mentors to work on Slow learners. 	
16. Any other point with the permission of the Chair. <ul style="list-style-type: none"> • Mentors part to be included in Appraisal. • Discuss critical point only towards Quality Enhancement. • IQAC should be identifying problems in the department and look for solutions. • Mr. Marathe (Industry expert) suggested that faculty to go for internship • How to go from agriculture to Agri-business • Go from data to wisdom • Application of slope • Course on problem solving -Math, physics, nature • Promote agitation in thinking • E-learning platform free • Provoke learning and go up the value chain. • Follow the UGC mandate • Take knowledge into action mode • Knowledge should be student centric • Faculty should utilise non-teaching time for industry interaction. 	

Prof. A.P. Dash

Director – IQAC