



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous Institute Affiliated to RGPV Bhopal)

Agenda of the Internal Quality Assurance Cell (IQAC), Meeting on 24th February 2018

Item-1	<p>Compliance status and confirmation of minutes of previous meeting held on 19.08.17</p> <p>The action taken/compliance report is enclosed, shared on e-mail with all members and has been uploaded on the website.</p> <p>Submitted for Confirmation</p>
Item-2	<p>To review initiatives taken and suggest guidelines for flexible curriculum (to be implemented from July 2018) as per AICTE new guidelines</p> <p>A committee was constituted to frame structure, scheme and guidelines for flexible curriculum. The report of the committee is in its final stages of compilation; it will be discussed in syllabus workshops, with stakeholders & in BoS meetings before finalization; Implementation will be w.e.f July 2018 after approval from the Academic Council.</p>
Item-3	<p>To Review and suggest improvements for different practices to enhance employability, skill enrichment & quality of student projects along with students participation</p> <p>Personality development courses, industrial visits, industrial training, technical events, various professional society/club activities and lectures from industry experts are in practice. Industrial Conclave was also conducted in November 2017 to give exposure to students and to enhance their different skills.</p>
Item-4	<p>To review the Feedback of stakeholders on curriculum and finalization of formats for the same</p> <p>Feedback on curriculum is being collected from Alumni and Employers. Feedback on Course Outcomes and Programme Outcomes is collected from students, alumni and employers.</p>
Item-5	<p>To discuss mechanism for student feedback, its analysis and corrective measures</p>
Item 6-	<p>To suggest guidelines for Post Graduate Admissions for the next session</p>
Item 7-	<p>To discuss the possibility of conducting Summer Semester for backlog students</p>
Item -8	<p>To suggest initiatives for financial support to students from economically weaker sections of society</p>
Item -9	<p>To review the existing status of teaching and learning practices and suggest further improvements</p> <p>For continuous monitoring of the teaching-learning process, Academic Audits are a routine practice in the institute.</p> <p>To increase the effectiveness of learner centric environment, the institute has appointed Outcome Based Education (OBE) coordinators at instate and department levels.</p> <p>The IQAC has planned to conduct two one-week short term courses (STC) on OBE and Innovative Teaching Methods in March 2018.</p> <p>A two-day workshop on OBE in collaboration with NPIU is also planned for all the faculty members of the institute.</p> <p>OBE student groups are also formed for effective involvement of the students in the process.</p>

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Item-10	To suggest initiatives for the enhancement of faculty profile & quality
Item-11	To suggest examination reforms for establishing the credibility of evaluation procedures and to set achievement targets New mechanism is being developed and it will be implemented w.e.f. next academic session.
Item-12	To decide the guidelines for setting up targets for attainment of Course Outcomes (COs), Programme Outcomes (POs) and Programme Educational Objectives (PEOs)
Item-13	To discuss the existing Research Policy and financial support for R&D and set guidelines for improvement at various levels
Item-14	To review the status of Research Projects sponsored by Govt/Non Govt Agencies and suggest steps for enhancement of grants
Item-15	To review the initiatives taken for innovation and awards won by Faculty or students for it, along with IPR
Item-16	To suggest measures for improving the Publications by Faculty & Students
Item-17	To review the status of Internal Resource Generation
Item-18	To review the status of extension activities and suggest enhancement of these activities
Item-19	To review the status of MoUs with other institutions in India and abroad and suggest steps to be taken for improvement The following MoU/Collaboration/Association/ Membership were signed during last six month: <ol style="list-style-type: none"> 1. CSIR-CBRI, Roorkee 2. IET Academic Affiliate Partnership Programme 3. India Solar Energy Consulting Pvt, Panipat Haryana . 4. Eminent Bioscience, Indore 5. Smart Controls India Pvt. Ltd. 6. Scientech Technologies Pvt. Ltd. Indore 7. FICCI (Federation of Indian Chambers of Commerce and Industry) 8. CII (Confederation of Indian Industry) 9. Delhi Technological University, Delhi
Item-20	To review the existing physical infrastructure and facilities and action plan for up-gradation
Item-21	To review the status of Library and development of digital library The institute subscribes more than 496+ titles of e-journals from various publishers like Sciencedirect, IEEE, ASCE & ASME via lease line campus access authentication. Central library is also in the process of procuring more than 300+ tiles of e-books from publishers like Pearson, TMH, CBS & Wiley. The institute is establishing e-library with latest facilities to access e-journals & e-books and has also renovated the existing audio visual section.
Item-22	To discuss the initiatives taken for up-gradation of the IT infrastructure The institute is augmenting the IT infrastructure by procuring following separate servers for: <ol style="list-style-type: none"> 1. Data Centre: to store various information about the Institute staff, academic related information, various documents in digitized form

	<p>2. IMS: To store confidential examination data of the students</p> <p>3. For Massive Open Online Courses, Account of students/staff, Lectures, assignment etc</p> <p>4. Proxy Server – To distribute controlled and monitored internet in the Institute.</p> <p>5. Telnet server – to store various software that can be downloaded from anywhere in the LAN of the Institute</p> <p>6. Linux Server – To provide programming support for the students of the Institute</p>
Item-23	<p>Review the adequacy, maintenance and proper allocation of support structure and services</p> <p>The administrative audit for all the support facilities was conducted on 22nd February 2018 and the report will be tabled.</p>
Item-24	To review the existing practices for Students Mentoring and discuss their effectiveness
Item-25	<p>To review the results of last semester and discuss corrective measures for improvement</p> <p>The result analysis was performed and the courses for which the pass percentage was not up to mark were identified; the findings were communicated to the concerned departments to propose/implement necessary corrective measures.</p> <p>The departments have submitted a report on corrective measures to be taken.</p>
Item-26	To review students participation in different activities at institute and outside the institute
Item-27	To review the Alumni Engagements and enhancement of alumni interaction
Item-28	<p>To discuss the Development & Deployment strategies</p> <p>The institutional development plan for the next five years has been approved by the Board of Governors of the institute</p>
Item-29	<p>To apprise about implementation of Career Advancement Scheme (CAS) and engagement of new faculty through TEQIP-III/NPIU/Regular Appointments</p> <p>The screening/interviews under the Career Advancement Scheme (CAS) were conducted for all eligible cases in January 2018.</p> <p>Against 54 faculty members engaged under TEQIP-III by NPIU 50 have joined the different Engineering and Allied Departments of the institute.</p> <p>For the vacant posts (20 numbers) at Assistant/Associate Professor Levels, the advertisement for regular appointment has already been floated; screening has already been done.</p>
Item-30	<p>To review the Institutional Values & Social Responsibility</p> <p>Collaborative workshops on gender Sensitization, Woman Empowerment, Various Awareness Programmes, Blood Donation Camps, Students Counselling & Motivation are being conducted regularly with different organizations.</p>
Item-31	To discuss the existing Best Practices adopted by the different departments
Item-32	<p>To discuss the initiatives taken for Environmental Consciousness</p> <p>The institute conducts Green/Energy/Safety/ Audit as per the schedule.</p> <p>The next Audits are scheduled for March 2018.</p>
Item-33	To review Institutional Distinctiveness
Item-34	Any other matter with the permission of the Chair