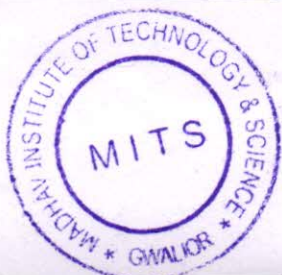




Item-1

To confirm the minutes of the previous meeting of IQAC on 27<sup>th</sup> June 2019

- The minutes of previous IQAC meeting dated 27.06.2019 were confirmed for the following issues discussed during the meeting:
- The house accepted the need to strengthen the T&P Cell for creating awareness about Internships, for building ties with industries for improving number of internships and for arranging internships for all the students.
  - The Director suggested inviting industries on the campus to provide in-house internship in the area of software development, project management & other Innovative skill developments.
  - Mr. Ashutosh Chincholikar emphasised the need of training the faculty first for conducting collaborative research and training in association with industries. He further expressed willingness to help in organizing this activity for a small group of faculty members at nearby Industries in Gwalior.
  - Mr. Yatindra Kumar Shrivastava too assured his help in giving wide publicity about such provisions using his professional network. He also expressed his willingness to be a part of OHAS audit for the institute.
  - The House also reviewed the status of research publications in the institute.
  - The house appreciated the selection of 11 proposals under the Collaborative Research Scheme (CRS) of worth Rs 1,53,16,000/- {jointly with faculty engaged by NPIU with financial assistance under TEQIP-III}.
  - The major quality enhancement initiatives undertaken during the session, (such as review of departments by Honourable members of the board, improvement in ranking of the institute NPTEL Chapter, starting of Value Added Courses, registration for the newly started National Doctoral Fellowship (NDF) programme, sending large number of faculty members or attending training programmes / workshops / conferences, Initiatives taken for improving Infrastructure) along with their impact were reviewed
  - The annual TEQIP-III report, SIP-I & SIP-II report with module-wise feedback, on-line faculty feedback report, report on participation of faculty in Annual Refresher Programmes in Teaching (ARPIT) Certificate Courses, report on conduction of AICTE sponsored International Conference in November, 2019, report on NSS activities, report on sports activities and achievements & report of UG and PG result analysis for April-May 2019 end semester examination were tabled and discussed.







## Item-2

### To discuss and review the vision and mission statements of the institute

- Following existing Vision & Mission statements of Institute were discussed during meeting for review:

**Vision:** "To create world class quality Engineers & Technocrats capable of providing leadership in all spheres of life & society"

**Mission Statements:**

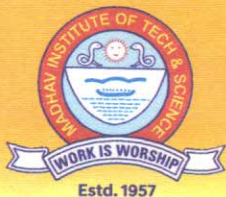
- To provide quality education in technical and allied disciplines
  - To organize and arrange innovative courses in Engineering and Technology
  - To arrange vocational courses in the upcoming fields and innovative subjects to meet global advancement
  - To promote research in the fields of Technology and Science.
- The External Expert Member **Dr. I. K. Bhat, Vice Chancellor, Manav Rachna University, Faridabad** has suggested following guidelines to review the Vision and Mission of Institute:
    - Vision should be generic and well drafted.
    - Vision should be a futuristic statement that the institution / department would like to achieve over a long period of time
    - Vision does not change very often but mission does.
    - Mission statements are to be essentially the means to achieve the vision.
    - Statements should help in defining aspirations and to remain focused.
    - Should be written in a simple language, easy to communicate and should define objectives which present near future of the Institute
    - Vision statement is dream of where one wants the Institute to be and inspires all the stake holders
    - Mission statements are actionable statements that guide the stakeholders to act.
  - In view of above guidelines, IQAC members recommended to collect the feedback/comments from all stakeholders on existing statements & to modify the Vision & Mission of Institute.
  - Thereafter, **Shri Prashant Mehta, Hon'able member of the BoG** suggested that a suitable committee may be constituted to revise/re-draft the Vision & Mission statements of the Institute.

## Item-3

### To apprise the House about registration and participation of the institute on National Academic Depository (NAD)

- The house appreciated the initiatives taken for the registration of the Institute on National Academic Depository (NAD). Following details regarding NAD were discussed during the meeting:
  - The institute got registered on the NAD in August 2019.
  - National Academic Depository (NAD) is an initiative of Government of India facilitated by Ministry of Human Resources Development (MHRD), for digital issuance, storage, access and verification of Academic Awards issued by Academic Institutions. **NAD is a Unique, Innovative and Progressive initiative under "Digital India" towards achieving Digital enablement of the Education Records.**
  - NAD is an inter-operable system for storage, retrieval, authentication and verification of academic awards.
  - NAD allows the logging of academic awards. In addition to ensuring the authenticity integrity, and confidentiality of the database, NAD can act as a deterrent to fake and forged paper certificates, reduce administrative efforts, and eliminate the need for institutions to preserve physical records.





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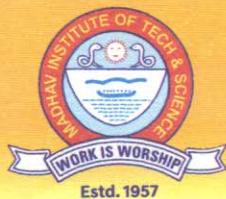
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	<ul style="list-style-type: none"> <li>▪ Academic institutions are held responsible for the authenticity of NAD data. Requests for access to academic awards for potential employers require the consent of the recipient.</li> </ul>																																										
<b>Item-4</b>	<p><b>To present the July-MITS-MOODLE report with MWI of departments</b></p> <ul style="list-style-type: none"> <li>➤ The house reviewed the <b>MOODLE working index (MWI)</b> computed department wise by taking a weighted average of the categories poor, good and excellent to periodically monitor the utilization of the 10 different applications/features of the MOODLE.</li> <li>➤ The house suggested for the issuing of directions to concerned departments to take corrective action for 100% utilization of this MOODLE facility. <ul style="list-style-type: none"> <li>▪ <b>The report for July 2019 is annexed.</b></li> </ul> </li> </ul>																																										
<b>Item-5</b>	<p><b>To apprise the House about the status of UG/PG admissions</b></p> <ul style="list-style-type: none"> <li>➤ The house reviewed the following status of admissions in various UG &amp; PG courses of Institute: UG admissions: 836+84+38+09+01=968 (including EWS+ TFW+ PMSS+ outside country) PG admissions: 56 (Total seats:183)</li> <li>➤ The house suggested to study/review the decreasing interest of students for admissions in PG programs at Institute level through a suitable committee and to take corrective measures if required to increase the admissions in PG courses. The courses where the interest is poor courses may be restructured/ renamed.</li> <li>➤ House also suggested to start courses on emerging areas with the Industrial Collaborations. <ul style="list-style-type: none"> <li>▪ <b>The department/course wise full report on admissions is annexed.</b></li> </ul> </li> </ul>																																										
<b>Item-6</b>	<p><b>To apprise about the status of Ph.D admissions under NDF and development of a centralized research lab</b></p> <ul style="list-style-type: none"> <li>➤ The house reviewed the status of Admissions under the National Doctoral Fellowship (NDF) scheme as follows:</li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>S.No</th> <th>Name of the candidate</th> <th>Department</th> </tr> </thead> <tbody> <tr><td>1</td><td>Vimal Tiwari</td><td>Electrical Engineering (ELE)</td></tr> <tr><td>2</td><td>Rajni Maurya</td><td>Electrical Engineering (ELE)</td></tr> <tr><td>3</td><td>Vinay Kumar Tatikayala</td><td>Electrical Engineering (ELE)</td></tr> <tr><td>4</td><td>Kamal Sharma</td><td>Civil Engineering (CIE)</td></tr> <tr><td>5</td><td>Jay Singh</td><td>Civil Engineering (CIE)</td></tr> <tr><td>6</td><td>Sanjay kumar vaishnav*</td><td>Civil Engineering (CIE)</td></tr> <tr><td>7</td><td>Khateeb Ur Rahman</td><td>Architecture (ARC)</td></tr> <tr><td>8</td><td>Shubham Srivastava</td><td>Mechanical Engineering (MECH)</td></tr> <tr><td>9</td><td>Manish Belwanshi</td><td>Mechanical Engineering (MECH)</td></tr> <tr><td>10</td><td>Deepak</td><td>Mechanical Engineering (MECH)</td></tr> <tr><td>11</td><td>Shradha Dubey</td><td>Computer Science &amp; Engineering (CSEI)</td></tr> <tr><td>12</td><td>Priyanka Gupta</td><td>Computer Science &amp; Engineering (CSEI)</td></tr> <tr><td>13</td><td>Shubham Sharma</td><td>Computer Science &amp; Engineering (CSEI)</td></tr> </tbody> </table> <ul style="list-style-type: none"> <li>➤ The House accepted the proposal of centralized facility to be developed for installing equipment procured under centrally funded schemes namely (i) Collaborative Research Scheme (CRS) for NPIU faculty (ii) NDF-RPS for the Ph.D students under NDF.</li> </ul>	S.No	Name of the candidate	Department	1	Vimal Tiwari	Electrical Engineering (ELE)	2	Rajni Maurya	Electrical Engineering (ELE)	3	Vinay Kumar Tatikayala	Electrical Engineering (ELE)	4	Kamal Sharma	Civil Engineering (CIE)	5	Jay Singh	Civil Engineering (CIE)	6	Sanjay kumar vaishnav*	Civil Engineering (CIE)	7	Khateeb Ur Rahman	Architecture (ARC)	8	Shubham Srivastava	Mechanical Engineering (MECH)	9	Manish Belwanshi	Mechanical Engineering (MECH)	10	Deepak	Mechanical Engineering (MECH)	11	Shradha Dubey	Computer Science & Engineering (CSEI)	12	Priyanka Gupta	Computer Science & Engineering (CSEI)	13	Shubham Sharma	Computer Science & Engineering (CSEI)
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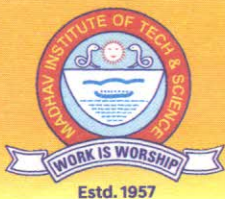
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Item-7	<p><b>To apprise about the status of Ph.D candidates and the monitoring mechanism</b></p> <ul style="list-style-type: none"> <li>➤ The house reviewed the provision made for <b>Research Advisory Committee</b> constituted for each research scholar.</li> <li>➤ The house also reviewed the status of monitoring mechanism created for Ph.D. Scholars. The next six monthly Ph.D. review will be done on 7<sup>th</sup> September 2019.</li> <li>➤ The house suggested for the issuance of official notice to university regarding discontinuation of Ph.D. registration through concerned supervisors in case of non reporting/performing research scholars.</li> </ul>
Item -8	<p><b>To discuss the initiatives taken for creating gender equity</b></p> <ul style="list-style-type: none"> <li>➤ The house reviewed the following initiatives taken for gender equity: <ul style="list-style-type: none"> <li>▪ Girls Grievance Cell was reconstituted this year.</li> <li>▪ The members of the cell regularly interact with students.</li> <li>▪ The team has proposed to appoint two <b>Gender Champions</b> (one girl, one boy) from each class who will be associated in conducting activities like workshops, poster making, etc to create awareness about gender sensitivity, gender equity, safety, laws.</li> <li>▪ A page and link regarding Girls Grievance Cell on the website/MOODLE/IMS is also planned.</li> </ul> </li> <li>➤ The house discussed the <b>Vishaka Guidelines against Sexual Harassment at Workplace</b> (Promulgated by the Indian Supreme Court in 1997 and were superseded in 2013 by the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013).</li> <li>➤ House also suggested to notify or to create awareness amongst the students regarding various initiatives taken by the Institute for gender sensitization.</li> </ul>
Item-9	<p><b>To apprise about the status of implementation of the Flexible Curriculum</b></p> <ul style="list-style-type: none"> <li>➤ The house appreciated the various efforts made for the implementation of Flexible curriculum by the Institute: <ul style="list-style-type: none"> <li>▪ An orientation session was conducted to brief all the faculty members of the institute regarding the different provisions of the Flexible Curriculum (drafted in accordance with the AICTE model curriculum guidelines) which is implemented w.e.f. 2017-18 admitted batch of students.</li> <li>▪ Similar orientation was done for all the students, department wise though power point presentation prepared by the ADC of the institute.</li> <li>▪ <b>The list of courses approved by BoS and Academic Council for getting an Honours or Minor specialization in other engineering disciplines was also displayed on the institute website.</b></li> <li>▪ A power point presentation was also prepared by the Academic Development Cell of the institute to guide the students through the flexible curriculum in the form of a flow chart. The same was also uploaded on the Institute website.</li> </ul> </li> </ul>
Item-10	<p><b>To apprise about the NPTEL Chapter registrations</b></p> <ul style="list-style-type: none"> <li>➤ The house reviewed the status of registration for NPTEL portal. At the SPOC login on the</li> </ul>





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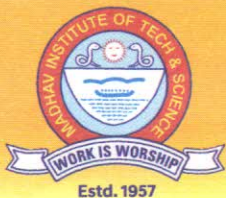
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	<p>NPTEL portal 7010 registrations by 2043 participants (students+faculty) members including faculty and students.</p> <ul style="list-style-type: none"> <li>➤ It was discussed that the status of those who are interested in appearing for the proctored examination, will be presented in the next IQAC meeting as it will be visible after the last date of exam registration, on 21<sup>st</sup> August for set-I and 23<sup>rd</sup> September for set-II.</li> <li>➤ The house appreciated the provision made for the reimbursement of NPTEL/SWAYAM examination fee to faculty/staff on successful completion of a certificate course.</li> </ul>
<b>Item-11</b>	<p><b>To discuss initiatives taken for improving teaching-learning practices</b></p> <ul style="list-style-type: none"> <li>▪ The house appreciated the following initiative taken for the preparation of Faculty Guide Manual to promote learner centric education in the Institute: <ul style="list-style-type: none"> <li>▪ A <b>faculty guide manual (FGM)</b> is being prepared (for a few identified courses) at the department level. The objective of the FGM is to prepare a strategic Lecture Plan for establishing standardized norms to achieve a desired level of uniformity in the teaching-learning practices of a particular course. Time, value percentage of conceptual, logical, analytical, numerical &amp; application orientation teaching-learning including interactive &amp; non interactive components are to be ascertained and documented to bring a certain standard to teaching.</li> <li>▪ The FGM is expected to be very helpful for new teachers or teachers who are teaching the course for the first time.</li> </ul> </li> </ul>
<b>Item-12</b>	<p><b>To review the activities conducted by the Entrepreneurship &amp; Development Cell (EDC)</b></p> <ul style="list-style-type: none"> <li>▪ The house reviewed the various activities conducted by the Entrepreneurship &amp; Development Cell (EDC) for internal/external students to develop of various skills required for better employability.</li> <li>▪ <b>The report is annexed.</b></li> </ul>
<b>Item-13</b>	<p><b>To inform the House about initiatives to improve employability of students</b></p> <ul style="list-style-type: none"> <li>▪ The house reviewed the initiatives taken to increase the employability skills among the final and pre-final year students through external service provider under TEQIP-III: <ul style="list-style-type: none"> <li>▪ The T&amp;P cell of Institute is going to start 200 Hours “Employability Skill Training” w.e.f. 26th August 2019 through external agency M/s T.I.M.E.(Triumphant Institute of Management Education Pvt. Ltd.) for the 720 students (3rd &amp; 4th Year) of all engineering disciplines.</li> <li>▪ The service provider will impart Employability skill training covering managerial skills, communication skills, team work skills, leadership skills, and entrepreneurial skills required for working in industry.</li> </ul> </li> </ul>
<b>Item-14</b>	<p><b>To table the completed exit survey report</b></p> <ul style="list-style-type: none"> <li>▪ The house reviewed the attached exit survey report prepared for total of 817 responses on 20 points.</li> <li>▪ The house suggested taking corrective measures according to feedback provided by the students as per feasibility.</li> </ul>







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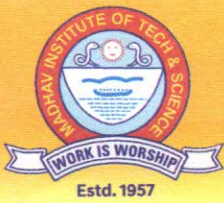
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<b>Item-15</b>	<b>To set-up guidelines for the effective implementation of “National Policy on Academic Ethics”</b> <ul style="list-style-type: none"><li>➤ The house accepted the following proposed initiatives on the implementation of National Policy on Academic Ethics:<ul style="list-style-type: none"><li>▪ It is proposed that the policy document should be circulated to all faculty, students &amp; staff of the institute through a Google form, with a “I have read and I accept to abide by these guidelines” at the bottom, compulsory for all to accept.</li><li>▪ <b>The policy will also be uploaded on the institute website under the “Ethics” tab.</b></li></ul></li></ul>
<b>Item-16</b>	<b>To present the status and preparedness of the Institute for NBA accreditation</b> <ul style="list-style-type: none"><li>➤ The house reviewed the following activities regarding preparation for NBA Accreditation and implementation of Outcome Based Education:<ul style="list-style-type: none"><li>❖ Meeting of HoDs and OBE coordinator with <b>Prof. K.K. Aggarwal, Honorable member of BoG and Chairperson NBA</b> was conducted on <b>17<sup>th</sup> July 2019</b><ul style="list-style-type: none"><li>▪ <i>To review the policy adopted by the institute for (i) computing attainment and mapping of COs &amp; POs and (ii) mapping of PEOs with mission statements. A presentation was given by Dr. Sulochana Wadhvani, OBE manager of the institute.</i></li><li>▪ <i>To review the eligibility and compliance status of NBA Pre-qualifier of the 7 eligible UG programmes</i></li></ul></li><li>❖ Training the faculty for teaching-learning as well as assessment and evaluation is a continuous practice with the institute.<ul style="list-style-type: none"><li>▪ <i>In this sequence a one-day workshop entitled “Outcome Based Education (OBE) &amp; Accreditation process” was organized on 19th July 2019. Expert presentation was given by Prof. Vikas Rastogi, Delhi Technological University (DTU), Delhi</i></li><li>▪ <i>A two-day workshop on “Bloom’s Taxonomy for Assessment Design” was organized by the IQAC for OBE coordinators from all the departments with TEQIP-III sponsorship, on 13th-14th August, 2019. Dr Urmila Kar, Professor, Education &amp; Management, NITTTR, Kolkata was the expert. Tutorial sessions were also conducted to train the faculty for writing Intended Learning Outcomes (ILOs) and their mapping with Bloom’s Cognitive/affective/psychomotor domains.</i></li></ul></li><li>❖ <b>The review and presentation of NBA-SAR</b> was carried out for 5 departments on <b>16th August 2019</b> by a team consisting of the Director, members of the Academic Development Cell (ADC), HoDs and the departmental OBE coordinators.</li><li>❖ A Meeting of HoDs and OBE coordinator with <b>Prof. D.P. Agrawal, Honourable member of BoG</b> was held on <b>21<sup>st</sup> August 2019</b>.<ul style="list-style-type: none"><li>▪ The vision and mission statements were reviewed along with rubrics developed for mapping COs-POs &amp; PEOs .</li><li>▪ The need for making the teaching-learning process more interactive &amp; inclusion of open ended problems to challenge the students was advised.</li><li>▪ Need to give more weightage to continuous assessment was emphasized.</li></ul></li></ul></li><li>➤ The house accepted the proposal to submit the PQ &amp; SAR to NBA for the accreditation of following under Graduate programs in the month of September 2019 as per fulfilment of NBA pre-qualifier criteria:<ul style="list-style-type: none"><li>▪ B.Tech. Civil Engineering</li><li>▪ B.Tech. Mechanical Engineering</li></ul></li></ul>





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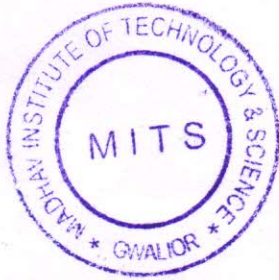
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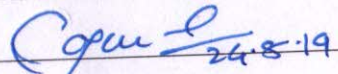


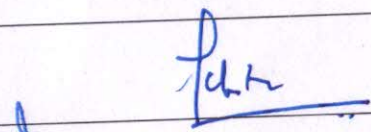

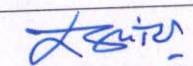
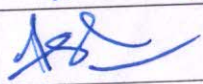


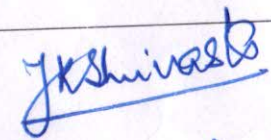
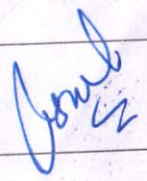
	<ul style="list-style-type: none"><li>▪ B.Tech. Electrical Engineering</li></ul>
Item-17	<p><b>Any other matter with the permission of the Chair</b></p> <ul style="list-style-type: none"><li>➤ The house suggested to enhance the efforts made by the institute to address following needs of 21<sup>st</sup> Century learners through authentic pedagogy (Generating new meaning/deeper understanding of subject content/Inquiry- based teaching/higher-order thinking/project based learning/peer to peer learning):<ul style="list-style-type: none"><li>▪ Media- savvy</li><li>▪ Self-reliant</li><li>▪ Adaptive</li><li>▪ Creative</li><li>▪ Collaborative</li></ul></li><li>➤ <b>Mr. Yatindra Kumar Shrivastava</b>, Industrialist &amp; Employer members of IQAC, has informed about "Requirement &amp; Guidelines for Management Systems for Educational Organization" as per Indian Standards (IS/ISO 21001:2019. The feasibility and its implementation can be done in the Institute through suitable external agency.</li><li>➤ <b>Dr. Keshav Pande</b> appreciated the initiatives being taken by the Institute for quality improvement and assured his full support wherever and whenever required.</li></ul>

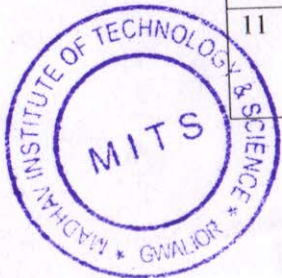
*P. Jayaswal*  
24.08.2019  
(Dr. Pratesh Jayaswal)  
Co-ordinator, IQAC



*R.K. Pandit*  
25.8.19  
(Dr. R.K. Pandit)  
Director  
DIRECTOR  
Madhav Institute of Technology & Science  
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3	Dr. S.G. Deshmukh	Director		<a href="mailto:Deshmukh.sg@gmail.com">Deshmukh.sg@gmail.com</a>	
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