

COMPLIANCE/ACTION TAKEN REPORT OF IQAC MEETING ON 30th June 2022

In Compliance to the decisions taken by IQAC in the meeting on 30th June 2022, the following actions have been taken:

Point 1: Initiative taken to conduct in-house workshops on “Deciding modes of teaching according to the multiple mode of teaching learning pattern (MMTLP)”

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR (A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

DA/MP/2022/1483

Date: 05/04/2022

NOTICE

Subject: In-House department level workshop on “Deciding modes of teaching according to the Multiple Mode Teaching Learning Pattern (MMTLP)”

With reference to order no 105 dated 22.01.2022, the targets for incorporating NEP-2020 provisions in the Flexible Curriculum were set-up based on the presentation of Professors on “Market Driven Analysis for Dynamic Curriculum Development” in the meeting of the BoG on 11.01.2022

It was also decided to promote the following Teaching-Learning methodology for content delivery:

Methodology	Direct Teaching-Learning	Indirect Teaching-Learning	Hands-on/Activity based/Experimentation based learning
Multiple Mode Teaching Learning Pattern	Suggestive Range		
	50-60%	Up to 10%	20-25%

In this regard each department is required

- to conduct an in-house workshop on “Deciding modes of teaching according to the Multiple Mode Teaching Learning Pattern (MMTLP)” (Sample appended with this notice)
The proposed objectives are*

- To identify innovative teaching modes for different types of syllabus content
- To enhance skill development through different modes of teaching-learning
- To include latest developments in the domain catering to the fast changing technological scenario
- To introduce a global perspective into the course

@ These are suggestive objectives, the department can add/delete/modify as required

- to prepare lecture plans as per the following format


LECTURE PLAN*

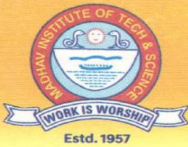
Name of Course with Code:		Class:	Session: July-December 2022		
Teaching Session	Date	Content to be covered	COs	Blooms Level (BL)	% Coverage (to be calculated based on the total syllabus)
1					
2					

#This table is only a sample; the faculty members can further improve/change it as per the requirements/nature of their specific courses.

The “sample modes of teaching” prepared by the Academic Development Cell based on the Multiple Mode Teaching Learning Pattern (MMTLP) conforming to the Implementation of National Education Policy 2020 (NEP 2020) is enclosed in Table A

The brief report of the workshop is to be sent to the office of the undersigned latest by **30th May 2022**. The report must include (i) Lecture plans of a few courses of the next session (ii) Modes of teaching of those courses (to be appended with lecture plans).


(Dr. Manjaree Pandit)
Dean Academics



Point 2: Constitution of team of faculty members for preparation and submission of IIQA

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute, Affiliated to RGPV, Bhopal)

No.: 543

Date: 06.04.2022

ORDER

In continuation to order no. 781 dated 04.05.2021, order no. 788 dated 05.05.2021 & order no. 1201 dated 13.07.2021 regarding appointment of Data Managers and constitution of team of faculty and staff members to prepare Institute information for quality assessment (IIQA), Self Study Report (SSR), data submission for Cycle-II NAAC Accreditation, the following Criteria Heads are assigned the responsibility to prepare the information and supporting documents for quantitative metrics' (QnM) & qualitative metrics' (QIM) in a timely manner.

Sr. No.	Criteria	Criteria Head
1.	Curricular Aspects	Dr. Akhilesh Tiwari Mr. Vikram Singh Rajput
2.	Teaching-Learning and Evaluation	Dr. Sunita Sharma Mr. Kuldeep Kumar Swarnkar
3.	Research, Innovations and Extension	Mr. Sharad Agarwal
4.	Infrastructure and Learning Resources	Dr. Rajni Ranjan Makwana Prof. Aditya Kumar Agarwal
5.	Student Support and Progression	Dr. Rajeev Kansal
6.	Governance, Leadership and Management	Dr. Pratesh Jayaswal
7.	Institutional Values and Best Practices	

The Head of the Departments, Data Managers, OBE Manager, other coordinators, Dean Academics office, HR Section, Student Section and other offices will provide all necessary support in compilation of required information for IIQA, SSR & SSS.

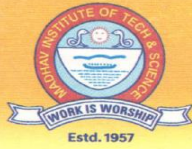
Dr. Pratesh Jayaswal, Professor and Registrar in consultation with Dean Academics will monitor the above activity for successful submission of information for NAAC accreditation through NAAC portal.

The first review of the draft SSR (QIM & QnM) will be done by undersigned on 31.05.2022, the detailed schedule for the same will be communicated in due course of time.


(Dr. R. K. Pandit) 6.4.22
Director

Copy to:

- (i) Above Faculty Members,
- (ii) All Head of the departments,
- (iii) Dean Academics,
- (iv) Dean Students Welfare,
- (v) Registrar
- (vi) OBE Manager
- (vii) Data Managers
- (viii) TPO
- (ix) HR Section
- (x) Director Office.



Point 3: Monitoring Regarding conduction of BoS meeting (from May 23rd to 28th May 2022)

[Urgent] Regarding Conduction of BoS meeting (from 23 May -28 May 2022) and Agenda Inbox x



Dr Akhilesh Tiwari <atiwari@mitsgwalior.in>

Wed, Apr 13, 11:15 AM

to hod, M.K., me

Dear Sir/madam,

As per the instructions from the competent authority, it is required to schedule and conduct your departmental Board of Studies (BoS) meeting between 23rd May - 28th May 2022, as per the attached agenda for the same. All are required to follow the attached BoS agenda (as per the applicability).

Moreover, it is also required to revise the course committees to accommodate the newly joined faculty members and also to ensure the enhanced diversification in line with the targets for increasing the offering dimensions (in terms of domain specific linked courses in levelwise manner) under the Minor specialization and Honours. For ready referencing, related notification is being attached herewith, along with the BoS agenda.

Action to be taken accordingly

Copy to: Dean Academics for kind information

Regards

Dr. Akhilesh Tiwari

Professor & Head

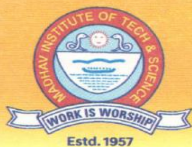
Department of Information Technology

Madhav Institute of Technology and Science, Gwalior-474 005 (M.P.) India

Mobile: +91 9407204907

Email: atiwari@mitsgwalior.in, atiwari.mits@gmail.com

Website: www.mitsgwalior.in



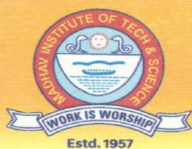
Agenda of the BoS Meeting

(Approved by Academic Development Cell of the institute - BoS Meeting Scheduled during 23-28, May 2022)

Instructions for preparing BoS Proceedings

{All information is to be uploaded on the webpage under suitable heading (such as Board of Studies) and separate links to be provided for each category mentioned below}

1.	Minutes should have a summary/cover page mentioning all the significant changes made in the following given format	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">Courses where revision was carried out*</th> </tr> <tr> <th style="width: 20%;">(Course/subject name)</th> <th style="width: 10%;">Course Code</th> <th style="width: 15%;">Year/Date of introduction</th> <th style="width: 15%;">Year/Date of revision</th> <th style="width: 15%;">Percentage of content added or replaced</th> <th style="width: 10%;">Agenda Item No.</th> <th style="width: 10%;">Page No.</th> <th style="width: 15%;">Link of relevant documents/minutes</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">Courses focusing on employability/entrepreneurship/ skill development*</th> </tr> <tr> <th style="width: 20%;">(Course/subject name)</th> <th style="width: 10%;">Course Code</th> <th style="width: 30%;">Activities/contents which have a bearing on increasing skill and employability</th> <th style="width: 10%;">Agenda Item No.</th> <th style="width: 10%;">Page No.</th> <th style="width: 10%;">Link of relevant documents/minutes</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="6" style="text-align: center;">New Courses added*</th> </tr> <tr> <th style="width: 20%;">(Course/subject name)</th> <th style="width: 10%;">Course Code</th> <th style="width: 30%;">Activities/contents which have a bearing on increasing skill and employability</th> <th style="width: 10%;">Agenda Item No.</th> <th style="width: 10%;">Page No.</th> <th style="width: 10%;">Link of relevant documents/minutes</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5" style="text-align: center;">Feedback on curriculum received from stakeholders: Analysis & ATR*</th> </tr> <tr> <th style="width: 20%;">Stakeholder</th> <th style="width: 15%;">Student</th> <th style="width: 15%;">Faculty</th> <th style="width: 15%;">Alumni</th> <th style="width: 35%;">Employer</th> </tr> </thead> <tbody> <tr> <td>No. of responses</td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Link of Analysis</td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>ATR Link</td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>Link showing Excel sheet of Google Form details of stakeholders</td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>					Courses where revision was carried out*						(Course/subject name)	Course Code	Year/Date of introduction	Year/Date of revision	Percentage of content added or replaced	Agenda Item No.	Page No.	Link of relevant documents/minutes									Courses focusing on employability/entrepreneurship/ skill development*						(Course/subject name)	Course Code	Activities/contents which have a bearing on increasing skill and employability	Agenda Item No.	Page No.	Link of relevant documents/minutes							New Courses added*						(Course/subject name)	Course Code	Activities/contents which have a bearing on increasing skill and employability	Agenda Item No.	Page No.	Link of relevant documents/minutes							Feedback on curriculum received from stakeholders: Analysis & ATR*					Stakeholder	Student	Faculty	Alumni	Employer	No. of responses					Link of Analysis					ATR Link					Link showing Excel sheet of Google Form details of stakeholders				
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2.	The course committees constituted vide Dean Academics Notice no 1297 dated 15/4/2021 need to be reconstituted this year to accommodate the newly joined faculty members.																																																																																													
3.	The BoS minutes along with the cover/summary page (under point number 1, above) must be uploaded on the departmental web page and <u>link for the same must be shared with the office of the Dean Academics.</u>																																																																																													
4.	Stakeholder feedback analysis must also contain an action taken report (ATR). The details/data of the stakeholder responded through GOOGLE form (such as Name, organization, mail id, phone no if available) must also be shared along with the feedback for the alumni/employer.																																																																																													
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	<ul style="list-style-type: none"> (i) The Stakeholder feedback collected & analyzed to find the index out of five (ii) Action taken report (iii) Google form showing responses from alumni, employer, student, faculty etc. 																																																																																													
6.	Minutes should have a footer with department name, page number, month of meeting.																																																																																													
7.	Each page should be signed by all faculty, scanned and then submitted to the Dean Academics office.																																																																																													

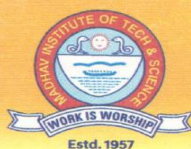


BoS Agenda Items

Item 1	To confirm the minutes of previous BoS meeting held in the month of December 2021
Item 2	To prepare and finalize the scheme structure of B.Tech. VII Semester with the provision of <i>Two Departmental Electives (DEs) and Two Open Category (OC) Course (in which one Departmental Elective is to be offered in online mode with credit transfer)</i> for the batch admitted in 2019-20.
Item 3	To prepare and finalize the syllabus of courses to be offered (<i>for batch admitted in 2019-20</i>) under Departmental Elective (DE) Course (in traditional mode) for B. Tech. VII Semester along with their COs
Item 4	To propose the list of courses which the students can opt from SWAYAM/NPTEL/MOOC based Platforms, to be offered in online mode under Departmental Elective (DE) Course , with credit transfer in the B. Tech. VII Semester under the flexible curriculum (<i>Batch admitted in 2019-20</i>)
Item 5	To prepare and finalize the syllabus of courses to be offered (<i>for batch admitted in 2019-20</i>) under the Open Category (OC) Courses (in traditional mode) for B. Tech. VII semester students of other departments along with their COs
Item 6	To prepare and finalize the Experiment list/ Lab manual for Departmental Laboratory Course (DLC) to be offered in B. Tech. VII semester (<i>for batches admitted in 2019-20</i>)
Item 7	To propose the list of “Additional Courses” which can be opted for getting an (i) Honours (for students of the host department) (ii) Minor Specialization (for students of other departments) <i>[These will be offered through SWAYAM/NPTEL/MOOC based Platforms for the B.Tech. VII semester students (for the batch admitted in 2019-20)] and for B.Tech. V semester (for the batch admitted in 2020-21)]</i>
Item 8	To prepare and recommend the scheme structure of B.Tech. V Semester under the flexible curriculum (<i>Batch admitted in 2020-21</i>) <i>[This will also include all the emerging area programmes]</i>
Item 9	To prepare and recommend the syllabi for all Departmental Core (DC) Courses of B. Tech. V Semester (for batch admitted in 2020-21) under the flexible curriculum along with their COs. <i>[This will also include all the emerging area programmes]</i>
Item 10	To prepare and recommend the Experiment list/ Lab manual for all the Laboratory Courses to be offered in B. Tech. V semester (<i>for batch admitted in 2020-21</i>) <i>[This will also include all the emerging area programmes]</i>
Item 11	To prepare and recommend the suggestive list of projects which can be assigned under the ‘Skill based mini-project’ category in various laboratory component based courses to be offered in B.Tech. V Semester (<i>for the batch admitted in 2020-21</i>). <i>[This will also include all the emerging area programmes]</i>
Item 12	To propose the list of courses from SWAYAM/NPTEL/MOOC Platforms to be offered (<i>for batch admitted in 2020-21</i>) in online mode under Self-Learning/ Presentation , in the B.Tech. V Semester <i>[This will also include all the emerging area programmes]</i>
Item 13	To prepare and recommend the Scheme & Syllabi (along with the Course Outcomes) of B.Tech. III semester of the newly started B. Tech. programmes in the emerging areas (AI & ML, AI & DS, CSD) (started from 2021-22 Session) {Applicable for the concerned departments}
Item 14	To prepare and recommend the list of experiments and skill based mini projects of B.Tech. III semester of the newly started B. Tech. programmes in the emerging areas (AI & ML, AI & DS, CSD) (started from 2021-22 Session) {Applicable for the concerned departments}
Item 15	To review, prepare, finalize and recommend the Scheme & Syllabi (along with the Course Outcomes) of III semester B. Tech. programmes (batch admitted 2021-22 Session) {(all traditional and emerging area programmes (IT-IoT, AIR, EE-IoT, MAC))}
Item 16	To review, prepare, finalize and recommend the list of experiments/ Lab manual and skill based mini projects for various laboratory courses to be offered in III Semester (<i>for the batch admitted in 2021-22</i>). {(all traditional and emerging area programmes (IT-IoT, AIR, EE-IoT, MAC))}

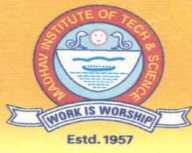


Item 17	To propose the list of courses from SWAYAM/NPTEL/MOOC Platforms to be offered (<i>for batches admitted in 2021-22</i>) in online mode under <i>Self-Learning/ Presentation</i> , in the III Semester {(all traditional and emerging area programmes (IT-IoT, AIR, EE-IoT, MAC, AI&DS, AI& ML, CSD))}
Item 18	To review the <i>Scheme & Syllabi, list of experiments and skill based mini projects of First semester of the B. Tech. programmes (for the batch 2022-23)</i> . (all traditional and emerging area programmes)
Item 19	To review the CO attainments, to identify gaps and to suggest corrective measures for the improvement in the CO attainment levels for (i) I year November 2021 – February 2022 Semester (ii) July-December 2021 Session for II to IV year students
Item 20	To review PO attainment of 2017-2021 batch, CO-PO mapping matrix with attainments and gap analysis
Item 21	To review curricula feedback from various stakeholders, its analysis and impact {Stakeholder feedback analysis must also contain an Action Taken Report (ATR) and the details/data of the stakeholders who have responded through GOOGLE form (such as Name, organization, mail id, phone no., if available) must also be shared along with the feedback of the alumni/employer}
Item 22	To review the Course Outcomes (COs) feedback of various courses, its analysis, and ATR
Item 23	Any other matter



Point 4: Initiative taken for MOOC development at the institute (assigning courses to faculty)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR (A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)			
Ref: 625	Date: 18/08/2022		
ORDER			
The following MOOC are to be developed with an understanding that (i) The proposed nomenclature is not available on NPTEL till date & (ii) content matching with a similar NPTEL. Course is not more than 20%.			
Name of the Faculty	Name of the proposed course	Level(semester/category) DE/OC/ SIP/VAC	Weeks 04/08/12
Electrical Engineering			
Dr. Vikram	Digital Control	DE/OC (VIII)	08 week
Prof Nikhil Paliwal	Microgrid and Control Solution	DE (VII or VIII)	08 Week
Prof Ankit Tiwari	Science Technology & Society (STS) for Engineers	SIP/VAC	04 Week
Dr Yashwant Sawle	Pre-Feasibility Analysis of Hybrid Renewable Energy System	SIP/VAC/corporate training programme	04 Week
Prof. Saurabh Kumar Rajput	Smart Energy Systems	SIP/VAC/corporate training programme	04 Week
Prof. Bhavna Rathore	IoT in Microgrid	DE/OC	08 Week
Prof. Nipun Gupta	Data Analytics using Python	DE/OC	12 Week
Prof. Rahul Sagwal	Energy, Ecology, Environment & Society	Basic Sciences	08 Week
Electronics Engineering			
Dr. Shubhi Kansal	Digital Image enhancement techniques	SIP/VAC	04
Dr. Sushmita Chaudhari	Thin Film Fabrication and Characterization	SIP/VAC	04
Dr. Vikas Mahor	VLSI Design using CAD tools	DE/ OC	08
Dr. Sandeep Sharma	Design with Microprocessors	OC	08
Dr. Sandeep Sharma	Communication Systems	OC/DE	12
Dr. Hemant Choubey	EEG signal processing using Python	OC/DE	04
Dr. Rahul Dubey	Signal Transformation Techniques	DE/OC	08
Dr. Dinesh Rano	Radio Frequency Circuit Design	SIP/VAC	04
Dr. Deepak Batham	Intelligent Control	OC/DE	08
Dr. Deepak Batham	Digital circuit design using MATLAB simulink	SIP/VAC	04
Dr. Varun Sharma	Modeling of Micro & Nanoscale Devices	DE	08
Computer Science and Engineering			
Dr. Kalka Dubey	Cloud Computing & Application	DE/OC/ Subject Expert	8 Week
Dr. Ranjeet Singh	Data Structures Using C	DE/OC/ Subject Expert	12 Week
Dr. Anjula Mehto	Already submitted earlier(notice regarding MOOC already issued)		
Information Technology			
Dr Tej Singh	Application of Artificial Intelligence in Computer vision	1st-6th semester	8 week



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Dr. Pawan Dubey	Robotics, vision & control	UG(6 semester/OC)	8 week
Dr. Vikram Rajpoot	Fundamentals of Information Retrieval	6th /OC	8 week
Dr. Dhnanjay Bisen	5G technology and IoT	OC	8 week
Dr Bhagat Singh Raghurwanshi	Randomized Algorithms in Machine Learning	6th Sem (OC)	8 Week
Prof. Abhishek Dixit	Programming using R	UG(6th DE/OC)	8 Week
Dr. Nidhi Saxena	Application of Image Processing	UG (OC)	8 Week
Dr. Saumil Maheshwari	Machine Learning for Everyone	SIP	4 weeks
Dr. Saumil Maheshwari	Introduction to Deep Learning	DE	8 weeks
Engineering Mathematics and Computing			
Dr. Minakshi	Computational Algebra for Engineers	OC	08
Dr. Divya Chaturvedi	Mathematical Methods in Operation Research	OC	08
Dr. Atul Kumar Ray	Discrete and Continuous Time Model: Mathematical Modeling and its computational solution	OC	08


(Dr. R.K. Pandit)
26.4.22
Director

Copy to :

1. Concerned faculty member
2. All HoDs
3. Dr. R.R. Singh Makwana, (MOOC Development Centre)
4. Registrar
5. Dean Academics

Point 4: MOOC development Continuation

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref: 664

Date: 26/04/2022

27

ORDER

The following MOOC are to be developed with an understanding that (i) The proposed nomenclature is not available on NPTEL till date & (ii) content matching with a similar NPTEL. Course is not more than 20%.

Name of the Faculty	Name of the proposed course	Level(semester/category) DE/OC/ SIP/VAC	Weeks 04/08/12
Mechanical Engineering			
Dr. Ashish Agrawal	Prime Movers and Fluid Machines	DE/OC	08 Week
Chemical Engineering			
Dr. Shourabh Singh Raghurwanshi	Environmental Aspects and Sustainability	SIP/VAC	04 Week


(Dr. R.K. Pandit)
26.4.22
Director

Copy to:

1. Concerned faculty member
2. All HoDs
3. Dr. R.R. Singh Makwana, (MOOC Development Centre)
4. Registrar
5. Dean Academics



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Point 5: Constitution of the innovation, incubation and Start-up cell of Institute

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

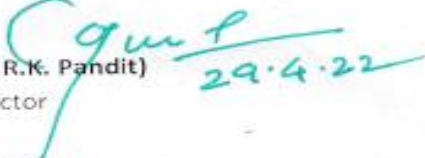
No. **700** Date: 29.04.2022

ORDER

A Team of the following is constituted for the Innovation, Incubation and Start-up Cell of the Institute:

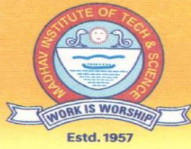
1. Dr. Ankit Tiwari
2. Dr. Varun Sharma
3. Dr. Shubhi Kansal
4. Dr. Nitin Upadhyay
5. Dr. Anjula Mehto
6. Mr. Nikhil Paliwal

The Team will also work for "Idea Innovation – Start Up" conclave scheduled to be held in November/December 2022.

(Dr. R.K. Pandit) 
Director 29.4.22

Copy to:-

1. All concerning faculty members
2. Concerning HoDs
3. Dean (Academics)
4. Registrar
5. HR Section
6. Director office



Point 6: Preparation and conduction of modules for Skill Enhancement/ value addition under the (SEP-2022 initiative) for

The following mail send by the T&P cell

Skills Enhancement Program (SEP)-2022 (Name changed from Finishing School Program) for all Pre-Final Year students to Enhance Employability of students and to fulfill Internship need as well

Inbox

Vikram Rajput, MITS Gwalior <tnp@mitsgwalior.in>

Mon, May 2,
7:32 PM

to Hod, faculty, Director, Rajindra, DR.MANJAREE, me, Registrar

Dear HODs,

Hope this mail finds you safe and healthy.

As directed by the Director, MITS & Dean Academics, this year again we are conducting **Skills Enhancement Program (SEP)-2022 as name changed from earlier Finishing School Program** like we did last year for pre-final year students to Enhance Employability of students and to fulfill Internship need as well.

This is for students who are willing to join, not a compulsion if they are getting Internship in any reputed Organization anywhere else.

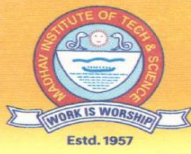
We will have to conduct this **Skills Enhancement Program (SEP)-2022** from **June 1, 2022 to June 30, 2022** just after semester exams of pre-final year students. (Starting dates can be little flexible but should be in 1st week of June only)

Request you all to send the module in the same format till 7th May, accordingly we will inform students asap.

Please find a few common guidelines regarding the same and request you all for suggestions as well for successful implementation of the plan.

1. All Departments will prepare one or more modules relevant to **core-discipline with special emphasis on practicality and industry relevance. The modules should be designed to enhance market readiness of students. It should be at an advanced level.**

2. The same module will be conducted in blended mode or offline by a group of 2-4 Faculty members as per the requirement and expertise they have and try to engage



faculty members who are not engaged in I & II year internships and new faculty as well.

3. These modules will be conducted under the **Skills Enhancement Program (SEP) - 2022** which will be considered equivalent to Internship of Pre- final year students who could not get any Internship.

4. Preferably, students should be guided to do Internship in Industry. This program, students can attend as an extra learning activity or who could not get any internship in any reputed organization/industry.

5. Duration of this program will be from **June 01 - June 30. Daily no. of hours (3-4 hours) of training can be increased or can be flexible as per module requirements.**

6. Participants in this Program can be **pre-final students of MITS whoever is willing to join.** Apart from them, some outside students as well on payment basis as there will be a fee for the same.

7. Request you all to prepare the detailed module plan with all the session's content, practicals, **eligibility (Who can attend? or any prior knowledge required)**, sources to be used and assignment details with a fixed schedule along with the trainer or faculty members name, their qualification and expertise as well to showcase in the market. **(Last Year Modules are attached as a sample format, please go through the same and change wherever required. Also, please change Finishing School Program to Skills Enhancement Program)**

8. All the trainers and faculty members will have to take the attendance of registered students during each online session once at the mid of session and once at the end of session. The whole attendance process will be followed by a basic assessment test or quiz at the end of training to distribute the Online Certificate with some grades and further evaluation process as per the Institute policy. **(Attendance, Assignments marks/Grading System format is also attached as a sample)**

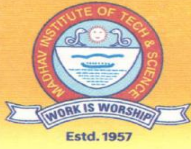
9. Whole process will be conducted on the basic guidelines as mentioned in the **Institute Internship policy.**

10. Total no. of students will be divided into batches of 50-60 each if there are more than 80 to 100 students.

11. All the Lectures or Sessions should be recorded to provide it to the students for further study.

Skills Enhancement Program (SEP) includes :-

- 1. Designing of Training Modules with all the above mentioned details**
- 2. Showcasing the above modules to the students and outsiders for Registration process**

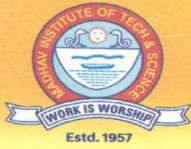


3. Complete online registration process module wise. (T&P Cell will provide a registration link to distribute among students who are interested and then final registered students list as well. Please keep list data as it is and add attendance, marks, grades in further columns as format attached)
4. Conduction of Training modules as per the fixed schedule
5. Daily attendance system
6. Assessment or Quiz at the end of Session
7. Certificate distribution
8. Feedback will be taken from all students for all modules
9. Evaluation in VII sem for MITS pre-final year students as per Institute Internship Policy.

Important note: This program's evaluation will be totally separate to provide certificates only along with performance grades in the certificate. Internship evaluation in VII-Sem will be separate in which this program's certificate can be considered as an Internship Certificate only.

(Sent on mail)

With Regards,
Vikram Rajput
MITS Gwalior



Point 7: Initiative for in-house workshop and brain storming session for idea generation and start-up activities

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute, Affiliated to RGPV, Bhopal)

Ref: 719

Date 04.05.2022

ORDER

In-house workshop and brain storming session must be conducted at each department for boosting idea generation, start-up and innovation activities at the institute.

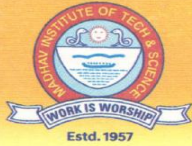
In this regards, all the departments are directed to prepare a detailed report/action plan highlighting all the necessary steps taken towards each point mentioned in the enclosed sheet. Subsequently, departments will also prepare a presentation adhering to the enclosed guidelines and tentative framework as suggested.

Each department will give a presentation on **25/05/2022 (Wednesday)**, the detailed schedule for which will be circulated shortly.


Dr. R.K. Pandit 4.5.22
Director

Copy to:

1. All members order no. 700 dated 29.04.2022.
2. HoD's for Necessary Action as per the enclosed format.
3. Dean Academics
4. Registrar
5. Dy. Registrar
6. Director Office



Point 8: Initiatives taken for Feedback on curriculum from students, faculty, alumni and employer (Sent on mail from the Dean Academics Office)

Important: Reminder regarding feedback on curriculum from student, faculty, alumni, employer

Dean Academics <deanacademics@mitsgwalior.in>

Wed, May 4, 2:54 PM

to: hod, vikram, Atul, registrar, bcc: Director, bcc: R.K

Dear HoDs & In-Charge TNP Cell

The 'feedback from stakeholders' has a lot of weightage in NAAC Criterion-I. So, this activity must be completed with sincerity in a timely manner. The ATR must be prepared meticulously and sent to the office of the undersigned latest by 5th June 2022.

AS the teaching for academic session has ended on 30th April for II & III year students and BoS meetings are to be conducted, please note the actions to be taken :

[1] Please make the latest scheme & curriculum (status after AC conducted in December) available on webpage, clearly for all to refer.

[2] Motivate students and faculty to contribute towards 'feedback on curriculum' with sincerity and give their suggestions in the comment box for provided for subjective questions. **Course committees must be reconstituted to accommodate newly joined faculty members.**

[3] **Faculty and student feedback on curriculum, CO feedback for all courses, PO feedback from final year students** just before their graduation (after the project/internship final viva) **will be on MOODLE.**

[4] Faculty members must give feedback for all the courses related to their area (not just the subjects they are teaching) and must also suggest names of OCs and DEs to be proposed in BoS so that the curriculum is up to date and graduates can be market/employment ready.

[5] The **Alumni Satisfaction Survey**, which has points on syllabi too, must be taken by **Departmental Alumni Coordinator** using **google forms**, **well before the BoS meeting** so that there is enough time for incorporating the suggestions in the curriculum, through the BoS. The alumni database of the department can be utilized for this.

[6] The **Employer Satisfaction Survey**, using **google forms**, must be conducted by the **Departmental Placement Coordinator** in collaboration with the TNP Cell, **well before the BoS meeting**, so that there is enough time for incorporating the suggestions in the curriculum, through the BoS.

[7] The Parent Satisfaction Survey is available on MOODLE. This activity can be conducted using a carefully collected sample of parents.

[8] The ATR must be in tabular form. It should link the 'comments received from stakeholders' with 'changes incorporated in syllabi' which must also reflect in the BoS minutes.

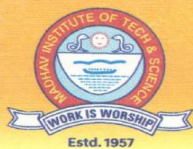
[9] The syllabi is dynamic due to DEs and OCs therefore new ones should be included based on feedback from stakeholders.

[10] The feedback formats are enclosed herewith for ready reference.

[11] In BoS agenda, last point, 'any other items', the departments must include: (i) Syllabi of MOOCs being developed (ii) Contents of SIP & skill enhancement programme (SEP) (earlier named as Finishing School/Value added courses) (iii) Domain specific Novel Engaging Courses (NEC) being offered by the faculty of the department (iv) List of projects to be assigned to the students in the next semester (v) New experiments/labs being designed for offering in the next semester, etc.

Dean Academics

Office



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

STUDENT FEEDBACK ON COURSE CONTENT/CURRICULUM

You are required to give your feedback on the courses which you have studied in this semester. Your comments in the box below will be very useful for the coming batches and for improvement of Academics in the institute.

Please rate your satisfaction level on a scale of 1-5 and write your comments in the box below to help us understand you in a better manner.

1: Poor 2: Average/satisfactory 3: Good 4: Very Good 5: Excellent

Criterion	Course 1	Course 2	Course 3	Course 4	Course 5
1. The course is well designed					
2. The syllabus units are balanced					
3. The learning material was available to you					
4. The content was clear and easy to understand					
5. The course was relevant and updated for present needs					
6. The course meets your career expectations					
7. The course will be useful to meet your higher studies/future aspirations.					
Overall rating					

Comments:

Questionnaire

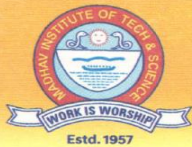
8) Mention the course / contents which in your opinion is outdated & needs to be removed.

9) Name course / contents which needs to be updated.

10) Is any new course required to meet current needs?

11) Give list of online courses proposed by SWAYAM/NPTEL platform which you feel must be included by the Board of studies. (Applicable for 5th sem onwards students only)

- Honours
- Minor specialization
- Departmental Electives
- Open Elective Courses



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

ALUMNI SATISFACTION SURVEY

The institute has implemented Flexible Curriculum from Academic Session 2018-19. The idea is to improve the employability of students by enabling them to opt for courses of their choice in accordance with their career goals.

You are requested to please take a moment to give your feedback on the courses which you studied during your graduation. Your comments are valuable to us and crucial in improving the employability potential of the coming batches, as well as in improvement of Academics in the institute. (The current curriculum is available on the department web page of institute website for your ready reference.)

On a scale of 1-5 (Strongly Disagree to Strongly Agree)

1. You feel proud to be known as an MITS Alumnus
2. Institute organizes various kinds of activities for the overall development of students
3. Are you willing to contribute in the development of the Institute
4. Institute handles students' grievances properly
5. Institute has adequate laboratories and equipment for practical exposure to students
6. The education imparted at MITS is useful and relevant in your career and present job
7. Have you obtained sufficient technical knowledge (both in theory and practical) at MITS
8. Do you like to join the Institute Alumni Association
9. Would you like to receive regular updates from the Institute through Mails/Calls/SMS?
10. Overall are you satisfied with the Faculty, Staff and Administration during Program

On Courses & Curriculum

11. The course and curriculum at MITS caters to the recent trends and developments in the field. (If no, please give below suggestions for improvement)

12. The syllabi were useful for meeting your higher studies/career goals. (If no, please suggest from your experience, what changes are required)

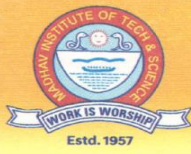
13. In your opinion, the course / contents is up to date and no portion needs to be removed.

(If no, please suggest courses/content which is obsolete and needs to be deleted)

14. The courses and contents are updated and no new course needs to be added right now. (If no, please suggest content/new courses which need to be added)

15. The institution is capable of providing facilities and support to alumni (as and when desired) for acquiring state-of-the-art skills/knowledge in an area identified by them

(If yes, please provide details so that institute can take initiative for such support)



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

EMPLOYER SATISFACTION SURVEY

The institute has implemented **Flexible Curriculum** from Academic Session 2018-19. The idea is to improve the employability of students by allowing them to select courses according to their career aspirations and acquire latest knowledge in respective areas.

You are requested to please take a moment to give your feedback on the performance / domain knowledge of our alumni who are employed by your organization. Your comments are valuable and crucial improving the employability potential of the coming batches. (The current curriculum is available on the department web page of institute website for your ready reference).

GENERAL PARAMETERS

Please rate on a scale of 1 to 5 (Strongly Disagree to Strongly Agree)

1. **Technical knowledge and contribution is at a Good level**
2. **Ability to learn new areas, engage in professional development, and adapt to technological changes**
3. **Deserves to be promoted/has potential for elevation to higher level**
4. **Shows ethical behaviour and social responsibility**
5. **Demonstrates ability to work well on a team**

Questionnaire (Feedback on Course & Curriculum)

6. **Your employee (our alumnus) demonstrates good knowledge of the recent industrial trends and developments in the field.**

(If no, please give comments below about areas/fields where our alumni might be lacking)

Comment:

7. **The courses being offered at MITS and the contents delivered here are up to date.**
(If no, please give comments below and please suggest course / contents which need to be updated for making our graduates industry ready)

Comment:

8. **All latest technological changes are included in the courses and syllabi are sufficient to meet the requirements of my organization.**

(If there is need of any new course to be introduced to meet current needs & technological changes, please comment and suggest)

Comment:

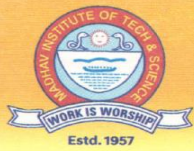
9. **The institute (MITS, Gwalior) is capable of extending support for conducting collaborative training programs for your employees in areas desired by you.**
(If yes, then please mention areas where above activity can be conducted in future as per mutually agreeable terms)

Comment:

10. **The institute (MITS, Gwalior) is capable of designing a course catering to specific requirements as desired by you and also in running it successfully with partial technical support from you.**

(If yes, please suggest an area/name catering to your specific requirement)

Comment:



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

PARENT SATISFACTION SURVEY

The institute has implemented **Flexible Curriculum** w.e.f Academic Session 2018-19 which gives flexibility to your ward to select courses of his/her choice and career aspirations. The idea is to improve the employability of students by providing them latest knowledge in all fields.

You are requested to give your feedback based on the performance / developments that you have observed in your ward. Your comments will be very useful for improving the quality of education in the institute.

Please rate on a scale of 1 to 5 (Strongly Disagree to Strongly Agree)

On Course

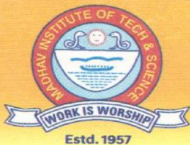
1. **How do you rate the programme in terms of the load of the courses in different semesters?**
2. **How do you rate the availability of books & E-learning material in the institute library / website?**
3. **Is any new course to be introduced- to meet current needs & technological changes?**
4. **How do you rate the quality and relevance of the courses included in the programme of study.**

Comments

On General Parameters

5. **Your ward demonstrates knowledge of the recent trends and developments in the field.**
6. **The institute provides good support for improving overall personality of your ward.**
7. **The teaching, learning and evaluation system in the institute is good.**
8. **The institute conducts many activities that help your ward in getting job opportunities and campus placement.**
9. **The infrastructure, other facilities and ambience of the institute is good.**
10. **In general you are happy and satisfied with the institute.**

Comments



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

TEACHER FEEDBACK

The main idea behind this feedback exercise is to make our academic system and the teaching-learning process more effective. **Please base your judgement on your honest and unbiased observations.** Your balanced and matured opinion will assist in achieving the desired objective. **Answer independently, objectively and with a sense of responsibility. The information provided by you will be kept confidential & will be utilized strictly for quality improvement of the institute only.**

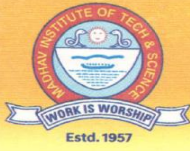
Please rate on a scale of 1 to 5 (Strongly Disagree to Strongly Agree)

On Course

- 1. The availability of books & E-learning material in the institute is good.**
(Please give your opinion)
- 2. The Courses and content are up to date.**
(Please suggest if you feel any new course(s) need to be introduced to meet current needs & technological changes?)
- 3. The course curriculum/syllabi are helpful in meeting the higher studies/placement requirements according to present global trends.**
(Please give suggestions if any)
- 4. The course / contents in your domain/area are well designed and frequently updated, hence need no changes at present. [If you feel some changes (new content to be added or outdated content to be removed) are needed, please suggest]**
- 5. The curriculum is capable of inculcating life-long learning abilities in students.**
(Any suggestions, please give below)

General Parameters

- 6. The environment of department/institute is conducive for innovative teaching and research.** (Please comment)
- 7. The institute supports you in your initiatives for updating your knowledge/skills and in achieving career growth.** (Please comment)
- 8. The institute provides basic infrastructural facilities required for teaching learning.** (Please comment)
- 9. You get academic freedom to implement your ideas and conduct your courses without interference from authorities.** (Please comment)
- 10. In general, you are satisfied with your work environment and institute culture.** (Please comment)
- 11. Give list of online courses proposed by SWAYAM/NPTEL platform which you feel must be included by the Board of studies. (Applicable for 5th sem onwards students only)**
 - (A) Honours**
 - (B) Minor specialization**
 - (C) Departmental Electives**
 - (D) Open Elective Courses**



Point no. 9: Action Taken Report (ATR) on Feedback collected through IMS

ATR on Feedback collected through IMS

Dean Academics <deanacademics@mitsgwalior.in> Mon, May 9, 3:00 PM ★ ↶ ⋮
to hod ▾

Dear HoDs

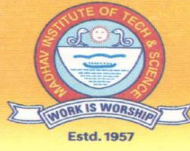
The faculty feedback process through IMS is now complete.
The HoDs can conduct a meeting with faculty, individually to communicate/discuss the report.
The HoDs are required to record their comments in the space provided in the 'Student Feedback Comments' section(ATR).

After signatures of HoD and faculty, the file must be sent to the office of the Dean Academics Office within 10 days, i.e. on/before 19th May 2022, for further processing and forwarding to the Director office.

--
Dean Academics
Office



Green MITS, Clean MITS



Point no. 10: Initiatives taken for in-house upskilling of faculty members from the departments of the institute in the area of AI & ML and Data Science

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute, Affiliated to RGPV, Bhopal)

No.: 768

Date: 10.05.2022

ORDER

A Committee of the following is constituted to prepare Scheme, Syllabi, and further teaching material of AI & ML and Data Science:

1. Dr. Dhananjay Bisen
2. Dr. Bhagat Singh Raghuwanshi
3. Mr. Mir Shahnawaz Ahmad

The above members will also give training to the faculty members of the other department who will be teaching these courses in their department.

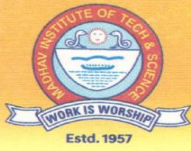
The above committee is required to prepare the scheme and syllabi within 10 days and submit to the office of Dean (Academics).

(Dr. R.K. Pandit)

Director

Copy to:

1. Dean (Academics)
2. All HoDs
3. Concerning faculty members
4. Registrar
5. HR Section
6. Director office



Point 11: Evaluation guidelines and instructions Internship end-term examination (Sent on mail)

Regarding internship end-term examination



Dean Academics <deanacademics@mitsgwalior.in>

Wed,
May 11,
3:31 PM

Dear HoDs

Final year students whose internship is still going on and extended by their company, can be evaluated online for their end term examination by a duly approved panel of examiners. The departments can entertain those cases only after verification of their location and genuineness. **Rest all the students' final examination will be Offline only in the Institute.**

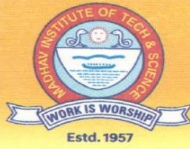
Please follow the basic guidelines during evaluation process along with the guidelines sent from time to time in the past:

1. Department can consider the Interns/Students who are doing internship on the Location of the company and if they are at a distance of 450 - 500KM or more from Gwalior city. **Also, it is a choice of students because companies do provide leaves for their final examinations etc.**
2. The brief internship/project report must be prepared properly (as per the standard format shared by the department), as these can be scrutinized at any time by any regulatory/auditing agency.
3. Do follow the same continuous evaluation format which includes all the details till the end of evaluation final evaluating grades Columns (Updated). **Further, extra columns can be added to provide consolidated final marks/grades during evaluation like Internship Report & Quality of content, Internship Feedbacks including FPRs and Mid-Term, Internship Certificate or intimation mail of Internship continuation/completion date, Viva/Presentation delivery etc.** Please keep all these above records for the future in a single sheet.
4. Please Note: **In case of Internships which are still going on, departments can consider an official mail/letter from the organization/company regarding continuation of the Internship including end date of Internship in the mail/letter. But, Internship Report till the evaluation date is mandatory.**

--

Dean Academics

Office



Point 12: Monitoring Mentor-Mentee scheme

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref: DA/MP/2022/1486

Date: 17.05.2022

Notice

With reference to mail dated 17.05.2022 by Coordinator Mentor-Mentee scheme, please ensure that all faculty of your department have verified that their mentees have submitted/uploaded details on the supplied link.

https://docs.google.com/forms/d/e/1FAIpQLSdnYMR5fYV_zmURExNEKD4SPrV8rY_GheZopYs_yYFqOoLyB-A/viewform

Please treat this as very important for regulatory purposes such as NAAC accreditation.

Please circulate the following format among the faculty members and send it to the office of the Dean Academics, latest by 31st May 2022.

Name of the Department-----

S. No.	Faculty Mentor	No. of Mentees Assigned	Details uploaded (Yes/No) by mentees on the given link	Signature of Faculty Mentor

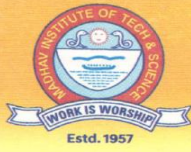
(Name & Signature of the HoD)

(Dr. Manjaree Pandit)

Dean Academics

Copy to:

- I. All HoDs for circulation
- II. Dr. Sunita Sharma, Coordinator
- III. Registrar
- IV. Director Office
- V. Dean Academics



Point 13: Committee Constituted for monitoring of Ph.D. admission under QIP- Scheme

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute, Affiliated to R.G.P.V., Bhopal, M.P.)

No.: QIP/Ph.D./2022-23/871

Date: 23.05.2022

ORDER

The online Interview for the admission in Ph.D. Programme under QIP Scheme is to be held on 27th May 2022. Following Interview Committee for the concern departments are constituted for the same:

Civil Engineering:

- | | |
|--|--------|
| 1. Dr. Sanjay Tiwari, I/c Head of the Department | Member |
| 2. Dr. Rajeev Kansal, Professor | Member |
| 3. Dr. S.K. Jain, Professor | Member |
| 4. Dr. Pratesh Jayaswal, QIP Coordinator | Member |

Computer Science & Engineering:

- | | |
|---|--------|
| 1. Dr. Manish Dixit, Head of the Department | Member |
| 2. Dr. R. K. Gupta, Professor | Member |
| 3. DR. R.S. Jadon, Professor | Member |
| 4. Dr. Pratesh Jayaswal, QIP Coordinator | Member |

Mechanical Engineering:

- | | |
|---|--------|
| 1. Dr. M. K. Gaur, Head of the Department | Member |
| 2. Dr. C. S. Malvi, Professor | Member |
| 3. Dr. M. K. Sagar, Professor | Member |
| 4. Dr. Pratesh Jayaswal, QIP Coordinator | Member |

All above committees are required to complete the admissions/Interview for Ph.D. candidates under the supervision of:

- Dr. Manjaree Pandit, Dean Academics Chairperson

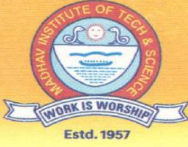
Interview schedule & venue:

Programme	Date	Time	Venue	Candidates Called for Interview
Computer Science & Engineering	27.05.2022 (Friday)	11:00 A.M	Convention Hall of Institute.	01
Civil Engineering		11:30 A.M		02
Mechanical Engineering		12:00 Noon		01

(Dr. R. K. Pandit) 23.5.22
Director

Copy to:

1. Concern Head of the Departments,
2. Concern Committee Members,
3. Dean Academics,
4. QIP Coordinator,
5. Office of the Director.



Point 14: New initiatives taken for “Conduction of Semester Closing Program”

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

DA/MP/2022/ 1487

Date: 25/05/2022

NOTICE

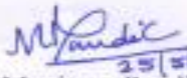
Subject: Conduction of a ‘Semester Closing Programme’ (class-wise) for students in on/offline mode

Objectives:

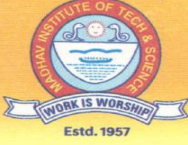
- To prepare the students in advance for the next semester so that the summer break can be effectively utilized for achieving their learning and career goals
- To establish a better understanding and connect between faculty and students

As discussed in the meeting of the HoDs, Deans, Registrar and Examination Controllers with the Director on 11th and 19th May 2022, the following guidelines are suggested:

1. A dedicated team can be constituted by the HoD, class-wise for conducting this event, however participation of all faculty is necessary.
2. The scheme of the next semester along with all provisions to be discussed.
3. **Allotment of projects:** Faculty to float the ‘project topics’ and brief the students about latest work/applications of these project areas (Projects must be allotted to students in advance so that they start working on them during the summer break itself).
4. **Briefing about DEs, NECs and OCs being offered in the next semester** at department/institute level so that the registrations (beginning from 11th July) are completed before the classes start, with minimum number of students changing their options.
5. **A few final year students can be invited to share their internship/project experiences.**
6. The students can share their significant experiences of the previous semester and give suggestions.
7. The role of students in the growth and branding of the department to be discussed for developing a sense of belongingness for the institute.
8. The faculty can apprise the students about the issues/academic lapses of the previous batch so that such cases can be avoided.
9. Each department can use their own ideas and imagination for planning & conducting this programme for meeting the general objectives defined above. In this regard, ideas from students can also be taken.
10. Permission/sanction can be taken from the Director, if needed.
11. This activity is to be conducted in June and a brief report (signed soft copy) must reach the office of the undersigned by July 25th 2022.


25/5/2022
(Dr. Manjaree Pandit)
Dean Academics

copy to HoDs, Registrar, Director



Point 15: Monitoring of Innovative Research Scheme- 2021

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. DA/MP/2022/ 1489

Date: 26/05/2022

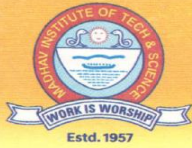
NOTICE

The following members are required to attend a meeting for reviewing issues related to **Innovative Research Scheme- 2021** project sanctioned vide order No. 230 dated 12.02.2022 in the chamber of undersigned on 27th May 2022 at 12:30 p.m..

(Dr. Manjaree Pandit)
Dean (Academics)

Copy to:

1. Dr. R.S. Jadon
2. Dr. Sulochana Wadhwani
3. Dr. Manish Dixit
4. Director Office



Point 16: Monitoring OC/DE Courses Registration for July-December 2022 session.

Regarding OC/DE Courses registrations for Upcoming 7th semester through IMS
Sent on mail

R R Singh <rrsingh@mitsgwalior.in>

Thu, May
26, 3:49P

Dear Sir,

In the flexible curriculum there is a provision for DE and OC courses. students can opt any one DE and OC in the semester.

In July-Dec session for 7 semester students DE-3 and DE-4 courses will be offered through NPTEL/SWAYAM in online mode and OC-2, OC-3 in offline mode.

The following are Guidelines for registration.

1) As per the Academic Calendar registration will start from 11 July 2022.

2) As DE-3 and DE-4 will be offered through NPTEL/SWAYAN there is no limit on the number of seats(registration) means any number of students can register in the course.

3) OC-2 and OC-3 will be run in the institute in offline mode. following is the guidelines for OC registrations

a) Students have to opt one Open Category(OC) from the list of courses offered by departments other than their parent departments.

b) Any of the Open Category (OC) course will run only, when the minimum 5% students of sanctioned batch size(at Institute level) will register and the maximum batch size is limited to 10% of the total batch size(at Institute level).

c) Approx. 100 seats in each course

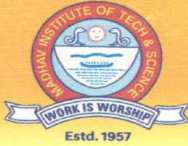
*d) The allotment will be based on **First Come First Serve (FCFS)** basis*

Please develop an application for OC/DE registration through IMS so that we can start registration from 11 July 2022.

Earlier we used google form for registrations. link is given blow for your reference

<http://mitsgwalior.in/flexi2020.htm>

Rajni Ranjan Singh (I/c IMS)
Assistant Professor



Point 17: Analysis the internship/Project data of 2022

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

DA/MP/2022/1490

Date: 03/06/2022

NOTICE

The following formats are to be used to analyze the internship/project data of 2022 graduating batch and the report to be submitted latest by 25th June 2022 for the IQAC.

1. Classification based on Project at institute & Internship at company

Project at Institute		Internship at company	
Number of students	In %	Number of students	In %

2. Classification based on type of study area/domain (software based/hardware based/product development/experimental work/testing work/case study) [#]

Software based	Hardware based	Product development	Experimental work	Testing work	Case study
Num & % in separate columns	Num & % in separate columns	Num & % in separate columns	Num & % in separate columns	Num & % in separate columns	Num & % in separate columns

3. Classification based on type of industry (PSU/Govt. organization/academic institute/research organizations/start-up/MNCs etc.)[#]

PSUs	Govt. organization	Academic institutes	Research organization	Start-up	MNCs
Num & % in separate columns	Num & % in separate columns	Num & % in separate columns	Num & % in separate columns	Num & % in separate columns	Num & % in separate columns

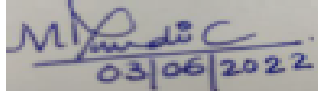
4. Classification based on 'relevance of outcomes'[#] to society/industry/R&D

Software based	Hardware based	Product development	Experimental work	Testing work	Case study
Num & %	Num & %	Num & %	Num & %	Num & %	Num & %

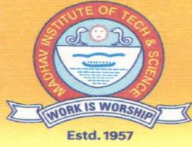
5. Classification based on stipend

With Stipend		Without stipend	
Number of students	In %	Number of students	In %

[#]The departments can add categories/sub-categories if required.


 03/06/2022

(Dr. Manjaree Pandit)
Dean Academics



Point 18: Initiatives to launch a dynamic website based on Role Based Access Control (RBAC) Sent on mai

Points discussed in the meeting dated 24/5/2022 regarding Institute website

R R Singh <rrsingh@mitsgwalior.in>

Wed, May
4:20 PM

The Institute is going to start a RBAC based CMS website . In view of the same, a meeting was conducted on 24.05.2022 . Following points were discussed during the meeting.

- 1) instead of separate menus for 'Course' and 'departments' there will be a single menu named 'Academics'
- 2) A Menu is required for 'training and placement' and internship details can be added inside as sub menu
- 3) email and phone number of the faculty member should be live means whenever clicking on the same- respective application will open
- 4) Contact us should be on top of the header.
- 5) MITS name should be in dark blue colour.
- 6) short form MITS should be removed from the header.
- 7) on the right side of the header institute flag image will be added
- 8) there will be a separate place for 'Vision' Mission and branding statement on the home page.
- 9) Popup alerts should be minimized after a few seconds and it will be on the left side- not on the middle.
- 10) Alerts should be in multicolor (each alert notification in the different color)
- 11) on the top of the home page images and below the menu a notification bar is required to show important information in a circular marquee.
- 12) AI based chat box is required
- 13) Site map of the institute should be on the footer.
- 14) FAQ on the top
- 15) Students Route Map(Life cycle) including- admission criteria, total credit, passing criteria, Honour, Monor, etc in graphical manner.
- 16) Link Alumni portal
- 17) page for Clubs, NEC and Internships
- 18) Ranking and accreditation details
- 19) online Guest house booking and appointment
- 20) page for Commemorative days
- 21) page for Startup
- 22) Page for patents and publications
- 23) one section should be on the 'Research Activity' on the home page
- 24) include details required for NAAC and NIRF in the website

All the requested to give suggestion, so that same will be incorporated in the website (Sent on Mail)

Dr. Rajni Ranjan Singh (Webmanager)
Assistant Professor



Point 19: Post Academic Council meeting for **Monitoring Schemes and Curriculum BoS June 2022**

Reminder: Review meeting on Monday 13th June 2022 (For Schemes & curriculum) ✕

Inbox x

Dean Academics <deanacademics@mitsgwalior.in>

Sun, Jun 12, 1:09 PM



to hod, Sanjay ▾

Dear HoDs

As discussed in the AC meeting on 10h June, all the HoDs will meet again on Monday at 11.15 AM in the convention hall to continue the deliberations.

There will be discussion/coordination on interdisciplinary/common courses in the scheme (to ensure uniformity of the credits, mode of exam etc).

The list of OCs proposed by the departments, and other implementation issues will also be discussed.

The objective will be to have the final schemes ready for uploading on IMS leading to timely registration of students through IMS w.e.f. 11th July 2022.

All the HoDs must bring the relevant BoS documents in soft copy.

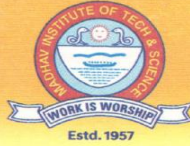
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Dean Academics

Office



Green MITS, Clean MITS



MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Point 20: BoS Constitution after completion of tenure of external members

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. DA/MP/22/ 1511

Date: 13/06/2022

NOTICE

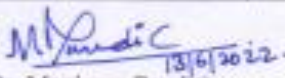
Subject: Nomination of external members in Board of Studies according to UGC guidelines

The three year tenure of nominated members of the BoS constituted in October, 2019 is getting over; therefore new expert members are to be nominated by the honourable Vice Chancellor from a panel of six experts recommended by the Director.

In addition to this, there will be one representative from industry and one meritorious alumnus of the department.

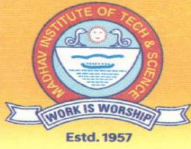
The HoDs are required to propose the names in the following format latest by 25th June, 2022 so that the BoS can be constituted in a timely manner.

Name of the Department				
One expert from the proposed six names will be nominated by the honourable Vice-chancellor, RGPV				
S.No	Name of Expert	Designation/Affiliation	Postal Address & e mail id	Mobile No
1				
2				
3				
4				
5				
6				
One representative from industry/corporate sector/allied area relating to placement				
1.				
One meritorious alumnus				
1				
Please propose names of experts from outside parent university RGPV from which two will be to be nominated in your BoS.				
S.No.	Name of Expert	Designation/Affiliation	Postal Address & e mail id	Mobile No
1				
2				
3				
4				


(Dr. Manjaree Pandit)
Dean Academics

Copy :

1. All the Heads of the Department
2. Director Office
3. Registrar
4. T&P office (to propose names of the last two categories, employer & alumni for each department)



Point 21: Initiatives of preparation of NEP-2020 Draft ordinance

Preparation of NEP draft ordinance



Dean Academics <deanacademics@mitsgwalior.in>

Tue, Jun 14, 11:07 PM



to Akhilesh, Pratesh, Pramod ▾

Dear Professors

As instructed by the director, yesterday, we will conduct a meeting in the BoardRoom tomorrow, Wednesday, on 15th June 2022 at 3.0 PM to prepare a draft ordinance for batch admitted in 2020-2021 academic year under NEP-2020 based on the scheme, structure, evaluation process etc. followed for this batch, at MITS after approval from the Academic Council.

All are required to come with brief notes so that the document can be prepared for discussion at RGPV, Bhopal.

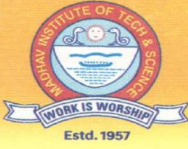
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Dean Academics

Office



Green MITS, Clean MITS



Point 22: Monitoring General Schemes structure – Flexible schemes for the UG 2020-21 Batch

General Scheme Structure - FLEXIBLE SCHEME for the UG batch 2020 -21 onwards Inbox x

Dr Akhilesh Tiwari Jun 14, 2022, 11:37 AM

As per the discussion in the meeting on 13 June 2022 and instructions received, please find the attached scheme structure (suggestive) for needful Regards, Dr.

Dean Academics <deanacademics@mitsgwalior.in> Jun 14, 2022, 11:34 PM ★ ↶

to Sanjay, hod, bcc: R.K ▼

Dear HoDs

In the trailing mail, the general structure of the scheme for 2020-2021 batch has been already sent by the member secretary, Academic Council.

Please submit the schemes of I, III, V and VII Semester in soft copy to this mail id by Thursday so that uniformity can be checked for common courses and arrangements/provisions such as DE/DC/MOOCs/projects/internships/NEC/MAC, mode of conduction/evaluation etc.

For department level courses (DC, DLC) the credits can be adjusted by the departments so that the total for I-VIII semester is 160.

...

-

Dean Academics
Office

(Dr. Pratesh Jayaswal)
IQAC Coordinator

(Dr. R. K. Pandit)
Director