Internal Quality Assurance Cell – Minutes of Meeting					
Meeting Date:	December 20, 2017	**Time:**	11.00 – 1.00 PM	**Location:**	Committee Room
Participants:	Prof Prakash Gopalan – in chair Mr Sanjay Sen Mr Rajit Sikka – TCS Mr Ajay Singh - TCS Prof R S Kaler Prof Maneek Kumar Prof O P Pandey Prof R K Sharma Prof Ajay Batish Dr Sandeep Sharma Prof Maushmi Ghosh Dr S Barman Dr Dwarka Nath Ratha		Prof S K Mohapatra Prof Maninder Singh Dr Alpana Aggarwal Dr Amjad Ali Prof N Tejo Prakash Dr Shri Ram Prof Ravi Kiran Prof A K Lal Mr H S Bawa Arjun Raina Final Year Mech Engg - student representative Amrit Rana - Final Year Computer Engg - student representative		

Following points were discussed.

1. Course scheme will need to go through some minor modifications in view of the feedback from stake holders during the first two years of undergraduate study. 2-3 course slots will open up for discipline specific courses. This will be implemented from July 2018 batch. Some of the courses that will undergo change include Thermo-fluids and Solids & Structures.
2. In view of ABET requirement, we need to include Probability and Statistics in our course offering. Some component of the Maths in the second year will need to be discipline specific.
3. Mr Harjit Singh from TCS to be invited for computer engineering program discussion.
4. DOCA presented data on publications and projects for each department. Each department head has been requested to analyze the data and submit a written report on action taken before the next IQAC meeting scheduled tentatively in February 2018.
5. The work load model will be implemented from July 2018. The teaching load of research active staff will then need to be re-adjusted.
6. Arjun Raina the student representative mentioned about the shortcomings and non-seriousness on the part of students while completing the SRS. He suggested that we allow students to complete this from their respective places. DOSA suggested an App for the purpose with security features. DOAA to review and report during the next meeting.

7. Chairman IQAC desired that faculty research output (publications, research projects etc) data should be compiled for a block period of last three years. This data will be presented in the next IQAC meeting.
8. The CLO scores were presented by DOCA. Department heads to report action taken during the next meeting.
9. The students raised the issue of problems they face regarding internship completed in core or non-core organizations. The Department Heads will be invited by DOCA to debate this and propose a solution.
10. Mr H S Bawa presented the placement data and PG placements require immediate attention. Mr Bawa was requested to provide specific program wise feedback where he reported that the students are unable to clear technical tests conducted by organizations. Once this data is provided, the programs should come out with an action plan to improve this.
11. The following targets for various quality indicators for 2017 were agreed and will be tracked from the next meeting:

ACADEMIC PARAMETERS			
S No	Indicators	Method of Computation	Benchmark value
1	Demand Indicator	Total no of admissions in all courses per year / total no of candidates who applied	1:10
	Discipline wise cut off marks	Maintain average scores of last three block years	
2	Assessment of Course learning Outcomes	No of courses in which CLO assessment has been introduced / Total no of courses	75%
3	Average no of activities like conducted / year 1. Workshops 2. Seminars 3. Symposia/Conference		Per Dept/ School 1. One 2. One 3. One
4	Outcome based education	Number of courses with projects offered in a semester/Total number of courses in a semester	30%
5	New programs introduced in last year	New programs launched / total no of programs	5%
6	Placement - UG	Number of student placed/ number of eligible students	100%

7	Placement - PG	Number of student placed/ number of eligible students	60%
8	Average salary package offered	Average CTC during the year / Average CTC at the beginning of the year	20%
9	Percentage increase in books/journal in last year	No of books/journals purchased in last year / No of books available at the beginning of the year	20%
10	Number of NET/SET/GATE qualified students	Total No of GATE qualified students admitted / Total applications for PG programmes	60%
11	Minimum workload of teachers	Teaching, Research and Scholarly/ Administrative work	1000 units

RESEARCH PROFILE

1	No of research publications per teacher per year in refereed SCI/SSCI journals	Number of Research Publications / No of teachers	2.5
2	Research grant received per teacher per year	Total research grant received / No of teachers	3.0 lacs
3	Citation Index	Citation value of all research papers/ Total no of research papers published	2 per paper (Scopus database)
4	Percentage of full time research scholars	Total no of full time research scholars / Total no of research students	75%
5	Percentage of faculty getting awards, honors	Total no of awards/honors / Total no of teachers	2%
6	Percentage of students getting awards, honors	Total no of awards/honors / Total no of students	0.5%
7	Number of patents per year		5 per year
8	University h-index	Scopus	50

	OTHER		
1	Resources generated through external resources	Resources generated through external sources / total plan budget for the year	10%
2	Percentage of depts. Collaborating with other agencies	Total no of collaborations / total no of departments	100%
3	NIRF Ranking by MHRD	2016-17	Top 15
4	Percentage increase in physical infrastructure	Increase in physical space / space at the beginning of the year	15%
5	ABET Accreditation		All UG programs

The next meeting of IQAC will be held in February 2018.

(Ajay Batish)   **(Prakash Gopalan)**

Secreatry IQAC   **Chairperson IQAC**