

Delhi Technological University
(Estd. By Govt. of NCT of Delhi vide Act 6 of 2009)
(Formerly Delhi College of Engineering)
Internal Quality Assurance Cell (IQAC)

DTU/IQAC/2018/24/ 1592

Date: 7. 03.2024

The 6th meeting of IQAC was held on 7th February, 2024 at 11:00 AM in Sangyan Hall (Room no. 307), 2nd Floor, Administrative Building, Delhi Technological University. The following members were present during the meeting:-

1. Prof. Prateek Sharma, Vice Chancellor, DTU
2. Prof. Madhusudan Singh, Registrar, DTU
3. Sh. Kamal Pathak, Controller of Examination, DTU
4. Prof. Nirendra Dev, Professor CED & Controller of Finance, DTU
5. Prof. Neeta Pandey, Professor ECE & Director IQAC
6. Prof. Rinku Sharma, Professor Applied Physics & Dean PG
7. Prof. Amit Mookerjee, HoD, USME
8. Prof. Yasha Hasija, HoD, Biotech Engineering
9. Prof. Anil Haritash, HoD, Environmental Engineering
10. Prof. Anil Kumar, HoD, Applied Chemistry & Coordinator, IQAC
11. Ms. Divya Narayan, Chief Operating Officer, DTU
12. Prof. Amit Kumar Srivastva, Chief Project Officer
13. Prof. Girish Kumar, Professor MED & Coordinator IQAC
14. Prof. Poornima Mittal, Professor ECE & Coordinator, IQAC
15. Dr. Shilpa Pal, Associate Professor, CED & Associate Director IQAC
16. Mr. Yashdeep Singh, Assistant Professor, DSM & Dy. Coordinator IQAC
17. Sh. Pradeep Teotia, Officer in charge Store & Purchase, DTU
18. Sh. Arun Gupta, Alumni & Local Society
19. Sh. Arun Aggarwal, Regional Head, MNC Corporate, ICICI Bank
20. Sh. Sunil Singh Solanki – Employer (SAP Cloud Platform)
21. Dr. Prashant Giridhar Shambharkar, Assistant Professor CSE & Dy. Coordinator, IQAC
22. Dr. Manjeet, Assistant Professor ECE & Dy. Coordinator, IQAC
23. Dr. Pawan Singh Mehra, Assistant Professor CSE & Dy. Coordinator, IQAC
24. Dr. Anurag Goel, Assistant Professor CSE & Dy. Coordinator, IQAC

Shilpa Pal

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Agenda 6.1 : Opening remarks by the Chairperson.

The Chairperson welcomed all the members and appreciated the efforts of IQAC team in bringing out relevant agenda items which are most essential for the development of the University.

Decision : It has been decided that IQAC will conduct four (04) meeting in an academic year.

Agenda 6.2 : Confirmation of the minutes of 5th meeting of the IQAC held on 24.05.2023

It is submitted that the minutes of the 5th meeting of the IQAC, DTU held on 24.05.2023, were circulated among all the members vide forwarding No. DTU/IQAC/2018/24/1152 dated 09.06.2023

Decision: IQAC confirmed the minutes of the 5th meeting of IQAC.

Agenda 6.3 : Action taken report on the decision taken in the 5th meeting of the IQAC held on 24.05.2023

The IQAC was informed that 15 agenda items were discussed in the last meeting held on 24.05.2023. The details of the agenda, decision taken thereon and the action taken by the University were presented for the information of the Hon'ble Members. Some of the other actions which need to be taken are as below:

Agenda 5.5: NBA Accreditation of various courses of DTU

IQAC was informed that validity of NBA accreditation of UG- Civil Engineering, UG- Electrical Engineering, UG- Biotechnology and UG – Production & Industrial Engineering is till 30.06.2024.

Decision :

- To apply for possible NBA Accreditation of PES (full form) with CAY 2023-24.
- It was decided to apply for possible NBA Accreditation of UG- Civil Engineering, UG- Electrical Engineering. With CAY 2023-24.
- It was decided to check the eligibility of Department of Biotechnology and Mechanical Engineering in terms of SFR (which should be less than 25 for average of three years.)

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Agenda Item 5.6: Feedback from Stakeholders

IQAC was informed that following Feedback forms have been prepared as per

AICTE notification
Exit Survey Feedback Form
Alumni Feedback Form
Course Feedback Form
Parents Feedback Form
Employer Feedback Form
Infrastructure & Facility Feedback Form
Teacher's Feedback

Decision: IQAC took the development on record and it was decided that SOP with clear timelines need be prepared for each feedback form.

Agenda 6.4 : Change of nomenclature of Academic Audit (AA) and Academic & Administrative Audit (AAA)

As per brief advisory note on AAA as mentioned on NAAC portal, it is specified that **Academic audit** can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in HEIs. **Administrative Audit** can be defined as a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies & functions of the various administrative Departments control of the overall administrative system etc. Further, following is specified under **Criterion** of brief advisory note on AAA as mentioned on NAAC portal. IQAC of HEIs can decide set of criteria to be used for AAA. Some HEIs follow NAAC criteria as it compliments periodic assessment and accreditation by NAAC. Some HEIs have developed slightly different set of criteria. It is also learnt that some HEIs have taken NAAC departmental evaluation format and have done department-wise also. At DTU, the NAAC criteria's are used for Academic Audit (AA) so in this respect academic audit may be renamed as Academic and Administrative Audit (AAA).

Decision : IQAC agreed to change the nomenclature of existing Academic Audit to Academic & Administrative audit.

Agenda 6.5 : Review of the Academic Audit grades of all Academic department and Action taken report received from the departments for the academic audit conducted for A. Y. 2022-2023

It was decided in the 5th IQAC meeting which was held on 24.05.2023 that Agenda no. 5.15 of 05th IQAC meeting “ *IQAC was advised to reassess*

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academic audit for academic year 2021-2022 for all the Departments who scored grades less than 'A' in the said audit. The report of the same may be presented in IQAC meeting and placed before Academic council and Board of management". Internal Academic Audit of 16 academic departments for A. Y. (2022-2023) and reassessment of 12 academic departments of A. Y. (2021-2022) were held on 10th -11th October 2023. Based on the points scored by the different departments, the grades were finalized by internal auditors. The grades were shared with the respective departments and the action taken report has been received from different academic departments. As decided in the 05th IQAC meeting, the Academic audit grades of the academic departments will be placed in the next academic council and Board of Management.

Decision: IQAC took into account the grades which have been obtained by the departments in the Re-assessment of Academic Audit for AY 2022-23 and internal academic audit of AY 2023-24. IQAC decided to schedule a meeting of HOD of Departments namely Applied Physics, Civil Engineering, Design, Humanities, Mechanical Engineering, which have scored grade less than A.

Agenda 6.6 : **Preparation of 2nd Cycle of NAAC Accreditation: Institutional Information for Quality Assessment (IIQA) and Self Study Report (SSR)**

IQAC was apprised that NAAC Committee has been formed criteria wise for preparing Institutional Information for Quality Assessment (IIQA) and Self Study Report (SSR). IQAC may deliberate upon the process to be followed for applying in NAAC, either as per old method or new Binary/Grade accreditation system for HEI.

Decision: It was decided to start preparing the documents related to NAAC as per old format

Agenda 6.7: **Any other item with the permission of the chair.**

One of the employer, namely Sh. Sunil Singh Solanki, who was present at the 6th IQAC meeting, threw some guiding light towards the feedback analysis. He discussed about making software that can quickly analyse the large amount of feedback (in thousands) collected from various departments and offices. The software will make use of Artificial Intelligence and Application Programming Interfaces (APIs) and can be developed by indulging faculty and students. One Faculty Coordinator and Two Faculty Co-Coordinators along with 5-6 Students Intern of USIP can be involved in implementing this suggestion.

Neeta
7/3/24
(Prof. Neeta Pandey)
Director, IQAC

Copy to:-

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20. Sh. Sunil Singh Solanki – Employer (SAP Cloud Platform)
21. Sh. Piyush C. Ojha, Vice President, Synergy Systems and Solutions, Noida, U.P
22. Sh. Parmod Kumar Panda, ITS Director, Telecom Engineering Centre, Department of Telecommunication, Ministry of Communications & IT and Railways, Govt. of India.
23. Dr. Prashant Giridhar Shambharkar, Assistant Professor CSE & Dy. Coordinator, IQAC
24. Dr. Manjeet, Assistant Professor ECE & Dy. Coordinator, IQAC
25. Dr. Harikesh Assistant Professor ECE & Dy. Coordinator, IQAC, Special invitee
26. Dr. Pawan Singh Mehra, Assistant Professor CSE & Dy. Coordinator, IQAC
27. Dr. Anurag Goel, Assistant Professor CSE & Dy. Coordinator, IQAC
28. Guard File


Dr. Shilpa Pal
Associate Director, IQAC