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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/2018/24/1731

Date: 10.06.2024

The 7th meeting of IQAC was held on 27th May, 2024 at 03:30 PM 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. Prof. Nirendra Dev, Professor CED & Controller of Finance, DTU
4. Prof. Rajeshwari Pandey, Dean UG & Chairperson of Criterion I
5. Prof. S. Indu, Dean Student Welfare & Chairperson of Criterion V
6. Prof. Rinku Sharma, Professor Applied Physics & Dean PG
7. Prof. Neeta Pandey, Professor ECE & Director IQAC
8. Prof. Amit Mookerjee, HoD, USME
9. Prof. Anil Kumar, HoD, Applied Chemistry & Coordinator, IQAC
10. Prof. Poornima Mittal, Professor ECE & Coordinator, IQAC
11. Prof. Yasha Hasija, HoD, Biotech Engineering
12. Prof. Rishu Chaujar, Professor, AP & Chairperson of Criterion II
13. Dr. Shilpa-Pal, Associate Professor, CED & Associate Director IQAC
14. Dr. Asmita Das, Member Secretary of Criterion VI
15. Sh. Arun Gupta, Alumni & Local Society
16. Sh. Arun Aggarwal, Regional Head, MNC Corporate, ICICI Bank
17. Dr. Kusum Lata, Member of Criterion III
18. Dr. Vanjari Venkata Ramana, Member Secretary of Criterion IV
19. Sh. Sunil Singh Solanki – Employer (SAP Cloud Platform)
20. Dr. Prashant Giridhar Shambharkar, Assistant Professor CSE & Dy. Coordinator, IQAC
21. Dr. Harikesh, Assistant Professor, ECE & Dy. Coordinator, IQAC
22. Dr. Manjeet, Assistant Professor ECE & Dy. Coordinator, IQAC
23. Dr. Anurag Goel, Assistant Professor CSE & Dy. Coordinator, IQAC
24. Mr. Yashdeep Singh, Assistant Professor, DSM & Dy. Coordinator IQAC
25. Sh. Madhuresh Jha, SO, Store & Purchase

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Agenda 7.1 : 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.

Agenda 7.2 : Confirmation of the minutes of 6th meeting of the IQAC held on 07.02.2024

It is submitted that the minutes of the 6th meeting of the IQAC, DTU held on 07.02.2024 were circulated among all the members vide forwarding No. DTU/IQAC/2018/24/1592 dated 07.03.2024.

Decision: IQAC confirmed the minutes of the 6th meeting of IQAC.

Agenda 7.3 : Action taken report on the decision taken in the 6th meeting of the IQAC held on 07.02.2024

The IQAC was informed that 07 agenda items were discussed in the last meeting held on 07.02.2024. The details of the agenda, decision taken there on 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 about the following:

- The pre-qualifier of PG program - Power Electronics and Systems of EED was received from Electrical Engineering on 19.03.2023.
- A query was sent to NBA regarding filling of SAR of PG program. Clarification was given by NBA official telephonically to Director, IQAC that the corresponding UG program should be NBA accredited at the time of the expert team visit in DTU for possible NBA accreditation of PG program. The UG EEE is accredited till 30.06.2024.
- As it is not possible to complete the application process and visit in such a short duration, (approval of pre-qualifier takes more than one month and then NBA permits 60 days window for filling up of SAR), IQAC proposes to defer for applying for NBA accreditation till corresponding UG program is again accredited.
- The pre-qualifier of UG-Civil Engineering (12.04.2024) and Electrical Engineering (07.03.2024) has been received in IQAC and uploading of Pre-Qualifier is in process.
- As per communication received from HoD of Department of Biotechnology and Mechanical Engineering, the SFR is 39.26 and 40 respectively. Hence, UG program of both Departments cannot apply for NBA accreditation.

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Decision: IQAC took the development on record and allowed to defer for applying of PG PES for NBA accreditation till corresponding UG program is again accredited.

Agenda 5.6 Feedback from Stakeholders

IQAC has formulated SOP for following feedback forms:

- Exit Survey Feedback form
- Teacher Feedback form
- Alumni Feedback form
- Infrastructure & facilities Feedback form
- Course Feedback form
- Parent Feedback form
- Employer Feedback form

Approval of the SOP is in process.

Decision: IQAC took the development on record.

Agenda 7.4 : Review of the preparation of 2nd Cycle of NAAC Accreditation and presentation of Institutional Information Quality Assessment (IIQA)

It is submitted to IQAC has prepared the draft of NAAC Institutional Information Quality Assessment (IIQA) and is presented. Also, presentation on the status of each criterion is given by respective criterion chairperson.

Presentation was given by Director IQAC on IIQA and Chairperson/representative of Each Criterion I to VI, Presentation on Criterion VII was not done due to some unavoidable reasons.

Decision : IQAC took the development on record and gave the suggestions which are as under:

Suggestion on IIQA:

1. The status of 2(f) of DTU is to be filled in point 13 of IIQA. A letter may be sent to UGC in this regard to clarify the date of affiliation of 2(f) status of DTU.
[Action: Registrar]
2. IQAC shall explore the possibility of University getting the status of ‘University of Potential for Excellence’ from UGC. The key indicators for the same shall be downloaded and a summary of the same is to be presented in next IQAC meeting. This is in reference to point 16 of IIQA i.e. “Is the Institution recognized as University of Potential for Excellence” by UGC.

[Action: IQAC]

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3. The names of the UG and PG programs are to be rechecked with reference to point 19 of IIQA.
[Action: Dean UG & PG]

4. It was observed that female student strength in Undergraduate Programs in DTU is 13.61%. IQAC was informed that a committee has been constituted in DTU to improve the percentage of women students in various programs of the university under Prof. Rachna Garg (EED) as Chairperson. Recommendations of the committee are to be presented in next IQAC meeting with a road map of implementation and review of improvement in percentage of women students in DTU.

[Action: Prof. Rachna Garg, EED]

Suggestion on NAAC Criterion I to VII:

IQAC suggested that each criterion Chairperson to present the status on following in next IQAC meeting:

- The score obtained in each sub-point of respective criterion in 1st cycle of NAAC. Director, IQAC is to provide the information.
- The predicted score in each sub-point of respective criterion after filling SSR for 2nd cycle of NAAC.
- Road map for possible improvement.

Criterion II: Orientation of shortlisted students for Student satisfaction survey (SSS) shall be done at department level by HOD of concerned departments to make students aware about the importance and significance of SSS. Students may be incentivized (e.g. certificate etc.) for participation in SSS.

Criterion IV: For Criterion 4.2 of SSR,

- What is the amount of fund utilization on library resources in last five years?
- Plan of action for proper fund utilization of resource allocation in library
- Strategy for increasing fund utilization by 20 % may be outlined.
- Explore the possibility of extending the library database access to DTU/DCE Alumni.
- In consultation with CPO, Reorganization of library may be put up in next meeting so that the demand for more funds in library can be assessed.

[Action: Chairperson, Criterion IV & Librarian]

Criterion V:

Criterion 5.2- Student Progression

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Preparation of inventory of Alumni especially who have graduated in last five to six years so that the data w.r.t. GATE Qualified, other parameters in criterion V can be taken from them.

To check the status of DTU CONNECT, DTU OTG that was inaugurated few years ago in DTU.

[Action: Dean & Associate Dean, Alumni Affairs]

Criterion 5.1- Student Support

A mechanism for proper documentation of grievances redressal is to be formulated. Mechanism such as ticket generation for addressing the grievance of students may be explored. A portal should be setup for grievance redressal of students and information about the same may be included in student Handbook for proper dissemination amongst students.

[Dean DSW & Head CC]

IQAC approved the proposal of constituting the following Advisory committee to review the SSR for Second cycle of NAAC:

- Prof. O.P.Verma
- Prof. Sudhir Warker
- Prof. A.S. Rao

The filled SSR to be presented in next IQAC, after reviewing by the Advisory committee.

Agenda 7.5 : NBA Accreditation of 02 UG programs

It is submitted to IQAC that the pre-qualifier of UG-Electrical Engineering and UG-Civil Engineering Department has been received in IQAC office. Application has been generated and uploaded Pre-Qualifier has been sent to the departments to verify for final uploading on NBA portal.

Decision: IQAC took the development on record and also asked to actively pursue to improve SFR of all department of University. IQAC suggested to review the student strength based on which currently approved sanctioned intake of faculty was calculated. Also, it was asked to recalculate the faculty intake based on the increased student intake and also taking into account the future expansion of the University. IQAC was apprised that till date 286 regular faculty are there and to fill vacant seats, university has advertised and the selection process will start soon.

[Action: A.R, Planning]

Agenda 7.6 : Conduct of Green Audit of the University

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It is submitted to IQAC that a committee was constituted under the chairmanship Prof. Anil. K. Haritash for conducting Internal Green Audit of DTU. Report on Internal Green Audit has been submitted on 05th April 2024.

The committee has proposed the following recommendations for making the university environment friendly:-

1. **Recommendation 1:** The University should consider dedicated ETP for collection from all wet chemical labs for the treatment of wastewater.
2. **Recommendation 2:** Meters are not installed for GW tube-wells, post-treated water generated, and PNG. It is recommended to install water meters on all sources and maintain the daily inventory record of water meters and this can be used to maintain the monthly consumption of water on campus.
3. **Recommendation 3:** To utilize the organic dry waste, the University should consider some project related to composting or preparation of Briquettes which may be used as fuel in boilers and some other industries in Delhi NCR.
4. **Recommendation 4:** The Biomedical Waste Management from health centers and Biotechnology department needs improvement with regular tie up of authorized vendor and frequency of disposal once in week time to avoid long storage of biomedical waste in campus.

After the internal green audit, now the IQAC is proposing to go for External Green Audit which is required for NAAC Accreditation.

Decision: IQAC is of the view that recommendations in Internal Green Audit are very generic and shall be presented quantitatively. The report should include matters like solar potential of University, Total waste generated from various sources like House, Canteen, Hostels., measure of how to reduce the electricity bill and can the University go to solar energy, Amount of chemical waste generated from the department should be mentioned and how it is managed etc.

IQAC advised the Internal Green Audit committee shall review the audit report and give the quantitative recommendations.

[Action: Chairperson, Internal Green Audit]

IQAC has also approved to conduct External Green Audit from external approved agency as per NAAC requirement.

[Action: Director, IQAC]

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IQAC also decided that OIC Health centre shall make necessary SOP for addressing the issue of proper disposal of Bio-Medical Waste generated from Biotechnology, Applied Chemistry, Health Centre etc. The action on the same is to be presented in next IQAC meeting.

[Action: OIC, Health Centre]

Agenda 7.7 : Feedback from Stakeholders

IQAC has formulated SOP for following feedback forms:

Exit Survey Feedback form
Teacher Feedback form
Alumni Feedback form
Infrastructure & facilities Feedback form
Course Feedback form
Parent Feedback form
Employer Feedback form

Upon approval, the SOP's will be circulated amongst the stakeholders of the University.

Decision : IQAC took the development on record and suggested that approved SOPs shall be circulated to the concerned stakeholders and ensure collection/analysis of various feedbacks.

Agenda 7.8 : Any other item with the permission of the chair.

1. IQAC was apprised that University has taken initiatives to set up Centres of Excellence in various domains. The proposal will be put up in forthcoming BOM meeting for approval.
2. Mr. Arun Aggarwal, Representative of Alumni in IQAC, has suggested that the research culture can be improved by collaborating with DTU Alumnus who are settled abroad and are in teaching profession. The possibility of collaboration between faculty of University and DTU/DCE alumnus may be explored.

[Action: Dean & Associate Dean, Alumni Affairs]

The meeting ended with Vote of Thanks.

Neeta
Prof. Neeta Pandey
Director, IQAC

Copy to:-

1. Prof. Prateek Sharma, Vice Chancellor, DTU
2. Prof. Madhusudan Singh, Registrar, DTU
3. Prof. Nirendra Dev, Professor CED & Controller of Finance, DTU
4. Prof. Rajeshwari Pandey, Dean UG, COE & Chairperson of Criterion I
5. Prof. S. Indu, Dean Student Welfare & Chairperson of Criterion V
6. Prof. Rinku Sharma, Professor Applied Physics & Dean PG
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9. Prof. Rachna Garg, HoD, EED
10. Prof. Amit Mookerjee, HoD, USME
11. Prof. Ruchika Malhotra, HoD, SE & Chairperson of Criterion III
12. Prof. Anil Kumar, HoD, Applied Chemistry & Coordinator, IQAC
13. Prof. Yasha Hasija, Associate Dean, Alumni Affairs & HoD, Biotech Engineering
14. Prof. A. K. Haritash, HoD, Environment Engineering Chairperson of Internal Green Audit
15. Ms. Divya Narayan, Chief Operating Officer, DTU
16. Prof. Amit Kumar Srivastva, Chief Project Officer & Chairperson of Criterion IV
17. Prof. Dinesh Kumar Chutani, Chairperson of Criterion VII
18. Prof. Poornima Mittal, Professor ECE & Coordinator, IQAC
19. Prof. Rishu Chaujar, Professor, AP & Chairperson of Criterion II
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27. Sh. Sunil Singh Solanki – Employer (SAP Cloud Platform)
28. Sh. Pradeep Teotia, Officer in charge Store & Purchase, DTU
29. Dr. Prashant Giridhar Shambharkar, Assistant Professor CSE & Dy. Coordinator, IQAC
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