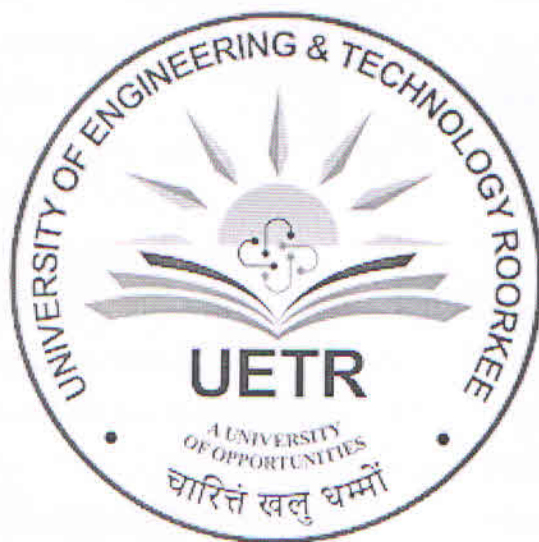


UNIVERSITY OF ENGINEERING & TECHNOLOGY ROORKEE



MINUTES OF MEETING OF
Internal Quality Assurance Cell (IQAC) of University
held on
09th February, 2023 at 11:00 AM
Venue: Seminar Hall, UETR

7th Minutes of Meeting of IQAC of University
on 09th February, 2023 at 11:00 am at Seminar Hall, UETR

The meeting was chaired by: **Dr. S.P. Pandey, PVC & Director IQAC**

Date, Time and Venue: Seminar Hall, UETR at 11:00 am

The following members were present:-

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|---|---|------------------|
| 1) Dr. Vivek Jaglan, PVC (Computing) | - | Special Invitee |
| 2) Dr. Devendra Kumar, Director, Admission | - | Member |
| 3) Dr. Kamal Kapoor, Dean Academics | - | Member |
| 4) Dr. Himanshu Chauhan, COE | - | Member |
| 5) Dr. Rajesh Kumar Upadhaya, Dean, SoB | - | Member |
| 6) Ms. Divya Mishra, Dy. Registrar (T&P) | - | Member |
| 7) Ms. Anuradha, HoD Electrical & Electronics Engg. | - | Member |
| 8) Dr. Aruna Bhat, Assoc. Professor, SoB | - | Member |
| 9) Mr. Ankit Garg, Assoc. Professor, SoC | - | Member |
| 10) Dr. Gunjan Agarwal, HoD, Mechanical Engineering | - | Member |
| 11) Dr. Kamal Kant Verma, HoD, SoC | - | Member |
| 12) Dr. Summiya Parveen, Asstt. Prof., Mathematics | - | Member |
| 13) Dr. Manisha Phaugat, HoD, SoA | - | Member |
| 14) Dr. Sumit Kumar, HoD, CSE | - | Member |
| 15) Dr. Rohit Kanauzia, HoD, IT | - | Member |
| 16) Dr. Prabhat Kumar, HoD, CE | - | Member |
| 17) Dr. Aditya Kumar Chauhan, Assoc. Prof., Mathematics | - | Member |
| 18) Mr. Kamal Kumar Gola, Asstt. Prof., CSE | - | Member |
| 19) Mr. Prashant Kumar, Asstt. Prof., CE | - | Member |
| 20) Mr. Amit Kumar, HR | - | Member |
| 21) Mr. Hemant Katiyar, Librarian | - | Member |
| 22) Ms. Nidhi, Asstt. Prof., SoC | - | Member |
| 23) Dr. Mridula, Head IQAC | - | Member Secretary |

Welcome Address:-

Dr. Mridula, Head, IQAC conducted the welcome meeting of IQAC in which she briefed about various agendas of meeting. Then she welcomed Dr. S.P. Pandey, Director IQAC for further discussion on meeting's agenda. Following are the agenda that were discussed in meeting:

Agenda Point No. I.1.1: Considered confirmation of minutes of meeting of 6th IQAC held on

The Member Secretary read out the minutes of 6th meeting of IQAC committee held on The house confirmed the minutes of 6th meeting of IQAC committee.

Agenda Point No. I.1.2: Merger of the College of Engineering Roorkee in the University.

Dr. S.P. Pandey, PVC & Director IQAC, informed the house that the College of Engineering Roorkee had been merged into the University and that the various committees had been reconstituted with new members.

Agenda Point No. I.1.3: To discuss the IQAC benefits, functions, strategies, and their expected outcomes.

Director IQAC initiated the meeting by explaining importance of IQAC in an institution. He talked about IQAC benefits, strategies and their expected outcomes. He said that there should be uniformity in each activity of university. The formats circulated by IQAC should be of uniform standards. All documentation should be well written, very précised and error free. He emphasized on attainment of academic and administrative Excellency of university.

Agenda Point No. I.1.4: To discuss and finalize the composition of the IQAC and main team members of the IQAC cell.

Director IQAC discussed the role of all members of IQAC cell and finalize the composition of IQAC. He encouraged all members to work with high spirit and motivation.

Agenda Point No. I.1.5: To discuss and finalize IQAC calendar for upcoming Academic Session 2023-24.

Director IQAC discussed the IQAC calendar and informed that there should not be any clash with the academic calendar for upcoming session. Every event should have deadlines which have to be followed by concerned department. He suggested that there should be one faculty in-charge from every department for IQAC activities.

Agenda Point No. I.1.6: To discuss how to improve the teaching learning skills of the faculty members.

Director IQAC emphasized on CCC's concept i.e., content, capacity and communication skills of faculty. He said that Deans, HoDs need to request their faculty members to prepare well before delivering the lectures.

Agenda Point No. I.1.7: To discuss the framework of research policies for the faculties and students.

Director IQAC discussed about the research policies for the faculties and students and add certain points before finalizing. He motivated all members present in the meeting to publish research papers, patents, books, book chapters for the development of university.

Agenda Point No. I.1.8: To discuss and finalize the course curriculum.

Director IQAC discussed the present status of curriculum of all programs of university. He said that curriculum should be submitted to the office of Pro-VC before meeting the deadline.

Agenda Point No. I.1.9: To discuss framework of various committees.

Director IQAC said that various committees should be formed at the earliest. The information of all committee's formation should be disseminated through emails to all the concerned member.

Agenda Point No. I.1.10: To discuss the strengthening policy of university-industry interaction.

Director IQAC emphasized that training of students should be based on industry-4.0. The students should be trained according to industry requirements. He strongly pointed out that MoUs should be made between university and industries to a bridge the gap between industry-academia.

Agenda Point No. I.1.11: Upgradation of faculty members through FDPs, MOOCs.

Director IQAC strongly pointed out that each faculty members those are not doctorate or not enrolled in Ph.D. program, they should enroll at the earliest for personal upgradation. He also said that FDPs, MOOCs online certification is mandatory for all the faculty members of university.

Agenda Point No. I.1.12: To develop concurrent feedback system.

Director IQAC informed all the audience that feedback of students should be followed very effectively and honestly. IQAC should provide standardize formats of conducting feedbacks. It should be conducted twice per semester. He also said that proper action should be taken on the basis of feedback conducted and action taken report to be submitted to IQAC.

As there being no other agenda points to discuss, the meeting of IQAC concluded with a vote of thanks to the Chair.

Dr. Mridula
Head
Internal Quality Assurance Cell (IQAC)
Mridula
4/5/2023
Head IQAC