

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)

MINUTES OF MEETING

File No. DTU/IQAC/2018/18-Vol.3/727

Date: 18.08.2026

The 6th Management Review meeting of ISO 9001:2015 Quality Management System of DTU to ensure its continuing suitability, adequacy, effectiveness and alignment with the strategic direction of the organization was held on 07.08.2026 at 11:00 AM onwards in Vigyan Hall, 2nd Floor Main Administrative Building, DTU. The following members were present during the meeting:-

1. Prof. Prateek Sharma, Vice Chancellor, DTU
2. Sh. Binod Doley, Registrar, DTU
3. Prof. Vijay K. Minocha, Dean Planning & Recruitment
4. Prof. Narendra Kumar -II, HOD, EE
5. Prof. P. K. Suri, Department of DSM
6. Prof. Rajeshwari Pandey, Dean Faculty Affairs
7. Prof. Neeta Pandey, HOD, ECE
8. Prof. R. C. Singh, HOD, Design
9. Prof. S. G. Warker, Dean Student Welfare
10. Prof. Awadhesh Kumar, HOD, CED
11. Prof. Rajesh Rohilla, Dean CDIE
12. Prof. Mini Sreejeth, Dean Outreach & Extension Activities
13. Prof. R. Srivastava, HOD, AM
14. Prof. Anil Singh Parihar, HOD, CSE
15. Prof. D. Kumar, HOD, AC
16. Prof. Vinod Singh, HOD, AP
17. Prof. Shailender Kumar, Head Computer Centre
18. Prof. Ram Singh, Dean Discipline
19. Prof. Anil Kumar, Assistant Director, IQAC
20. Dr. Nupur Srivastava, COE
21. Prof. Yasha Hasija, HOD, BT
22. Prof. Shilpa Pal, Director IQAC
23. Dr. Saroj Bala, HOD, Humanities
24. Dr. Saurabh Agarwal, HOD, DSM
25. Dr. Ragvendra Gautam, Transport and Security officer
26. Dr. Ajeet Kumar, Assistant Director, IQAC
27. Dr. Amrish K. Panwar, Associate Director, IQAC
28. Dr. Yashna Sharma, PRO
29. Dr. Anunay Gour, Assistant Professor, ENE



30. Dr. Anurag Goel, Coordinator, IQAC
31. Dr. Bindu Verma, Coordinator, IQAC
32. Dr. Ravinder Kaushik, D. R. Establishment Branch
33. Dr. Prama Vishnoi, Dy. Coordinator, IQAC
34. Dr. Gunjan Chugh, Dy. Coordinator, IQAC
35. Dr. Sakshi Kurkreja, Assistant Professor, USME
36. Dr. Lalita, Assistant Librarian, DTU

The minutes of the meeting are as follows:

Agenda 6.1 : Opening remarks by the Hon'ble Vice Chancellor

The Chairperson welcomed all the members and appreciated the efforts in bringing out relevant agenda items which are most essential for the effective implementation of ISO 9001:2015 quality management system in the University.

Agenda 6.2 : Confirmation of the minutes of the 5th Management Review Meeting held on 17.07.2025

It is submitted that minutes of 5th Management Review meeting held on 17.07.2025 was circulated among all Deans, HODs, and Branch In charges vide forwarding no. **DTU/IQAC/2018/18-Vol.3/120 dated 04.08.2025.**

Decision: The members confirmed the minutes of 5th Management Review meeting of ISO 9001:2015.

Agenda 6.3 : Action taken report on the decisions taken in previous meeting

Decision: The action taken report was taken on record.

Agenda 6.4 : Review of results of Internal ISO Audit

The Internal ISO Audit was held from 28th - 29th October 2025. The total numbers of NCs of Academic and Non-academic departments were 134. Department wise summary is given below. The observation of the internal auditors/NCs were shared with head of department/branch vide letter no. **DTU/IQAC/2025/AAA/2024-25/222/363 dated 04.12.2025.** The Action Taken Report has been received from all departments & branches. The report will be shared with auditors for reference during the next internal audit.

Sl. No.	Department	Total no. of NCs/Observation/ Suggestion	Action Taken Report Submitted
1.	Computer Science & Engineering	8	Complied
2.	Electronics & Communication Engineering	1	Complied

3.	Information Technology	2	Complied
4.	Biotechnology	2	Complied
5.	Applied Physics	6	Complied
6.	Civil Engineering	11	Complied
7.	Applied Chemistry	4	Complied
8.	Applied Mathematics	1	Complied
9.	Design	1	Complied
10.	Delhi School of Management	2	Complied
11.	Electrical Engineering	N.A.	-
12.	Environmental Engineering	3	Complied
13.	Humanities	11	6 Complied 5 Pending
14.	Mechanical Engineering	1	Complied
15.	USME	2	Complied
16.	Software Engineering	2	Complied
TOTAL NCs of Academic departments		58	

Non-Academic Department				
Sr. No.	Department	Total no. of NCs	Total no. Observation	Action Taken Report Submitted
1.	Computer Centre	2	7	Complied
2.	DTU-IIF	1	-	Complied
3.	Health Centre	10	5	Complied
4.	Examination Branch	4	2	Complied
5.	Alumni Affair	1	-	Complied
6.	HRD Cell	2	1	Complied
7.	Central Workshop	2	1	Complied
8.	Student Welfare	4	-	Complied
9.	IQAC	1	1	Complied
10.	Outreach & Extension	3	-	Complied
11.	Academic UG	3	-	Complied
12.	Dean PG	0	-	-
13.	Finance & Account	3	-	Complied
14.	Training & Placement	4	-	Complied
15.	International Affairs	6	-	Complied
16.	R&D	1	-	Complied
17.	IPR	3	-	Complied
18.	Hostel	0	-	-

19.	Guest House	0	-	-
20.	Library	2	-	Complied
21.	Store	4	-	Complied
22.	Purchase	3	-	Complied
23.	Council and Planning Branch	3	-	Complied
24.	General Administration	8	-	Complied
25.	Engineering Cell	3	-	Complied
26.	Estate office	2	-	Complied
27.	Establishment	0	-	-
28.	Recruitment	0	-	-
29.	Pension	0	-	-
30.	Legal	1	-	Complied
31.	PIO/RTI Cell	0	-	-
32.	Security	0	-	-
TOTAL NCs of Non-Academic departments		76	17	

It is submitted that the NCs and suggestions/observations were given by the internal auditors. It is proposed that the internal auditors should raise NCs in review report, rather than observations/suggestions.

Decision : The results of the internal ISO audit were taken on record. It was decided that the internal auditors shall raise Non-conformities (NCs) and observations/suggestions, if any, maybe communicated separately.

Department of Humanities to submit the Action Taken Report on 5 pending NCs.

[Action: M.R. (ISO)]

Agenda 6.5 : Review of results of External/Re-certification audit

The External ISO 9001:2015 Audit was held on 17th-18th November, 2025, vide report no. QMS/NR/0718/010/09 (Surveillance I) dated 18.11.2025. An ISO 9001:2015 NC reports were provided by external auditors of STQC certification services. A response to NCs was submitted to the auditors. The details are as under;

Auditor NC Ref No.	Area assessed	Details of nonconformance	Corrective action	Action Taken
RL-01	Applied Mathematics	The format for "Proforma claiming	It is mandatory to all departments/Centres of DTU to	IQAC circulated a standard numbering format to all

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		fellowship Ph.D” is not identified with form number/version no. as per standard while creating and updating documented information, it shall be adequately identified.	received/use the copy of proforma with proper form no./version no., while submitted to the department/centre office by Ph.D scholar/students.	departments, and forms have since been updated with the applicable form/version numbers. The details of the same are mentioned as Annexure-I in agenda.
RL-02	Biotechnology	Review of Quality objectives defined in Quality Manual was not evident for the department of Biotechnology.	Mapping of each and every objective has been made with alignment of University.	Letter was circulated to all departments for mapping their quality objectives with the University Quality Objectives.
SPH-01	MR Function	Amendment record sheet was not evident for changes made in Quality Manual DTU/QM/001 Version 2.1 September 2024.	The Amendment sheet will provide the information regarding the changes incorporated w.r.t. previous version.	IQAC has prepared the amendment record sheet for Quality Manual and circulated it to all academic and Non-academic departments. Also, amendment sheet has been prepared for SOPs Vol.I, Vol. II and Vol.III placed as Annexure-II in agenda.
SPH-02	Delhi School of Management	Obsolete copy of Quality Manual April 2018 (Version 1.0) was not retrieved from DSM department to avoid unintended use.	During Internal Academic Audit it will be taken care that no obsolete copy of Quality Manual April 2018 is left out.	Obsolete copies of the Quality Manual (Version 1.0) have been retrieved from the departments to prevent unintended use (Photographic evidence placed as Annexure-III in agenda) and updated version 2.0 of Quality Manual has been distributed.

Decision : The results of the external ISO audit & NCs were taken on record.

- Further, it was decided that all departments shall submit the form number proforma as per the standard format given by IQAC and numbered forms may be used for all official purpose. However, if some of the departments are not having any forms to be numbered, they shall submit a reply to that effect.

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- A circular shall be issued by the Registrar's office directing the departments to number the forms as per ISO requirement.

[Action: Registrar, DTU]

- It was further decided that a circular shall be issued for the mapping of Departmental Quality Objectives with the University Quality Objectives.

[Action: M. R. (ISO)]

Agenda 6.6 : Review of the recommendations of Risk Assessment and Opportunities Committee

It is submitted that a committee was constituted under the chairpersonship of Prof. P.K. Suri to prepare the risk assessment report as per suggestion given by the external ISO auditors to conduct a detailed assessment of risks and opportunities. The committee has prepared the report by taking inputs from both academic and non-academic departments.

Decision : The recommendation of the Risk Assessment Committee was presented by Prof. P.K. Suri. It was decided that the circular to be issued by the committee to all the academic and non-academic Departments/Branches to redraft their identified risks along with the justification for the identified risks at the Department/Branch level within 15 days. Further, the committee will compile the risk for academic departments. For non-academic Departments/Branches, the same may be done in consultation with the Registrar, DTU. After that, the consolidated report of the identified risks be submitted by the Risk Assessment committee.

[Action: Prof. P. K. Suri, Chairperson of the committee]

Agenda 6.7 : Review of Quality Policy and Quality Objectives

It is submitted that a committee was constituted under the chairpersonship of Prof. Vijay K. Minocha to review and revise the University's Quality Policy and Quality Objectives. The committee has prepared the draft of revised Quality Policy and Quality Objectives, in which the objectives are now supported by defined indicators, targets, and monitoring mechanisms to enable effective measurement and evaluation. The revised Quality Policy and Quality Objectives are provided, along with a comparison to the existing Quality Policy and Quality Objectives.

S. No.	Existing Quality Policy	Proposed Quality Policy
1.	The University is committed to achieving global standards of excellence in the field of Science,	The University is committed to achieving excellence in education, research, innovation,

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	Technology, Management and allied areas by disseminating knowledge through cutting-edge research, education and innovation. We adopt best practices to maintain high standards in the core and allied functions through continuous evaluation and improvement of our processes	and community outreach by adopting experiential learning and learner-driven pedagogy in core and allied areas, upholding ethical values and environmental sustainability through continuous improvement of the academic and administrative processes.
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Sr. No.	Existing Quality Objective	Proposed Quality Objective
1.	To produce highly skilled, analytic and proficient technocrats.	To achieve educational excellence by consistently updating curricula to reflect contemporary needs and practices.
2.	To develop a new knowledge base for research and innovation.	To develop digital learning modules for mass delivery through online platforms.
3.	To develop academia-industry relations to fulfil the technological need of mankind for current and future perspective.	To promote research, innovation and external collaboration by providing robust institutional support.
4.	To develop human potential with analytic ability, ethics, social values, and integrity.	To enhance outreach through targeted SDGs and community programs addressing developmental challenges.
5.	To assess and provide environment- friendly reasonable and sustainable technology for local and global needs.	
6.	To act as a facilitator for incubation, product development, transfer of technologies and entrepreneurship.	
7.	To develop and inculcate knowledge, skills and right attitude with responsibility, commitment, professionalism, moral & ethical standards amongst everyone in the campus.	
8.	To establish centres of excellence in emerging areas of science, engineering, technology, management and allied areas.	

Decision : The draft revised Quality Policy and Objectives was presented by Prof. Vijay K. Minocha. The members deliberated upon the revised quality policy and quality objectives. During the course of the discussion and further brainstorming one of the objectives was redrafted and revised by the members. Finalized Quality Policy and Quality Objective are as below:-

Revised Quality Policy

The University is committed to achieving excellence in education, research, innovation, and community outreach by adopting experiential learning and learner-driven pedagogy in core and allied areas, upholding ethical values and environmental sustainability through continuous improvement of the academic and administrative processes.

Revised Quality Objective

- To achieve educational excellence by consistently updating curricula to reflect contemporary needs and practices.
- To promote research, innovation and external collaboration by providing robust institutional support.
- To develop digital learning modules for mass delivery through online platforms.
- To leverage Science, Technology, Engineering and Management for the attainment of SDGs and enhance community outreach.

The members agreed upon the revised Quality Policy and Quality Objectives. It was decided that the revised Quality Policy and Quality Objectives, shall be put up in the next Board of Management meeting for approval.

[Action: IQAC]

Agenda 6.8 : SOPs for newly established departments/branches

With reference to the recent internal and external ISO 9001:2015 audits, the auditors observed that the SOPs for the newly established branches are not included in the existing documentation.

It is proposed to prepare a committee for reviewing and finalizing the draft SOPs received from the concerned departments/branches. The members of the proposed committee are as follows;

1. Prof. Neeta Pandey, Chairperson
2. Dr. Amrish K. Panwar, Member
3. Dr. Yashdeep Singh, Member
4. Dr. Prama Vishnoi, Member Secretary

Sr. No.	Name of the Department/Branches
1.	Digital Education
2.	Faculty Affairs
3.	School of Integrated Learning & Research
4.	Centre(s)

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5.	Centre(s) of Excellence
6.	Corporate and Relations

Decision : The members deliberated on the proposal and agreed that the SOPs to be formulated for the newly established departments/branches by the committee as proposed. It was further decided that the SOP of the Media Cell and any other new branch of University shall also be incorporated along with the above mentioned departments/branches. A circular shall be issued to each such branch/department for the preparation of their SOPs as per the existing framework or guideline given by IQAC.

[Action: M. R. (ISO)]

Agenda 6.9: Updating the SOPs of existing non-academic departments

The second revision of the SOPs was completed during 2025. Furthermore, based on the observations made by the auditors during the Internal ISO 9001:2015 Audit, the SOPs of the following branches require updating, as the existing SOPs are not accurately reflecting the existing processes and practices. The names and remarks for the relevant branches are as follows;

Sr. No.	Name of the Branches	Remarks
1.	Finance and Account	SOP to be updated
2.	Council and Planning	Name Change as well as SOP to be updated
3.	HRDC	SOP to be updated
4.	Examination Cell	SOP to be updated
5.	Research and Development Cell	Separate SOP for Corporate Relations.
6.	Intellectual Property Right Cell (IPR)	SOP to be updated
7.	Dean UG and Dean PG	Separate SOPs of Dean UG and Dean PG to be prepared
8.	Training and Placement Cell	Name Change as well as SOP updated
9.	International Affairs	Merge and SOP to be updated
10.	Alumni Affairs	
11.	Planning and Recruitment Cell	Name Change as well as SOP updated

It is proposed that the IQAC initiate the process of updating the Standard Operating Procedures (SOPs) by forwarding the existing SOPs to the concerned departments/branches for review and revision in accordance with the existing framework and operational requirements of their respective departments/branches.

Decision : The members deliberated upon the proposal and it was decided that a circular shall be issued for the revision of SOPs of the cells/branches/departments.

[Action: IQAC]

Agenda 6.10 : Any other item with the permission of the chair.

Decision : It was agreed upon that the Director IQAC or his/her nominee shall be invited as a Special Invitee to the meetings of Board of Management (BOM), Academic Council, and other statutory/administrative meetings.

[Action: Registrar, DTU]

The meeting ended with Vote of Thanks.


(Prof. Shilpa Pal)
MR (ISO), DTU
& Director, IQAC

File No. DTU/IQAC/2018/18-Vol.3/ 727

Date: 18.08.2026

Copy to:-

1. PA to VC for kind information to Hon'ble VC.
2. PA to Registrar.
3. All Deans, HoDs and Branch Incharges
4. Prof. V. K. Minocha, Chairperson of the committee to Review Quality Policy and Quality Objectives, Special Invitee
5. Prof. P. K. Suri, Chairperson of the Risk Assessment and Opportunities Committee, Special Invitee
6. All IQAC Team Members.
7. Guard file.


(Dr. Amrish K. Panwar)
Associate Director, IQAC