

Delhi Technological University

(Estd. by Govt. of NCT of Delhi vide Act 6 of 2009)
(Formerly Delhi College of Engineering)

DTU/IQAC/Meetings/Minutes/2019/24/228

Date : 06.09.2019

The 3rd meeting of IQAC was held on 3rd September, 2019 at 11:00 am in the Committee Room 307, 2nd Floor, Administrative Block, Delhi Technological University. The following members were present during the meeting:-

1. Prof. Yogesh Singh, Vice Chancellor, DTU
2. Prof. S.G. Deshmukh, IIT, Delhi
3. Sh. Arun Gupta, Alumni, C-10/6, Ground Floor, Near Vidhya Bharti School, Sector-15, Rohini, Delhi
4. Prof. Samsher, Registrar, DTU
5. Prof. S.C. Sharma, Dean, Academic-PG, DTU
6. Prof. V.K. Minocha, Department of Civil Engineering, DTU
7. Prof. Nirendra Dev, HoD, Department of Civil Engineering, DTU
8. Sh. D.P. Dwivedi, Consultant, Finance & Planning
9. Prof. M.M. Tripathi, Director, IQAC, DTU
10. Dr. Anil Kumar Haritash, Associate Director, IQAC
11. Dr. Nilam, Associate Director, IQAC

Agenda 3.1 : 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. He also suggested to conduct IQAC meeting at least two times in a year.

Agenda 3.2 : Confirmation of the minutes of 2nd meeting of the IQAC held on 24.09.2018.

The minutes of the 2nd meeting of the IQAC, DTU held on 24.09.2018, were circulated among all the members vide forwarding No. DTU /IQAC /Meeting /Minutes /2018-19/24 dated 09.11.2018. No comments have been received from any of the members.

Decision: IQAC confirmed the minutes of the 2nd meeting of IQAC.

Agenda 3.3 : Action taken report on the decisions taken in the 2nd meeting of the IQAC held on 24.09.2018.

The IQAC discussed and noted the action report.

Decision: IQAC took the action taken report on record.

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Agenda 3.4 : ISO 9001:2015 Audit (Internal & External).

External audit will be performed by STQC in October-November 2019 and 2nd round of 2nd cycle of internal audit has already been completed on 27.08.2019 and management review will be held on 03.09.2019. IQAC will be completing internal audit on 09.09.2019. IQAC may deliberate and approve.

Decision: IQAC took the development on record and suggested that management review should be completed in the month of September. Internal audit will be held two times in a year and compliance with approved SOP's must be verified. The non-conformity should be analyzed to find out the root cause to suggest remedial actions.

Agenda 3.5 : NBA Accreditation of various courses of DTU.

Pre qualifier have been submitted for B. Tech. Electronics & Comm. Engg. and Master of Business Administration (MBA) and request for listing for the Engineering Physics, Mathematics & Computing and Polymer Science & Chemical Technology courses is pending with NBA. After its listing, the application will be made for its courses also.

Decision: IQAC deliberated upon the agenda and suggested that more courses from all departments should be processed for NBA Accreditation on regular basis.

Agenda 3.6 : NIRF ranking

DTU has participated in NIRF ranking in the year 2017, 2018 & 2019. It is proposed that DTU will be participating in NIRF ranking in 2020 also.

Decision: IQAC took the development on record and approved the proposal.

Agenda 3.7 : Feedback from stakeholders

Separate website of IQAC has been operational where feedback form for all the stakeholders has been made online. The feedback from students will be collected semester wise. Others feedback will be collected annually. IQAC will analyse these feedback and submit its report to the Competent Authority.

Decision: IQAC took the development on record and it is decided that IQAC will analyse the feedbacks and submit the report to Competent Authority and the matter should also be reported to the BoM.

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Agenda 3.8 : Green Audit of the University

The work of Green Audit of DTU to meet the requirement of criteria 7.1 of NAAC has been done by M/s Hitech Enviro Engineers & Consultants Pvt. Ltd. which has given 10 different recommendations being implemented in the University. The action have been initiated on all its 10 recommendations.

Decision: IQAC took the development on record and suggested that quarterly review of the progress made on all 10 recommendations should be done till all the recommendations are implemented.

Agenda 3.9 : IT Audit of the University

IT audit of the Information Technology infrastructure, policies and operations is required to check that the IT controls, data integrity of the IT infrastructure is aligned with the University goals. It is proposed to conduct the IT audit of the IT infrastructure to understand the gaps and take appropriate action.

Decision: IQAC took the development on record and approved the proposal. IQAC also suggested to conduct audit within 06 months.

Agenda 3.10 : ERP Audit

The University is in process of implementing ERP system. The audit of ERP system is proposed to be conducted to check the adequacy of ERP and to check whether it meets the stated objectives.

Decision: IQAC took the development on record and approved the proposal. IQAC also suggested to conduct audit within 03 months.

Agenda 3.11 : Academic and Administrative Audit

Internal and external academic and administrative audit of the University is proposed to be conducted starting from current academic year. Internal audit will be done on annual basis and external audit will be conducted once in 03 years.

Decision: IQAC deliberated upon the agenda and approved the proposal. An external committee will be constituted under the chairmanship of Prof. S.G. Deshmukh, IIT, Delhi to conduct Academic and Administrative Audit within 06 months.

Agenda 3.12 : Safety audit of the University

A safety audit with the aim to collect the information about the efficiency, effectiveness and reliability of the safety management system of the University will be conducted. This will ensure the compliance with safety legislation and identify the

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weaknesses in safety programme and processes leading to identification of corrective action.

Decision: IQAC took the development on record and approved the proposal. IQAC also suggested to conduct audit within 01 year. Equal Opportunity Cell will conduct disability audit and submit the report to IQAC.

Agenda 3.13 : Accreditation of labs by NABL/DPCC

IQAC will arrange training programmes on NABL accreditation for faculty and lab Incharges. After this, certain labs will be identified and documentation will be prepared for NABL/DPCC accreditation.

Decision: IQAC deliberated upon the agenda and approved the proposal. It is decided that every department should have at least 01 lab accredited by NABL/DPCC. It will help the departments to get more consultancy work to the University.

Agenda 3.14 : Digital preservation/archival of documents

It is proposed to implement the digital preservation/archival of documents to ensure long term preservation and continued access to the digital records. This will help to manage the data in structured fashion and retrieve the data as and when required.

Decision: IQAC deliberated upon the agenda and approved the proposal.

Agenda 3.15 : Content development for ICT enabled learning

It is proposed that every faculty of the University will develop multi media content which can be delivered through a Learning Management System (LMS) to the students. This will ensure active participation of students and teachers into the learning process and development of new contents.

Decision: IQAC deliberated upon the agenda and approved the proposal. It is suggested that every department should develop ICT content for at least 02 courses and also suggested IQAC to do it in time bound manner

Agenda 3.16 : MoU with Engineering Staff College of India, Hyderabad

The University has signed an MoU with Engineering Staff College of India, Hyderabad to conduct training programme, upskilling, innovation and entrepreneurship Programmes as a collaborative initiative between ESCI and DTU. This will help the University to organize training programme at a faster pace.

Decision: The IQAC took the development on record and approved the proposal.

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Agenda 3.17 : International conference on quality aspects in institutions of higher learning

Two days national conference/seminar on all the quality aspects of an institution of higher learning such as accreditation, outcome based education, national/international rankings and quality issues related to teaching learning processes, evaluation etc. will be organized jointly with Engineering Staff College of India, Hyderabad in the month of March 2020.

Decision: IQAC took the development on record and approved the proposal.

Agenda 3.18 : Annual report of the University

Annual report of the University has been published for 2014-15, 2015-16, 2016-17 & 2017-18. The annual report for the academic year 2018-19 is in process of preparation which will be published in the month of October. This time annual report will be published covering all the criteria of NAAC.

Decision: IQAC took the development on record and approved the proposal. It is suggested that the annual report of the University should be more interesting, handy and useful document.

The minutes are approved with the approval of the Chairperson for circulation to the members.



**(Prof. M.M. Tripathi)
Director, IQAC, DTU**

Copy to:-

1. PA to VC for kind information to Hon'ble Vice Chancellor.
2. Prof. S.K. Garg, Pro VC & Member, IQAC.
3. Prof. Samsher, Registrar & Member, IQAC.
4. Prof. S.G. Deshmukh, Director, IITM, Gwalior & External Member, IQAC.
5. Sh. Sanjeev Kumar Gupta, MD & CEO, Lahari, Gurgaon, Haryana & External member, IQAC.
6. Sh. Arun Gupta, Alumni, C-10/6, Ground Floor, Near Vidhya Bharti School, Sector-15, Rohini, Delhi & External member, IQAC.
7. Prof. Madhusudan Singh, Dean, Academic-UG & Member, IQAC.
8. Prof. S.C. Sharma, Dean, Academic-PG & Member, IQAC.
9. Prof. A. Trivedi, Dean (IRD) & Member, IQAC.
10. Prof. Nirendra Dev, HoD, Civil Engineering Department & Member, IQAC.
11. Prof. V.K. Minocha, Department of Civil Engineering & Member, IQAC.
12. Sh. Kamal Pathak, Controller of Examinations & Special Invitee, IQAC.
13. Sh. D.P. Dwivedi, Consultant, Finance & Planning & Special Invitee, IQAC.
14. Dr. Rajesh Kumar Yadav, Associate Director, IQAC & Special Invitee, IQAC.
15. Dr. Anil Kumar Haritash, Associate Director, IQAC & Special Invitee, IQAC.
16. Dr. Nilam, Associate Director, IQAC & Special Invitee, IQAC.