



**DELHI TECHNOLOGICAL UNIVERSITY**  
(Formerly Delhi College of Engineering)  
Established by Govt. of Delhi vide Act 6 of 2009  
SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-110042

F. No: DTU/Registrar/Minutes/2016-17/4601

Dated: 16.02.2018

**MINUTES OF THE MEETING**

**13th MONDAY MEETING OF DEANS, HODS AND BRANCH INCHARGES**

Minutes of the 13th Meeting of All Deans/ HoDs, Branch Incharges called by Hon'ble Vice Chancellor on 12.02.2018 at 3.00 p.m in Room No. 307, Admn. Block, DTU. The following were present in the meeting:-

1.	Vice Chancellor	17.	Prof. Kapil Sharma	33.	Sh. Piyush Vaish
2.	Prof. Samsher	18.	Dr. Rajni Jindal	34.	Sh. D.P. Dwivedi
3.	Prof. Madhusudan Singh	19.	Dr. Nand Kumar	35.	Sh. S.K. Khanna
4.	Prof. R.S. Mishra	20.	Prof. M.M. Tripathi		
5.	Prof. Pragati Kumar	21.	Sh. Kamal Pathak		
6.	Prof. A. Trivedi	22.	Prof. P.K. Suri		
7.	Prof. Rajeshwari Pandey	23.	Prof. K.C. Tiwari		
8.	Prof. S.G. Warker	24.	Dr. Naokant Deo		
9.	Prof. S. Indu	25.	Sh. Manoj Kumar		
10.	Prof. S.K. Singh	26.	Dr. Dinesh K. Vishwakarma		
11.	Prof. Vipin	27.	Sh. Rajesh Rohilla		
12.	Prof. S.C. Sharma	28.	Sh. Rajesh Birok		
13.	Prof. Sangita Kansal	29.	Dr. Nitin Puri		
14.	Prof. Rajan Yadav	30.	Dr. R. Kaushik		
15.	Prof. Jai Gopal Sharma	31.	Sh. Anil Kumar		
16.	Prof. Archana Rani	32.	Sh. Bimal Jain		

At the outset, the Vice Chancellor welcomed all the members of the meeting and took up the review of previous meetings issues and then the new issues:

**C. Review of 3<sup>rd</sup> Monday issues :**

	Agenda	Discussion/Decision in 13th meeting
3.3	It has been discussed that University should have Lokpal/ Ombudsman in the University to resolve the issues. Process for appointment of Lokpal/ Ombudsman to be initiated on urgent basis.	A meeting is to be scheduled in consultation with the Search Committee members. <b>Action: Registrar</b>
3.5	VC pointed out that there is a need of analysis of feed back received from the students for further betterment of the university. Director (IQAC) has been requested to carry out feed back analysis and submit the report to VC.	COE informed that the feed back of the student has been collected during the last semester examination. He has been requested to hand over these feed backs to Director, IQAC. Director (IQAC) and COE both have agreed to design the feed back forms in order to use statistical tools for analysis of feed back forms.  <b>Action: COE/ Director (IQAC)</b>

**D. Review of 5<sup>th</sup> Monday issues :**

	Agenda	Discussion/Decision in 131th meeting
5.5	Head (CC) was requested to complete the E-Office implementation project by 1 <sup>st</sup> July, 2017. The Head (CC) also shown his concern about non-availability of data from different sections/ officers for creation of emails.	Head (CC) informed that due to long leave of faculty member looking after the E-Office, the progress could not be significant. However, now the work is in progress.  <b>Action : Head (CC)/ Registrar</b>

**E. Review of 8<sup>th</sup> Monday issues :**

	Agenda	Discussion/Decision in 13th meeting
8.1	<b>Printing of Booklet of Curriculum :</b> Dean, Acad (UG) was requested to provide the booklet of curriculum to all HoDs and PDF of the same may be uploaded on the University website.	Vice Chancellor shown his concern about long delay in printing of syllabus and directed to accelerate the process.  <b>Action: OIC (S&amp;P)</b>

8

I. Review of 10<sup>th</sup> Monday meeting issues :

	Agenda	Discussion/Decision in 13th meeting
10.2	It was brought into notice of the VC, that sometimes traffic chaos takes place in front of main gate. It has been decided that a meeting is to be conducted with DCP (Traffic Police) to find out the solution of Traffic Jam in front of DTU main gate.	Security Officer & OIC (GA) was requested to have a discussion with traffic police to make necessary arrangements to avoid chaos of the traffic in the main gate which may include traffic light at main gate  <b>Action: Security Officer / OIC (GA)</b>
10.3	Expression of Interest (EOI) of CC TV for comprehensive security of main Campus as well as East Delhi Campus to be sorted out at the earliest.	Security Officer has been requested to complete the activity within this financial year positively.  <b>Action : Security Officer</b>
10.6	It has been decided that the action related to Sewage Treatment Plant (STP), Composting Plant/Garbage Disposal in compliance of the NGT need to be done on urgent basis.	Executive Engineer informed that one bid has been received and evaluation of technical bid is in progress.  <b>Action: Executive Engineer</b>

I. Review of 12<sup>th</sup> Monday meeting issues :

	Agenda	Discussion/Decision in 13th meeting
12.1	DTU will apply for NAAC Accreditation/ISO Certification in this year and activities will be carried out under the guidance of Pro VC (II). DTU will also go for submission of application for NBA Accreditation for the courses other than the accredited courses.	Under process.  <b>Action : Pro VC (I)/ Pro VC (II)</b>
12.2	Vice Chancellor emphasized that there is a need to periodically review of construction activities to expedite the construction.	Executive Engineer informed that the fire and another clearance from the Govt. of NCT has been received for construction of Phase II. The construction is going to be started very soon  <b>Action : Executive Engineer</b>


12.4	Online Attendance Monitoring System	<p>Sh. Piyush Vaish informed that 75% of the attendance is taken by online system and average attendance of students is 68%. Some of the Heads of the Departments raised the issue about the attendance. Sh. Piyush Vaish has been directed to resolve the issue personally in consultation with the respective HoDs.</p> <p><b>Action : Sh. Piyush Vaish, Network Manager</b></p>
12.5	<p>Some of HoDs expressed that DTU should go for open house for displaying the activities being carried out by DTU to the visitor/public of Delhi and NCR. This will help in branding of DTU and also give opportunities to outside public to see the development in the particular area and enhance their knowledge.</p>	<p>A Committee of the following Heads of the Deptts. is made to formulate the modalities for conducting open house :</p> <ol style="list-style-type: none"> <li>1.Prof. S.K. Singh, HoD, (Env.Engg.)</li> <li>2.Prof. Jaigopal Sharma, HoD (Biotechnology)</li> <li>3.Prof. Rajni Jindal, HoD (CSE)</li> <li>4.Prof. S. Indu, HoD (ECE)</li> </ol> <p><b>Action : Committee Members</b></p>
12.6	Availability of Water for Jal Board	<p>The matter regarding availability of Delhi Jal Board to the Campus was discussed and Executive Engineer has been advised to expedite the matter and he may also requested to take help of Sh. D.P. Dwivedi, Consultant (F&amp;P) in this matter.</p> <p><b>Action : Executive Engineer</b></p>
12.8	15 year Plan/Strategic Plan	<p>The Consultant (Planning &amp; Finance) informed that the data regarding strategic/15 year plan has not been received from HoDs. Vice Chancellor requested all HoDs/Branch Incharges and concerned Branch Incharges to submit urgently.</p> <p><b>Action : All HoDs/Branch Incharges</b></p>

12.10	Policy for Ethics Committee	Policy for Ethics Committee was discussed and Dean (SW) was requested to put up the policy on priority basis.  <b>Action : Dean (SW)</b>
-------	-----------------------------	--

**J. New issues were discussed in the 13<sup>th</sup> Monday meeting held on 12.02.18 :**

13.1	Regarding signing of MOUs with DRDO, it has been observed that the MOU signed between DRDO and Applied Physics/Biotech Department is going to expire very soon. DRDO has submitted their willingness to sign the MOU with other departments also. Accordingly, Vice Chancellor agreed to have MOU with other departments.  <b>Action : All HoDs</b>
13.2	HoD (Applied Chemistry) informed that there is long delay in procurement of consumable chemicals and proposed to have rate contract for the chemical also.  <b>Action : OIC (S&amp;P)</b>
13.3	The matter related to admission in QIP has been raised. DR (PG) has advised to take necessary action in this regard.  <b>Action : DR (PG)</b>
13.4	Vice Chancellor informed that we are putting proposal to Building Works Committee for their approval for construction of 32 faculty rooms, one multipurpose hall for 3000 students and 01 design centre.

The meeting ended with vote of thanks to the Chair.

  
**(Prof. Samsheer)**  
Registrar

Copy to :

1. PA to Vice Chancellor, for kind information of the Hon'ble VC.
2. PA to Pro VC (I) for kind information of the Pro Vice Chancellor (I)
3. PA to Pro VC (II) for kind information of the Pro Vice Chancellor (II)
4. All Deans & HoDs / Associate Deans
5. Director (HRDC) / Director (IQAC)/ Director (Phy.Edu)
6. All Branch Incharges