



**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/2016-17/53

Dated: 04.04.2018

**MINUTES OF THE MEETING**

**15th MONDAY MEETING OF DEANS, HODS AND BRANCH INCHARGES**

Minutes of the 15th Meeting of All Deans/ HoDs, Branch Incharges called by Hon'ble Vice Chancellor on 02.04.2018 at 3.00 p.m in Room No. 307, Admn. Block, DTU. The following were present in the meeting:-

1.	Vice Chancellor	17.	Prof. R.S. Walia	33.	Dr. Nilam
2.	Pro Vice Chancellor (I)	18.	Prof. S.C. Sharma	34.	Dr. D.K. Vishwakarma
3.	Pro Vice Chancellor (II)	19.	Prof. Sangita Kansal	35.	Sh. Rajesh Rohilla
4.	Prof. H.C. Taneja	20.	Prof. Archana Rani	36.	Sh. Rajesh Birok
5.	Prof. Madhusudan Singh	21.	Prof. Rajan Yadav	37.	Dr. R. Kaushik
6.	Prof. Pragati Kumar	22.	Prof. Kapil Sharma	38.	Sh. Anil Kumar
7.	Prof. A. Trivedi	23.	Prof. Jai Gopal Sharma	39.	Sh. Nand Kishore
8.	Prof. R.S. Mishra	24.	Dr. Rajni Jindal	40.	Dr. Nitin Puri
9.	Prof. Pravir Kumar	25.	Sh. Kamal Pathak	41.	Sh. Bimal Jain
10.	Prof. Rajeshwari Pandey	26.	Prof. P.K. Suri	42.	Sh. Piyush Vaish
11.	Prof. S.G. Warker	27.	Prof. G.C. Maheshwari	43.	Sh. D.P. Dwivedi
12.	Prof. Amit Srivastava	28.	Prof. Narendra Kumar (II)	44.	Sh. Anoop Lather
13.	Prof. Nirender Dev	29.	Dr. Naokant Deo		
14.	Prof. S. Indu	30.	Dr. R.K. Shukla		
15.	Prof. S.K. Singh	31.	Dr. Manoj Kumar Sharma		
16.	Prof. Vipin	32.	Prof. R.C. Singh		

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 15th 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>

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

	Agenda	Discussion/Decision in 15th 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.	Sh. Piyush Vaish informed that a Notice has been issued for implementation of E-Office through Registrar Office. Also informed that staff will be trained by the team of E- Office.  <b>Action : Head (CC)/ Registrar</b>

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

	Agenda	Discussion/Decision in 15th 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.	OIC (S&P) informed that seven booklets of curriculum have already been received and rest of the booklets are in process. He was requested to complete it latest by 10 <sup>th</sup> April,2018.  <b>Action: OIC (S&amp;P)</b>

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

	Agenda	Discussion/Decision in 15th 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.	Under Process  <b>Action : Executive Engineer</b>
12.5	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.	A Committee of the following Heads of the Deptts. is made to formulate the modalities for conducting open house :  1.Prof. S.K. Singh, HoD, (Env.Engg.) 2.Prof. Jaigopal Sharma, HoD (Biotechnology) 3.Prof. Rajni Jindal, HoD (CSE) 4.Prof. S. Indu, HoD (ECE)  <b>Action : Committee Members</b>
12.6	Availability of Water for Jal Board	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&P) in this matter.  <b>Action : Executive Engineer</b>
12.8	15 year Plan/Strategic Plan	The Consultant (Planning & 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.  <b>Action : All HoDs/Branch Incharges</b>
12.10	Policy for Ethics Committee	Under process  <b>Action : Dean (SW)</b>

**J. Review of 13<sup>th</sup> Monday meeting issues :**

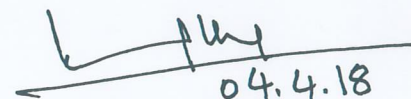
	Agenda	Discussion/Decision in 15 <sup>th</sup> meeting
13.4	Vice Chancellor informed that we are putting proposal to Building Works Committee for their approval for construction of 32 faculty rooms, one multipurpose hall for 3000 students and 01 design centre.	Executive Engineer informed that both the consultants have started working on the same.  <b>Action: Executive Engineer</b>

**K. Review of 14<sup>th</sup> Monday meeting issues :**

	Agenda	Discussion/Decision in 15 <sup>th</sup> meeting
14.2	Vice Chancellor informed that the next meeting of Academic Council will be held on 20.04.2018 at 11 a.m and notice shall be issued for submission of Action Taken Report and Agenda items to the Council Branch.	All HoDs/Branch Incharges were requested to submit action taken report and agenda item by 10 <sup>th</sup> April,2018 to Council Branch.  <b>Action : All HoDs/Branch I/C</b>
14.4	The matter related to the progress of Attendance Monitoring System was discussed. Vice Chancellor shared the statistics of attendance monitoring system and all Heads were requested to put efforts for success of this system.  Also, HoDs were requested to take meetings with teachers who have not yet used the Attendance Monitoring APP.	All HoDs were requested to ensure that 100% faculty started using this system, also to monitor the student attendance in the class.  <b>Action: All HoDs</b>
14.7	The matter related to the status of ISO 9001 implementation of DTU was discussed. Director (IQAC) informed that SOP for S&P, Planning Deptt. as well as student activities have been completed and final document will be ready by 15 <sup>th</sup> March,2018.  Vice Chancellor requested all concerned to do the same on priority basis.	Director (IQAC) informed that SOP has been received from all the Departments and a meeting of review is scheduled to be held on 03.04.2018.

14.8	Vice Chancellor requested Registrar to accelerate the process for opening of Kendriya Bhandar in the Campus.	Executive Engineer was requested to identify the space for opening Kendriya Bhandar in the Campus. Preferably in and around Nursery Block where Health Centre is going to be shifted.  <b>Action :Executive Engineer</b>
14.10	It has been decided that OIC (S&P) should expedite the process of condemnation of equipments.	OIC (S&P) informed that process was initiated twice on the Govt. website but no tender has been received. OIC (S&P) was requested to explore as to whether the condemnation can be done through some other mechanism.  <b>Action : OIC (S&amp;P)</b>

The meeting ended with vote of thanks to the Chair.

  
04.4.18  
(Kamal Pathak)  
Registrar (Incharge)

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