



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/2019/4946

Dated: 15.02.2019

MINUTES OF THE MEETING

21st MONDAY MEETING OF DEANS, HODS AND BRANCH INCHARGES

Minutes of the 21st Meeting of All Deans/ HoDs, Branch Incharges called by Hon'ble Vice Chancellor on 12.02.2019 at 3.00 p.m. in Room No. 307, Admn. Block, DTU. The following were present in the meeting:-

1.	Prof. Yogesh Singh	18.	Prof. Rajan Yadav	35.	Dr. R. Kaushik
2.	Prof. S.K Garg	19.	Prof. Kapil Sharma	36.	Sh. Anil Kumar
3.	Prof. Anu Singh Lather	20.	Prof. Jai Gopal Sharma	37.	Sh. Bimal Jain
4.	Prof. Samsher	21.	Dr. Nand Kumar	38.	Sh. Dipin Arora
5.	Prof. Pragati Kumar	22.	Prof. Ranganath M.S	39.	Sh. Piyush Vaish
6.	Prof. R.S. Mishra	23.	Prof. Amit Mookerjee	40.	Sh. Anoop Lather
7.	Prof. Pravir Kumar	24.	Sh. Kamal Pathak	41.	Sh. S.K. Khanna
8.	Prof. Rajeshwari Pandey	25.	Prof. P.K.Suri	42.	Sh. Cleetus K.M
9.	Prof. Nirendra Dev	26.	Prof. Narendra Kumar (II)	43.	Sh. S.S. Mathur
10.	Prof. M.M Tripathi	27.	Prof. Rachna Garg	44.	
11.	Prof. Amit Srivastava	28.	Dr. Naokant Deo	45.	
12.	Prof. S. Indu	29.	Dr. Manoj Kumar Sharma	46.	
13.	Prof. Vipin	30.	Prof. R.C. Singh	47.	
14.	Prof. Rajesh Rohilla	31.	Sh. Manoj Kumar	48.	
15.	Prof. Rinku Sharma	32.	Dr. M.S Niranjana		
16.	Prof. Sangita Kansal	33.	Dr. Nitin Puri		
17.	Prof. Archana Rani	34.	Sh. D.P Dwivedi		

At the outset, the Vice Chancellor welcomed all the members of the meeting and the following issues were discussed:

D. Review of 5th Monday issues :

	Agenda	Discussion/Decision in 16 th meeting
5.5	E-office implementation	Head, CC informed that the E-office is working only on Mozilla 5.0 platform and NIC is working to run on the other platform also. Action : Head (CC)/ Registrar

I. Review of 12th Monday meeting issues :

	Agenda	Discussion/Decision in 16 th meeting
12.5	A Committee has been made to formulate the modalities for conducting open house: <ol style="list-style-type: none"> 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) 	Prof. S. Indu informed that conducting open house in the month of June and July, the time period for preparation and communication is not proficient. Vice Chancellor directed the committee to formulate modalities on urgent basis and open house may be done in the month of August or September. Action: All Committee Members
12.6	Availability of Water for Jal Board	Shri D.P. Dwivedi, Consultant (F&P) informed the member that the letter has been sent to Jal Board and he is personally following up the matter. Action : Consultant (F&P)
12.8	15 year Plan/Strategic Plan	The Consultant (Planning & Finance) informed that the process of preparation of 7 th and 15 th year plan in the process. Action: Consultant (Finance)
12.10	Policy for Ethics Committee	The Dean (SW) informed the Members that policy on Ethics will be submitted soon. Action : Dean (SW)

K. Review of 14th Monday meeting issues :

	Agenda	Discussion/Decision in 16 th meeting
14.8	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. Action :Executive Engineer

L. Review of 16th Monday Meeting issues:

	Agenda	Discussion/Decision in 18 th meeting
16.2	Dean (UG) informed that the provision of makeup examination was made to address the absence of student in mid-term examination due to very compelling situation like hospitalization of student/attending events on behalf of university etc. Now, it has been observed that the provision of makeup is being misused by the students on one or other reasons. Therefore, after detailed discussion, it has been decided that Dean (UG) shall submit the detailed proposal for discontinuation of makeup examination or mechanism to stop misuse of makeup examination by the students.	The matter will be discussed later. Action: Dean(UG)
16.3	Mr. Piyush Vaish, Network Manager apprise the members that a few faculty members have not even used online attendance application software and also some of the faculty members have used it very reluctantly. Therefore, it has been decided that the guest faculty who have not used online attendance application software should not be assigned any class in the next semester. All faculty members are requested to use this application.	Network manager has been requested to provide the name of the faculty who are still not marking the attendance. Action: Network Manager

M. Review of 17th Monday Meeting Issues :

	Agenda	Discussion/Decision in 18 th meeting
17.3	Vice Chancellor informed that the feedback received from students will be sent to concerned HoDs for discussion with individual teachers maintaining confidentiality and all the Heads may further discuss the outlier cases with Vice Chancellor and Pro Vice Chancellor.	Vice Chancellor Requested all the HoD's to communicate the feedback to the respective teachers maintaining the confidentiality. Action: (All HoDs)
17.4	Vice Chancellor requested all Heads to ensure that all classes are engaged as per time table.	Vice Chancellor again requested all the heads to ensure the class should be engaged as per time table. Action: (All HoDs)

N. New issues were discussed in the 18th Monday meeting held on 01.10.18 :

18.1	A proposal for addition of Electives: one, for project, resulting to publication at the end of the Project and Electives: two, regarding mini project, was discussed in detailed and in principle, proposal was accepted by the members and Vice Chancellor requested all the HoD's and Deans to give the detail comments, if any, to Dean(IRD) within one week. It will be put up for approval of Academic Council to be held on 16.11.18. Action: Dean(UG)
18.2	A proposal was put up by Dean (CE) regarding starting of summer course for the students who got failed credit in the previous semesters. Dean (CE) was requested to put up the detailed proposal which will be deliberated by committee to be constituted by Vice Chancellor. Action: Dean(CE)
18.3	Registrar pointed out about the obsolete items lying in the different labs of the academic departments. Vice Chancellor requested all the HoD's to prepare the list of those items signed by condemnation committee of respective departments and send to the store sections for further processing of condemnation process. Action: (All HoDs)

O. New issues were discussed in the 19th Monday meeting held on 05.01.2018 :

19.2	Dean (UG) submitted a proposal of launching new subjects on Yoga/Value/Ethics proposed by Dr.T. Vijay Kumar, Civil Engg. Deptt. After discussion, it has been decided that two courses : "value driven leadership", and "ethical learning" may be included as fundamental elective courses. Action: Dean (UG)
19.3	Dean (IA) could not attend the meeting, however, Vice Chancellor desired that status of OCI / English language should be submitted immediately. Action: Dean (IA)
19.4	HoD (DSM) informed that there should be two gold medals, one for MBA and another for EMBA program. The same was accepted by the Committee. Action: Dean (DSM)
19.7	Dean (CE) informed that we should allow internship students to present their work related to their final year projects in conference or seminars with university support. It has been decided that the final year students may be allowed upto 31 st October (after passing out) for presentation of such work in national/ international forum of university as per university norms. Action: Dean (CE)
19.9	Vice Chancellor requested all HoDs, Deans and faculty to submit the proposal for strengthening of lab facilities particularly use in undergraduate studies in the university and also to external agencies like AICTE & DST. . Action: All HoDs/ Deans

Review of issues of earlier meetings will be taken up in next time.

P. Review of 20th Monday Meeting Issues :

	Agenda	Discussion/Decision in 21 st meeting
20.1	How to make teaching learning interesting and creative.	Director (HRDC) has been requested to put up the proposal to conduct workshop. Action: Director (HRDC)
20.2	Settlement of Advances	Vice Chancellor requested all the concerned to settle the advances within the same financial year. He also informed that no advanced will be sanctioned for catering & hospitality, the same will be paid on reimbursement basis. Action:HoDs/Branch I/C

20.4	Payment of remuneration to the foreign examiners: The existing banker of the university that is SBI is not providing the desired service regarding payment of remuneration to the foreign examiners in foreign exchange. Therefore, it was decided to explore the possibility from the near-by other banks like Canara Bank, PNB, HDFC, ICICI, AXIS etc. So that the payment in foreign exchange to the external foreign examiners may be given timely.	DDO informed that the discussion with ICICI bank is in progress. Action : DR(F&A)
20.5	Organizing and participating in conferences by faculty and students with funding from university with reference to the NIRF and other global ranking. In NIRF ranking, only papers published in Scopus indexed journal are considered for scoring purpose. It was felt that DTU should support only Scopus indexed conferences for participation by students and faculty and also for organizing at DTU.	Dean (IRD) has been requested to put up the proposal on priority. Action: Dean (IRD)
20.6	Renovation work and construction work like development of new class rooms, faculty offices and laboratories at various places in the campus; safety measures at sites.	Executive Engineer informed that he has taken all preventive measures to ensure safety at site. Action: Executive Engineer
20.7	Delay of purchase files.	Vice Chancellor directed all the concerned that all equipments should be purchased alongwith 3 years CAMC and 2 year extended AMC. Action : OIC (S&P)
20.8	Develop at least one model laboratory existing or new to cater the present and futuristic needs of the students.	All Heads were again requested to do the needful in this regard. Action: (All HoDs)
20.9	Requirement of at least one smart class in each department. The smart class room must have LCD projector, AV and wifi, as per the NAAC guidelines	Director (IQAC) requested the HoDs & Deans to keep documents ready related to activity for last 05 years in their respective departments. He further informed that the team of NAAC may visit within 05 months. The Vice Chancellor agreed proposal of Director (IQAC) for starting of academic audit as per SoP in the month of March.

		Sh. Piyush has been requested to update the website regularly. Action: All Deans/ HoDs/Sh. Piyush (Network Manager)
--	--	---

Q. New issues were discussed in the 21st Monday meeting held on 12.02.2019:

21.1	Vice Chancellor informed all Deans that Statute (5) has been passed by the Hon'ble LG of Delhi. The employees of erstwhile DCE may opt to join the DTU services as per the Statute (5). A notification in this regard is being issued by the Registrar stating that the employees may go through the content of the notification and give their option within 03 months from the issue of the notification. Gazette notification will be issued by the Govt. of Delhi.
21.2	Vice Chancellor requested all the Deans & HoDs to ensure the disposal of all condemn material by next meeting. Action: (All Deans/ HoDs)
21.3	Vice Chancellor informed all the Deans & HoDs that DTU should launch a scheme for providing some funds from DTU against the project submitted by the faculty of DTU . In the scheme, the faculty may be given two lacs for carrying out the research. The detailed proposal will be submitted later for considering of Competent Authority. Action: (All Deans/ HoDs)

The meeting ended with vote of thanks to the Chair.


(Prof.Samsher)
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/ Head (USME)
5. Director (HRDC) / Director (IQAC)/ Director (Phy.Edu)
6. Chairperson (B.Tech Admission Committee)/ Chairperson (Sports Council)
7. All Branch Incharges