



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/2019/623

Dated: 07.05.2019

MINUTES OF THE MEETING

23rd MONDAY MEETING OF DEANS, HODS AND BRANCH INCHARGES

Minutes of the 23rd meeting of All Deans/ HoDs, Branch Incharges called by Hon'ble Vice Chancellor on 06.05.2019 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. Sangita Kansal	35.	Sh. Nand Kishore
2.	Prof. S.K Garg	19.	Prof. Archana Rani	36.	Sh. D.P Dwivedi
3.	Prof. Samsher	20.	Prof. Rajan Yadav	37.	Sh. Bimal Jain
4.	Prof. A. Trivedi	21.	Prof. Kapil Sharma	38.	Sh. Dipin Arora
5.	Prof. Vishal Verma	22.	Prof. Jai Gopal Sharma	39.	Sh. Vijay Mishra
6.	Prof. Pragati Kumar	23.	Prof. Rajni Jindal	40.	Sh. Piyush Vaish
7.	Prof. R.S. Mishra	24.	Dr. Nand Kumar	41.	Sh. S.K. Khanna
8.	Prof. Pravir Kumar	25.	Prof. Amit Mookerjee	42.	Sh. S.S.Mathur
9.	Prof. Narendra Kumar(II)	26.	Sh. Kamal Pathak		
10.	Prof. Rajeshwari Pandey	27.	Dr. A.K Srivastava		
11.	Prof. Amit Srivastava	28.	Dr. Naokant Deo		
12.	Prof. Nirendra Dev	29.	Dr. R.K. Shukla		
13.	Prof. M.M Tripathi	30.	Dr. Manoj Kumar Sharma		
14.	Prof. Rachna Garg	31.	Prof. R.C. Singh		
15.	Prof. S. Indu	32.	Dr. M.S Nirranjan		
16.	Prof. Rajesh Rohilla	33.	Dr. Nitin Puri		
17.	Prof. Rinku Sharma	34.	Sh. Anil Kumar		

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

23.1	The proposal regarding infrastructural facilities/ civil work in the laboratories and also furniture and other items required for faculty/ research scholars and technical staff was circulated vide letter No. F.DTU/Registrar/Gen.Corres./2017-18/497 dated 01.05.2019 and the same was discussed in detail in the meeting. A few suggestions given by the members has been incorporated. The Committee further recommended that the proposal may be put up in the ensuing Academic Council/ BoM meeting. Action : All Deans/HoDs
23.2	The basic infrastructural facilities alongwith the civil/ electrical work required for the offices of Deans/ HoDs, Professors/ Associate Professors and Assistant Professors was circulated vide letter No. F.DTU/Registrar/Gen.Corres./2017-18/497 dated 01.05.2019 and the same was discussed in the meeting. A few modifications suggested has been incorporated. The Committee further recommended that the same may be put up in the ensuing AC/ BoM meeting. Action: All Deans/ HoDs
23.3	Vice Chancellor further informed that the 05 member NAAC Peer Group is scheduled to visit DTU during 16-18 May,2019 for NAAC accreditation of DTU. He requested all the Deans, HoDs, Branch Incharges, Horticulture, House Keeping to make all necessary arrangements for making the visit successful. Action: All Deans/HoDs/ Branch I/C
23.4	After discussion, it has been decided that due to paucity of space in Dean's offices, the presentation of Deans will be held in Pragyan Hall during the NAAC visit as per schedule.
23.4	The display of incubities and student activities will be made during the NAAC visit. Executive Engineer has been requested to provide infrastructural support for the same. Dean (SW) office will coordinate the activities related to the students. Action: Dean (SW)/ Executive Engineer
23.5	The matter related to M.Tech fee structure was discussed and Prof. S.Indu was requested to make the proposal for the same. Action : Prof. S. Indu, HoD (E&C)

FOLLOWING MINUTES OF LAST MEETINGS WILL BE REVIEWED IN THE NEXT MEETING :

	Agenda	
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

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)
12.10	Policy for Ethics Committee	The Dean (SW) informed the Members that policy on Ethics will be submitted soon. Action : Dean (SW)
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
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)
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)
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

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
20.8	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)
21.2	Vice Chancellor requested all the Deans & HoDs to ensure the disposal of all condemn material by next meeting.	Action: (All Deans/ HoDs)
22.8	About ERP implementation, Prof. S.K. Garg, Pro VC informed that the Modules related to attendance, Accounts, Examination, Store & Purcahse, Establishment., Hostels are ready for use by the concerned department. It means that about 80-85% of ERP can now be in use once the date is posted by the concerned branch. We are expecting that from the next academic year, the ERP will be fully implemented in DTU.	
22.9	A Committee has been constituted to formulate the modalities for conducting open house comprising of the following faculty members: <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.K. Singh informed that the proposal has been submitted to Dean (Outreach & Extension Activities). Vice Chancellor requested Dean (OEA) to conduct the Open House in the month of June/ July,2019.	Action:Dean (OEA)

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 for kind information of the Pro Vice Chancellor (I)
3. All Deans & HoDs / Associate Deans/ Head (USME)
4. Director (HRDC) / Director (IQAC)/ Director (Phy.Edu)
5. Chairperson (B.Tech Admission Committee)/ Chairperson (Sports Council)
6. All Branch Incharges