



Delhi Technological University
(FORMERLY DELHI COLLEGE OF ENGINEERING)
SHAHBAD DAULATPUR BAWANA ROAD,
DELHI-110042

F. No: DTU/Registrar/Minutes/2019-20 144A

Dated: 24.04.2020

MINUTES OF THE MEETING

36th meeting of all Deans/HoDs was held on 24.04.2020 at 4.00 p.m through online. The minutes of the meeting are as follows:

Attendees

1. Prof. Yogesh Singh (Hon'ble Vice Chancellor)
2. Prof. Samsher (Registrar)
3. Sh. Kamal Pathak (COE)
4. Smt. Divya Narayan (COO)
5. Prof. Suresh C Sharma (Dean, Academics-PG)
6. Prof. Madhusudan Singh (Dean, Academics-UG)
7. Prof. S Indu (Dean, Student welfare)
8. Prof. Ashutosh Trivedi (Dean, IRD)
9. Prof. Pragati Kumar (Chairman, B.Tech Admission 2020)
10. Prof. Rajesh Rohilla (Dean, Alumni Affairs)
11. Prof. Vishal Verma (Dean, International Affairs)
12. Prof. R. S. Mishra (Dean, Outreach & Extension Activities)
13. Prof. Narendra Kumar II (Dean, Student Discipline)
14. Prof. S. K. Garg (Professor, Mechanical Engineering Department)
15. Prof. Rajeshwari Pandey (Associate Dean, Academic - UG)
16. Dr. Rishu Chaujar (Associate Dean, Academic - PG)
17. Dr. Ruchika Malhotra (Associate Dean, IRD)
18. Prof. Amit Srivastava (Associate Dean, Outreach & Extension Activities)
19. Prof. Naokant Deo (OIC, B.Tech-Evening)
20. Prof. S. G. Warkar (HoD, Department of Applied Chemistry)
21. Prof. Sangita Kansal (HoD, Department of Applied Mathematics)
22. Prof. Rinku Sharma (HoD, Department of Applied Physics)
23. Prof. Jai Gopal (HoD, Department of Bio-Technology)
24. Prof. Nirendra Dev (HoD, Department of Civil Engineering)
25. Prof. Rajni Jindal (HoD, Department of Computer Science & Engineering)
26. Prof. P. K. Suri (HoD, Department of Management Studies)
27. Prof. Uma Nangia (HoD, Department of Electrical Engineering)
28. Prof. S. K. Singh (HoD, Department of Environmental Engineering)
29. Dr. Nand Kumar (HoD, Department of Humanities)
30. Prof. Kapil Sharma (HoD, Department of Information Technology)
31. Prof. Vipin (HoD, Department of Mechanical Engineering)
32. Prof. Ranganath M Singari (HoD, Department of Design)
33. Prof. Amit Mookerjee (HoD, USME)
34. Dr. Rama Kant Shukla (Librarian)
35. Sh. Piyush Vaish (Knowledge Network Manager)

Minutes of meeting

Hon'ble Vice-Chancellor has chaired the meeting.

1. Course-wise report on number of Online classes held (with faculty name) to be submitted by each HoD for their respective department by Friday 17-Apr-2020 to Dean Academic-UG, Dean Academic-PG and Registrar.
2. 03-May-2020 will be last day for online teaching. Syllabi to be completed for all courses of all semester for each programme.
3. Guidelines for Online examination have been circulated to all HoDs. Details of mode of ETE to be submitted to COE in the excel template (sent by exam branch on 16-Apr-2020) by Monday 20-Apr-2020.
4. All HoDs to discuss with final year students of their respective department regarding conduct on online End-Term-Examination. The schedule of exam to be finalized by COE in consultation with HoD. In view of the inter-department elective courses, effort to be made to conduct End-Term-Examination of all final year students together.
5. Date sheet of End-Term-Exam will have a mention of Mode of exam along with date and time for each course of final semester.
6. ERP module link to be opened from 16-Apr-2020 for marks entry of all components for all programmes and all year. The faculty members should start uploading MTE, PRS, CWS and other component marks.
7. Grading for all students to be relative and not absolute irrespective of count of students registered in respective subject for May 2020 End-Term-Examination.
8. HoDs to ensure that all teachers of their respective department should collect MTE answer sheet within a week from their respective rooms in University campus. Registrar can be requested to issue pass for their travel and entry into University campus.
9. In view of ongoing situation, Dean IRD to review the requirement of publishing research paper in SCOPUS index journal for obtaining "O" grade in B.Tech 8th semester projects.
10. HoDs to conduct internal department meeting with all faculty of their respective department who are taking courses pertaining to final semester of various programmes.
11. Head (T&P) informed that companies are asking for dates of commencement of Internship of 2nd and 3rd year students. He was directed to submit a proposal for conducting End Term Examination of 2nd and 3rd year students in July/August 2020 to a committee comprising of Dean IRD, Dean Academic-UG, Dean Academic-PG, COE for consideration.
12. Confidentiality of meeting discussion to be maintained. Any communication for outside audience will be uploaded on University website.

The meeting concluded with thanks to Hon'ble Vice-Chancellor by all the members.


(Prof. Samsheer)
Registrar

Copy to:

1. PA to VC for kind information of the Hon'ble Vice Chancellor.
2. All Deans/ HoDs