Participants: Joint Director, Deans, HoDs, Dr. Nitin Kr. Saxena (Addl. HoD - EN), Ms. Pankaj Dhupar (Addl. Head - CRPC), Mr. Varun Suryavanshy (Addl. Head IIPC), Dr. Ajay S. Verma (Assoc. Head IIPC)

Absent: Dr. Neeraj Kr. Gupta, HoD EN, Dr. C.M. Batra, HoD AS (Group-1)

Chair: Dr. A Garg, Director

S. No	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the Jun'23 month meeting of Academic Council. **Few important updates:** (a) **NIRF 2023** - Pharmacy Rank 88, Engineering Rank Band (151-200), NIRF-Innovation Rank Band (51-100). Congratulations!! (b) **Civil Engineering dept.** has been granted **further accreditation** on the basis of compliance report for the **Academic Years 2023-24 to 2025-26** i.e. upto **30 Jun'26.** Congratulations!! (c) Dr. Bhola Ram Gurjar, Director NITTTR, Chandigarh-New member-Advisory Board @ KIET. (d) KIET-KAA meeting with Management held (21 Jun'23) (e) Interactive session with **Dr. Ajay Sharmaji, Former Director & Director General-KIET & Dr. S.P Mishraji** in the presence of Hon'ble Management Members (22 Jun'23) (f) Mitsubishi team visited KIET for setting up of a CoE on 8 Jun'23. (g) A group of 9 riders (headed by Mr. Sachin Rathore, ME) celebrated **World Bicycle Day 2023** on 3rd Jun'23, embarking on a memorable journey from KIET to the scenic Ganga Canal River Side Road. (h) Signed MoU with the **iTIC Incubator** at **IIT Hyderabad** (Dean IEC & Mr. Ashish Thombre visited) to support 75 innovators during the exchange of the MoU and the launch of the BUILD (Bold & Unique Idea Led Development) Program. (5 Jun'23). (i) Signed MoU with **LinkedIn** to empower students and bridge the gap between academia and industry. (15 Jun'23) (j) MoU with **ELTE University, Hungary** (CSIT dept) likely to be signed shortly. (k) **Farewell party** for final year students held in various departments. (l) **Networking Lunch** organized by few dept. This initiative was very well received & appreciated by faculty & staff. (m) Eduvision-2023 organized in Sonipat on 18 Jun'23. Great success!! (n) 9th International **Yoga Day-2023** was celebrated in KIET Campus on 21 Jun'23. Well organised. (o) Dr. Minakshi Karwal (AS) was invited to participate in the **National TV (DD URDU)** Show as an **esteemed Expert** on World Environment Day 2023. The program included a detailed panel discussion with experts on 1st Jun'23. (p) Laptops in classrooms – plan is proposed for all students to carry their own laptop in campus while attending classes. Dean B.Tech 1st year to plan accordingly & present report. (q) Formation of Committee - Staff Support to alleviate Faculty Workload. For example, Data Analyst is presently working in KSOP	**Para 1(p), (q) Dean B.Tech 1st year**

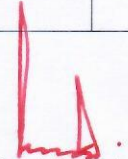05 Jul23

		after moving from CSE. As a pilot project, the proposal to be implemented in few departments. Chairman Committee Dean B.Tech First Year to issue instructions & submit report by 31 Dec'23.	
		(r) Some of the results are not encouraging at all. All HoDs need to introspect. The focus should be to improve it through regular interaction & guidance with faculty & students.	**Para 1(r), (s) HoDs**
		(s) **Horizontal Leadership** – It was intimated that total 48 coordinators have been identified under various horizontal leadership verticals. The same has already been circulated by Dean A. HoDs to study the details thoroughly, implement the same in their respective departments and submit completion before the next ACM.	**Para 1(s) Dean A to take feedback from HoDs before next ACM**
		(t) Director read out details w.r.t. **faculty & student's achievement & major events** that have been organized by different departments since last ACM. Appreciated team for their continued efforts.	
		(u) <u>**Important Events for Next Month**</u> ▪ IIQA form submission ▪ UGC will finalize the status of Autonomous Application of KIET on receipt of recommendations from AKTU. Hopefully we will get the status in Jul'23. ▪ Turnstiles are being set up in the institute. Process already started. ▪ Laundry Service is also going to be started. ▪ RFID system in Library has been installed. ▪ Green Audit / Water Audit is under process.	
		(v) Joint Director emphasized that **Digital Evaluation** status is not satisfactory. Only 261 faculty out of 400 are involved in this as of now. HoDs to ensure that each faculty member must evaluate the minimum 150 copies.	**Para 1(v) HoDs**
2.	**Placement Updates by Addl. Head CRPC**	(a) Add. Head CRPC updated about the current placement status of 2023 Batch. (b) **B.Tech- 91.92%, MCA– 72.15%, MBA- 87.33%, B.Pharm- 86.49%.** The overall placement is **89.37%.** (c) Director showed his concern about MCA placements which is not satisfactory. Head CRPC & HoD MCA to look after the ways for improvement. (d) M.Pharma placement is also not up to the mark. Principal KSOP assured about its progress.	**Para 2(c) Head CRPC/ HoD MCA** **Para 2(d) Head CRPC/ Principal KSOP**
3.	**Department al Industrial Advisory Board - Presentation by Assoc. Head IIPC**	(a) Assoc. Head IIPC shared a presentation regarding **Departmental Industrial Advisory Board.** (b) Objectives, Proposed Structure, Mapping, Roles & Responsibilities of the members etc. were presented by him. (c) Director asked the house for their comments/suggestions for its feasibility in our existing system. (d) All HoDs gave their in-Principle consent to the proposal. Addl. Head IIPC to share the ppt with all Deans & HoDs for their comments on the policy and also suggest their composition.	**Para 3(d) Addl. Head IIPC/Deans /HoDs**

05 Jul 23

4.	**Concrete actions taken by departments for Gradual learners**	(a) Dean 1st year shared the process followed by his department on day to day basis. (b) After that, all the HoDs had given different views w.r.t. action taken by their respective departments for gradual learners. They also suggested their views for the improvement. (c) A brainstorming session was held including parameters used by autonomous institutions and their good practices. (d) Director suggested HoDs should discuss with their departmental faculty members regarding the ways to improve the gradual learners. Our ultimate aim should be the overall improvement of institute result. (e) Mid semester result should be analyzed and necessary action should be taken by HoDs for gradual learners.	**Para 4(c), (e) HoDs**
5.	**Action taken by departments towards low attendance students**	(a) Dean SW informed the house that many students have attendance between 70 – 75% as they are very calculative towards minimum criteria of 75%. They are targeting towards achieving an attendance of only 75% in spite of 100%. (b) A long discussion was held and after taking all the views into consideration, it was decided that HoDs to take necessary action at their end to stop this practice. (c) During internal examinations, students who are not prepared generally remain absent in the exams. After discussion, it was decided that department CRs will call them / their parents to inform the consequences of absentees and HoDs will monitor the process.	**Para 5(c) HoDs / CRs**
6.	**Discussion on Weekly Yoga Day**	(a) During International Yoga Day celebrations at KIET campus, Director announced to propose a **Weekly Yoga Day** program for KIET students. Dr. Hemlata Sharma, Yoga Expert had given her consent for the training through offline/online mode. (b) After the discussion, it was decided that initially this Yoga Day will be organized on working Saturdays only. Dean SW to prepare a proposal for the same.	**Para 6(b) Dean SW**
7.	**Details of Bangalore Visit by Head SD&FS**	(a) Head SD&FS discussed his recent visit to Bangalore. He informed the house that he had visited some renowned institutions & observed their good practices. (b) It was decided that Head SD&FS will give a detailed presentation to the house about the takeaways in the next ACM & finalize the implementation to be done in the institute.	**Para 7(b) Head SD&FS**
8.	**Remarks by Dean R&D**	(a) Dean R&D requested all the HoDs to send nominations of Research Faculty from their respective departments at the earliest.	**Para 8(a) HoDs**

The meeting concluded at 4:50 pm with a note of thanks by Director.

Dr. (Col) A Garg
Director

05 Jul 23

Distribution: All concerned

Participants: Joint Director, Deans, HoDs, Group HoDs (First year), Mr. Arvind K Sharma (Head- CRPC), Mr. Varun Suryavanshy (Addl. Head – IIPC), Dr. Ajay Singh Verma (Assoc. Head – IIPC), Dr. Vaishali M. Patil (Asst. Dean A)

Chair: Dr. A Garg, Director

S. No	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the May'23 month meeting of Academic Council. **Few important updates:** (a) KIET awarded with **'Excellence in Skill Development through Higher Education'** by ASSOCHAM National Council on Education in **16th International Education Leadership & Skill Development Summit (New Delhi)** on 26th May'23. (b) Addl. Director, Dr. Shailesh Tiwari has been additionally given the responsibility of handling KEC administration till closure. (c) **Connect-X Portal**, an initiative of the Department of HSS was successfully launched by KIET management Sh.Sarish Agarwal ji and Sh. G.D. Jain ji on 4 May'23. (d) **TEDx KIET 2023 - Living in the Wonka World** held successfully on 5 May'23. (e) Dr. Avinash Keskarji visited (10-11 May'23). Academic Audit (ECE). Suggestions shared by HoD ECE. (f) **Thanks Giving Day** event successfully organized on 13 May'23. (g) **Word of the Day (WoTD) App** launched on 15 May'23. This App is designed to expand the vocabulary and ignite the linguistic prowess & it is developed by Mr. Aditya Agnihotri, a CSE branch student. (h) **KIET RUN 2.0** was organized at Connaught Place, New Delhi to commemorate the **Institute's 25th year of Excellence** on 21 May'23. (i) Meeting/Interaction/PPT Presentation with **External Experts (esteemed Professors)** for providing guidance and mentorship (Autonomous) on 27 May'23. (j) TBI – **'Twaran'** Acceleration program (27 May'23) (k) **Office Orders -** Formation of Happiness and Cognition Centre (HCC) & Re-Organization of Student Grievance Redressal Committee (SGRC). (l) Turnstile & Biometric Attendance is being planned in campus. (m) **MoU with LinkedIn learning** has been signed – 2nd & 3rd year students of B.Tech select other branches A.Y. 2023-24. (n) Utilization of HackerRank, Github, Code Chef platforms – A committee will be set up to examine the suitable platform. (o) **Turnitin Software Campus License** is being taken for the institution to ensure plagiarism check of all students assignments/ projects etc. Feasibility being examined. (p) Summer Vacation Plan – Coming Session	

(Director).

		(q) **Networking Lunch** – can be planned on working Saturdays by all Departments/Functional Heads.	**Para 1(q)** **HoDs/FHs**
		(r) Mr. Siddharth Jain received **AICTE-NEAT-Appreciation Certificate for Evaluator** of NEAT 3.0	
		(s) **Dr. Kunal, Research faculty (CE)** has published **02 research papers in a reputed journal of High Impact factor -7.693**	
		(t) Dr. Minakshi Karwal (AS) delivered an insightful **PPT on Waste Management & conducted interactive demonstrations** in the 'Mass Mobilization for Mission Life on Waste Reduced (Swachhata Actions)' campaign by the 'National Museum of Natural History' and 'National Zoological Park'	
		(u) A team from the Centre of Robotics and Mechatronics (ECE Department) obtained **'First Rank'** in the overall category of solving real-world problems with cutting-edge ideas in the **Technical Project Expo event (Technophilia-2023).**	
		(v) Director read out details w.r.t. faculty & student's achievement & major events that have been organized by different departments since last ACM. Appreciated team for their continued efforts.	
		(w) Joint Director emphasized that institute website should be updated all the time. Student's discipline within the campus should be strictly followed. HoDs to ensure.	**Para 1(w)** **HoDs**
2.	**Placement Updates by Head CRPC**	(a) Head CRPC updated that **110 students** of B.Tech are still unplaced in 2023 Batch as on date.	
		(b) Placement of last month is not satisfactory at all. Only 3 students placed.	
		(c) He also informed the house that placement team is targeting our placements to be better from major institutes in NCR like AKG, ABESEC, JSS, GL Bajaj etc.	
		(d) Director suggested that we should study placement strategy of Autonomous institutions for getting more insights. A team consisting of Head CRPC, Head SDFS & selected Department Placement Coordinators to visit the institutions in Delhi/NCR & other parts of the country. Report to be submitted by 30 Jun'23.	**Para 2(d)** **HoDs /** **Head CRPC/** **Head SDFS**
3.	**Internship Policy & Implementati on plan – Presentation by Addl. & Assoc. Head IIPC**	(a) Assoc. Head IIPC shared Internship details till date. **The total no. of Internship offered is 4120 to total of 1382 students.**	
		(b) He also presented tentative schedule of 1st & 2nd year internship.	
		(c) After brainstorming session, it was decided that training/internship of all students should be mapped properly in order to know the actual outcome.	
		(d) It was also decided that every student must freeze at least one internship which would be primary. It should be regularly monitored by DICs / Departmental Heads.	**Para 3(d)** **HoDs/** **DICs**
		(e) Director instructed that updated Internship Policy of 3rd year should be issued at the earliest by Dean A.	**Para 3(e)** **Dean A**

(Director)

		(f) Dean ITS & Head SDFS shared their views regarding **online Placement Preparation Module.** Director asked them to share this with IIPC for inclusion in Internship Policy for 3rd year students.	**Para 3(f) Dean ITS/ Head SDFS**
4.	**Academic Updates by Dean A**	(a) Dean A read out the academic updates to the house regarding **CT/PUE/Internal examinations.** (b) Dean A requested all HoDs to ensure that all faculty members upload the internal marks by the due date before AKTU external exams. (c) Minutes of CRs meeting already shared with all the HoDs. Request to all to incorporate the suggestions at department level.	**Para 4(b) & (c) HoDs**
5.	**Early Joining Policy – Presentation by Dr. Vaishali M. Patil, Asst. Dean A**	(a) Proposed mandatory requirements for early joining & details of Certificate courses for 7th / 8th semester students was presented by Dr. Vaishali M. Patil, Asst. Dean A. (b) Role of departments regarding NPTEL/Coursera, Academic Policy (University Scheme) & its compliance was discussed. (c) Format of NOC (for joining Internship cum PPO) was shared with the house. (d) After a long brainstorming session & taking all the views into consideration, it was decided early joining should be given to any student only in case of valid Internship opportunity with leading industries. (e) At the end, Director instructed Dr. Vaishali M. Patil, Asst. Dean A to study 4-5 leading institutes policy regarding early joining and present the updated presentation after 1 week time.	**Para 5(e) Dean A**
6.	**Discussion on Dress Code of Students by Dean SW**	(a) Dean SW informed that in the 1st phase, institute is planning to have a **Dress Code** for 1st year students (coming batch). Gradually, this practice will be applied to all other years also. (b) This proposal was well appreciated by the house. Director instructed Dean SW to make a final proposal after taking costs from various branded vendors.	**Para 6(b) Dean SW**
7.	**Digital Learning Centre**	(a) Dean ITS suggested that we should motivate faculty members to post digital contents/video lectures on their youtube channels. 1 course per department can be uploaded. After following this process, KIET may become popular in the field of **Digital learning.** (b) Director directed Dean ITS to design a Google Form & disseminate to faculty members to receive the nominations.	**Para 7(b) Dean ITS**
8.	**Meeting with NBT Officials**	(a) HoD HS discussed some key points regarding his meeting with NBT officials. He suggested we should plan a MoU with them for future collaborations. Director suggested HoD HS to share Minutes of Meeting with all the leaders for information & n/a.	
9.	**Autonomous Curriculum**	(a) Director opined that meeting with Esteemed Professors for circuit branches was a good success. The professors were: ▪ Prof. (Dr.) D.K. Lobiyal, Professor & Former Dean School of Computer & System Sciences at JNU, New Delhi	

(Director)

		▪ Prof. (Dr.) Arun Sharma, Dean (Examination), Managing Director (Anveshan Foundation), Professor & Head of Department (CSE) ▪ Prof. (Dr.) Vikram Goel, Professor & HoD CSE, IIIT, Delhi. ▪ Prof. (Dr.) Abdul Wahid, Professor & Dean of School, MANU University, Hyderabad ▪ Prof. (Dr.) Shailender Verma, Professor, DTU, Delhi (b) These meeting for core branches should also be planned in next few days.	**Para 9(b)** **HoDs** **EN,ME, CE**

The meeting concluded at 1:55 pm with a note of thanks by Director.

06 Jun23.

Dr. (Col) A Garg
Director

Distribution: All concerned

Participants: Joint Director, Deans, Principal KSOP, HoDs & Head- CRPC
Chair: Dr. (Col) A Garg,Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the Apr'23 month meeting of academic council. He complimented team for their continued efforts and resumed further giving an outline of day's important deliberation points & shared updates since last ACM for information of House. Few important updates:- (a) Team Interstellars bagged the prestigious 'Social Media Award' in NASA Human Exploration Rover Challenge,USA (20-22 Apr'23). (b) MOU signed with D-Town Robotics Pvt. Ltd. (IEC) (c) MoU signed with SAC/ISRO, Ahmedabad. (ECE) (d) Krismatic Natural Product Development & Training Centre (KSOP). Director emphasized on following: (e) Leaders must participate as Speakers/deliver sessions in some forum (once in 3 months at least). It will gradually aid/facilitate in developing connect/networking/perception building/Institute visibility. (f) Academic should be our priority. We should not lose sight of this very important aspect. (g) Horizontal Leadership - Team should be active (all 04 verticals). (h) Centres of Excellence in new building have already been finalized– Concerned HoDs to discuss layout with the Joint Director. Let's finalize these by 15 May' 23. JD to note. (i) Joint Director reiterated that good academic results should be our priority. Gradual learners be identified proactively and be given requisite support from the very beginning for better results. He also complimented 'Programming Pathshala'session - really a value addition to the students. (j) Dean A stressed on the following:- ▪ Project allocation- Repeat project/titles be avoided while floating projects. Faculty be advised accordingly. ▪ Question paper setting be faculty before the start of the semester be ensured. Moderation can be effective only if this practice is adopted. ▪ Early joining – MOOC courses by students – No check i.e. deviation from the policy observed in few cases. Dean A to share the summary to OOD of such cases.	Para 1(e) Deans & HoDs Para 1 (g) HoDs Para 1(h) Concerned HoDs & JD Para 1(j) HoDs/ Dean A
2.	Placement updates & briefing on DPC responsibilities by Head CRPC	(a) Head CRPC read out the batch wise placement status, number of offers, average package, left over students etc. Placement statistics - B.Tech (91%), MCA (70%), MBA(71%) & B.Pharm (69%) as on date. (b) He also read out DPCs responsibilities for information of the House. He thanked HoDs for empowering DPCs and acknowledged their diligent contribution towards boosting placement at department level. (c) Head CRPC shared about AICTE Internship Portal approved as National Internship portal by Hon'ble Prime Minister of India Also, the portal is very soon to be extended as placement portal, thereby enhancing the placement/employment opportunities for the youth many folds. Head CRPC requested HoDs to visit the portal once.	Para 2 (c) HoDs

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Issued on 8thMay'23

(Director)

3.	**Research updates by Dean-R&D**	Dean R&D shared the following updates since last ACM:- (a) He presented research publications - month wise report, improvements in NIRF research data as compared to year 2022, Research incentives given to faculty, exceptional research publication in reputed international journals by faculty, proposals submitted to funding agencies, efforts undertaken for collaborative research with Institutes of National repute/ Government agencies, Conference Calendar for year 2023 & 2024, release of third volume of Research magazine etc.	-
4.	**IEC Updates by Dean-IEC**	Dean IEC shared the following updates:- (a) 03 workshops organized by Innovation Centre in Apr'23. 90+ participants attended. (b) Section 8 Company, Krishna Path Industrial Research & Consultancy Foundation (KPIRCF) very soon will be on India Mart for more consultancy work opportunities. (c) Completion of 03 consultancy projects including one academic consultancy (Rapipay, Clinical Research & Rajasthan University). (d) ECell 'Endeavour' event dates 19-21 May'23 finalized. (e) Dean IEC proposed to show 'Shark Tank episodes available on You Tube to students (by sharing link) to enhance the Innovation & Entrepreneurship culture in the Institute. (f) Dean IEC requested HoDs to organize Innovation & Entrepreneurship activities for students on regular basis with the support of IEC council.	Para 4 (f) HoDs& Dean IEC
5.	**Internship/ Industrial Training - Presentation by Addl Head IIPC on SIP 2023 planning**	(a) Addl. Head IIPC presented Summer Internship Plan 2022-23 (that shall be offered under 10 baskets to first, second & third year students) for views of the House. Few suggestions, as received during discussion be incorporated appropriately. Addl & Associate Head IIPC to note. (b) Dean A to issue the revised policy of internships by 20 May'23 for all years. (c) Director emphasized on Faculty Internship - 10% faculty from each department must be sent to Industry for training minimum duration of 15 Days. Modalities for the same to be finalized at the earliest and dissemination for timely execution. Head SDFS & Head CRPC alongwith Addl Head IIPC to note for n/a.	Para 5 (b) Dean A & Addl Head IIPC (c) Head SD&FS and Head CRPC alongwith Addl Head IIPC
6.	**Project allocation** Interdisciplinary **in nature - Industry Problem Statement with Industry Supervisors**	A brainstorming session on interdisciplinary project allocation - its modalities was held. Discussion highlights as follows:- (a) Project outcome should be defined in the form of Publication, Product/Patent and participation in SIH. (b) Problem Statements to include 50% SIH statements & 50% socially relevant projects. All projects will be mandatorily mentored by Industry experts including Alumni. (c) KIET ERP project module & GitHub option for project management was also briefed by Dean A. (d) Project bank should be made available to the students. All projects should be of interdisciplinary nature and evaluation team to comprise of one faculty & one student from core Departments. (e) Dean A to finalize the project guidelines and issue by 20 May 23.	Dean A HoDs

(Director)

7.	Summary of Back paper, Students-Not Registered, Ex-Students	(a) HoDs read out the numbers of total students, back paper-students, early joining cases, placement statistics, students having back papers, not registered etc. HoDs must ensure that this record as per prescribed format should be available at dept. level for HoDs reference and required monitoring. Head F&A to provide relevant data w.r.t outstanding Fee submission during each semester after the semester registration and before PUE.	HODs Head F&A
8.	Industry Labs in each department - A discussion (Dean R&D)	(a) Dean R& D requested HoDs to identify thrust areas of research in their respective departments & explore the possibilities to establish the industry sponsored labs with Industries under Corporate Social Responsibility (CSR) fund to take the research & innovation culture of KIET to a next level. He also briefed about the benefits of Industry Sponsored Lab viz. working with industry persons will help the faculty members to identify the problem statement as per the industry requirements, finalizing the research objectives of research proposals and identification of mentors from various industries. (b) Director agreed to the proposal and emphasized that every department must make a directed effort to identify/interact with industries/collaborate to establish these labs with an objective to bridge the industry academic gap, boosting research activities/enhancing placement opportunities etc. HoDs to share their departmental efforts/plan by 25 May'23.	HODs
9.	List of Gradual Learners & Actions planned	(a) Dean A has received the list of gradual learners from all departments. Directed efforts be made towards enhancing the performance of identified students. HoDs to ensure at dept. level.	HODs
10.	PPT-Open Electives/ Minor Degree/ Honors Degree	(a) Dr. Parita Jain, Asst. Dean A presented the branch wise details of proposed open electives/minor/honors degree program for information of the House. (b) Dean A to circulate a copy of the same to all stakeholders for perusal.	Dean A
11.	Others	(a) Appointment of Vigilance Officer (lady) -- Dean SW to put up the recommendations. (b) Rationalization of Duties – Structure will be shared to strengthen the verticals. Dean A to note for n/a. (c) Meeting with Book Trust of India. HoD HS to note for n/a. (d) Good students be appointed as TAs in department to assist the faculty members/Conduct of Labs. The point was well received by the House. Dean A to examine the modalities and put up draft policy by 20 May 23. (e) Business Review Magazine – Can be part of the syllabus and exam biannually (objective type/online) in the autonomous set up. The suggestion was given by Sh. Mahesh Munjal, Member Advisory Board and being implemented by HoD MBA. Similarly, all departments to examine if at least few subjects be mapped as per this thought.	Para11 (a) Dean SW (b,d) Dean A (c) HoD HS (e) HoDs

The meeting concluded at 3:15 pm with a note of thanks by Director.

08 May23.

Dr. (Col) A Garg
Director

Distribution: All concerned

Minutes of Academic Council Meeting held on 24 & 29 Mar'23 at 10 am
(Meeting Hall-Director Office)

Participants: Joint Director, Deans, HoDs, Group HoDs (First year) - Dr. C.M Batra & Rashid Ali, Dr. Binkey Srivastava (Addl HoD-MBA), Dr. Sumita Chaudhary (COE), Dr. Parvin Kaushik, Institute Coordinator-NIRF

Chair: Dr. (Col) A Garg, Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	**Opening Remarks**	Director welcomed all members to the Mar'23 month meeting of academic council. The following points have been deliberated upon and decisions taken:	-

2.	**Finalization of Curriculum Structure, Minor Degree, Honors Degree for Autonomous Institution - Presentation of Sample format by Dean A**	Dean Academics along with Dr. Parita Jain (CSE) presented the proposed CSE Curriculum Structure for Autonomous Institution.
		
		 (a) The credit details as proposed in the house:-
		   • B. Tech with Specialization: 160 credits
		   • B. Tech with Minor: 160+16 Credits = 176 credits
		   • B. Tech with Honors: 160+20 Credits= 180 credits
		
		 (b) It was proposed that Different Program Specialization must be included in the curriculum wherein 4 Program Electives/ Professional Electives needs to be offered by the departments (two in 5th sem and one in 6th and 7th sem) respectively constituting 14 credits.
		
		 (c) Five Institute Electives (IE) was also proposed to start from 4th semester – 8th semester which is to be offered by other branches constituting of 10 credits in total, 2 credits in each semester. The sample sheet for the same was presented having the groups of BOS which will offer the IE to other branches.
		
		 (d) Marks distribution in each semester was proposed in the ratio of 50% (Internal) and 50% (External) i.e equal weightage must be given to internal as well external exams.
		
		 (e) Also, discussion on the implementation of the proposed curriculum held in the house. The important point regarding the implementation of practical of different subjects was held from the perspective of providing more hands on practice to students in comparison to only theory classes.
		
		 (f) After a brainstorming session, each member gave his/her inputs, and members agreed to the proposed curriculum structure. Director suggested that **each department should design their departmental curriculum** keeping in mind the presented curriculum. HoDs/Dean A to note.
			Para (f) HoDs
			
			 Dean A & Team (Autonomous Committee)

KIET

Issued on 7th Apr'23

07 APR 23
(Director)

3.	**Inter Department Ranking Framework on the lines of NIRF - PPT by Institute Coordinator - NIRF**	▪ Dr. Parvin Kaushik briefly explained the purpose and presented the proposed policy for Interdepartmental Ranking Framework (IDRF) for Improving Institutional Ranking for views of the House *viz.* IDRF Ranking parameters, weightage, time frame, ranking template etc. ▪ The Policy got in principle approval from the House. Dr. Parvin to put up the final policy letter through Dean A for further process.	Dr. Parvin Kaushik (Institute Coordinator NIRF) Dean A OOD
4.	**Examination (Internal & External), Ordinance, Evaluation Scheme & UFM Policy (for Autonomous Institution) - Finalization - PPT by Controller of Examination**	▪ Controller of Examinations (COE) presented the detailed Examination Ordinance, Standard Operating Procedures (SoPs) for Internal, End Semester Examinations, Post-End Semester Tasks, and the Unfair Means (UFM) Policy for all Examinations in the Autonomous System. During the meeting, each point of the Examination Ordinance and SoPs was discussed in a brainstorming session, and final decisions were made. ▪ COE to make the necessary modifications to the documents based on the decisions made during the meeting. Overall, in the Autonomous System, the administration of exams is to be taken very seriously and policies and procedures are to be established to ensure fairness and integrity.	Controller of Examination
5.	**KIET School of Skills - PPT by Dr. Arvind Sharma, EN**	▪ Dr. Arvind Sharma, EN presented the objectives of the proposed KIET School of Skills (KSOS), Operational modalities/ NSDC approved courses/ Short term courses designed by department CoEs, Methodology, Training and Assessment etc. for views of the House. Alternatively, to avoid a mismatch with existing Skill Development & Finishing School (SDFS), a suitable name can be identified. ▪ After deliberations, the proposal got in principle approval of the House. Dr. Arvind to put up the final proposal for further process. Related notification will follow.	Dr. Arvind Sharma Professor (EN) OOD
6.	**Proposal to Change Convener Value Education (VE) Cell**	▪ As per the request received from Dr. C.M Batra, existing Convener, VE Cell to appoint a new Convener since he already has completed two plus years in the same capacity (Ref. MoM dt. 14 Mar'23 VE Cell meet). ▪ As proposed, appointment of Dr. Arvind Sharma, Professor (EN) as new Convener-VE Cell was unanimously agreed by the House. ▪ Dr. Arvind Sharma to examine the existing structure of Value Education Cell and put up final recommendations for further process.	Dr. Arvind Sharma (EN) OOD

07 APR 23

Dr. (Col) A Garg
Director

Distribution: All concerned

KIET

Issued on 7th Apr'23

Participants: Joint Director, Deans, HoDs, Group HoDs (First year), Mr. Arvind K Sharma (Head- CRPC), Dr. Atul Kant Piyoosh (Addl. HoD, CE), Dr. Sanjiv Sharma (Addl. HoD, CSE), Mr. Ambrish Gangal (Addl. HoD, CSIT)
Absent: Dr. Shailendra K. Tiwary, Dr. Vineet Sharma, Dr. Abhinav Juneja, Dr. Rekha Kashyap
Chair: Dr. A Garg, Director

S. No	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the Feb'23 month meeting of Academic Council. He further informed to the house that: • Dr. R. Srinivasan, HoD MBA is leaving as Director in a reputed Business School in Manesar. **Congratulations!!** • UFM cases are increasing. HoDs to take strict action against the defaulters. If needed we must revise the policy. **Few important updates:** (a) MoU **SAC-ISRO, Ahmedabad**-Finalized. Congratulations!! ECE team (b) **KIET Cyber Helpline number** launched – Cyber Peace Centre (c) MoU with **Tata Power DDL** on 13th Feb'23 & with **iXR Labs**, Gurugram on 24 Feb'23. Congratulations!! EN Dept. (d) MoU with **Network Bulls** on 6 Feb'23 (Cyber Peace Centre) (e) Launch of **KIET Research Magazine - Anusandhan** on 23 Feb'23. (f) AISHE form (2021-22) - Submitted (15 Feb'23) (g) Ms. Rita Singhal – Officiating Library Incharge w.e.f. 21 Feb'23 (For information) (h) Dr. K. Nagarajan has **donated Rs. 50,000/-** against the **tuition fee of** one **M.Pharm, Pharmacology student, Ms. Anjali Saini.** Her father is farmer with single income. Excellent gesture our team leader!! (i) Sessions by **Adjunct Professor** held inCS, CSIT dept. (Dr. Naveen (CS), Wg. Cmdr Abhinav Gupta (CSIT), Dr. Panchal (CSIT). (j) Dr. Sandeep Tiwari (GC-Member), Currently Director, Darbhanga College of Engineering, Darbhanga (k) PF facility has been started for all KIET employees. (l) Director also suggested the house to open Mutual Fund/PPF/Term Insurance/HUF etc. More details will be shared by Head F&A in a session organized separately for the purpose. (m) Internal Physical Stock Verification is going on. Good practice!! (n) Planning to start NSS Unit for 100 student volunteers from first/second year. (o) IEC- Restructuring/Revised Policy - In process. (p) Director read out few details w.r.t. faculty & student's achievement & events that have been organized by different departments since last ACM. Also, he mentioned some forthcoming events e.g. **National Science Day (28 Feb'23), EPOQUE (2nd – 4th Mar'23)** and **Holi Celebrations/Campus Picnic (6th Mar'23).** Appreciated team for their continued efforts.	HoDs

2.	**Placement Updates by Head CRPC**	(a) Head CRPC updated that **246 students** are still unplaced in 2023 Batch. (b) Average package for B.Tech is **5.94 LPA** as on date. **Out of 1688 total students, 1233 students are placed. In last 1 month, 47 single placements have been done out of 104 offers.** (c) He also informed to the house that in Core Engineering branches placements, success rate of KIET students is maximum among all affiliated institutes of AKTU. Well done!! (d) Head CRPC highlighted that in a recent Bootcamp, proxy attendance was applied by some students. It was a serious matter of concern & immediately the Bootcamp was closed. (e) At the end, Joint Director asked Head CRPC to present the total data in PPT format from next month onwards.	
3.	**Examination Updates by COE**	(a) COE said that students are not registering properly on ERP due to which Team COE are facing problems in making seating plan, attendance sheets etc. After deliberations, it was decided that class coordinators will guide the students with respect to student's ERP registration. (b) COE informed that there are some problems in Invigilator Duties. The number of reserved invigilators is very less & the invigilators are involved in other administrative tasks, so they are receiving multiple requests from departments to relieve the invigilators. (c) Director directed that **Examinations should be given top priority.** Strict compliance must be taken care regarding invigilation duties. HoDs to ensure availability of invigilators to COE Office. (d) It is seen that students are not wearing their ID cards regularly. It was decided that **fine of Rs. 500/-** be imposed to defaulters with immediate effect. (e) COE presented a detailed document to the house regarding implementation of **Autonomous system.** A brainstorming session was held & many points/aspects were discussed. (f) At the end, Director congratulated COE for the detailing of the document and requested her to share the same with all Deans & HoDs.	**Para 3(c), (d) COE & HoDs** **Para 3(f) COE**
4.	**Outcome of Centres of Excellence – Target Outcome by Dean R&D / HoD ECE**	(a) Dean R&D / HoD ECE presented a PPT regarding KIET MBS Research Centre CoE for Bio-Medical instruments. (b) The **intended outcomes from any COE are:** Patents, Publications, Products, Training/Bootcamp/Winter and Summer School to students including school, Open/Departmental Electives, Guest Lectures from the Industry, Industry Projects, Internships, Research Grants, Open House/Industry Conclave, International/National Conference, Participation in Technical Events organized by IIT/NIT/IIITs. (c) Road Map of KIET-MBS Research Centre CoE for Bio-Medical instruments was given through a flowchart which is highly appreciated by the house. Joint Director suggested every department should make similar kind of flowchart on monthly progress of	**Para 4(c) HoDs**

		departmental Centre of Excellence. (d) Summary of Research Grant, Patents, Research papers was given through relevant data & figures. (e) He also intimated the house that IoT based CLEFT LIP and PALATE equipment was recently used in a **live surgery** on 25th Feb'23. (f) Based on this PPT, Head SD&FS to design guidelines for all CoEs/Technical Clubs and get the policy document issued on priority.	**Para 4(f)** **Head SD&FS**
5.	**Discussion on Biometrics at the Main Gate and in Classrooms**	(a) Institute is planning to have 14 turnstiles at main gate (like DMRC). It is expected that the class taken time by the students will be saved through this system. (b) Similarly, classrooms can be fitted with Biometric Attendance system. (c) After a long brainstorming session & taking all the views into consideration, it was decided to examine the proposal more in depth & take suitable decision thereafter.	**Para 5(c)** **JD,** **Dean A &** **Dean SW**
6.	**Discussion on Commencement of Classes B.Tech & B.Pharma (1st & 2nd Year)**	(a) Dean A informed the house that 1st year University Exams will be over on 31st March while 2nd year Exams will be over on 1st April. (b) All the members had different views regarding commencement of classes of 1st and 2nd year. (c) After summing all the views, it was decided that B.Tech & B.Pharma 1st year classes will start from **6th April (Thursday)** and B.Tech & B.Pharma 2nd year classes will start from **3rd April (Monday)**. Dean A to issue the notification.	**Para 6(c)** **Dean A**
7.	**Discussion on Department data Format**	(a) Dean A shared the format of Department data (Total students, Back paper-students list, Toppers list, early joining cases, placement statistics etc.) with all the Deans & HoDs. (b) This Format was well appreciated by all the stakeholders. (c) It was finalized that HoDs will maintain the data at the starting of every semester with the help of Registrar/ Head F&A. (d) HoDs must ensure that the updated data will always be available with them.	**Para 7(c,d)** **HoDs**
8.	**Discussion on PCP data**	(a) Director apprised that No. of students with PCP are continuously increasing (specially in Core branches). A summary of the institute was presented by Dean A. All HoDs should take concrete steps to reduce these numbers. (b) A strategy for the same need to be formulated/discussed and issued separately.	**Para 8(b)** **Dean A**

The meeting concluded at 2:10 pm with a note of thanks by Director.

Dr. (Col) A Garg
Director DI MAR 23.

Distribution: All concerned

Participants: Joint Director, Deans, HoDs, Group HoDs (First year) - Dr. C.M Batra & Rashid Ali, Dr. Binkey Srivastava (Addl HoD-MBA), Mr. Arvind Sharma (Head- CRPC), Dr. Atul K Piyoosh (Associate Dean-OBE), Dr. Parvin Kaushik, Institute Coordinator-NIRF
On leave - Dr. R Srinivasan, HoD MBA
Chair: Dr. (Col) A Garg, Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the Jan'23 month meeting of academic council. He resumed further giving an outline of day's important deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) NBA-Copy of accreditation letter 06 programs (CSE,ECE,IT,EN,ME,MCA) alongwith Evaluator's Report has been received & sent to all concerned HoDs via email. The observations as given in the report be suitably addressed by all HoDs in a phased manner. Original copy is with Office of Registrar. Pl note. (b) Director shared that Institute shall be celebrating 25th year of Excellence this year - Let's publicize & use this in all our communication. Congratulations Team !! (c) Letter Head design 'New' - Head PR&IR to mail the template for views/comments of the House for further process. (d) Governing Council & Advisory Board meeting is planned in Feb'23. Formal approval w.r.t. 'Autonomous' application from A.Y 2023-24 will be taken from the Governing Council-KIET. (e) Director read out few achievements of faculty & students. Also, the events conducted by different departments since last ACM were appreciated/efforts acknowledged. Keep up the good work TEAM!! (f) Director also talked about some benchmark/proposed responsibilities that will be linked with AAR (separate form) designed for 'Professors' other than holding the Office of Dean/HoDs, will be shared by Office of Dean R&D for comments/suggestions. Dean R&D to note. (g) Joint Director continued further…viewed that Institute's Committee for Autonomous Institution should try to abide by the application submission date i.e. by 15th Feb'23. The first draft of application be put up by 7th Feb'23 as decided. Dean A & Chairman-Committee to note for n/a. Deans & HoDs to facilitate.	**Para 1 (a)** HoDs concerned/ Dean A / JD **Para 1 (c)** Head PR&IR **Para 1 (f)** Dean R&D **Para 1 (g)** Dean A
2.	Placement Updates by Head CRPC (Batch 2023)	(a) Head CRPC read out the batch wise placement status, number of offers, average package, left over students etc. and also shared about important drives next month.	-

		(b) Director emphasized on the following:-	**Para 2 (b) Head CRPC**
		▪ Our Placement % (Overall) should be minimum at par with peer Institutions. Head CRPC to note.	
		▪ NIRF 2023 - Copy of Offers letters should be available as per submitted details. Head CRPC to ensure. Summary of same be presented in the next ACM.	
		▪ Interaction with DPCs on a regular basis be increased. HoDs to hold a meeting with them on weekly basis to know the progress/understand training requirements, if any for timely redressal.	
		(c) Head CRPC shared his concern w.r.t. backlogs which affects the placement. It was shared that all departments are working on the same.	**Para 2(d) HoDs, Head CRPC, Dean A**
		(d) Early joining - Few gaps have been observed. It was reiterated that all such cases shall continue to be routed to Dean A for approval as per the practice. HoDs/Head CRPC to note.	
3.	**VE Cell updates by Convener VE Cell**	(a) Convener VE Cell presented his views on 'value system - needs to be built up'. He also shared about activities of VE cell - participation status, challenges faced, required support etc. A brainstorming session on 'how to develop value system' was held. Some of the viewpoints/suggestions as received are as follows:-	**Convener VE Cell, Dean SW, HoD HS**
		▪ Every one of us to take charge of inculcating value system in our students. They should feel connected/Develop such connect.	
		▪ Students should be involved to sensitize their peers on critical issues through Nukkad Natak/Role Play, suggested by HoD ME. Student Committee of VE Cell to regularly conduct these in coordination with Dean SW.	
		▪ HoD HS talked about 04 generation students 'Instructional, Discussion, Debate & Denial. A discussion on 'How to handle students & develop connect with recent i.e. Gen 'Denial' students was held. HoD HS has been asked to organize a workshop for HoDs/Leadership team on the same.	
		▪ Mentoring should be improved - Relevant content should be available with faculty. Faculty to invest time & effort in proper mentoring of the students.	
		▪ HoD CSIT shared about a renowned Psychologist from Institute of Counsellor Training Research and Consultancy (ICTRC) who delivers session on 'Dealing with Behaviour Problems'. HoD CSIT has been asked to connect/invite him to the campus for conducting a session.	
		▪ Convener VE Cell, HoD HS & Dean SW to further brainstorm/discuss w.r.t developing connect with students/ dealing approach/ inculcating value system - how we can contribute effectively. They were requested to put up a plan by the end of Feb'23.	

4.	**Autonomous Institution - Structure of Governing Board, Academic Council, Finance Committee, BoS - By Dean A**	(a) Dean A briefly presented the proposed structure & functions of academic & administrative bodies (department/Institute level) for autonomous institution as per UGC guidelines. Formal approval from Institute's Governing Council shall be obtained accordingly. (b) Director stressed on involvement of faculty in departmental BoS-formation/structure, curriculum design for autonomous institution and all decision making process. HoDs to note. (c) Monthly meeting 'ACM' nomenclature after approval of autonomous status - we need to change. Dean A to note.	**Para 4 (b) HoDs** **Para 4(c) Dean A**
5.	**NIRF 2023 (Data figures) - Comparative analysis (2 years) and discussion on proposed internal benchmark for NIRF 2024**	(a) NIRF 2023 - Data successfully submitted on DCS portal. Director Congratulated Dean A & NIRF Team for their efforts. (b) Dr. Parvin Kaushik, Institute Coordinator-NIRF precisely presented the NIRF 2023 data figures - its comparative analysis with last two years, best practices followed, gap analysis and benchmark for NIRF 2024 - Areas to be worked upon *viz.* Admitting Girl students, Scholarship of EWS students, Students Diversity, Placement/higher Studies data etc. (c) Director appreciated NIRF Team@Institute for their intensive efforts towards preparing /presenting above details to the House. (d) Dr. Parvin to share the findings/desired action with all concerned for their perusal and n/a proactively to fill the gap as per NIRF 2024 set benchmark. (e) NIRF - Perception mail (Last year's) - Template to be shared for information of House.	**Para 5 (d) Dr. Parvin /All concerned** **Para 5(e) OOD**
6.	**Proposed OBE Calendar – By Dean/ Associate Dean A**	(a) Dr. Atul Kant Piyoosh, Associate Dean (OBE) presented the proposed activities for next semester. (b) Director opined that last OBE calendar - Execution report/summary be put up along with proposed Activity Calendar with dates.	**Dean A/ Associate Dean OBE**
7.	**Training Plan for students - By Head SDFS**	(a) Head SDFS presented the training plan for pre final year placement students (Batch 2024) and got approved by the House. (b) Head SDFS/All concerned for n/a.	**Para 7 (a) Head SDFS/All concerned**
8.	**Epoque 2023 Finalization of Date/ Responsibility**	(a) Epoque (2-4 Mar'23) - Office of Dean SW has been entrusted with the responsibility to organize Époque 2023. MBA dept. shall facilitate.	**Dean SW & Addl. HoD MBA**
9.	**Others**	(a) Dean A to issue the tentative academic calendar (Even Sem 2022-23) as deliberated during the meeting. (b) Scholarship handbook (Updated) to be shared with HoDs for dissemination to students. Dean SW to note for n/a. (c) M.Tech students - Placement details (Batch 2023) to be tracked/ maintained. Concerned HoDs to take a note of this.	**Para 9 (a,e) Dean A** **Para 9 (b) Dean SW**

		(d) Workshop for students on IPR/Patents be organized on regular basis. (e) Outcome of Mini projects (second year) to include patents/publications - Dean A to discuss separately with undersigned. (f) Submission of Project proposals - Research faculty be advised to submit one proposal/month. Dean R&D/HoDs to note. (g) Conduct of International Conferences (Online/Offline) mode should be continued. HoDs & Dean R&D to note. (h) Consultancy projects - 05 consultancy projects/Dept./Year has been approved to be submitted. The consultancy projects undertaken by students, we need to approach companies to explore feasibility to connect those projects with our Consultancy division (IRCDC), keeping students in confidence. HoDs/Head IRCDC to note. (i) Darpan Portal - Dean SW briefed about it. Registration process needs to be initiated in association with 'Uddesshya' NGO. Dean SW to note. (j) Usage of 'Jai Hind' while greeting should be encouraged in campus. Dean SW to notify suitably to students/ KIETians	**Para 9(c)** **HoDs ME & CSE** **Para 9 (d)** **Principal KSOP** **Para 9 (f,g) Dean R&D/ HoDs** **Para 9(h) Head IRCDC/ HoDs** **Para 9 (i,j) Dean SW**

The meeting concluded at 2:15 pm with a note of thanks by Director.

03 Feb 23

Dr. (Col) A Garg
Director

Distribution: All concerned

Participants: Joint Director, Deans, HoDs, Dr. Rashid Ali, HoD Group-2, Mr. Arvind K Sharma (Head- CRPC)

Absent - Dr. C.M Batra, HoD Group-1

Chair: Dr. (Col) A Garg, Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the Dec'22 month meeting of academic council (being the last meeting of year 2022). Overall a very promising year 2022!! Full of challenges, achievements & initiatives. He complimented each member for their commitment, support and great contribution as a TEAM. He resumed further giving an outline of day's important deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) **NBA Accreditation** to 06 programs (CSE,ECE,IT,EN,ME & MCA) w.e.f. A.Y 2022-23. Congratulations!! (b) '**Certificate of Appreciation**' for implementing newage tech solutions by **ASSOCHAM** National Council of Education at the 'EduTech 100 Summit (14 Dec'22). (c) Dr. Shivani, Asst. Prof. (ECE) - New member in KIETs Governing Council (Faculty. Rep.) - For information. (d) First aid medicine through KIET Healthcare Centre - Available for faculty/staff as well. (e) Fee Concession to wards of 05 employees (As per policy). Final list released by Office of Registrar. For information. (f) Establishment of 'Standard Club' in ME dept. - Bureau of Indian Standards (BIS). (g) Internet Facility on two devices by using the same login - Active now - Notified by Dean ITS. (h) Stay back facility for Day Scholars - Allowed. Notification to this effect issued by Dean-SW. (i) NIRF 2023 - Data submission by 6 Jan'23. Team is working on same. (j) COVID - Booster dose reg. - A camp shall be organized soon as updated by Dean SW. (k) Covid Appropriate Behaviour - Let's continue to follow. (l) KIET Cries must be used more liberally. Deans & HoDs to note. (m) Industry faculty - Policy/benefits - Awareness mail issued by Head SDFS. HoDs to create awareness at dept. level too/Motivate faculty to utilize the policy benefits. (n) Google form for visitor's feedback - HoDs to ensure its implementation at dept. level. Form was circulated by Head PR&IR. (o) Periodic disposal of old files - HoDs to see/ensure necessary action at dept. level.	Para 1(i) Dr. Parvin, NIRF Coordinator (Inst.) Para 1 (j) Dean SW Para 1 (k,l,m,n,o) Deans/ HoDs

		(p) Year 2023 – **'Year of Innovation & StartUp'** proposal - Director invited inputs from the house. He wishes to announce it during New Year celebration. House has given its consensus on the same. (q) Digital boards – Proposal to convert two more departments 100% digital classroom was put up. Director invited departments to volunteer themselves. 04 nominations received (ME, CS, CSIT & MCA). HoD CSIT suggested having webcam as well. Joint Director to discuss. (r) Director read out students' achievements & events conducted by departments since last ACM and acknowledged team for their persistent efforts. Principal KSOP has been requested to organize the health camp biannual. (s) Academic Process Handbook by Dean A & team, Student Handbook by Dean SW & Team was appreciated. Research Handbook - Dean R&D Team is working on the same. (t) Advisory Board meeting - Progress update reg. - Director briefly shared the action points to be worked upon. Concerned members to note for necessary action/submit the progress report to the office of undersigned. (u) Joint Director continued further..Appreciated team for their diligent contribution & support in the year 2022. Complimented Director for his visionary Leadership & guidance. Further, he reiterated that issued policy letters must be implemented in letter and spirit. Challenges (if any) faced during its implementation phase, be discussed proactively for its timely redressal.	**Para 1(q) Joint Director** **Para 1(r) Principal KSOP** **Para 1 (s) Dean R&D** **Para 1 (t,u) Deans/ HoDs**
2.	**Placement Updates by Head CRPC (Batch 2023)**	(a) Head CRPC read out the batch wise placement status. B.Tech (75.43%) & overall 66% except B.Pharm. (b) Placement Excellence Award introduced last year. Invited House opinion for this year i.e. Batch 2022. Proposal to felicitate Top 3 students from all departments with highest CTC, Letter to Parents & Principals alongwith a Certificate containing credentials/ achievement, Medal/Shield to these students etc. was discussed. In principle approval to the proposal was given. Head CRPC to initiate.	**Para 2 (b) Head CRPC**
3.	**Research Updates by Dean R&D**	Dean R&D shared the following updates:- (a) Research publication data (5 years), Research publication/ IPR to be considered for NIRF 2023 & 2024, Research publication in reputed International journal (03 faculty), Research incentives updates viz. Publication incentive, Incentive for Book chapter publication, Conference registration fee reimbursement etc., Research grant proposal - submitted (01)/in progress (02), Project shortlisted for second round -MSME Idea Hackathon 2.0 (5 faculty & 1 student), CRDC presentations (30 nos.), Ph.D notification to non-registered Ph.D faculty, Call for proposals (04), Patents published/granted in	

		Nov/Dec'22 (24 nos.), Meeting with Dr. Amreek Singh-Proposal review meet, 'CoE - Nokia 5G Communication' & MoU with SAC, ISRO (Ahmadabad) - Talks in progress, Proposed two days workshop on 'Research Grants' in Feb'23 etc. Related notification will be issued by Dean R&D.	**Para 3 (c) Dean R&D and HoDs**
		(b) Dean R&D thanked House for their persistent support and faculty members for their active contribution in all arenas thereby improving the research culture of the department/ Institute.	
		(c) Joint Director suggested Dean R&D to cover updates since last ACM only (Research publications data) from next ACM. Also, Humanoid project by Dept. of ECE which is in development phase, HoDs must visit and share their views/suggestions to further improve it.	**Para 3 (d) Principal KSOP**
		(d) Director proposed about 'Nanotechnology CoE@KIET'. We need to examine. Principal KSOP to note/discuss.	
4.	**IEC Updates by Dean IEC**	Dean IEC briefly shared the updates (IC,EC & IRCDC verticals) since last ACM as follows:-	
		(a) Training organized by Mycin Club, Student's achievement - Team AutoDrag for securing AIR-5 in Idea Hunt: Green Energy Solutions (online hackathon) and 1 design shortlisted for MECHAURA 2022 (online hackathon) by Collins Aerospace (USA), Innovation day planning on 3rd Jan'23 (30 Ideas have been received- Best two will be awarded), IRCDC-Proposal (Spoken English training) by HoD HS submitted to Ambica Steels (In process).	
		(b) Minor specialization certificate in Innovation and Entrepreneurship for first year students - interactive sessions (section wise) was held. Very good response. 523 nominations received. It is proposed to start the Certification course for 250 students initially.	**Para 4 (c) Dean IEC & Dean B.Tech First year**
		(c) Dean IEC & Dean B.Tech first year to discuss together with undersigned the implementation modalities w.r.t. Minor Specialization course (First year) above viz. Batch size, number of hours/ time table, Resource, Certification, Attendance/any other etc.	**Para 4 (d) Dean IEC**
		(d) KIET Startup policy for students & faculty both - We need to create/accelerate StartUp culture in KIET. To motivate students / faculty -Credit to students/academic flexibility to faculty etc. be given. Dean IEC to note/share the plan/course of action.	
		(e) Dean IEC shared about Herbal cosmetic product development proposal by faculty, Mr. Anuj Pathak (KSOP) - Initiated/In process. Best wishes!!	

5.	**Structured approach for Improvement of Gradual Learners -A discussion**	(a) A brainstorming session on 'Structured approach for Gradual Learners- How we can ensure it' at dept. level was held. (b) Dean A opined that departments should ensure directed efforts are made at dept. level for students benefits i.e. focus should be on students learning. There shouldn't be any dilution. Faculty be advised accordingly.	**Para 5 (b) HoDs**
6.	**Idea Sharing for successful Autonomous Institution**	(a) Director viewed that Institute is keenly looking forward to get the autonomous status from session 2023-24. Committee at Institute level has already been formed towards this to finalize the course structure in coordination with all stakeholders/ timeline defined. (b) Further, Autonomous Institution- Application submission (Part I-V) -A committee for same will also be formed. Dean A to issue related notification. Application submission target - **15th Feb'23**. (c) Syllabus structure - Department of MBA, MCA & KSOP to also prepare & present the draft syllabus to the committee for Autonomous Institution by 4th/7th Jan'23 as decided. Respective HoDs to note. Chairman-Committee (Autonomous Institution) - For information & necessary action. (d) Non-credit courses will also be included. Suggestive specialization- NCC/NSS/Yoga/HV/language courses etc. Chairman-Committee (Autonomous Institution) & team to note for necessary action.	**Para 6 (b,c,d) Dean A/ HoDs concerned**
7.	**Placement preparation plan for higher package & mass recruiters**	(a) Head SDFS presented the 'Training plan for 2024 batch - Mission Two Million' for views of the House. Head CRPC briefed about the profile of Programming Pathshala (External) Trainers. (b) A brainstorming session on target audience, training hours, training team (internal/external), aptitude training hours, content development, training modules for growing /gallant learners, engagement plan of gradual learners etc. was deliberated upon. (c) Head SDFS to put up the entire plan - Training 2024 batch to the undersigned by **20 Jan'23**. (d) Further, Joint Director viewed that Assessment report second/ pre- final year must be sent to all concerned HoDs as discussed. HoD HS to note.	**Para 7 (c) Head SDFS** **Para 7(d) HoD HS**
8.	**Expected outcomes from CoEs & Student Technical Clubs**	(a) There are a number of CoEs and Student Technical clubs running. However, there is a need to streamline the activities with expected outcomes. (b) Head SDFS presented the details w.r.t. above two verticals and expected outcomes for views of the House. House agreed and it has been decided that semester wise calendar of activities be issued so as to organize activities in a structured way for a measurable outcome. Head SDFS to issue a policy guideline on intended outcome of both CoEs & Technical clubs. HoDs to make semester wise calendar based on this policy letter.	**Para 8 (b) JD, Head SDFS & HoDs**

		(c) Director opined to start **'Earn while you Learn series'** for students. Head SDFS to discuss separately.	Para 8(c) Head SDFS
9.	Other - Dress code for Leadership team & faculty	(a) A discussion on same was held. Joint Director shared the proposal for views of the House. It has been decided to put the proposal on hold for the time being. (b) HoDs to ensure needed action (i.e Formals on all working days) at dept. level.	Para 9 (b) HoDs

The meeting concluded at 2 pm with a note of thanks by Director.

Dr. (Col) A Garg
Director 04 Jan 23 .

Distribution: All concerned

Minutes of Academic Council Meeting held on 29 Nov'22 (Tue) at 10 am
(Meeting Hall-Director Office)

Participants: Deans, HoDs, Dr. C.M Batra, HoD Group-1, Mr. Arvind K Sharma (Head- CRPC)
Other Invitees – Mr. Shivam Dikshit (Entrepreneur & TBI-Alumni), Mr. Gaurav Prashar (CSE) & Mr. Vinay Ahlawat, Assoc. Dean ITS & Head IT Operations
Absent – Joint Director, Dr. Rashid Ali, HoD Group -2 (First year)
Chair: Dr. (Col) A Garg, Director

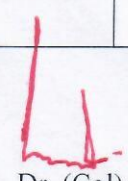| S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the Nov'22 month meeting of academic council. He complimented each member for their full support and great value addition as a TEAM. Let's continue our efforts with the same zeal. He also briefly introduced Mr. Shivam Dikshit (Entrepreneur & TBI-Alumni) recently got associated with us in (IEC) and welcomed him to the meeting of academic council. He resumed further giving an outline of day's major deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) AKTU Top 10 rank holders list session (2021-22) - Our **27 Rank Holders** including **13 Medalists** with a **Chancellor Gold, 6 Gold, 1 Silver & 6 Bronze** were felicitated during the University Convocation function held on 26th Nov'22 at Lucknow. In addition, our **4 faculty** members got their Ph.D awarded from AKTU during the function. (b) 08 adjunct faculty have been appointed in five departments (KSOP,EN,EC,IT,CSIT). Remaining department HODs to also ensure appointment of such faculty to further strengthen the teaching-learning process. (c) Student Induction programme (First year) & Frescos'22 successfully organized. Compliments to Dean First year & team. (d) Student Handbook (Session 2022-23)-Published. Dean SW to ensure its distribution to individual students (newly admitted) in coordination with Dean B.Tech first year. (e) Geeks for Geeks (GFG) Student chapter unfurled in KIET (CS dept.). Head-SDFS to get the technical clubs updated with recent additions. (f) Anti Ragging Committee meeting held (23rd Nov'22). (g) Office Order Issued 'Re-Organization of Alumni Engagement Cell'. Director viewed that regular connect with alumni/ interactive sessions be organized. Engagement with alumni needs to be strengthened. (h) Director read out few details w.r.t. student's achievement & events that have been organized by different departments since last ACM. Appreciated team for their continued efforts. In addition, emphasized on good academic delivery/best results should be our prime responsibility & we should not lose sight of this important aspect. HoDs to note.	**Para 1 (b,g,h) HoDs** **Para 1(d) Dean SW & Dean B.Tech First Year** **Para 1(e) Head SDFS**

2.	**Placement Updates by Head CRPC (Batch 2023)**	(a) Head CRPC read out the batch wise placement status. B.Tech (72.2%), MCA (47.7%), MBA (27.5%) except KSOP. B.Tech -Average CTC (5.48) & Highest CTC (48.89) LPA. He also shared that number of opportunities increased this year. (b) Companies/Results in pipeline were also shared.	-
3.	**Research Updates by Dean R&D**	Dean R&D shared the following updates:- (a) Details w.r.t. research incentives given to faculty members, reimbursement of conference fee registration, journal incentive etc. (b) Research proposals submitted/In progress status was briefed. 02 ECE proposals (DRDO) shortlisted for presentation/review meeting on 30 Nov'22 & 8 Dec'22 respectively. Best wishes! (c) Call for Research proposals (03) already circulated. HoDs to motivate faculty to apply by the given timeline. External Expert assistance can be taken to review the proposal for which provision is already there. HoDs to create awareness at department level too. (d) 30 knowledge sharing sessions (CRDC presentations) organized by different departments. Dean R&D further shared that good quality reports will be published as CRD Presentation Series in the public domain. Good initiative. Appreciated by Director. (e) Ph.D notification mails to non-Ph.D faculty, MATLAB license facility -awareness mail is sent on regular basis. HoDs to motivate faculty/students to utilize MATLAB s/w. Install s/w in labs too. (f) Director briefed House about a suggestion submitted by undersigned to the University w.r.t. allotment of Research scholars to affiliate colleges-serving as University Research centre. For information.	**Para 3 (c,e) HoDs**
4.	**IEC Updates by Dean IEC & Presentation by Mr. Shivam Dikshit 'To create Innovation and Entrepreneurship Culture in KIET & how to enhance Consultancy'**	(a) Dean IEC briefly shared the updates since last ACM viz. training (offline), webinar in association with Lumos Lab organised, achievements by students Mycin Club, IEC Roadmap etc. (b) Dean IEC briefly shared about all three verticals of IEC & challenges that are being faced. He further invited Mr. Shivam Dikshit to present his views on the agenda point 'To create Innovation and Entrepreneurship Culture in KIET & how to enhance Consultancy'. (c) Mr. Shivam presented his thoughts/observations through a short presentation. He opined that Institute has huge resources/facilities but is underutilized due to whatsoever reasons. He presented the proposed structure of IEC. He focused on promotion of projects having monetization capability, use of ecommerce platform, involving MBA students, conduct of outcome based workshop/training hands-on, Number of StartUps so far and the employment opportunities created by them etc.. He also emphasized on creating awareness at department level/ Students be motivated to visit inter department CoEs/ TBI facilities, CAW, all Institute facilities etc. Help of eCell students can be taken to create awareness. House appreciated his viewpoints. (d) The House consented to the proposed revision in the IEC structure and also consented to extend full support for the planned activities.	**Para 4(d) Dean IEC**

		(e)	Dean IEC to note for n/a in coordination with Mr. Shivam Dikshit. HoD-EN concern w.r.t. E-vehicle registration process was also discussed. It has been advised that Mr. Tuhin (SAE-KIET) can be consulted for requisite guidance/support.	Para 4(e) HoD EN & Mr. Tuhin
5.	Gradual & Gallant Learners – Feedback from HoDs	(a)	Revised Policy for Gradual, Growing & Gallant Learners issued from Office of Dean A. Let's implement it effectively. Gradual Learners must be focused upon. We should continue with our good practices to support our Gradual Learners. Gallant Learners as well to be focused on for Best results.	HoDs, Dean A
6.	Preparation for Carry Over Exams- Feedback from HoDs	(a)	HoDs had submitted the report to Dean A. Analysis of the same to be discussed with undersigned. Dean A to note.	Dean A
7.	Project Repository (GITHUB/ Application software)	(a)	Mr. Gaurav Prashar & Mr. Vinay Ahlawat briefly explained the process w.r.t. Project repository /Use of GitHub/Application s/w. A brainstorming session was also held. However, it has been decided that modules in detail shall be discussed separately with concerned. Dean A to note for n/a.	Dean A
8.	Discussion on organizing Innovation Day/Club Activities etc. (Last Saturday of the month)	(a) (b) (c)	It has been decided to organize Innovation day (in the first half) and cultural programme (in second half) by student clubs followed by Tea with Director programme during last Saturday of every month. HoDs to facilitate. Innovation Day - Dean IEC will coordinate. Club activities & Tea with Director - Dean SW will coordinate.	Dean IEC & Dean SW/ HoDs
9.	Other Points	(a) (b) (c) (d) (e) (f)	NIRF - DCS portal is open for data submission till 6 Jan'23. Gaps, if any be addressed suitably and details be submitted by the given timeline. All stakeholders to note. Governing Council meeting is tentatively planned in Dec'22 and Institute's Advisory Board meeting in Feb'22. For information. Alumni week is being planned between 20-25 Dec'22. Director shared that out of the options explored (i) 'Deemed to be University' status - we do not meet the eligibility criteria (ii) 'Private University' status - We should not opt at this point of time. Further, getting 'Autonomous' status - The matter shall be discussed separately in a meeting sometime next week. Related notification shall follow. Dean A to note. Minor degree introduced by University. We need to announce it first year. Dean A to note. Intra dept. communication viz. reminder mails/ data collection/any other mail that is not relevant for OOD, should not be marked to OOD. Pl see to that.	Para 9 (a) Deans/ HoDs/ FHs/Dr. Parvin, Institute Coordin ator- NIRF ⟨br⟩ Para 9 (d,e) Dean A

The meeting concluded at 1:50 pm with a note of thanks by Director.

Dr. (Col) A Garg
Director
07 Dec 22

Distribution: All concerned

Minutes of Academic Council Meeting held on 29 Oct'22 (Sat) at 9:30 am
(Meeting Hall-Director Office)

Participants: Deans, HoDs, Group HoDs (First year), Addl. HoDs (MBA &CSIT), Dr. Sanjeev Singh (CE), Mr. Arvind K Sharma (Head- CRPC), Mr. Ashish Thombre, Head (EC)/IEC

Absent/On Leave – Dean B.Tech first year & HoD CE, Dean IEC, HoD CSIT

Chair: Dr. Manoj Goel, Joint Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	**Opening Remarks & Few updates**	Joint Director welcomed all members to the Oct'22 month meeting of academic council. He resumed meeting giving an outline of day's major deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) JD shared few important suggestions/observations as received during CRs meeting held *viz.* 'Slow Learner' Name change, Student Club-Assessment of Activities/Functional/ Non-Functional, Innovation Day, Copy evaluation (without faculty remarks), No labs (Python), etc. Minutes will be issued by Office of Dean A subsequently for reference and needed action by concerned Deans/HoDs as discussed. (b) KIET has received 'Certificate of Excellence' and rated as 4-Star (Gold Band) in Stakeholders Sentiment Survey 2022 by R.World Institutional Ranking (6 Oct'22). (c) Adjunct Faculty - Guidelines Issued by Dean A Office. HoDs for requisite action. Honorarium amount (beyond policy) be negotiated at department level and put up separately through HR for approval on merit. HoDs/HR to note. (d) Made Easy - Availability of recorded lectures (GATE 2023) to 249 registered students. Appreciated support by MadeEasy. Let's motivate our students to make best use of this opportunity. (e) Alumni Bangalore Chapter Meet jointly organized by Alumni Engagement Cell (AEC) & KIET Alumni Association (8 Oct'22). (f) Office Order Issued - 'Policy for special concession in fee & merit for admission to the wards of Faculty/Staff' (g) Admission process/ Counselling schedule – Physical reporting of students in two slots (1-4 Nov) & (7-9 Nov) will be there. Students discipline in campus must be ensured during the above days. (h) Rank Holders 2021-22 announced by University. 24 rankholders in Top 10 with 5 Gold, 1 Silver and 4 Bronze Medalist. Good! (i) Joint Director read out the events organized by different departments since last ACM and complimented team for their successful conduct.	**Para 1 (a)** Deans/HoDs /Dean A **Para 1 (c)** HoDs/HR **Para 1(g)** Deans/HoDs /Dean SW
2.	**Placement Updates by Head CRPC (Batch 2023)**	(a) Batch 2023 - 1713 students (All programs), Registered for Placement - 1656, Job Offers - 980 as on date. (b) Head CRPC to present branch wise placement summary alongwith package details from next ACM. (c) Few suggestions received w.r.t. Placement during CRs meet. Head CRPC to meet/discuss separately with the undersigned.	Head CRPC

3.	**Research Updates by Dean R&D**	Dean R&D shared the following updates:- (a) 03 Research Grant proposals - Submitted to DST (1) & SERB (2). (b) Our team got shortlisted for second round of MSME Idea Hackathon 2.0. Proposal submitted through TBI-KIET. (c) 03 - Call for research grant proposals shared with faculty. HoDs to motivate the faculty for further submission. (d) Session by Prof. S A Kannan (ISRO) on 27 Sep'22, Conduct of World Space Week (7-8 Oct) - 07 ISRO Scientists participated. (e) 21 Knowledge sharing sessions were organized during 20 Sep-20 Oct'22 through CRDC. JD stressed on meaningful conduct of such sessions by ensuring participation of faculty in good numbers/ (Inter- dept.)/ Relevant topic for a real value addition. Dean R&D to note/include in report from next time, the number of faculty benefitted from conduct of such sessions. (f) Ph.D Notification to faculty – Such notifications be specifically marked to those faculty who haven't registered for Ph.D. List can be obtained from Dept./HR and the response be assessed i.e. Action by concerned faculty. Dean R&D to note. (g) Call for Papers (Faculty & Students) - Information already shared. HoDs to motivate faculty/students to actively participate – A way to enhance their research profile.	Para 3 (e,f) Dean R&D Para 3 (c,g) HoDs
4.	**IEC Updates by Head EC/IEC**	Mr. Ashish Thombre briefly shared updates w.r.t. three verticals of IEC-Innovation Centre, Entrepreneurship Centre & Consultancy as follows:- (a) Innovation Centre - Renovated. (b) Three Projects **(i)** Project 360 tour of KIET campus by AR/VR Club **(ii)** 3D Miniature model of KIET on MDF Board and **(iii)** Prediction model for Slow Learner by Mycin based on Students Performance in 10th & 12th standard, being carried out by Innovation Centre (Head-Mr. Sachin Rathore) – In process. Mr. Sachin Rathore be asked to brief the undersigned the current status/progress of these projects separately. Mr. Ashish Thombre to note. (c) Weekly meeting (In-house) for better academia-industry connect are held on regular basis. Minutes circulated. Mr. Ashish Thombre to brief undersigned on the same. (d) Alumni, Shivam Dixit visit once/twice a month with an objective to strengthen IEC ecosystem. IEC team is working on the inputs shared by him. For information. (e) Academic Consultancy -One project received by KSOP. In process. (f) Another consultancy project "Car passenger's safety: seat belt with air-bags" from industry- EN Dept. is examining it. (g) HoD CSE (AI), (AI & ML) shared about a Collaborative research opportunity/training that is likely to commence from Jan'23. HoDs can nominate willing faculty for it would be great learning opportunity. Related details will follow. (h) ARIIA data have been uploaded and submitted on portal. (i) Idea Lab- 6 teams are working on different projects. Mr. Ashish	Para 4 (b,c,i,j) Mr. Ashish Thombre/ Dean IEC Para 4(j) Dy GM TBI-For Information/ requisite support

		Thombre to share the student's detail (6 teams) with all concerned HoDs for information. 'Good' ideas – Institute is open to support. (j) TBI facilities - Awareness at department level needs to be done. Head EC/IEC to note for requisite action. Our students/faculty must utilize 'TBI facilities' effectively.	
5.	**VE Cell – Updates by Convener VE Cell**	(a) Convener VE Cell shared that Information w.r.t. 5 days UHV FDP Online has recently been circulated. HoDs may examine the feasibility on said dates/enroll faculty (left over) to undergo the training. (b) Convener VE Cell to share the details who have completed training (level 1 / 2) with the undersigned and leftover numbers (dept. wise).	Para 5 (a) HoDs Para 5 (b) Convener VE Cell
6.	**Planning for lateral entry students**	(a) JD stressed on extra emphasis/support should be provided to lateral entry students to strengthen their basic/fundamental concepts. (b) Provision of extra classes for students (Direct admission) should be there. Students (through counseling), classes should be planned from Day-1 to make their basic fundamentals (Maths) clear. Faculty to be advised to extend their full support to them. HoDs to note.	HoDs
7.	**Innotech Planning-Showcase Quality Projects**	(a) Civil Engineering department is assigned to organize Innotech @ Institute level this time. HoD CE to note. It is expected that 'quality projects' be showcased/arranged properly by students and Felicitation same day be organised. (b) Departments to plan student's Project Exhibition at department level as per past practice. The schedule be such that we get a chance to visit each dept. to view the students project. Projects should be innovative/Quality must be ensured. No budget constraint for Innovative/Good projects as discussed. HoDs to plan accordingly. (c) Visit of first year students to Project exhibition@ dept. level can be organized. Dean First year/Group HoDs to note. (d) HoD IT suggested that final shortlisted students projects @ Innotech, we can ask these students to write/publish papers in quality journals & incentivize them. HoD IT to put up the proposal. We will examine.	Para 7 (a) HoD CE Para 7 (b) HoDs Para 7 (c) Dean First year & Group HoDs Para 7 (d) HoD IT
8.	**Discussion on Slow Learner Name finalization/ Action taken**	(a) JD stressed on timely identification of slow learners and necessary action so as to ensure their improved performance. (b) As per the suggestion received during CRs meet to change the name of 'Slow Learners' to some other name, Dean A is working on the same / new name shall be finalized soon and will be effective from new session.	Para 8 (a) HoDs Para 8 (b) Dean A
9.	**Others**	(a) HoD-HS shared about change in first year marking scheme (i.e. As per AKTU scheme). Accordingly, minor revision in time table will be done. HoDs to cooperate. (b) Also, as per new teaching scheme (first year) – Sports and Yoga/NSS (*100 marks - * Compulsory Qualifying Audit Course) included. It was instructed that the said activities should be organized in letter and spirit. The activities can be conducted through Clubs. Group HoDs (First year) to note/prepare activity calendar in consultation with Dean B.Tech first year accordingly.	Para 9 (a) HoDs Para 9(b) Dean First year & Group HoDs

		We need to involve students to participate in these activities. Assignment of marks/assessment accordingly be ensured in second semester. Dean B.Tech First year & Group HoDs to note.	**Para 9 (c) Dean A**
	(c)	As per new scheme (B.Tech First year), internal exam will be of 30 marks & external of 70 marks. Accordingly, attendance & TA marks distribution will be circulated by Dean A.	
	(d)	Head SDFS shared that approx. 132 students have registered (till date) for KIET-EPAM system technical language training program (03 domains) commencing from 3rd /4th Nov'22. Schedule/final list will be notified by Head SDFS. Attendance be given to these students. HoDs to note.	**Para 9 (d) Head SDFS/ HoDs**

The meeting concluded around 11:40 am with a note of thanks by Joint Director.

03-11-22

Dr. Manoj Goel
Joint Director

Distribution: All concerned

Participants: Joint Director, Deans, Principal-KSOP, HoDs, Group HoDs (First year), Mr. Arvind K Sharma (Head CRPC), Dr. Binkey Srivastava (Head AEC), Mr. Anup Srivastava (Registrar)

Chair: Dr. (Col) A Garg, Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	**Opening Remarks & Few updates**	Director welcomed all members to the September month meeting of academic council. He resumed meeting giving an outline of day's major deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) Thank you TEAM!! NBA VISIT 16-17-18 Sep'22 successfully concluded. Let's hope for BEST of results. (b) Best wishes!! HoD MCA - Dr. Arun Tripathi, HoD CS - Dr. Ajay K Shrivastava, Head-Career Counselling Centre (CCC) - Mr. Komal Mehrotra, HoD HS (c) IIRF 2022 Engineering Ranking Certificate (for Academic Excellence) from Education Post Magazine. (d) 5th Advisory Board Meeting held on 27 Aug'22. (e) Smart India Hackathon (Hardware Edition) successfully organised (25th - 29th Aug'22). (f) 10 students of the first batch of 'Hero Skill Development Centre' were selected at Hero MotoCorp dealerships in the placement drive conducted at KIET. (1 Sep'22) (g) Teacher's Day Celebration, Official launch of 'KIET Anthem', CV Raman Award, Felicitation-OBE Resource person, Felicitation of wards of faculty/staff (Meritorious). Very well organized!! (h) ISO External Audit (21 Sep'22) (i) Dr. S A Kannan, Sr. Scientist and Engineer, Indian Remote Satellites (IRS) & Small Satellite System (SSS), ISRO Satellite Centre, Bengaluru visited KIET on 26th – 27th Sep'22. (j) **Office Orders** - Internal Complaints Committee (ICC) for A.Y. 2022-23, Re-Constitution of Institute's Proctorial Board, Award Policy to motivate Female (Students/Faculty/HelpingStaff members), Appointment of HoD-CS & Revision- Appointment of HoD-MCA, Constitution of Career Counseling Centre (CCC). (k) Dr. Anil Ahlawat (Dean A), Dr. K. Nagarajan (Principal KSOP) & Dr. Parul Grover (KSOP) received 'Best Teacher Award', felicitated at AKTU campus on Teacher's Day (5 Sep'22) (l) Mr. Praveen Kumar Dixit (KSOP) received the 'Outstanding Teacher Award' in a virtual ceremony organized by Indian Pharma Educational Society (IPES), Lucknow for his recognition of outstanding contribution to academic achievement. (5 Sep'22) (m) Dr Preeti Chitkara, Head PR&IR was invited by MS Talks, an international forum, as a Panelist & Guest of Honour at the event 'Skill India Business Awards' in India International Centre, New Delhi. She moderated a session on the topic 'NEP &	

Internationalization of Higher Education.' (24 Sep'22)

(n) Mr. Sudhans Shekhar Pandey, Asst. Professor in CSIT has successfully completed AWS Academy Educator Certification and AWS Cloud Foundation Certification through Edu Skill. Now he is an authorized AWS Educator and can enroll our students for various AWS courses available on AWS platform.

(o) KIET Alumni Dr. Aarushi Jain (CSE, 2015) appointed as an Assistant Professor in IIM Amritsar. (26 Aug'22)

(p) Mr. Hardik Srivastava, ME 4th year has independently developed an EV bike. (26 Aug'22)

(q) KIET Alumni Ms. Saumya Sharma (ME, 2019) selected for MS (Design Science) at the University of Michigan-Ann Arbor. (27 Aug'22)

(r) Team INVINCIBLES achieved the 'Best Appearance Award' in SUPRA SAE INDIA 2022 held from 22nd - 25th August.

(s) Team Quark and Team 7 (both from Innogeeks Club) emerged as a winners and received cash prize of 1 lakh rupees each in the Smart India Hackathon (SIH-2022). (28 Aug'22)

(t) Mr. Gurjeet Singh (EN) of Team EV BOASTER won First Prize (INR 1,25,000/-) in 'DecodEV' Hackathon held at IIIT-Delhi campus. (10 - 11 Sep'22)

(u) Director read out the various events in departments held in last month including **Expert Talk, Hindi Diwas, World Pharmacists Day, World Green Building Week** etc.

(v) Director informed the house that an Office Order will be issued this week regarding 'Relaxation of fee for wards of faculty/staff.'

(w) **NCRTC** is organizing an event for girls & women of nearby villages in KIET on 17th Oct'22 to increase awareness on RRTS/various facilities. Our girl students may also take part.

	Para 2(w) **Dean B.Tech** **1st year, HoDs,** **Addl. Head IIPC**

(x) Joint Director emphasized that we must improve our results. He also conveyed that HoDs need to identify the training need of students & should discuss with Head SDFS. We have hired few faculty who have worked as trainers for this purpose in their previous organizations & they can help out.

Para 2(x)
HoDs &
Head SDFS

(y) All the students should come before 9.05 am in their classrooms. HoDs to give clear instructions to all faculty for not giving the attendance of such students who have come after 9.05 am.

Para 2(y)
HoDs

(z) Dean A informed that there are many students who have not done their registration till date. We should strictly take action against them. Registrar to coordinate with all HoDs.

Para 2(z)
Registrar &
HoDs

(aa) He further elaborated that all HoDs must take action on all points highlighted by NBA Expert team.

(bb) Director instructed the house that student's attendance for appearing in various CTs/PUEs has to be improved. He will use **'Director's discretion'** very specifically as per policy.

2.	**Placement Updates by Head CRPC**	(a) Total – 1109 placement offers & 802 students placed till date (b) Out of 1345 registered students, 57% students are placed. (c) He informed that Team CRPC is doing regular calling to all the major companies for campus selection in view of upcoming festive season. (d) Head CRPC requested all the HoDs to intimate all 2022 batch students that they will soon get their offer letters which may be on hold for now. (e) Head AEC also presented the unplaced student's data of 2020, 2021 & 2022 batch. She also intimated that we are calling these students through her team & FACs. (f) Head CRPC suggested we should plan a 3-days placement drive for these unplaced students to help them getting placed soon. All the house given their consent for the same.	**Para 2(f)** **Head CRPC**
3.	**Presentation by Registrar**	(a) A document was presented by Registrar regarding summary of current backlogs. (b) No. of students with backlogs are 242 and 102 students are there who have not passed out till date. (c) After a brainstorming session, it was decided that the policy for the same would be formulated & to be issued subsequently.	**Para 3(c)** **Dean A / HoDs**
4.	**Research Updates by Dean R&D**	(a) Dean R&D presented Research updates through a brief PPT. (b) **Research Incentives of Rs. 9,15,529/- has been given to faculty members in A.Y. 2021-22.** (c) Presented the details of Research Grants proposals (in progress) & also the summary of patents/copyrights Published/Granted/ Registered. (d) New policy framed – Research Projects / Grant Advisors (External members). Dean R&D given the relevant details to the house. (e) Visit/Interaction Session held – **Dr. S.A. Kannan, Sr. Scientist (ISRO).** Well received by students. (f) Awareness Sessions by renowned scientists also planned in coming month. We will organize an Awareness Seminar during 'World Space Week' on 7th Oct'22.	
5.	**IEC Updates by Dean IEC**	(a) Dean IEC informed that one consultancy with **'Pharma Beistand'** was done in last month. (b) He will organize weekly interaction/meeting along with Comdt. Prasad, Addl. Head IIPC & DGM TBI for frequent industry interaction. (c) Presented the details of sessions attended by students in last month related to Innovation. (d) Faculty IIC coordinators should work more efficiently. HoDs to ensure for strict compliance. (e) Director directed that all the ARIIA raking related work must be done before last date i.e. 30 Sep'22. **Priority.**	**Para 5(b) & 5(e)** **Dean IEC** **Para 5(d)** **HoDs**
6.	**Updates by Convener, VE Cell**	(a) Convener VE Cell suggested that student's mentoring should be done on emotional basis rather doing it mechanically. (b) He further informed to the house VE Cell is planning to organize a workshop for faculty members in February (in between University Exams).	

7.	**Discussion regarding Adjunct Faculty**	(a) Dean A presented a draft proposal for appointment of Adjunct Faculty & given relevant details. (b) According to this, the target is 2 faculty per department. Minimum amount is Rs. 2,000 per hour. Dean A to issue the policy on priority. (c) All HoDs must ensure that **Adjunct Faculty** in their respective departments to be appointed at the earliest.	**Para 7(b) Dean A** **Para 7(c) HoDs**
8.	**Strategy for Advanced Learners**	(a) Director discussed that we should focus on Advanced learners. Presently we are focusing on slow learners only. Further, he suggested we should use our hired trainers for advanced learners. (b) After a brainstorming session, it was discussed that we can identify the serious students & attach them to the advanced learners. It will improve peer-to-peer learning concept. Various suggestions from HoDs were also considered. (c) Dean ITS along with Head SDFS to prepare a final draft regarding this. Other departmental Heads was also instructed by Director to prepare a draft & discuss. (d) **Joint Director given the target to all HoDs – 5 students (from each circuit branches) & 3 students (from ECE branch) should be above 50 LPA package.**	**Para 8(c) Dean ITS, Head SDFS & HoDs** **Para 8(d) Head CRPC & HoDs**
9.	**Awareness on Different National/ International Standards by Head SDFS**	(a) Head SDFS discussed about various National/International Standards e.g. **ISO, ISI, Ghost** etc. and their application in Industry. (b) He suggested we must organize Awareness sessions on Indian Standards by these companies. Most of the companies are providing the resource persons on their own. (c) After discussions, HoD ME – Dr. Ashish Karnwal volunteered to start the Student Club in his department for which approval was accorded. (d) Head SDFS also suggested to sign a MoU with **BIS (Bureau of Indian Standards)**. He will send an official mail in this respect to HoD ME.	**Para 9(c) HoD ME** **Para 9(d) Head SDFS**
10.	**Closing Remarks**	(a) Director read out some points mentioned by Prof. Prem Vrat in Advisory Board meeting & directed that his points must be implemented on priority. (b) Alumni Connect to be strengthened. All the advisory board members emphasized on this point. Head AEC to note. (c) Director opined that we shall plan to make a '**Data Cell**' in every department which will consist of 1 faculty plus 1 non-teaching staff. This practice will reduce administrative load of faculty members. HoD CSE to prepare a draft. (d) At last, Head AEC informed the house regarding **Alumni Meet-Bangaluru Chapter** on **8th Oct'22** and requested all to disseminate this information to all connected alumnis.	**Para 10(b) Head AEC** **Para 10(c) HoD CSE**

The meeting concluded at 1:20 pm with a note of thanks by Director.

Dr. (Col) A Garg
Director
07 OCT 22

Distribution: All concerned

Participants: Joint Director, Deans, Principal-KSOP, HoDs, Group HoDs (First year), Mr. Arvind K Sharma (Head- CRPC), Dr. Atul Kant Piyoosh (Assoc. Dean OBE), Dr. Parita Jain (Asst. Dean A), Dr. Parvin Kaushik (NIRF Coordinator), Dr. Binkey Srivastava, Head AEC

Chair: Dr. (Col) A Garg, Director

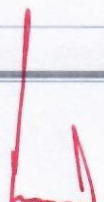| S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the August month meeting of academic council. He resumed meeting giving an outline of day's major deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) KIET has received 6 Certificates of Citation by AKTU in a felicitation ceremony. (b) 'Diamond Band with A+ Grade in OBE Rankings 2022 by R.World Institutional Ranking. (c) National Happiness Unicorn Awards (1st Edition) – very well received. (d) Visit Plan – Dr. Vikas Kumar on 26-27 Aug. (e) Advisory Board meeting on 27th Aug in blended mode. (f) NBA Expert Team visit (CSE, IT, ECE, EN, ME, MCA) in 16-18 Sep'22 - (g) Release of Academic Process Handbook for A.Y. 2022-23. (h) 'Code Tantra' Platform – Pilot Project (CSE/IT/MCA) (i) Scholarship Scheme for A.Y. 2022-23 Admissions & Admission Policy for the wards of KIET employees is approved by Management. (j) SIH-2022 (Hardware Edition) is being hosted by KIET. Best wishes for the successful conduction. (k) MoU Signed with ASSOCHAM- GEM (Green Energy Management). (l) 1st year admissions will be delayed. Classes of all years must run smoothly. We must maintain discipline between the students. HoDs to ensure. (m) We must focus on student's training other than curriculum. Suggestions can be taken by various faculties who came from AKG, NIET etc. (n) Academic Planning PPTs by all departments were appreciable. (o) Director read out the various events held in last months including **OBE Workshops, Manthan, Interaction with Dr. Naveen Jha, Independence Day celebrations etc.**	**Para 1 (l) HoDs**

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		(p) Joint Director emphasized that we must maintain discipline between students strictly. Faculties should not give attendance to defaulter students. HoDs to ensure.	**Para 1 (p) HoDs**
		(q) He also conveyed the importance of successful conduction of SIH-2022 & instructed for the same.	
		(r) Dean A said we must give focus on NIRF related work on priority.	
		(s) He further informed the house that NBA (6 departments) is schedule in September. All the HoDs must prepare themselves with all the required data.	**Para 1 (s) HoDs**
2.	**Placement Updates by Head CRPC**	(a) Head CRPC congratulated for 'Happiness Unicorn Award'. (b) Total – 596 Job Offers & 482 Placed (c) Infosys – Interviews & results in this week & IBM – 2 drives in this week scheduled (d) He informed that around 800 students still not placed. We are working on it. (e) He updated the house that big companies are freezing their hiring (e.g. Google for next 6 months). Recession is slowly coming in developed countries like US. We should focus to place our students in core branches also other than CS related branches.	
3.	**Research Updates by Dean R&D**	(a) Dean R&D presented Research updates through a brief PPT. (b) 40 Research faculty finalized by R&D Team for Session 2022-23. Details of privileges given to them were also presented. (c) Team R&D recently visited DRDO, New Delhi. Two Research Grant Proposals also submitted. (d) Faculty mapping for all four Research board of DRDO was presented and identified areas for research mapped with various DRDO Boards – Armament, Aeronautical, Naval, Life Sciences etc. Director emphasized that we must utilize these to the maximum. (e) Interaction Sessions in 'Research Areas' held & also planned in coming months.	
4.	**IEC Updates by Dean IEC**	(a) Dean IEC informed that SIH-2022 is coming & we are trying to make this a huge success. (b) He requested HoDs to assign IIC coordinators from their respective departments for smooth coordination for IEC activities. (c) He said that we are still lacking in consultancy part & we are continuously working for the improvement in this area.	**Para 4(b) & (c) HoDs**
5.	**Presentation by Dr. Parita Jain**	(a) Dr. Parita, Asst. Dean Academics presented ppt related to **Academic Process Handbook (2022-23).** (b) Dean A requested all HoDs to personally finalize all the assignments, PUE question before giving it to the student. (c) **'Academic Vigilance Committee'** should be headed by HoDs. Academic proforma in this regard should also be filled. (d) Dean A highlighted that we should not deviate the AKTU curriculum in any case. It was decided that PUE is compulsory for all students. No make-up test will be assigned in place of it.	**Para 5(b) & (c) HoDs**

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6.	NIRF Presentation by Dr. Parvin Kaushik	(a) Dr Parvin Kumar Kaushik briefly presented the ppts regarding KIET Data submission for NIRF Ranking-2023. He started discussion from KIET NIRF Ranking 2022 and focused to create the awareness regarding our obtained All India Ranking-NIRF 2022 among our faculty members & students and outside interaction. He also emphasized that out of 5 broad NIRF parameters (17 Sub-parameters), KIET-Engineering obtained improvements in 4 broad NIRF parameters (12 Sub- parameters) as compared to last year. Appreciable.	
		(b) He discussed all the 5 broad NIRF parameters with 17 NIRF sub-parameters and their essentials requirements & importance for KIET Data submission for NIRF Ranking-2023.	
		(c) Director directed that we continue the recruitment of faculty members with Ph.D. degree as far as possible and improve Faculty-Student Ratio.	**Para 6(c) Head HR**
		(d) It was discussed that all the HoDs must motivate and create the awareness our B.Tech students & faculty members by our robust publication incentive policies as conference fee reimbursement & SCI/ESCI/Scopus indexed Journal incentives and make compulsory for Scopus Indexed Journal/ web of science indexed conference publications/patents as their final year projects outcome for Combined Metric of Publications (PU).	**Para 6(d) Dean A, Dean R&D & HODs**
		(e) It was also discussed that Assoc./ Asst. Head DRC of each Deptt. should be encouraged to complete his/her responsibilities as per guidelines from office of Dean R&D for creating the faculty group with students and motivate each group members for citations of KIET publications for NIRF-Combined Metric for Quality of Publications.	**Para 6(e) Dean R&D & HODs**
		(f) It was further discussed for implementation of final year projects outcome and motivate B.Tech students & faculty members for getting publications incentives.	**Para 6(f) Dean A & HODs**
		(g) Dr. Parvin Kumar Kaushik emphasized to organize web of science indexed conference and give priority to KIETians for quality publications.	**Para 6(g) Dean R&D & HODs**
		(h) Director directed to continue the practice to organize at least one International conference in every two years.	**Para 6(h) HoDs**
		(i) Director directed that if any faculty goes for FDP/Expert Lecture in any institution and the amount is received in KIET account, KIET will provide the same honorarium with 10% more to them as motivation and representation of KIET at Outside. Dean R&D to examine to formulate the policy regarding this.	**Para 6(i) Dean R&D**
		(j) Also, a policy should be made for student's **funding grant activity.** Students who are getting scholarship or participating in activities organized by private/govt. agencies should be reimbursed & it should be routed through KIET as a consultancy amount. Dean SW & Head SDFS to examine the feasibility and formulate the policy.	**Para 6(j) Dean SW & Head SDFS**

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		(k) It was discussed that all our students will be traced and efforts to be made for getting their placements/higher studies offers. CRPC, Deptt. placement coordinator, KIET Alumni cell, KAA will plays an important role for it. Important aspect to be concern. (l) Director proudly shared that KIET management approved the students scholarship policy for Outreach & Inclusivity outcomes and directed to Dean (First Year) to share among all HoDs. (m) Finally, NIRF Ranking-2023 data submission time frame, awareness session for each deptt. by NIRF Team, Proposed Targets for Engineering, Pharmacy, Management and Overall categories were discussed. Director directed for doing the best for accomplishments.	**Para 6(k)** **Head AEC & Head CRPC** **Para 6(l)** **Dean B.Tech 1st year**
7.	**OBE Presentation by Dr. Atul Kant Piyoosh**	(a) Assso. Dean OBE briefly presented the ppt regarding OBE for upcoming NBA visit. (b) He presented the different internal visit schedules & related contents for HoDs to be followed while making their departmental presentations for NBA. HoDs to note. (c) Director discussed with the house regarding Project Based Learning & CO attainments. After a brainstorming session it was decided that departments should make the PPTs in such a way that every question by NBA experts must be answerable. Also, all the notice boards should be updated regularly.	**Para 7 (b)** **HoDs**
8.	**Closing Remarks**	HoD CS thanked Director, Joint Director, Deans & HoDs for all the support provided to him during his tenure. The house offered their best wishes to him for his future endeavors.	

The meeting concluded at 1:50 pm with a note of thanks by Director.

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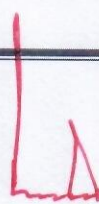Dr. (Col) A Garg
Director

Distribution: All concerned

Participants: Joint Director, Deans, HoDs, Group HoDs (First year), Mr. Arvind K Sharma (Head- CRPC), Dr. Parita Jain (Asst. Dean-A), Dr. Surya Prakash & Dr. Sartaz Ahmad – NIRF Coordinators.

Chair: Dr. (Col) A Garg, Director

S.N	Agenda	Points of Discussion / Decision Taken	Action by
1.	Opening Remarks & Few updates	Director welcomed all members to the July month meeting of academic council in virtual mode. He resumed meeting giving an outline of day's major deliberation points & shared updates since last ACM for information of House. **Few important updates:-** (a) Governing Council Meeting - Held on 30th Jun'22. MoM circulated. (b) NIRF Rankings 2022 - Complimented team for Institute positioning at 187th Rank (Engineering) and 97th Rank (Pharmacy). Let us continue our efforts for improved ranking next year. (c) Revised Vision & Mission Statements - Got approved by the Governing Council of KIET. The same has been notified to KIETians by Office of Dean A for implementation w.e.f. Academic Year 2022-23. (d) Advisory Board Meeting will now be biannual. Second meeting proposed in Aug'22. For information. (e) Two Office Orders issued - 'Constitution of Board of Studies (Department - BoS)' & Appointment of HoD - Department of CSE (AI& ML) & CSE (AI). (f) Registration & Commencement of Odd Semester - Tentatively planned in 3rd/4th week of Aug'22- Related notification will follow. All preparations must be complete before a week of the commencement of semester. Very important. HoDs to note. (g) ERP - We will continue with existing ERP & further strengthen it. The proposal to outsource the same has been dropped as of now. However, we will go for ISO Certification of KIET -ERP to make it more robust. Dean ITS to note/discuss. (h) Departmental meetings - Must be held regularly & every faculty should attend it. Minutes of meeting must be shared by 20th of every month to the office of Director & meetings be made participative on quality circle concept. Share with them Institute vision, involve team in decision making, understand their concerns (if any)/ support. Quality teaching/labs/projects have to be focused on. Institute policies be implemented religiously. (i) Academic Audit - This practice has been started. Observations by the team will need to be implemented in letter & spirit. (j) Joint Director continued further and stressed on the following:- ▪ Academic activities should be our prime responsibility.	Para 1 (c,j) Deans/ HoDs/FHs/ NIRF team Para 1 (f) HoDs & Dean A Para 1 (g) Dean ITS Para 1 (h,i,j,k) HoDs

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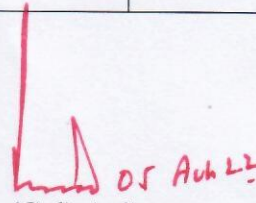|			
2.	**Placement Updates by Head CRPC (Batch 2022 & Batch 2023*)**	(a) Batch 2022 placement has officially been closed. Overall placement 95% - Appreciated by the House. (b) Batch 2023 - Placement has started. Head CRPC shared about test updates in EPAM, Lowes, Flipkart etc., Action plan & Placement target (1 crore LPA) for this batch. Best wishes! (c) Director opined that specific training requirements w.r.t. any company, if need be planned for sure. Head SDFS & Head CRPC to chalk out the details/discuss plan with undersigned. (d) NIRF 2022 result - Graduates outcomes, we did well but score is less than expected. Head CRPC to work out on the action plan for NIRF 2023.	**Para 2 (c)** Head SDFS& Head CRPC **Para 2 (d)** Head CRPC
3.	**Research Updates by Dean R&D & Publciation of KIET Journal – Update by Prof. Incharge Library**	(a) Dean R&D presented the NIRF criteria -Research & Professional Practice analytical report. He also shared about various methods to increase citations. It has a substantial weightage. (b) Students be motivated to undertake good projects for better outcome. (c) Research faculty for session 2022-23 be nominated. Form floated. HoDs for the needful. (d) Session by Dr. Vikas Kumar, Distinguished Scientist successfully organized (8 Jul'22). Very informative session. (e) Approx. 14 research proposals for applying to various funding agencies have been circulated. HoDs to motivate faculty to apply. (f) Further, HoD CSIT & Prof. Incharge Library, Dr. Abhinav briefed about the proposal received from Sage Publications & proposal from Springer (yet to receive). Prof. Incharge Library to put up the comparative analysis so that we can take an informed decision.	**Para 3 (b,c,e)** HoDs/ Dean R&D/ Dean A **Para 3 (f)** Prof. Incharge Library
4.	**IEC Updates by Dean IEC**	(a) ARIIA (2022) portal is open for data filling and the last date is **31 Aug'22**. Data compilation is in process. Further, ARIIA will be merged with NIRF from next year as shared by Dean IEC. (b) IRCDC – 03 Projects (In process) (c) NABL update – NDT consultancy worth Rs. one lakh received. Consultancy we need to improvise/be focused on. Dean IEC to discuss the approach/modalities w.r.t. it with Joint Director. (d) IEC calendar of activities – In process. Will be notified.	**Para 4 (a,c,d)** Dean IEC
5.	**VE Cell – Updates by Convener VE Cell**	(a) 07 faculty have attended the UHV FDP in June. July nomination – In process. (b) Convener VE Cell to give the numbers to departments to take part in FDPs as required. (c) YoL Happiness App - Briefed by Convener VE Cell. Let's participate actively/encourage students.	**Para 5 (b)** Convener VE Cell **Para 5 (c)** Deans/ HoDs
6.	**NIRF 2022 Ranking Analysis – PPT**	(a) Coordinators NIRF- Dr. Sartaj (Engineering) & Dr. Surya Prakash (Pharmacy) presented the detailed analysis parameter wise. Dr. Sartaj to discuss FQE & FSR separately with Joint Director to understand the gaps/for more clarity. (b) It has been proposed to admit students from outside State. It holds weightage in NIRF. Dean First year to note.	**Para 6 (a)** Dr. Sartaj **Para 6 (b)** Dean First year

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7.	**Salient features of Project Policy-PPT**	(a) Dr. Parita Jain (Asst. Dean A) presented the policy on 'Outcome based project guidelines'. The proposed policy was well received by the House to be shared with all HoDs for comments before finalization. Dean A to note. However, any department having any concern with respect to its implementation, may discuss separately/put up note based on department need for approval by the undersigned through Dean A.	Para 7 (a) Dean A & HoDs
8.	**Progress of Slow Learners**	(a) HoDs shared the progress/count of Students in slow learner category. HoDs to share the list with Office of Dean A. (b) Director opined that HoDs to ensure that slow learners get the necessary support/continue class till the date of exam (online/offline) and model test paper should be given to these students for practice.	Para8 (a,b) HoDs
9.	**Project Based Learning (PBL) – Department Planning**	(a) Dean A concisely presented his views on proposed policy 'Project Based Learning' & expectations from the department. A brainstorming session was held. Dean A to share the proposed policy draft to Dr. Shailendra K Tiwary for his views/modification as per his understanding and put up again for a discussion. (b) HoDs shared the details w.r.t. PBL planning in their departments.	Para 9 (a) Dean A & HoD CE
10.	**Number of Projects- Final outcome in terms of Patents/ Publications**	(a) Patents 2021-22 – Good numbers. We should be consistent in our efforts towards enhanced numbers in coming years. HoDs & Dean R&D to note.	HoDs, Dean R&D
11.	**Others**	(a) Academic Process Handbook (Draft) - Dean A to discuss. (b) Students discipline in campus – We all must ensure.	Deans/ HoDs/FHs/ faculty

The meeting concluded at 2:45 pm with a note of thanks by Director.

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Dr. (Col) A Garg
Director

Distribution: All concerned