KIET Group of Institutions

<u>Minutes of CR Meeting – B Tech Final Year</u>

(Held on 08th November 2019)

Chair: Director, Dean Academics

Participants: CRs of B.Tech Final Year.

S.N	Agenda	Point of Discussions	Action to be taken
1.	General	• **Dean (A) concerned** about to start moodle so that the aptitude classes can be run in all branch • **Student's concern:** preparation classes for competitive exams should be provided from 03:00 PM to 05:00 PM in campus.	- All HoDs
2.	Additional Skills	**Student's concern:** • Additional Skill classes neither are nor filling the gap between practical knowledge and real life issues. • The additional skill subject should be open to all students so that students can choose the subject as per their interest. **Dean (A) Suggested:** • Additional skill subject should be practical oriented.	- All HoDs
3.	Projects	**Student's concern:** • The basic training should be provided to the students for projects. • Freedom should be provided to explore about the new technology and interest before selecting the topic for project. • Students are compelled to choose the topic of the project from pre-defined list. • New ideas should be initiated. • A panel of teachers from all the departments should be framed to decide on the idea of the student for project.	- All HoDs

		• Student are lacking in their interest. So a trainer from the industry should be hire for the providing the guidance to student in their project. • A coding competition should be start in 1st year, which can help students to clear basic concepts. • No interaction with faculty. A proper guidance should be provided. • An open session should be organized on weekends where students can present their idea/topic so that other can get the knowledge.	
4.	Internship	**Student's concern:** • Internship should be provided in the core branch companies to final year students. • After final year, a hand on knowledge should be provided, so that students can gain core knowledge. **Asst. Dean Academics** suggested that direct tie-ups with core branch companies may be initiated. **Director Suggested:** Projects are more important than internship.	- All HoDs - Addl. Head (IIPC).
5.	Lab timings	**Student's concern:** • Duration of labs should be reduced. 2 hrs. Lab not a good idea. • Maximum lab time should be 30 minutes so that 1.5 hrs may be utilized by students for other activities. • Lab practical are very out-dated. • In Labs, some quizzes may be initiated rather than to make a practical file or to do practical repeatedly.	- All HoDs

6.	**Soft Skills**	**Student's concern:** • English speaking environment is required which should be initiated from 1st year. • A communication skill should be encouraged rather than a particular language. • Group discussion has no use.	- HoD (HS)
7.	**Placement**	**Student's concern:** • Student reported that the companies are firing the students after completing two modules or training. • Most of the students did not get their offer letter till yet.	- Head CRPC
8.	**Library**	**Student's concern:** • The books provided by book bank are not good. • Content has no use. • Quality is very bad	- Librarian
9.	**Career Counseling**	**Student's concern:** • Career counseling should be provided for core branch as well. • Most of the students have to do self exploring as per their specialization.	- Coordinator CGC

Dr. Anil K. Ahlawat

(Dean Academics)

Distribution: Director, Joint Director & concerned HoDs.

KIET Group of Institutions

Minutes of CR Meeting – MCA, MBA & B.Pharm

(Held on 07th November 2019)

Chair: Director, Joint Director, Dean Academics

Participants: CRs of MBA, MCA & B.Pharm.

S.N	Agenda	Point of Discussions	Action to be taken
1.	General	• **Dean (A) motivated** to provide feedbacks, suggestions related to academics e.g. placement, and attendance, etc. as a whole that can contribute in overall improvement in KIET group of Institutions. **Student concern:** **MCA 2nd Year** • The spoon-feeding-based teaching should be stop. • Tea break after two lectures as students feel starved due to back to back lectures or something should be delivered from canteen during the lectures. **MBA 1st Year** • The presentation based classes should be more interactive. • Compulsory payment is imposed on the students for tea and newspapers. **MBA Final Year** • UGC-Net exam preparation classes should be arranged. • One system is demanded by the students to put complaints, suggestions, informing about any issue in KIET like water leakage etc or it can be done by ERP. **B.Pharm 3rd Year** • Most of the books from book bank do not cover content as per syllabus	- HoD (MBA) - HoD (MCA) - Principal (KSOP)

		though faculties provide notes etc. **Joint Director suggested:** Faculty members should update students regarding latest news.	
2.	**Additional Skills**	**Student's concern: MCA 2nd year** • Students are getting less time for the self-study. • Reduce the number of classes for value-added courses. • Requested to make additional subjects as an optional because many students of the class are not willing to pursue these additional subjects as compulsory-based.	- HoD (MCA)
2.	**Subjects Assignments**	**Student's concern:** • Student discussed about the burden they face in doing assignments and asked for the replacement of assignments. • Students found additional assignments as compulsory, instead, student are more interested for practical based assignments in which topic selection should be done by the students only.	- HoD (MBA) - HoD (MCA) - Principal (KSOP)
3.	**Learning Sessions**	**Student's concern:** • Time-management sessions should be there along with resume, GD, Mocks based sessions. • Sessions from industry and by senior students should be there for peer to peer learning.	- HoD (MBA) - HoD (MCA) - Principal (KSOP)
4.	**PUE Examination**	**Student's concern:** • **B.Pharm :** performance may be affected due to the scheme of PUE. • They hardly get time to prepare well and cover whole syllabus for PUE within short span of time. • PCI is made compulsory and marks should be divided • There should be 1-day leave after each exam.	- COE - HoD (MBA) - HoD (MCA) - Principal (KSOP)

		• Less weightage should be given to PUE as it will affect the overall percentage and passing marks are 50 which are difficult to score. • Students further recommended for 1-hour CTs. • Only two CT's should be there as defined by PCI. **Joint Director suggested:** Will try to revise the scheme of PUE.	
5.	**Soft Skills**	**Student's concern:** • **B.Pharm:** Number of soft skill classes should be increased.	- HoD (HS)

Dr. Anil K. Ahlawat

(Dean Academics)

Distribution: Director, Joint Director, concerned HoDs & Controller of Examination.

KIET Group of Institutions

Minutes of CR Meeting – B Tech 3rd Year

(Held on 06th November 2019)

Chair: Director, Joint Director, Dean Academics

Participants: CRs of B.Tech 3rd Year.

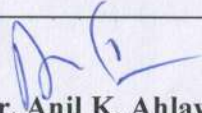| S.N	Agenda	Point of Discussions	Action to be taken
1.	General	• **Dean (A) clears** the purpose of the meeting and motivates the CRs to give their valuable feedback. • **Dean (A) concerned** about the student attendance, no option available to manipulate the attendance on AKTU portal. • **Dean (A) described,** Make-up test will be organized for the students who had unavoidable conditions. • **Student's concern:** before one PUE, there will be one day off for preparation. • CTs may be avoided on Saturday's especially for GATE students. 2 tests in one day may be conducted. • Some buses may by be allowed to depart at 07:00 PM in the evening.	- COE - AO
2.	Subjects /Practical related	**Student's concern:** • Cyber security should be the subject in more depth. Students are only getting the basic knowledge for the same. • ME dept. students reported, no lab available for Mechatronics (elective subject). • There should be printed practical in practical labs rather than written practical.(most of the dept. follow the same) • No proper introduction/guidance is given to the students initially (in first year) about the subjects. So students get confused during the selection of subject (elective) and could not focus. • A path base learning is required. **Director suggested:** • Trying to initiate a Lab for Cyber	- HoD (CSE) - HoD (ME) - HoD (AS)

		Security in January 2020. • A minor specialization should be provided to the students in 1st year. • The path base learning should be introduced in 2nd year.		
3.	**MOOCs Courses**	Dean (A) described the objective of MOOCs courses i.e to get exposure in to the ICT, Industry's, IIT's. **Student's concern:** • Many students are selecting the same subject as MOOC and share the assignment. • MOOCs course/subject should be selected by the students freely. • MOOC assignment should be considered as classroom assignment, but this is not happening actually. **Joint Director suggested:** There should be common MOOC for all students.	-	All HoDs
4.	**Placement**	**Student's concern:** • No proper platform is available for students for coding. • The students should be motivated from the 1st year. • 1st year students have enough basic knowledge from their school years, so the coding should be a part of normal curriculum from the 1st year. • More labs are required for coding. • Mock placements drive should be conducted for final year students as well as for 3rd year students. **Director suggested:** A culture should be developed so that any department can do the coding.	-	Head CRPC

5.	**Additional Skills**	**Student's concern:** • The frequency of the classes for additional skills subject should be increased.(Majority of the students were agreed) • The technical clubs should be merged in Additional skills. • Some load may be reduced so the student may join technical clubs/additional skills. • Elective subject's lectures may be reduced.	- All HoDs
6.	**MADE Easy**	**Student's concern:** • Basic concepts are not clear. • More classes should be arranged to clear basic concepts. • Willing to attend classes by own faculty members for competitive exams. • In EN dept, no language classes as additional skill subjects. • An environment should be introduced according to the pattern of the competitive exam like civil services.	- All HoDs
7.	**Soft Skills**	**Student's concern:** • Minimum attendance criteria should be set to increase the strength of the students in soft skill classes. • E-booster classes are very beneficial, but students are not taking it seriously due to the lack of awareness. • In 3rd year, the teaching pattern should be English medium. **Director Suggested:** English speaking environment should be developed.	- HoD (HS)

8.	Project Based Learning	**Director described,** • Outcome oriented projects i.e Conference paper/Research paper/Patent etc. should be there. • Project will be allocated from 5th semester. **Student's concern:** • The project should be interdisciplinary in nature. • Project allocation has been done only in IT & ECE dept. • SSB coaching is beneficial and should be open for 3rd year also. • 3rd year students & 2nd year students should be in a same group. • The interaction session for 3rd year students with final year students should be arranged. • Student Alumni Coordinator may be arranged so that the interaction with Alumni's will be done through the student.	- All HoDs
9.	Some Additional issues	**Student's concern:** • The focus should be on core technical knowledge. • More Industrial Visits should be arranged i.e 2-3/semester. • The time of visit should be increased in the company during the industry visit.	- All HoDs

Dr. Anil K. Ahlawat

(Dean Academics)

Distribution: Director, Joint Director, concerned HoDs, Head CRPC, Controller of Examination, Admin Officer.

KIET Group of Institutions

Minutes of CR Meeting – B Tech 2nd Year

(Held on 05th November 2019)

Chair: Director, Joint Director, Dean Academics
Participants: CRs of B.Tech 2nd Year.

S.N	Agenda	Point of Discussions	Action to be taken
1.	General	• Dean (A) clears the purpose of the meeting and motivates the CRs to give their valuable feedback. • Director aware students regarding the Cambridge English Test and its benefits. • College doing efforts so students can get certification without any cost.	
2.	Project/Assignments	**Student's concern:** • Student from CSE dept. reported that there is no interdisciplinary interaction platform available for students. • The home assignment should be provided and the marks can be given on each assignment (may be considered as internal marks) • Interdepartmental project development should be initiated. • A time should be specified to resolve the efficiency of the technical clubs. • Student described how we can find the live issue in the industries and lead the solution through the project. (majority of students were agreed) **Director suggested** to the student, provide the live example as a sample project.	- HoD (CSE) - HoD (ME)

(handwritten notes in left margin): Correct projects Identification / Out Come based / Composition
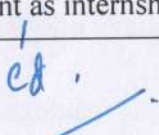
3.	**Technical Clubs/ Additional Skills**	**Student Concern:** • Reduce the number of lecture so the students can give their time to Technical clubs. • CSE/CO Dept. students: no choice provided to learn the additional skill subject. Mandatory to learn only JAVA or GATE classes. • EN Dept. students: no hardware is available in additional skill class results less practical work. More practical work required. • Civil Dept. students: Only C Language is provided in additional skill subject as choice. • Tutorial classes timing and Technical Club timings can be merged or adjust to provide the attendance. • A group can be created for the tutorial/remedial classes so that students, who don't require these classes, can be free.	- HoD (CSE) - HoD (EN) - HoD (Civil)
4.	**Sports/Cultural Events Activities**	**Student's Concern :** • Timing should be increase for sports activities for hostlers specially. • Interdepartmental competition should be organized. • The registration cost in any technical/cultural fest should be reduced for students (especially for KIET students). **Director described**, the reimbursement policy is there for students and the fee will also be reimbursed for last year as well.	- Dean (SW)
5.	**Remedial Classes**	**Student's concern:** • Facing problem due to back to back classes. • Remedial classes should be conducted on working Saturdays only.	- All Hods

6.	**Transportation**	**Student's concern:** • Buses are available only in the evening during CT's. • Student's participation in clubs is very less due to no bus service is available in the late evening. **Director Suggestion:** • Two Buses can be departed in the late evening i.e 07:00 PM.	- AO
7.	**Soft Skills**	Director described the importance of Soft Skills as a Hard/Technical Skills. **Student's Concern:** • Students have hesitation to speak, so they don't attend the soft skill classes. • More awareness is required among students about the use of Soft Skills in the industries. • Set criteria of attendance for soft skill classes to increase the strength of the students. • Self Presentation can be compulsory for the students in soft skills classes to reduce the hesitation of the students.	- HoD (HS)
8.	**Made Easy**	**Director describes** the benefits of Made easy test series is conducting weekly. Described about the result of the Made Easy students achieved 88/100 for Engineering Services. • Director motivated students to participate in the Made Easy test series to initiate a Made Easy centre in KIET campus. • Students suggested to shifting the Made Easy test in morning hours.	Dean (A).
9.	**CTs Examination**	**Student's Concern:** • The Internal marks criteria should be changed. • Only two CT's should be compulsory.	Dean A - COE

		Director suggested the gap should be provided between PUE examinations.	
10.	**Director Concern**	- KIET follows University Guidelines for the attendance criteria. - No less than 75% (overall) attendance must be maintained. - These criteria could be raised in the future, so be prepared. - Encouraged students for Paper publication, Patent etc. The student's project should be end up as a patent or Paper publication. - Internship has to be done on regular basis as per AICTE norms. - Students have to be deciding their timings in TBI, Technical clubs or other activities like sports, Uddeshya, any social work in their summer vacation. It may be count as internship.	

Dr. Anil K. Ahlawat

(Dean Academics)

Distribution: Director, Joint Director, concerned HoDs, Dean (SW), Admin Officer & Controller of Examination

KIET Group of Institutions

Minutes of CR Meeting – B Tech 1st Year

(Held on 04th November 2019)

Chair: Director, Joint Director, Dean Academics

Participants: CRs of B.Tech 2nd Year.

S.N	Agenda	Point of Discussions	Action to be taken
1.	**General/ Classroom related issues**	**Student concern :** • Teaching methodology of Ms. Vandana Mishra(Mathematics) is not up to the mark. • Faculty of Mathematics is not able to resolve queries properly in section X and W. • In sec. J & H, the notes are provided to the students in a soft copy by the Electrical faculty (Mr. Nitin Saxena) • Faculty allowed to students to open their notes in Mobiles. • There is less interaction between students and faculty. • In the class of Ms. Vandana Mishra & Ms. Parita Jain, students use the mobile phones to disturb the class. • Some students (back benchers) disturb the class through irregular activities i.e playing music loudly during lectures. • Food is not good in Chandragupt Hostel. • One dustbin should be in each classroom. • All cases have been informed to HoD & Addl. HoD, but no action was taken.fc	- HoD (AS)
2.	**Sports**	**Student concern :** • More sports facilities should be	- AO - Dean (SW)

		• available for Day scholars. • Campus entry should be allowed after 05:00 pm for Day scholars.	
3.	**Value Added Courses/ Lab**	**Student concern :** • Students are facing problem in Physics and Electrical Practical Lab. • Students are not able to understand the practical because the faculty conduct three practical in one day. • Students are facing problem in Web development course. More time for practical is required. • Student teaching assistants are not able to explain properly due to shortage of time. • For Value added courses, 1 week for introductory class should be provided to students and the class for value added course should be 2 times in a week. • Lesson plan of value added courses have not been shared to students.	- HoD (AS)
4.	**PUE Exam**	• The PUE exam on 19th Nov'19 should be shifted due to NPTEL exam on 17/11/2019.	- COE

Dr. Anil K. Ahlawat

(Dean Academics)

Distribution: Director, Joint Director, concerned HoD, Dean (SW), Admin Officer & Controller of Examination

MOM of CRs meeting of B.Tech Ist Year

Meeting Chaired by: Director
Attendees: Joint Director, Dean (Academics), Dept. HoD

S.No.	Agenda	Points of Discussion	Decision Taken
1.	**Action taken by Departments**	a) Director started the meeting with appreciating all the CR for having very good response of students for online CT-2 exam during Lockdown due to COVID-19. b) Director appreciated entire teaching fraternity of KIET for their excellent efforts in this emergency situation. c) Director motivated students to come forward for discussion so that genuine feedback related to issues faced by students could be addressed. d) Joint Director also inspired the CRs for active participation in meeting.	HoD (AS) and Dean (A) to take necessary actions wherever required.
2.	**Guidelines about Online Internship**	a) Director instructed CRs for online Internship during vacation. b) Director shared information related to free online courses offered by Coursera/Yale/Howard University etc. c) Director motivated the students to register for such courses to get maximum advantage of this lockdown period.	HoD (AS) and Dean (A) to take necessary actions wherever required.
3.	**Guidelines about online PUE Exam**	a) Director shared few guidelines about conduction of different online PUE exams during this lockdown. b) Director assured CRs about issuance of such guidelines timely from Dean Office. c) Director suggested HOD and faculty members to be in touch with students on regular basis.	Dean (A) to take necessary actions wherever required.
4.	**Feedback for Online Teaching**	a) Director stressed and asked students for sharing their experiences for online teaching as it is a new teaching environment which got adopted in KIET during lockdown. b) Joint Director also motivated CRs to share their feedback i.e. what has been done and are their suggestions for improving the existing system. c) Dean (A) addressed the issues faced by students related to login-password and directed them the right procedure to get it done. d) CRs participated enthusiastically and shared their issues related to online teaching, and provided lots of suggestion for improving the same.	Dean (A) & HoDs

		e) CRs were found more interested for pre-recording of the lectures by each faculty as it seemed better than live-recording of the lectures. f) CRs raised concerns of students for attendance as they face network issues from remote areas while taking online classes. g) CRs suggested assignment-based teaching for weak students.	
5.	**Feedback on CT-2 Examination**	a) Director emphasised on the misuse of online CT-2 exams by the students and asked CRs for their suggestions in which students had active participation. b) Lots of issues were addressed with their solutions. c) Students suggested for MCQ-based exams.	Dean (A)
6.	**Others**	a) CRs raised other issues during meeting related to hostel fees and demanded for reimbursement of previous fee.	Director and Joint Director assured students for no loss of their money and decision will be made as per situation. Director suggested CRs to disseminate this message to the students in the positive manner.
7.	**Conclusion point**	a) Director advised CRs to strictly follow all the instructions to stay safe from COVID-19. b) Director motivated students to get register themselves for free online courses. c) Director also inspired CRs to actively participate in the competition related to COVID-19 and asked students to share their experiences via Google Form i.e. what can they do in next 10-days at national level. d) Director concluded to consider this time as an opportunity to complete all your academic activities by your efforts.	

Compiled By:

Kalpna Sagar
Asst Prof. (CO) and Asst Dean (A)
KIET GROUP OF INSTITUTIONS
Date: 18-04-2020

22/04/2020

CRs Meeting – B.Tech 2ⁿᵈ Year

(Held on 21ˢᵗ April 2020 through Microsoft Team)

Chaired By	Director
Members	Joint Director, Dean (Academics), Asst. Dean (Academics)
Attendees	All the CRs of B.Tech 2ⁿᵈ year

Following are the suggestions from the students:

S.N	Points of Discussion	Suggestions/Submission by the CRs	Remarks by Director
1.	Online Lectures	a) The attendance should not be mandatory for online class because some students stay in rural areas and having the network issues. b) Pre-recorded videos are better than online lectures due to network issues. c) There should be two theory lectures (online) instead of four theory lectures in a day and the duration of the lecture should be increased. d) A list of weak students should be prepared specifically and assignments should be disseminated among them. So that these students also take their studies sincerely. This will benefit as marks later on. e) A review of the entire course should be done after the lockdown period get over.	**Para 1(a) & (b):** A revised academic policy has been circulated to all which covers all the issues. **Para 1(c) & (d):** Will be examined by Dean A **Para 1(e):** Will be done depending as to when lockdown gets over
2.	Labs	a) Without having hardware apparatus, Labs are not possible to perform in some branches. b) Labs duration should be reduced. c) On the basis of assignments, the lab attendance should be given to the students.	**Para 1(a) & (c):** Will be examined by Dean A.
3.	Examination	a) There is a dilemma for all the students regarding the final examination due to some	Date is not finalized from the AKTU for the examination. But the examination will be

		rumours.	conducted definitely depending on when lockdown gets lifted.
4.	Internship	a) It is very hard to get internship during this lockdown period.	• If any students do not get the internship, the project will be given. Numbers of working hours on project will be counted and after completing the decided hours, internship benefits will be given. • Numbers of teaching hours will be reduced after PUE1 for internship/ other activities.
5.	Hostel	a) b) Some of the students are demanding the reimbursement for not staying in Hostel. There are some issues related to the hostel seat cancellation.	By Joint Director : • The guidelines for staying in hostel have been circulated by Dean (SW) already. • If any student could not submit the hostel ˙fee initially, then the seat will not be cancelled. • Institute authorities are in favour of the students.

Dean (Academics)

Distribute to: All Concerned.

KIET Group of Institutions

CRs Meeting – B.Tech 3rd Year

(Held on 28th April 2020 through Microsoft Team)

Chaired By	Director
Members	Joint Director, Dean (Academics), Asst. Dean (Academics)
Attendees	CRs of B.Tech 3rd year

Following are the suggestions from the students:

S.N	Some General Points covered by Director/Joint Director
1.	• Three weeks of Campus teaching will be provided to the students after the Lockdown period get over. • The duration of upcoming semester would be short; Therefore students have to be serious regarding their attendance. • AKTU is going to announce the attendance criteria i.e overall 90% and Min. 75%. • During this lockdown period, all the students must be create some additional skills and work on it as per the need of time. • Some challenging problems from the industry/society will be given to the students as an internship. So try to find out quality problems. • After this lockdown period, the climate of market would not be same. So try to secure at least one job offer. • Departments are doing number of efforts to providing the opportunity to the students. Participate in that activities and grab the opportunity.

	Some General Points covered by Dean (Academics)
2.	• Online PUE – 1 will conducted and MCQ based question paper will be given to the students. • Therefore, from today onward, read all the notes and assignments provided by the subject teacher thoroughly because this will prepare students for university examination and placement. • Join at least 2-3 online course to enhance the technical knowledge asper your interest and need of time.

	Point of Discussion	Suggestion/Submission By Students	Remark By Director
3.	Placement	a) Placement Plan 2021 has been presented by Addl. Head CRPC. b) What is the right time to prepare for placement? c) How should the students prepare for Codevita ? d) The students from core branch i.e ME and CE, are not aware so much about the coding language. e) C and Python language is required for placement.	**Para 3(b):** Students should start working on their skills from today itself. Companies from different sectors are coming to KIET. Students need not to worry. **Para 3(c):** An email for the process has been

			circulated to the students already. Only practice is required. **Para 3(d) and 3(e):** TATA steel is providing the courses for core branches. Twelve links for free courses have been circulated already. Students should look out of the box. The training can be done in any area.
4.	**Online course**	a) Coursera has a feature to download lectures or videos in offline mode.	Send an email to Dean (A) regarding the process to disseminate among all the students.

Dean (Academics)

Distribute to: All Concerns.

KIET Group of Institutions

02/05/2020

CRs Meeting – B.Tech Final Year

(Held on 1st May 2020 through Microsoft Team)

Chaired By	Director
Members	Joint Director, Dean (Academics), Head CRPC, Asst. Dean (Academics)
Attendees	All the CRs of B.Tech 4th Year

Following are the suggestions from the students:

S.N	Points of Discussion	Suggestions/Submission by the CRs	Remarks by Director/Joint Director/ Dean(A)/ Head CRPC
1.	Placement	a) Akhil (IT): There may be a delay in joining the company. So the Alumni's who are working in respective companies may help the students who are waiting to join.	**Para 1(a):** The idea has been started to implement through AAA (Ask Anything to Alumni) concept. Seven Alumni's are working on it.
2.	Curriculum	a) Nikita (IT): In past days, coding was not promoted as much as required in 2nd year and 3rd year. b) More and more contest related to coding may be organized for students to promote coding from 1st year. c) Yogesh (EIE): Basic concept of coding is not clear to students. So, students are not taking interest during their 3rd year. d) An environment of learning coding should be created by giving students rank or marks for coding contest or quizzes. e) Akhil (IT): Coding should be compulsory for 1st year and 2nd year rather than mini projects. Coding competition may be conducted weekly. f) Coding should be mandatory and Additional skills should be choice base. g) Oshi (ME): The concept of shadow student should be implemented in 1st year and 2nd year for Projects.	**Para 1(a) 1(f):** Will be examined by Dean (A) **Para 1(g):** This is already in practice

Dean (Academics)

Distribute to: All Concerned.

Minutes of CR Meeting Held on 11-05-2020 at 12:30 pm at Microsoft Teams

- The meeting started with Dean Sir's Introduction and invite honorable Director Sir and Manoj Sir to start meeting Further.
- Director Sir Congratulated the students for successful completion of such online mode of Academics.
  - Online Classes
  - CT-2 & PUE1
  - Practical Exams
  - Upcoming Internship.

- Sir told Student the role as CR - their responsibility and their Importance for KIET. Director Sir Called CR's to extended hands for KIET Management.
- Examination: - Director Sir Clarified few of the presume question related to examination.
  - Examination would be there as per today's scenario, may be end-June or July
  - College level – PUE and Practical Examination would be there.
- Covid-19: - Sir share the news that regarding Covid -19 and told students that we must deal with this considering all the precautionary measures. Be fully aware about your surroundings.
- Afterwards Manoj Goel Sir addressed the students, told them to accept every situation positively, share everything with their teachers and learn as much as you can and be prepare for your coming examination.
- Students being told to discuss any doubt, any confusion regarding PCI or UGC/University.
- Further the meeting was open for the Discussion, Feedback from the students.
- Students Discussed about the following points:
- **Examination Scenario:**
  - What would be the mode of examination, duration and time between PUE and University Examination and confirmation of practical exam.
- **Scholarship** issue is being faced by students.
- **Marks weightage:** If PUE Exam would conduct again then what would be the weightage of marks of each one.
- **Virtual Lab:** In case of Pharmacy, very low no of labs is possible so, students show their concern.
- After the discussion of students' Director Sir asked about the E- Content sent to them, He asked about
  - **The Quality of Material**
  - **The quantity, as per the requirement.**
  - **Notes, PPT'S and other material.**
  - **Examination feedback- CT-2 & PUE.**

  - **Internet Connection/Network Issue:** Director asked about the actual and genuine issues regarding network connectivity, if any. Sir also assure that students of genuine case would be consider and special measures already be taken for the cases of students, who are from J & K.
  - Apart from the academics; Director Sir, asked the student to share their experience during this Covid-19 period, their contribution for the needy, how they contribute to the society and what are the present condition there.

> At last, Director Sir, Manoj Goel Sir told students to maintain the proper communication with them and Principal Sir. Proper transparency would be maintained.

Faculty members present:
> Dr.(Col) Amik Garg (Director)
> Dr. Manoj Goel (Joint Director)
> Dr. Anil Ahalwat (Dean Acadmics)
> Cr's B. Pharm (14), M. Pharm (5)

Muskaan

(P.A to Principal -KSOP)

18/05/2020

CRs Meeting – MCA & MBA

(Held on 12ᵗʰ May 2020 through Microsoft Team)

Chaired By	Director
Members	Joint Director, Dean (Academics), Asst. Dean (Academics)
Attendees	All the CRs from MCA & MBA Departments

Following are the suggestions from the students:

S.N	Points of Discussion	Remarks by Director/Joint Director/ Dean(A	
1.	General	a) When the lockdown period will be got over, the PUE will be conducted in the campus. b) One week of gap will be provided to the students before end semester exams for preparation. c) The end semester examination may be conducted in three shifts in one day. Also the examination centre will be remained same as ·KIET campus.	
		Suggestions/Submission by the CRs	**Remarks by Director/Joint Director/ Dean(A**
2.	Internship/ Entrepreneurship	**Aman (MBA 1ˢᵗ Yr.):** a) Students reported that the profile offering by the companies for internship is not up to the mark. MBA students are assigned to do surveys. So students are getting demotivated. b) Students found lack of quality in internships provided by the department. c) For entrepreneurship, students from different branches can be collaborated and monitored by the TBI or any experienced faculty members. d) Students reported that in e-cell, PG students discriminated by UG students.	**Para 1(a) to 1(c):** Concerning HoD will examine. **Para 1(d):** GM (TBI), resolve the issue in the existing system. Another e-cell for PG Students may be created if required after the approval from the authority.
3.	Automatic Evaluation of PUE – 1	**Srishti (MBA 2ⁿᵈ Yr.):** a) Students reported some issues regarding the PUE-1 evaluation. **CR from (MCA):** b) Students reported that, they found the difference in marks for the same answer in PUE – 1 exam in few subjects.	**Para 2(a) 2(b):** The issue will be resolved after having a discussion with concerning HoD.
4.	General	**Rohan (MBA):** a) One to one discussion with subject	**Para 3(a) 3(b):**

		teacher is required to get the solutions of the numerical and learn to solve the questions. b) Separate classes for numerical questions are required after lockdown.	2 – 3 weeks of revision classes will be conducted for all the students after this lockdown period.

Dean (Academics)

Distribute to: All Concerned.