

GURU NANAK DEV ENGINEERING COLLEGE, LUDHIANARef. No. RK-38/3978-ADated: 20/4/2023**Proceeding of IQAC Meeting held on 15/04/2023 at 10.30 AM at Guru Nanak Dev Engineering College, Ludhiana**

Following members were present:

1.	Prof. Sehijpal Singh, Principal, GNDEC	Chairperson
2.	Prof. Parminder Singh, HoD (CSE), GNDEC	Member
3.	Dr. K. D. Singh, Professor (EE), GNDEC	Member
4.	Dr. Kiran Jyoti, Associate Professor (CSE), GNDEC	Member
5.	Dr. Harsimranjit Singh, AP(ECE), GNDEC	Member
6.	Prof. Harvinder Singh, Dean, TCC, GNDEC	Member
7.	Prof. Jatinder Kapoor, HoD (Workshop), GNDEC	Member
8.	Prof. Vishawjit Singh Hans, Professor, PAU	Member
9.	S. Amandeep Singh Gill, Parent	Member
10.	Prof. Jagbir Singh, Professor (CE), GNDEC	Coordinator

1. Confirmation of minutes of meeting held on 19/06/21

Since no comments were received, the minutes of meeting stands confirmed.

2. Action taken report for the meeting held on 19/06/21

Noted.

- Regarding agenda item number 4, It was suggested that a letter from IQAC cell shall be sent to Dean (R&D) to request maintain a record of number of applications filed for various type of grants.
- Regarding agenda item number 8, it was suggested that:
 - (i) One member from T&P cell may be included in IQAC committee.
 - (ii) Mentors should discuss and encourage their students to opt for paid internships. Further, certain guidelines may be prepared and adopted to help mentors touch upon important aspects from student's perspective.
 - (iii) Effort made by T&P cell towards improving the internship numbers was appreciated.

3. Activities since last meeting (19/06/21)**i. Student related:****a) Admissions**

- Keeping in view declining admission in PG programs, short duration specialized programs (3-month, 6-month, 1-year) shall be identified which are industry-linked and job-oriented.
- PG students may also be involved in consultancy activities to make them industry ready.

- Curriculum of M.Tech. programs shall be revised to include 'industrial training' component.
- Efforts shall be made to improve institute's visibility and impact by frequently publishing its work and efforts in the newspapers.

b) Result Analysis

Result of ESE, May 2022 was observed to be poor as compared to previous sessions. It was emphasized to make concerted efforts to improve the results and strengthen the framework of 'remedial classes'.

c) Campus Placements

Efforts made by T&P cell for placement of students were appreciated and it was suggested to discuss further efforts for improving minimum pay packages which were observed to be on lower sides. It was further requested to provide median salary figures as well.

ii. Faculty related:

a) Publications

Number of publications was found to be unsatisfactory and it was suggested for HoDs to discuss the issue with faculty and strategize and formulate some policy in consultation with the Dean (R&D) so that the numbers can be improved.

b) STC/Conferences attended

In view of poor participation of faculty in STC/FDP/Conferences, it was suggested to draw a concrete policy in this direction to improve the numbers. It was strongly felt that such an initiative will help improve teaching-learning process as well.

4. Grants approved/received

In view of unsatisfactory numbers of grants received, it was suggested that:

- (i) Each department shall have a committee for evaluating the research proposals before submitting.
- (ii) Each department shall submit two research proposals till August 2023 for MODROB/RPS/DST/DRDO/Ministry of Environment/Ministry of Earth Science etc.

5. Performance of students in GATE-2021 &2022

It was suggested by the committee not only GATE, but data related to other competitive exams (after graduation) must also be presented in meeting. Further committee suggested that IQAC cell must direct the departments to identify students which are GATE aspirants. If size is more than 25 students institute may arrange coaching classes for them. GATE cleared faculty must be identified and they can conduct GATE coaching classes. Remuneration must be given to Faculty conducting GATE classes: Responsibility Dean Skill Enhancement Cell

6. Status of NAAC and NBA accreditation

Noted

7. NIRF Ranking

Noted

8. Organization of Workshops, Seminars and FDP

It is recommended by committee that by August 2023 at least one program (FDP/STC/STTP/Workshop) must be conducted by each department.

9. Purchase of MIS software

Data capturing should be effective. It is responsibility of HoDs to send data as and when required for conducting any activity in institute. Data should reach timely. If any central level activity is conducted it should be proceeded through IQAC cell and after completion of activity data related to that activity must be in sent to IQAC cell.

10. Academic and Administrative Audit

Academic Audit:

- (i) Internal audit must be done in each session within one month of date of notification of results.
- (ii) Internal audit must be conducted twice a year and external audit must be done once a year
- (iii) It is responsibility of Dean Academic to identify external agencies for academic audit, design Performa for internal and external academic audit and to make sure these audits done on time.
- (iv) Academic audit upto session Nov 2022 must be done by June 2023. Report must be presented in next IQAC meeting.

Administrative Audit

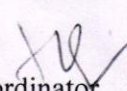
- (i) It is responsibility of AR Establishment to identify External agencies for administrative audit.
- (ii) It must be conducted once a year.

11. Orientation Program for new faculty and staff joining the Institute

- (i) Responsibility of AR Establishment to design one orientation program for new faculty and staff.
- (ii) It is compulsory for every faculty to attend orientation program.
- (iii) Faculty must also be sent to industries for orientation.
- (iv) NAARM (National Academy of Agricultural Research Management) can be referred for bringing about management excellence in the senior faculty by organizing relevant training programs, workshops, and seminars in the priority areas of research and education management.

12. Any other item (with the permission of the chair)

- (i) Scope of new courses in Mechatronics and Biophysics and Biomechanics can be explored.
- (ii) Laboratories of the departments also need to be audited frequently.
- (iii) Efforts should be made to make curriculum for NEP-2020


Coordinator
(IQAC, GNDEC)