DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Established by Govt. of Delhi vide Act 6 of 2009
SHAHBAD DAULATPUR, BAWANA ROAD, DELHI-110042

F. No: DTU/Registrar/Minutes/2016-17/ 715   Dated: 10.05.2018

MINUTES OF THE MEETING

16th MONDAY MEETING OF DEANS, HODS AND BRANCH INCHARGES

Minutes of the 16th Meeting of All Deans/ HoDs, Branch Incharges called by Hon'ble Vice Chancellor on 07.05.2018 at 3.00 p.m in Room No. 307, Admn. Block, DTU. The following were present in the meeting:-

1.	Prof. Yogesh Singh	17.	Prof. Vipin	33.	Prof. Ranganath M.S
2.	Prof. S.K. Garg	18.	Prof. R. S. Walia	34.	Sh. Manoj Kumar
3	Prof. Anu Singh Lather	19.	Prof. S.C. Sharma	35.	Dr. D.K. Vishwakarma
4.	Prof. Samsher	20.	Prof. Sangita Kansal	36.	Sh. Rajesh Rohilla
5.	Prof. H.C Taneja	21.	Prof. Archana Rani	37.	Sh. Rajesh Birok
6.	Prof. Madhusudan Singh	22.	Prof. Kapil Sharma	38.	Sh. Nand Kishore
7.	Prof. Pragati Kumar	23.	Prof. Jai Gopal Sharma	39.	Dr. R. Kaushik
8.	Prof. A. Trivedi	24.	Dr. Rajni Jindal	40.	Sh. Anil Kumar
9.	Prof. Vishal Verma	25.	Dr. Nand Kumar	41.	Dr. Nitin Puri
10.	Prof. R.S Mishra	26.	Sh. Kamal Pathak	42.	Sh. Bimal Jain,
11.	Prof. Pravir Kumar	27.	Prof. P.K Suri	43.	Sh. Piyush Vaish
12.	Prof. Rajeshwari Pandey	28.	Prof. G.C. Maheshwari	44.	Sh. D.P. Dwivedi
13.	Prof. S.G. Warker	29.	Prof. Narendra Kumar (II)	45.	Sh. Y.K. Bhatt
14.	Prof. Amit Srivastava	30.	Dr. Naokant Deo		
15.	Prof. M. M Tripathi	31.	Dr. Manoj Kumar Sharma		
16.	Prof. S. Indu	32.	Prof. R.C. Singh		

Prof. Nirendra Dev, Prof. S.K. Singh, Prof. Rajan Yadav, Dr. A.K. Srivastave, Dr. R.K. Shukla, Dr. Vivek Tripathi could not attend the meeting due to their pre-occupation in another activities.

At the outset, the Vice Chancellor welcomed all the members of the meeting and took up the review of previous meetings issues and then the new issues:

D.   Review of 5th Monday issues :

	Agenda	Discussion/Decision in 16th meeting
5.5	E- office implementation	Head, CC informed that the E-office is working only on Mozilla 5.0 platform and NIC is working to run on the other platform also. **Action : Head (CC)/ Registrar**

E.   Review of 8th Monday issues :

	Agenda	Discussion/Decision in 16th meeting
8.1	Printing of Booklet of Curriculum :	Associate Dean (UG) informed the member that only three booklets of different departments are pending which is expected to be completed by the next week and all other booklets of curriculum has been delivered. **Action: Dean (UG)**

I.   Review of 12th Monday meeting issues :

	Agenda	Discussion/Decision in 16th meeting
12.1	NAAC Accreditation/ISO	Pro-VC(II) informed that we are going for submission of proposal for NAAC accreditation in September, 2018 and ISO training is scheduled next week. **Action : Pro VC (I)/ Pro VC (II)**
12.5	A Committee has been made to formulate the modalities for conducting open house: 1. Prof. S.K. Singh, HoD, (Env.Engg.) 2. Prof. Jaigopal Sharma, HoD (Biotechnology) 3. Prof. Rajni Jindal, HoD (CSE) 4. Prof. S. Indu, HoD (ECE)	Prof. S. Indu informed that conducting open house in the month of June and July, the time period for preparation and communication is not proficient. Vice Chancellor directed the committee to formulate modalities on urgent basis and open house may be done in the month of August or September. **Action : All Committee Members**

12.6	Availability of Water for Jal Board	Shri. D.P. Dwivedi, Consultant (F & P) informed the member that the letter has been sent to Jal Board and he is personally following up the matter. **Action : Consultant (F & P)**
12.8	15 year Plan/Strategic Plan	The Consultant (Planning & Finance) informed that the process of preparation of 7th and 15th year plan in the process. **Action : Consultant (Finance)**
12.10	Policy for Ethics Committee	The Dean(SW) informed the Member that policy on Ethics will be submitted soon **Action : Dean (SW)**

K.   Review of 14th Monday meeting issues :

14.8	Opening of Kendriya Bhandar in the Campus.	Executive Engineer was requested to identify the space for opening of Kendriya Bhandar in the Campus. Preferably in and around Nursery Block where Health Centre is going to be shifted. **Action :Executive Engineer**

L. New issues were discussed in the 16th Monday meeting held on 07.05.18

15.1	Issue related to evaluation of answer sheets was raised by HOD (Applied Chemistry). She informed that the evaluations of first year answer sheets are being done by the teacher other than the faculty who is teaching in the class. Whereas in some of the other departments the same is not being followed. After detailed discussion COE has been authorised to make necessarily mechanism for free and fair evaluation of answer sheets considering the ordinance in this respect. **Action :COE**
15.2	Dean (UG) informed that the provision of makeup examination was made to address the absence of student in mid-term examination due to very compelling situations like hospitalisation of student/attending events on behalf of university etc. Now, it has been observed that the provision of makeup is being misused by the students on one or other reasons. Therefore, after detailed discussion, it has been decided that Dean (UG) shall submit the detailed proposal for discontinuation of makeup examination or mechanism to stop misuse of makeup examination by the students. **Action :Dean(UG)**
15.3	Mr. Piyush Vaish, Network Manager apprise the members that a few faculty members have not even used online attendance application software and also some of the faculty members have used it very reluctantly. Therefore, it has been decided that the guest faculty who have not used online attendance application software should not be assigned any class in the next semester. All faculty members are requested to use this application. **Action :HODs**

15.4	Director, IQAC informed that a workshop on Patent Filing is scheduled to be held shortly from 28th May, 2018. Training on NAAC-SSR/NBA-SAR is scheduled from 21 - 25 May, 2018. The members who are interested to attend the workshop may register within the slot. The matter related to university data required by different agencies was discussed and it has been decided that a web based interface to be created for monthly data uploading by each department to create central data repository. This database will be superset of all data requirements such as NBA/NAAC/NIRF/DTTE/ annual report. **Action by: Director, IQAC/Head CC**

The meeting ended with vote of thanks to the Chair.

(Prof. Samsher)
Registrar

Copy to :

1. PA to Vice Chancellor, for kind information of the Hon'ble VC.
2. PA to Pro VC (I) for kind information of the Pro Vice Chancellor (I)
3. PA to Pro VC (II) for kind information of the Pro Vice Chancellor (II)
4. All Deans & HoDs / Associate Deans
5. Director (HRDC) / Director (IQAC)/ Director (Phy.Edu)
6. All Branch Incharges