Venue:

Prithvi Board Room, Chanakya Building, DIT University, Dehradun

Chairman:

Prof. G. Raghurama (Vice Chancellor, DIT University, Dehradun)

Members Present (in person):

- Dr. Priyadarsan Patra (Pro- Vice Chancellor, DIT University, Dehradun)
- Dr. Prakash Tiwari (Dean Accreditation & Contemporization, DIT University, Dehradun)
- Dr. Debopam Acharya (Dean & Professor, School of Computing, DIT University, Dehradun)
- Dr. Naresh Mohan Chadha (Dean, School of Physical Sciences, DIT University, Dehradun)
- Dr. B.K. Singh (Dean, Faculty Affairs, DIT University, Dehradun)
- Dr. Hemraj Verma (Dean-Academic Affairs, DIT University, Dehradun)
- Dr. Rakesh Mohan (Dean-Students' Welfare, DIT University, Dehradun)
- Dr. Samuel Ernest Ratnakumar (Registrar, DIT University, Dehradun)
- Dr. Satish Kumar Gupta (Dean-SoPPHI, DIT University, Dehradun)
- Dr. Hiranmoy Roy (Dean-SoLAM, DIT University, Dehradun)
- Dr. Bhavna (Associate Professor, SoPPHI, DIT University, Dehradun)
- Dr. Rakesh Kumar Pandey (Assistant Professor, SoET & Co-Coordinator, IQAC, DIT University, Dehradun)
- Ms. Anya Jha (Student, B.Tech CSE III Year, DIT University, Dehradun)

Members Present (Online):

- Mr. Vippan Chibbar, Director, (P&P), Unison Education Foundation.
- Mr. Nitin Kumar Singh (Finance Officer, DIT University, Dehradun)
- Mr. Sanjiv Kumar Sain (Chief Librarian, DIT University, Dehradun)

Invitees Present (In Person):

- Dr. Hemraj Saini (Dean (R&C), DIT University, Dehradun)
- Dr. Havagiray Chitme (Professor, SoPPHI & Dean- Outreach & International Linkages, DIT University, Dehradun)

IQAC Coordinator:

- Dr. Surbhi Sachdev (Professor, Department of Physics, School of Physical Sciences, DIT University, Dehradun)

Item No. IQAC: 16.1

Grant of Leave of Absence.

Following Members were granted leave of absence:

- Prof. Anjali Krishan Sharma (Director, SoAPD, DIT University, Dehradun)
- Mr. Madhav Chauhan (Secretary Alumni Association, DIT University)
- Sh. Sumendra Sushant Bohra (Parshad, Makkawala Village, Dehradun)
- Dr. Sanjeev Naithani (Scientist G, IRDE, DRDO Dehradun)
- Mr. Vishal Kohli (Associate Director, Kyndryl)
- Ms. Nupur Agarwal (Founder, Kiwi Kisan Window, Dehradun)

At the outset, the Chairman, IQAC, DIT University extended a warm welcome to all the members participating in the 16th Meeting of the Internal Quality Assurance Cell. He further informed that the IQAC has been re-constituted and Dr. Surbhi Sachdev, Professor, SoPS has been appointed as the new IQAC coordinator. He added that the valuable suggestions from all the members will help the University to move forward with conviction and help in augmenting and strengthening the quality based education.

The Chairman, IQAC also thanked Dr. Hemraj Verma, Dean-Academic Affairs for his contribution as Coordinator, IQAC.

The various points discussed and decisions taken thereon during the meeting are as under:

Item No. IQAC: 16.2:

To approve the minutes of 15th IQAC meeting held on May 06, 2022.

As no comments were received, the minutes of the 15th Meeting of Internal Quality Assurance Cell held on May 06, 2022, were confirmed.

Item No. IQAC: 16.3

To report the actions taken on the decisions taken in the 15th meeting of the IQAC.

The Action taken Report on the decisions of the 15th meeting of the Internal Quality Assurance Cell was presented. The outgoing IQAC Coordinator apprised the members that the suggestions received in the 15th Meeting with reference to the progress of implementation of Academia ERP, all ERP modules have been successfully implemented. Further, the suggestions with reference to the faculty mentor-mentee initiatives, examination audit report presentation were taken into consideration and implemented accordingly.

The same was noted by the IQAC and confirmed.

Item No. IQAC: 16.4.1

To report the NAAC Accreditation- Grade 'A' to the University.

The Chairman, IQAC apprised the Board about the NAAC Accreditation of DIT University with Grade A. He added that the visit of the Peer Team took place in the month of May 2023 (May 08-10, 2023) and the result was declared in July 2023. The Chairman once again congratulated each and every member of the DIT fraternity and placed on records the services and contribution of all in achieving this remarkable feat.

The Chairman invited Dr. Prakash Tiwari, Dean-Accreditation & Contemporization to present in detail and accordingly Dr. Tiwari apprised the members about the high and average/low performing metrics of DIT University as well as shared the key extracts of the Peer Team report.

The IQAC noted the above.

Item No. IQAC: 16.4.2

To report the NIRF-ranking under Innovation category (earlier known as Atal Ranking of Institutions on Innovation Achievements (ARIIA)) - DIT UNIVERSITY positioned in the Band of 151-300.

Dr. Prakash Tiwari, Dean (A&C) apprised the Cell that DIT University participated in NIRF Ranking under Innovation category. He briefly outlined the 07 criteria related to Innovation and Entrepreneurship that are being assessed by the NIRF Innovation Ranking Framework.

Dean (A&C) informed the members that the results for the year 2022 & 2023 were jointly declared and DIT University was placed in the band of 151-300 out of 1417 participating Institutions.

Prof. Patra, Pro-Vice Chancellor added that earlier ARIIA used to judge the institutions based upon the activities conducted, however, now the NIRF Innovation ranking will be focusing on the Technology Readiness Levels. (TRLs).

The Chairman, IQAC requested Prof. Patra to discuss with all concerned and prepare a detailed strategy plan and layout for participation in the NIRF Innovation Ranking 2024 with a target to achieve 100-150 Rankings which may be presented in the next IQAC Meeting.

The IQAC noted the above.

Item No. IQAC: 16.4.3

To report the internal and external audits conducted by ISO and the ISO re-certification.

Dr. Hemraj Verma, Dean-Academic Affairs apprised the IQAC that the internal audit of all departments was conducted in November-December 2022. The external audit of DIT University for ISO re-certification was held from January 12-14, 2023. The departments audited by the external auditors included MR Functions, Academic Departments, Admissions & Registrar Office, Placements and Research.

After an audit carried out over a span of 03 days, DIT University is certified for ISO 21001-2018 for a further period of three years (upto 11th February, 2026), with no non-conformities (NCs) raised during the audit, subjected to a satisfactory surveillance audit each year.

The IQAC noted and recommended the above.

Item No. IQAC: 16.5.1

To discuss,

(i)   Mechanism to attract JRF qualified candidates for PhD Program.

Dr. Hemraj Saini, Dean (R&C) apprised the Board about the possible ways to attract JRF qualified candidates for the PhD program. He proposed that the JRF qualified candidates should be

permitted to be admitted in doctoral programs throughout the year. He added that some special incentives may also be offered by the University to such candidates which shall enhance their research quality. Further, he added that such scholars may be engaged only in the lab activities of their specific interests.

The Chairman, IQAC looked upon the proposals and asked the Dean (R&C) and Registrar to create a document for admissions of JRF qualified candidates throughout the year and put it up for approval in the upcoming meeting of the Board of Governors. He further added that to attract JRF qualified candidates' incentives such as financial support for participation in reputed conferences and domain specific training may be offered by the University.

(ii) Tie-up with neighboring reputed Institutions for Academic & Research Collaborations.

Dr. Havagiray Chitme, Dean- Outreach & International Linkages apprised the IQAC about the status of various categories of MoUs executed by the University till date. The Chairman, IQAC suggested that the MoUs executed with the companies should be termed as Agreements. He emphasized on the need for continuous monitoring and review of the activities under these MoUs. For this, he suggested that a Coordinator should be assigned to each MOU and a quarterly review of the activities conducted under each MOU should be carried out.

Mr. Vippan Chibbar also reiterated that the activities under each of the MoUs should be monitored and reviewed on regular basis.

The IQAC noted the above.

Item No. IQAC: 16.5.2

To discuss and recommend a revised student feedback system.

Dr. Hemraj Verma, Dean-Academic Affairs apprised the IQAC that the University has an existing feedback system which is used to understand the students' perspective about the effectiveness of teachers and the courses offered. However, in the existing system, it was found that very small percentage of students participated in the feedback and also there was a need to systematically analyze the feedback.

The Chairman, IQAC invited Ms. Anya Jha, Student Representative, IQAC to share with the members the students' perspectives on the existing feedback mechanism and how it may be improved. She pointed out that the students find the existing feedback form lengthy to fill. She also requested that the feedback should be taken within a week of end semester examination and the course names and course codes should be auto filled in the feedback forms.

The Chairman, IQAC appreciated the feedback given by the Student Representative and informed her that for maintaining the sanctity of the feedback mechanism, it shall be kept anonymous and will be centrally monitored. He further stated that unless a statistically meaningful percentage of students in each course give feedback, any conclusion arrived from the limited responses will be a suspect. Further, there was a need to review the existing feedback forms and make them more precise with lesser number of questions.

Considering the above, The Chairman, IQAC suggested the following:

i. It should be made mandatory for students to give feedback. A way of ensuring this is by creating a policy where a grade of a student in a course will be released only when the student has submitted the feedback for that course in that semester.

ii. At the end of every semester, analysis of the feedback (a) course wise (b) instructor wise (c) department wise should to made. This will be used to identify the areas of improvement and appropriate mechanisms to address those in the following semesters.

iii. The student feedback system should be integrated with the ERP, so as to ensure the smooth conduct and analysis of student feedback.

Dean (A&C) and Dean-Academic Affairs were given the responsibility to design the Feedback forms and take inputs on these forms/question from the students through the Student Representative.

The IQAC noted the above.

Item No. IQAC: 16.5.3

To discuss and recommend a policy for training and skill/domain knowledge enhancement of faculty members.

Dr. B.K. Singh, Dean-Faculty Affairs apprised the IQAC that the Teaching Learning Center (TLC) has prepared an Annual Plan for Generic Trainings of the faculty. Further, he also pointed out the need of domain specific training for domain knowledge enhancement of faculty members. The Chairman, IQAC emphasized on the importance of skill/domain knowledge enhancement of faculty members across all levels. He suggested that all faculty members should be mandatorily asked to undergo domain specific training, at least once in two years. This will train the faculty in existing fields of their interest as well as learn about new technological advances in emerging areas. The faculty may be asked to register for courses offered by NPTEL, Coursera, Edx etc. Dean, Faculty Affairs suggested that the planning of training in teaching and learning pedagogies will be done by the Teaching Learning Center while for Domain Specific Training, the planning, execution and monitoring shall be done at School/Department level.

Dean-Faculty Affairs and Dean-School of Physical Sciences were given the responsibility to frame a detailed policy of faculty trainings.

The IQAC noted the above.

Item No. IQAC: 16.5.4

To review the status of Document Management System (DMS) implementation and recommend suitable enhancement.

Dr. Prakash Tiwari, Dean (A&C) apprised the IQAC on the status of Database Management System (DMS). He informed that the DMS comprises of 22 main sites and 71 sub sites. A total of 12 Academic Departments and 19 Non-Academic Departments have been covered. Nearly 232 GB data have been uploaded on the DMS till date. Dean (A&C) requested all concerned to ensure periodic updation of relevant documents on the DMS.
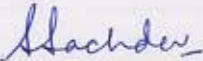
The Chairman, IQAC asked the concerned Deans/Heads of Academic and Non-Academic Schools/Departments to identify a faculty/staff to ensure that all relevant documents are

uploaded on DMS on day to day basis. He also asked the Registrar and Dean (A&C) to circulate information to all the concerned on the salient features of DMS and its functionalities.

The IQAC noted the above.

There being no other agenda, the meeting ended with vote of thanks to the Chair.

Dr. Surbhi Sachdev
(Coordinator)

Prof. G. Raghurama
(Chairman)