

कार्यालय-कुलसचिव
हरकोर्ट बटलर प्राविधिक विश्वविद्यालय,
कानुपर-208002

पत्रांक : 109 / कुस0कार्या0 / जी0ए0 / नैक / 2023

दिनांक: 26/04/2023

:: कार्यालय ज्ञाप ::

मा0 कुलपति महोदय के निर्देशानुसार दिनांक 01/05/2023, दिन ~~समलवार~~ को मध्याह्न 12:00 बजे आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (आई0क्यू0ए0सी0) की बैठक विश्वविद्यालय समिति कक्ष में आहूत की गयी है:-

1.	Prof. Samsher, Hon'ble Vice Chancellor	Chairman
2.	Dr. Deepak Srivastava, Professor, PL	Member
3.	Mr. C.N. Singh, Asso. Professor, EED	Member
4.	Mr. R.K. Ambikesh, Asso. Professor, MED	Member
5.	Registrar, HBTU	Member
6.	Finance Controller, HBTU	Member
7.	Local Society- Mr. Vivek Mishra, HBTI AA	Member
8.	Student- Mr. Yash Yadav, EED	Member
9.	Alumni- Mr. Ghanshyam Yadav, ALIMCO	Member
10.	Employer- Mr. Rahul Mishra, CADD Centre	Member
11.	Industrialist- Mr. Arvind Dixit, Aehance Technology, Chandigarh	Member
12.	Stakeholder- Mr. Prashant Kumar, Honorary Secretary, IETE-Kanpur	Member
13.	Prof. Yaduvir Singh, Professor, EED	Co-ordinator
14.	NAAC Coordinator	Special Invitee
15.	Asso. Dean CEIQA	Special Invitee
16.	Dr. Pranav Chaudhari, Asstt. Professor, Chem. Engg.	Special Invitee

उपरोक्त के परिप्रेक्ष्य में प्रकोष्ठ के समस्त सदस्यगणों से अनुरोध है कि उक्त इंगित बैठक में निर्धारित तिथि एवं समय पर प्रतिभाग करने का कष्ट करें।

(कुलसचिव)

प्रतिलिपि: निम्नोक्त को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

1. विशेष कार्याधिकारी, कुलपति कार्यालय को मा0 कुलपति महोदय के संज्ञानार्थ।
2. समिति के संयोजक/सदस्यगण।
3. वित्त नियंत्रक, एच0बी0टी0यू0, कानपुर।
4. गार्ड फाइल।

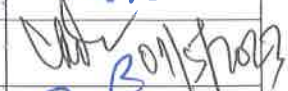
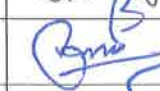


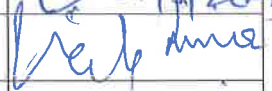
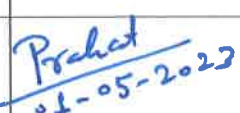
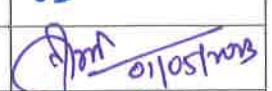
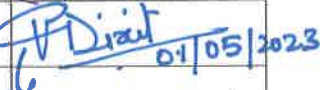


(कुलसचिव)

**Agenda for the proposed meeting of Internal Quality Assurance cell (IQAC)
to be held on 01/05/2023, 12:00 PM in the Committee Room of the University**

1. Approval of minutes of meeting held on 24/09/2023 and action taken
2. Review of NAAC progress
3. Restructuring of Vision, Mission , Goals and Policy document for IQAC
4. Discussion on Implementation of NEP 2020 for current year as well as for coming academic sessions
5. Discussion on the mechanism of Mentor –Mentee interactions and improving it (if necessary)
6. Revamping of mechanism for identification of slow and fast learners among students and further action for their motivation and upgradation
7. Review of mechanism for giving commendation to faculty members, seed money etc. for doing quality research
8. Review of feedback collection, analysis , action taken
9. Discussion on various audits like (Green, Energy etc.)
10. Discussion on University efforts for promoting Gender sensitivity, Value added courses, IPR, Human Values, Extension activities and other quality related activities
11. Discussion on MOOCs recording studio for online content development
12. Discussion on available Library resources and measures for effective utilization of the resources
13. Discussion on staff development and training
14. Any other matter with permission of chair

Attendance Sheet, IQAC Meeting
Venue: University Committee Room
Date: 01.05.2023 at 12:00PM

आज दिनांक 01.05.2023 को दोपहर 12:00 बजे मा0 कुलपति महोदय की अध्यक्षता में विश्वविद्यालय के समिति कक्ष में विश्वविद्यालय में आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ की आहूत बैठक में निम्नलिखित सदस्यगण उपस्थित हुये।

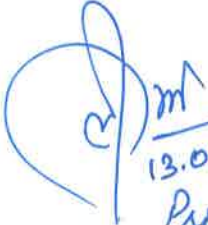
Sl.No.	Name	Signature
✓ 1.	Prof. Samsher, Hon'ble Vice Chancellor	
2.	Dr. Deepak Srivastava, Professor, PL	Online
✓ 3.	Dr. C.N. Singh, Asso. Professor, EED	
✓ 4.	Mr. R.K. Ambikesh, Asso. Professor, MED	
✓ 5.	Registrar, HBTU	
✓ 6.	Finance Controller, HBTU	
✓ 7.	Local Society- Mr. Vivek Mishra, HBTI AA	
8.	Student- Mr. Yash Yadav, EED	
9.	Alumni- Mr. Ghanshyam Yadav, ALIMCO	Online
10.	Employer- Mr. Rahul Mishra, CADD Centre	Online
11.	Industrialist- Mr. Arvind Dixit, Aehance Technology, Chandigarh	
12.	Stakeholder- Mr. Prashant Kumar, Honorary Secretary, IETE- Kanpur	
13.	Prof. Yaduvir Singh, Professor, EED	
	Special Invitee	
14.	NAAC Coordinator	
15.	Asso. Dean CEIQA	
16.	Dr. Pranav Chaudhary, Asstt. Prof. Chem. Engg.	

Ref. No: 4
Date: 13.05.2023

Hon'ble Vice Chancellor
HBTU Kanpur

Subject: Approval of MOM of IOAC Meeting held on 01.05.2023
as attached

May like to accord kind approval, after perusal, to the attached
document, as mentioned in the subject above.


13.05.2023
Prof. Yaduvir Singh
Dean - CIEIOA
HBTU, Kanpur

Annexure: As above

Approved.

8
13/5/2023

Minutes of meeting of Internal Quality Assurance Cell (IQAC) held on 01/05/2023, 12:00 PM in committee room of the university

A meeting of Internal Quality Assurance Cell (IQAC) was held on 01/05/2023, 12:00 PM in committee room of the university. Following members were present in the meeting:-

1.	Prof. Samsher, Hon'ble Vice Chancellor	Chairman
2.	Dr. C.N. Singh, Asso. Professor, EED	Member
3.	Mr. R.K. Ambikesh, Asso. Professor, MED	Member
4.	Registrar, HBTU	Member
5.	Finance Controller, HBTU	Member
6.	Local Society- Mr. Vivek Mishra, HBTI AA (Online mode)	Member
7.	Stakeholder- Mr. Prashant Kumar, Honorary Secretary, IETE-Kanpur	Member
8.	Mr. Ghanshyam Yadav, Alumni, ALIMCO (Online mode)	Member
9.	Mr Rahul Mishra , Employer, CADD Center (Online mode)	Member
10.	Mr. Prashant Kumar, Stake holder, Honorary Secretary, IETE Kanpur	Member
11.	Dr. G.L. Devnani, Asso. Dean CE&IQA	Special Invitee
12.	Dr. Vandana Dixit Kaushik, NAAC Coordinator	Special Invitee
13.	Dr. Pranava Chauhari, Asstt. Prof. Chem Engg	Special Invitee
14.	Prof. Deepak Srivastava , Professor , PL (Online mode)	Member
15.	Prof. Yaduvir Singh, Professor, EED	Coordinator

Following members could not attend the meeting due to their preoccupied schedule

1	Student- Mr. Yash Yadav, EED	Member
2	Industrialist- Mr. Arvind Dixit, Aehance Technology, Chandigarh	Member

Chairman, Hon'ble Vice Chancellor Prof. Samsher welcomed all the committee members and briefed about the activities/progress of the University. Dean CE&IQA, Prof. Yaduvir Singh discussed the agenda and action taken on previous meeting as well ,

Agenda 1: Approval of minutes of meeting held on 24/09/2023 and report on action taken

Handwritten signature/initials

Since no comments were received from any member, the minutes of the meeting held on 14/06/2022 were approved by the committee members and they expressed their satisfaction. The action taken by the University is as follows

Agenda No	Decision taken	Action taken by the University
2	Regarding syllabus modification in line with New Education Policy 2020 (NEP 2020) and Feed- back analysis on curriculum	Curriculum of first year students has been revised as per NEP2020 and is implemented for first year students from the academic session 2022-23. The Feed backs on curriculum are analysed and further discussion for restructuring and effective implementation is proposed
3	Progress of Academic Audit	Most of the departments have completed the process
4	Regarding research promotion and incentives/recognition to teachers and students	Policy document for giving the incentive/recognition to teachers and students has been formulated and approved in 22 nd meeting of Executive Council dated 25/02/2023. The effective implantation and modus operandi for the same need to be discussed and has to be formulated by Dean Research and development
5	Regarding various policy documents that have been upgraded/modified in view of National Assessment and Accreditation Council (NAAC)	Most of the Policy documents have been formulated and approved in 21 st meeting of Executive Council dated 10/11/2022
6	Increase in the no. of seats for PhD.	Proposal and necessary approvals need to be taken. To increase the no of seats in part time PhD. IQAC will recommend in academic council to relaxed the 100 km barrier as most of the courses are avialibale on online platform, Along with that IQAC will also recommend the relaxation of entrance test for candidates having industrial experience.

Agenda 2: Review of NAAC Progress

Dean CE&IQA Prof. Yaduvir Singh requested NAAC coordinator Dr. Vandana Dixit Kaushik to apprise the progress of NAAC. She informrd the members that University is in the final stage of NAAC process and peer team visit is scheduled 16-18 May 2023

Agenda 3: Restructutring of Vision, Mission, Goals and Policy document for IQAC

Dean CE&QA Prof. Yaduvir Singh proposed the Vision, Mission and Goals of IQAC and after thorough discussions and deliberations following Vision, Mission and Goals have been finalized

The Vision statement of HBTU - IQAC is aligned with the Vision of the university. Vision state of HBTU - IQAC is as follows:

"To evolve systems and procedures for the development, sustenance and enhancement of quality initiatives in university's processes and procedures"

Mission

The Mission statements of HBTU - IQAC are aligned with the vision of the HBTU - IQAC. Mission statements of HBTU - IQAC are as follows:

- Setting up of quality standards as per standard ranking frameworks
- Finding areas with opportunities for quality enhancement
- Nurturing the existing quality in processes and procedures and imbibing the culture of quality

Goals

The Goals of HBTU - IQAC are aligned with the Vision statement and Mission statements of the HBTU - IQAC. Goals of HBTU - IQAC are as follows:

- To create and improve existing mechanisms for tracking the implementation of quality initiatives
- To develop a system for conscious, consistent and catalytic programmed action to improve the performance
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices

Agenda 4: Discussion on Implementation of NEP 2020 for current year as well as for coming academic sessions

NEP 2020 is successfully implemented for first year students from the academic session 2022-23. Continuous feed back and review is necessary for the efficient implementation and at the same time exit policy after certificate courses need to be reviewed.



Agenda 5: Discussion on the mechanism of Mentor- Mentee interactions and improving it (If necessary)

After discussions it was decided that Dean Student Welfare will ensure that a proper log book of the meetings is maintained in all the departments. Mentors should take the students issues at top priority.

Agenda 6: Revamping of mechanism for identification of slow and fast learners among students and further action for their motivation and upgradation

The point was discussed among the members and it was decided that diagnostic tests should be introduced at first year level if possible along with other methods and fast learners across all the years should be encouraged to participate in live projects, conferences, paper publications etc.

Agenda 7: Review of mechanism for giving commendation to faculty members, seed money etc. for doing quality research

After discussion it was decided that Dean Research and Development will revise and formulate the methodology for the same.

Agenda 8: Review of feedback collection, analysis and action taken

It was decided that IQAC cell review the present formats and if required will revise in view of NBA, NAAC and other ranking frameworks.

Agenda 9: Discussions on various audits like (Green, Energy etc.)

It was decided that these audit should be conducted regularly by maintenance sections before 31st May of each year and proper countermeasures should be taken for efficient utilization of resources

Agenda 10: Discussions on University efforts for promoting gender sensitivity, value added courses, IPR, Human values, Extension activities and other quality related activities

It was decided among the members that these courses are very important for holistic development of the students and all the departments, USAC, Training and Development Cell should organize such courses. Vivek Mishra ji emphasized the importance of value added courses and advised to organize these courses from outside experts too.

Agenda 11: Discussions on MOOCs recording studio for online content development

It was decided that All the departments should use this wonderful facility and a coordinator would be nominated to speedup the work.

Agenda 12: Discussions on available Library resources and measures for effective utilization of the resources

J W

It was decided that IQAC will coordinate with Library and ensure that proper SOPs should be available on University Website for effective utilization of the available resources like Web of Science, Springer, J Gate etc.

Agenda 13: Discussion on staff development and training

Staff development and training is very essential for the developmet of University. It was discussed and decided that Registrar Office will do the needful for the training programs for staff development

Agenda 14: Any Other matter with permission of chair

Vivek Mishra ji advised that University should adopt some villages and contribute for the welfare of the village persons. Hon'ble Vice Chancellor and all the members appreciated the noble thought. These activities should be done by NSS, Mahila Adhyayan Kendra under supervision of University administration ,

The meeting ended with thanks to the chair

