

कुलपति-सचिवालय
हरकोर्ट बटलर प्राविधिक विश्वविद्यालय,
कानुपर-208002

पत्रांक : 42 / कु0प0कार्या0 / आई0व्यू0ए0सी0 / 2022

दिनांक: 13 / 06 / 2022

:: कार्यालय ज्ञाप ::

मा0 कुलपति महोदय के निर्देशानुसार दिनांक 14 / 06 / 2022, दिन मंगलवार को अपराह्न 04:00 बजे आंतरिक गुणवत्ता आश्वासन प्रकोष्ठ (आई0व्यू0ए0सी0) की बैठक विश्वविद्यालय समिति कक्ष में आहूत की गयी है।

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

(डा0 एस0के0 शर्मा)
विशेष कार्याधिकारी, मा0 कुलपति

प्रतिलिपि: निम्नोक्त को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

1. समिति के समस्त संयोजक / सदस्यगण।
2. कुलसचिव, एच0वी0टी0यू0, कानपुर।
3. वित्त नियंत्रक, एच0वी0टी0यू0, कानपुर।

(डा0 एस0के0 शर्मा)
विशेष कार्याधिकारी, मा0 कुलपति

**Agenda for the proposed meeting of Internal Quality Assurance cell (IQAC) to be held on
14/06/2022, 4:00 PM in the Committee Room of the University**

1. Approval of minutes of meeting held on 30/06/2021 and report on action taken
2. Regarding the review of preparation of National Assessment and Accreditation Council (NAAC) grading
2. To discuss the Academic audit of various departments
3. Updation of profile of new faculty members on different data base like Google Scholar, Web of Science, Scopus etc.


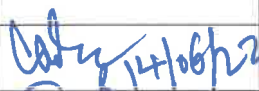
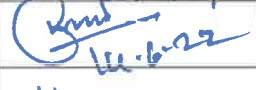




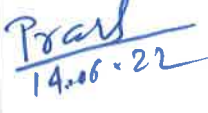
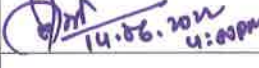


4. Progress of accreditation of various departments by National Board of Accreditation (NBA)
5. Regarding discussion and addressal on points observed by Rajbhawan related to IQAC with reference to letter no 3218/29/- जी एस / २०२२ dated 06/06/2022
6. Regarding feed back system in view of 7th CPC and Career Advancement Scheme (CAS)
7. Any other matter with permission of chair

Attendance Sheet, IQAC Meeting

Venue: University Committee Room

Date: 14.06.2022 at 04:00PM

आज दिनांक 14.06.2022 को अपरान्ह 04:00 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	
3.	Mr. C.N. Singh, Asso. Professor, EED	
4.	Mr. R.K. Ambikeshi, Asso. Professor, MED	
5.	Registrar, HBTU	
6.	Finance Controller, HBTU	
7.	Local Society- Mr. Vivek Mishra, HBTI AA	
8.	Student- Mr. Aniket Verma, EED	
9.	Alumni- Mr. Ghanshyam Yadav, ALIMCO	
10.	Employer- Mr. Rahul Mishra, CADD Centre	
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.	Dr. G.L. Devnani, Asso. Dean CE&IQA	
15.	Dr. Vandana Dixit Kaushik, NAAC Coordinator	

Ref. NO:

Date: 28/07/2022

Hon'ble Vice Chancellor
HBTU, Kanpur

Subject: Approval of Minutes of Meeting IOAC
held on 14/06/2022, 4.00 PM

Please find enclosed herewith, Minutes of Meeting (MoM)
of IOAC HBTU Kanpur held on 14/06/2022 at 4.00 PM
in Committee Room of the university.

Kindly peruse it, and subsequently approve it. Once
it is approved by your goodself, same will be preserved
as record, and also, uploaded on university website.


28/07/2022
2:25 PM

Prof. Yaduvir Singh
BESD, HBTU Kanpur
Dean - CSIOA & IOAC Coordinators

Enclosures :

As above

Approved.


28/7/2022

Dean (CCE)

Minutes of meeting of Internal Quality Assurance Cell (IQAC) held on 14/06/2022, 4:00 PM in committee room of the university

A meeting of Internal Quality Assurance Cell (IQAC) was held on 14/06/2022, 4:00 PM in committee room of the university. Following members were present in the meeting:-

- | | | |
|----|--|----------|
| 1. | Prof. Samsher, Hon'ble Vice Chancellor | Chairman |
| 2. | Mr. 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 | Member |
| 7. | Student- Mr. Aniket Verma, EED | Member |
| 8. | Stakeholder- Mr. Prashant Kumar, Honorary Secretary, IETE-Kanpur | Member |
| 9. | Prof. Yaduvir Singh, Professor, EED | Member |

Special Invitee

- | | | |
|-----|---|--|
| 10. | Dr. G.L. Devnani, Asso. Dean CE&IQA | |
| 11. | Dr. Vandana Dixit Kaushik, NAAC Coordinator | |

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

- | | | |
|----|---|--------|
| 1. | Dr. Deepak Srivastava, Professor, PL | Member |
| 2. | Alumni- Mr. Ghanshyam Yadav, ALIMCO | Member |
| 3. | Employer- Mr. Rahul Mishra, CADD Centre | Member |
| 4. | 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 requested Associate Dean, Dr G L Devnani to discuss the agenda and action taken on previous meeting :

Agenda 1: Approval of minutes of meeting held on 30/06/2021

Since no comments were received from any member, the minutes of the meeting held on 30/06/2021 were approved by the committee members and they expressed their satisfaction

Agenda 2: Action(s) taken report of the previous meeting

Handwritten signatures and date: 28.07.2022

Agenda No	Decision taken	Action taken by the University
1.	Participation of University in various reputed surveys	University participated in all important surveys like NIRF, AISHE, IIRF, India Today etc.
2.	Regarding registration of faculty members in various academic databases like Google Scholar, Scopus, Web of Science	Most of the faculty members registered in various academic databases through their HBTU mail id
3.	Regarding organization of 100 academic events in view of centenary year celebration of the University	All the departments contributed for organization of 100 academic events like Webinars, seminars, faculty development programmes etc.

Agenda 3: Regarding the review of preparation of National Assessment and Accreditation Council (NAAC) grading

Regarding Review on NAAC grading progress Dr G L Devnani requested Dr Vandana Dixit Kaushik, NAAC Coordinator to apprise the progress. She informed the committee that IIQA is ready for submission and the preparation of preliminary SSR is ongoing. As soon as IIQA accepted the final SSR will be uploaded on NAAC website, She further informed that an officer from NAAC Bangalore is visiting the university on 20/21 June for awareness programme

Agenda 4: To discuss the Academic audit of various departments

It was unanimously decided that all departments will conduct the academic audit and chairman advised to prepare the schedule of academic audit of all the departments and communicate accordingly so that the departments can plan the activities related to audit

Agenda 5: Updation of profile of new faculty members on different data base like Google Scholar, Web of Science, Scopus etc.

It was decided that faculty members should register on various academic databases like Google Scholar, Scopus, Web of Science etc. through their official HBTU mail id and regarding this SOP needs to be prepared and circulated by Dean CE&IQA to all the faculty members specially the new faculty members

Agenda 6: Progress of accreditation of various departments by National Board of Accreditation (NBA)

Progress of accreditation of various departments by NBA was discussed and it was informed that compliance report has already been sent to NBA for all 7 departments which were accredited for 3 years from 2019-2022 and for other departments since faculty recruitment is over and with newly recruited faculty, the student faculty ratio (SFR) should have been achieved to file Self

4/11

 22.07.22

Assessment Report (SAR) for accreditation. NBA coordinator may be informed to file SAR for all other departments also the departments must start their preparation.

Agenda 7: Regarding discussion and addressal on points observed by Rajbhawan related to IQAC with reference to letter no 3218/29/- जी एस / २०२२ dated 06/06/2022

In view of the observations by Rajbhawan with reference to letter no 3218/29/- जी एस / २०२२ dated 06/06/2022, it was decided that IQAC meetings will held quarterly to review and discuss the quality aspects of the university and regarding less no of journal papers it was realized that main reason is shortage of regular faculty members (58/141) . It is expected that with the joining of approximately 40 new faculty members' research publications will increase significantly. The chairman expected from all the faculty members to increase their research output

Agenda 8: Regarding feed back system in view of 7th CPC and Career Advancement Scheme (CAS)

Regarding designing of feedback system in view of 7th CPC and Career Advancement Scheme (CAS), Chairman instructed Dean CE&IQA to constitute a committee comprising of Prof. Yaduvir Singh, Dean CE&IQA along with Prof. Sunil Kumar, Dean Student welfare and Prof. Raghuraj Singh, Dean PR&G and complete the work in 30 days after the issue of the minutes of this meeting.

Agenda 9: Any other matter with permission of chair

Following other issues were discussed in any other matter with the permission of the chair

(a) It was felt among members that there should be a well defined policy regarding quality standards of university including code of conduct for faculty members, staff and students and the committee constituted in point no 7 will take up these points also.

(b) Chairman advised to organize a 2 day in-house training programme of all the new faculty members related to functioning of the university. It was further decided that all the departments must conduct staff development/training programme. It was also decided that staff training is also very important and Registrar/Deans/Head of departments will organize staff training programmes

(c) Dean CE&IQA emphasized the importance of Strength, Weakness, Opportunities and Challenges (SWOC) analysis for all the departments across the university. It was decided that heads will prepare a document related to their departments.

(d) Student member Mr Aniket Verma expressed his concern regarding modernization of laboratories and to give seed money to the students for their projects to meet out expenditure incurred in fabrication/designing etc. The issue was discussed among the members and it was




28.07.22

decided that there should be policy to help the students in this regard and regarding proper functioning of laboratories Dean of schools /Head of departments should be advised for the same

The meeting ended with thanks to the chair.


28.07.2022

42