

Minutes of the 1<sup>st</sup> Meeting

1. The first meeting of Internal Quality Assurance Cell (IQAC), after NAAC Accreditation has been held on November 11, 2016, at 11.30 AM in the board room of JUET, Guna.
2. The meeting was attended by the following:-

Prof. N.J.Rao, Vice Chancellor, JUET, Guna	Chairman
Prof. S.Arunachalam, Dean(A&R), JUET, Guna	Member
Brig. S.K.S.Negi (Retd.), Dean (SW) & Registrar, JUET, Guna	Member
Prof. B.K.Mohanty, HOD (ECE), JUET, Guna	Member
Prof. Sanat Agrawal, HOD(MECH) , JUET, Guna	Member
Prof Anuj Kumar, HOD (Physics), JUET, Guna	Member
Dr. Rajeev Srivastava, HOD (HSS), , JUET, Guna	Member
Prof. P.K.Singh, Head (CRDC) , , JUET, Guna	Member
Dr. Rashmi Tyagi (Associate Professor , Chemistry), JUET, Guna	Member
Mr. Nileshkumar R Patel (Assistant Professor), JUET, Guna	Member
Dr. Sudeep Sharma , I/C (LRC) , JUET, Guna	Member
Prof. S.K. Agrawal , COE , JUET, Guna	Special Invitee
Dr. H.K, Mishra, Assistant Professor (Mathematics) JUET, Guna	Special Invitee
Dr. K.N. Gupta , Assistant Professor (CHE) JUET, Guna	Special Invitee
Dr. Gavendra Norkey, Assistant Professor (MECH) JUET, Guna	Special Invitee
Mr. Santosh Pandey , I/ C (IT Cell), JUET, Guna	Special Invitee
Prof. Shishir Kumar, HOD (CSE) & Director IQAC, JUET, Guna	Member Secretary

3. Following members could not attend meeting due to their prior engagement.

Prof. NN Dutta, JUET, Guna  
 Prof. Vipin Tyagi, JUET, Guna  
 Sri Rajendra Kumar (External Member),  
 Sri J. Balachander (External Member),  
 Smt. Hem Lata Sharma(External Member),

4. The minutes of the meeting are as:-

In the beginning, chairman welcomed all the members in the 1<sup>st</sup> meeting of the IQAC held after NAAC Accreditation (1<sup>st</sup> Cycle) and appreciated the efforts putted in by all the concerned and indicated about higher expectations in 2<sup>nd</sup> Cycle of Accreditation.

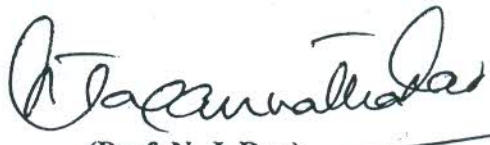
- (i) Report submitted by NAAC peer team in sealed envelope (to be opened of declaration of grade), was opened and read out to all members.
- (ii) Major points of assessment and general remarks made by peer team of NAAC after the visit during October 17-20, 2016 were highlighted and it was decided to request all concerned to take corrective actions when required.
- (iii) Points/ Areas indicated by NAAC peer team as Limitations/ opportunity /challenges are identified, and are listed in Enclosure -1.
- (iv) All the concern HODs and Section I/C are advised to prepare the plan to deal with identified challenges and present the same in next IQAC meeting.
- (v) Points mentioned by Chairman NAAC peer team during exit meeting were communicated to all members mentioned below-
  - More Research Projects should be funded
  - Synergy among basic Sciences and Engineering departments should be enhanced to encourage interdisciplinary research

*[Handwritten signatures]*

- Faculty should be encouraged and supported financially for participation in FDPs
- MOUs should be signed with prestigious institutes and R&D Institutions of India
- Thrust area of research should be identified in each department and this activity be supported financially
- Full financial support should be provided to faculty members for participation in Conference and Workshops. Encourage faculty to go to reputed institution on deputation (with salary) for Research. A bond may be taken if necessary
- Seed money should be provided to all the faculty members for research activities
- More specialized English teachers should be recruited
- More professors need to be recruited in each department
- More computer literacy and English speaking course should be organized for staff Members.
- Imprest money should be provided to HODs and faculty members
- Create awareness on promotion policy for faculty and staff
- Cultivate a sense of belonging among all
- Support to students from humble background should be increased
- More focus should be given for enhancement of English Communication Skills.
- More bridge course to be added
- More field based courses should be added in the Curriculum to develop skills/entrepreneurship among students
- Latest Standards & Reference Books should be added in LRC
- Utilization of Lab & Library resources should be increased
- Replacement of Pentium IV PCs and CRT Monitors
- Innovation in Lab activities should be enhanced and University be made into IT Hub
- Financial support to students in participation of Workshop and Conferences
- University Development Fee should be decreased gradually
- Staff should be supported to purchase computers on loan
- Lift should be provided atleast at 2-3 locations for physically challenged persons. This was considered absolutely essential
- Swimming Pool should be provided for Boys (depth be restricted)
- Hockey field to be developed
- Interface with local schools to attract school talents to engineering courses

5. It was decided to hold next IQAC meeting in last week of January 2017.
6. Meeting ended with on a positive note with vote of thanks to the Chairman.

  
 (Prof. Shishir Kumar)  
 Member Secretary

  
 (Prof. N. J. Rao)  
 Chairman