

**06th Meeting of the
Internal Quality Assurance Cell**

On May 9th, 2020

At 02:30 hrs Conference Room,

At



**Sihniwala, Shimla By Pass,
Dehradun-248 197 (Uttarakhand)**

06th Meeting of Internal Quality Assurance Cell (IQAC)
Minutes of Meeting 9th May, 2020
 (Session 2019-20)

06.01 Agenda Items

Item	Description
Part A : Statutory	
01	Grant of Leave of absence, if any
02	Confirmation of Minutes of the 05th Meeting of Internal Quality Assurance cell
03	Follow up action on the Minutes of the 05th Meetings of the IQAC
Part B : Approval / Review Items	
04	Revision Of Academic Policy Manual for academic year 2020-21
05	Conduct of AAC Meeting.
06	Plan and Conduct of FDP and SDP for session 2020-21 (Odd Sem)
07	Green and Energy Audit to be conducted for SCE campus
08	Environment ,Energy and Green Campus policy to be revisited to take holistic view of SCE Campus
09	Central Committee to be set up for CO, and PO–CO mapping moderation and to increase the awareness about OBE among Departments
10	Review of NAAC Accreditation Preparedness activities
11	Status of research projects, funds, publications and Industrie 4.0 lab.
12	Review of different academic activities
Part C : Information Items	
22	Visit of students of Mechanical Engineering to Auto expo by the students of mechanical Engineering on 11 February 2020
23	Shivalik College ranked 134 th in all India Engineering college survey conducted by "Outlook Magazine" in 2019
30	TEQIP-III Funded project Status
32	Date for the Next Meeting.

06.02 Internal Quality Assurance Cell Members Present

Sr.No	Name	Designation	Affiliation
1	Mr. Ajay Kumar	Vice Chairman –SCE Member Of BOG	SCE, Dehradun
2	Dr. Sandip Vijay	Director and Chairperson (IQAC)	SCE, Dehradun
3	Dr. S.P Srivastava	Invitee, (Retd.) Professor IIT- Roorkee	IIT-Roorkee
4	Dr. Ganesh Bhatt	Invitee, Principal- COP	College of Pharmacy, Dehradun
5	Mr.Ashok Kumar	Industrial Representative	CMD- Ensino Research and Development Pvt. Ltd., Dehradun
7	Dr.U.C.Gupta	Associate Professor& Controller Of Examination & Nominated Member of BOG	SCE,Dehradun
8	Mr.Manmohan Rawat	Accounts Officer	SCE,Dehradun
	Mr. D.N.Joshi	Librarian	SCE,Dehradun
9	Mr. Surmadhur Pant	DSW &Head of Department EEE	SCE,Dehradun
10	Mr. Abhishek Sarkar	Dean Training & Development	SCE,Dehradun
11	Mr.R.S. Bhandari	Registrar	SCE,Dehradun
12	Mr. Ayushman Srivastav	Asst. Prof (ME) Co-Ordinator (IQAC)	SCE,Dehradun
13	Mr. Shailendra Pundir	Training & Placement Officer	SCE,Dehradun
14	Mr. Ashutosh Bhatt	Head of Department CSE	SCE,Dehradun
15	Mr. Gaurav Kashyap	Head of Department CE	SCE,Dehradun
16	Mr.Mohit Payal	Head of Department ECE	SCE,Dehradun
17	Mr. Kuldeep Rawat	Head of Department ME	SCE,Dehradun
	Mr. Vipin Chandra Bhatt	Asst. Prof (EEE) MR (ISO 9001:2015)	SCE,Dehradun
18	Mr. Vipin Uniyal	Alumini SCE (Pass out Batch 2012)	--

PART A: STATUTORY ITEMS

06.03 Grant of Leave of Absence, if any

Er. R.P Jamloki (Educationist) and Mr. Ashish Dhasmana -Alumni SCE (Batch 2014) could not attend the meeting and was granted leave of absence

05.04 Minutes of the 05th Meeting of Internal Quality Assurance Cell (IQAC), Shivalik College of Engineering, Dehradun held on January 10, 2020 (Friday)

The Minutes of the 05th Meeting were perused by IQAC and approved.

06.5 Follow up Action on the Minutes of 05th & Previous Meetings of the IQAC

S No	Action Points	Action Taken
1	Academic Calendar Even Sem (2019-20)	Final Academic calendar has been circulated to different departments and a copy has been put on SCE website.
2	Subscription/Purchase of E-Resource for Library	In Process
3	Lecture/ Workshop to facilitate Startups under DIY and Innovation Cell.	DIY and DIY and Innovation Cell of Shivalik College of Engineering conducted <ul style="list-style-type: none">• Guest Lecture on "How to make Financial Business Plan for MSME Projects" on 31st January 2020• Guest Lecture on "Sustainability of New Startups" on 22nd February 2020
4	Blood Donation camp as part of CSR activity under Social Club	Blood Donation camp as part of CSR activity under Social Club on 28 th March 2020
5	Conduct of TEQIP-III sponsored Faculty Development Program and Student Development program.	Review done , progress found satisfactory
6	Conduct of Staff development for non-teaching staff.	Complied with
7	Status of Registration and Renewal of scholarship application under social welfare department.	Reviewed, Registrar Shivalik College of Engineering work is in process.
8	Conduct of FDP on Six Sigma & QMS	Mentioned FDP Conducted from 27 th to 31 st January 2020
9	Review of NAAC preparedness	Review done , progress found satisfactory
10	Conduct of Academic Administrative Audit for Year 2019-20	Academic Administrative Audit Conducted on 15 th Jan 2020, tabled in current IQAC for deliberation

PART B: APPROVALS/REVIEW ITEMS

4. **Revision Of Academic Policy Manual for academic year 2020-21**
The IQAC felt the need to revise the Academic Policy Manual for academic year 2020-21 ,for the same a committee of all head of the departments head by Dean Academics has been formed to study current situation and come up with the Issue 3.0 of Academic manual.
5. **Conduct of AAC Meeting.**
The Academic advisory Committee formed to coordinate with all the departments in more effective manner and have been empowered to take all academic related decisions. The minutes of the meeting conducted in July 2020 to be tabled in next IQAC meeting.
6. **Plan and Conduct of FDP and SDP for session 2020-21 (Odd Sem)**
The FDP and SDP for session 2020-21 (Odd Sem) is to be planned for the month July 2020, under the guidance of Dean Academics and with consultations of respective HoDs.
7. **Green and Energy Audit to be conducted for SCE campus**
Register –SCE has been tasked to conduct Green and Energy Audit for A.Y 2019-20.
8. **Environment ,Energy and Green Campus policy to be revisited to take holistic view of SCE Campus**
Dean Administration has been tasked to revisit and revise Environment, Energy and Green Campus policy to take holistic view of SCE Campus
9. **Central Committee to be set up for CO, and PO–CO mapping moderation and to increase the awareness about OBE among Departments**
A committee has been setup under the convener ship of Mr. Ayushman Srivastav to facilitate the departments with moderation of CO and PO–CO mapping.
10. **Review of NAAC Accreditation Preparedness activities**
Review done , progress found satisfactory, it has been decided that only after completion of SSR and required documentation the IIQA will be filed, Coordinator IQAC has been tasked to coordinate the SSR filling process.
Coordinator IQAC informed that the registration process on NAAC portal has been completed.
11. **Status of research projects, funds, publications and Industry 4.0 lab.**
Status research projects, funds, publications and Industry 4.0 lab shared with the members of the committee, Chainman committee applauded the efforts and asked to bring out research papers and patents from the good work done
12. **Review of different academic activities**
Following activities of AY 2019-22 reviewed and found satisfactory
 - Review of academic result and plan for improvement in next semester
 - Review of placement of students and support in career services.
 - Review of planed activity as per Academic calendar

13. Review of activities of different committees ,Cells, Club ,Sports, ,NSS/NCC/CSR and cultural activities conducted in Odd even (AY 2019-20)
- Conduction of online classes and Internal end sem Exams.
 - Conduct of "Cyber Security and Cyber Crime" Workshop in Collaboration with IEEE Student chapter-SCE &Uttarakhand Police.
 - Filing of application for NIRF-2020 ranking
 - Conduct of different webinars for the engagement of students
 - Students Qualifying for higher Education
 - Awards and medals received by students of Shivalik College of Engineering for performance in different activities such as academic , sports and cultural events
 - Augmentations of facility for the improvement of teaching learning process.
 - **Review of situation of COVID 19 and posed challenges**
 - a) Post lockdown 3rd may onwards college is running at 33% staff, and only those are called to the campus who are essentially required for different administrative or accreditation work
 - b) Biometric punching has been suspended since 13 march 020 Ref:SCE/REG/2019-20/2246
 - c) Online classes to the students and on line internal end semester unit wise exams from 7th May 2020.

PART C: INFORMATION ITEMS

14. Visit of students of Mechanical Engineering to Auto expo by the students of mechanical Engineering on 11th february 2020

Report on visit of Mechanical Engineering to Auto expo by the students of mechanical engineering on 11th February 2020 tabled for information

15. Shivalik College ranked 134th in all India Engineering college survey conducted by "Outlook Magazine" in 2019

16. TEQIP-III Funded project Status

Members reviewed the TEQIP-III Funded Research project, It was advised to all the PIs through their Head of departments to complete their projects in the time limits of TEQIP-III, Members also appreciated the work done in various projects and asked the investigators to publish SCI papers out of their work,

Director- SCE informed that he has filed two patents in recent months.

17. Date for the Next Meeting.

It was agreed that the date of the next meeting will be fixed in consultation with all the members of IQAC and with the permission of chair.

The meeting concluded with a vote of thanks to the Chair



Ayushman Srivastav
Coordinator- IQAC



Dr. Sandip Vijay
Director SCE &
Chairperson -IQAC

Photographs of IQAC Meeting conducted on 9th May 2020



IQAC.05.03 Grant of leave of absence, if any

Mr. Vipin Uniyal (Alumini SCE) and Mr. Vipin Chandra Bhatt Asst. Prof (EEE) MR (ISO 9001:2015)

Could not attend the meeting due to prior engagement and were granted leave of absence.

IQAC.05.04 Review Follow up action on the Minutes of Meeting of 04th IQAC conducted on 23rd November 2019

S No	Action Points	Action Taken
1	Formation of DIY Cell	DIY Formed under the leadership of Mr. Ajay Verma (Asst Prof.-MED)
2	Departmental Activity presentation	Will be done in current (5 th) IQAC
3	Training & Placement presentation	Will be done in current (5 th) IQAC

IQAC.05.05 Following Academic Administrative matters of Shivalik College of Engineering were discussed

- a) Departmental activity report of Odd semester A.Y 2019-20 was presented by respective departmental heads, chair expressed satisfaction on the activities
- b) Chair directed Dean Academics Mr. Sanjay Sharma for the preparation of Academic Calendar Even Semester (2019-20) and get it approved through Directors office.
- c) Librarian Mr. D.N Joshi asked for the renewal and purchase of E-Resources for the library, Chair asked him to submit the budgetary quotation to the director's office
- d) DIY and Innovation Cell of Shivalik College of Engineering were asked to plan activities to support Enterpenureship and start-ups
- e) It was advised that Blood Donation camp as part of CSR activity under Social Club should be organised
- f) Chair advised to the Dean academics faculty development program and student development program should be organised under TEQIP-III program
- g) Chair asked the register to present Status of Registration and Renewal of scholarship application under social welfare department.
- h) Chair advised Coordinator IQAC to Conduct of Academic Administrative Audit for Year 2019-20
- i) Placement activities was presented by Training & Placement officer, he also shared the calendar of placement activates for rest of the semester.
- j) It was informed by the chair that Shivalik College of Engineering Awarded with Best Industry Interface Award by Divya Himgiri and Uttarakhand Technical University, Education Excellence Award 2019

The meeting concluded with a vote of thanks to the Chair




(Ayushman Srivastava)
Coordinator IQAC

