

**9th Meeting of the
Internal Quality Assurance Cell**

On March 10, 2022

At 03:00 PM Conference Room,

At



**Sihniwala, Shimla By Pass,
Dehradun-248197 (Uttarakhand)**



SHIVALIK
COLLEGE OF ENGINEERING

INTERNAL QUALITY ASSURANCE CELL

Reference No./Date &Time:	SCE/IQAC/MOM/2021-22/02 Date:10/03/2022 , 03:00 PM
Program:	9 th IQAC Meet
Meeting Agenda:	<ol style="list-style-type: none"> 1. Grant of leave of absence, if any- Coordinator IQAC 2. Chairman's welcome address. 3. Introduction of IQAC Members 4. Confirmation and review of minutes of the 22nd meeting- Coordinator IQAC 5. Information about PAC-NAAC Accreditation-Dean Quality Assurance 6. Quality Calendar –IQAC Cordinator. 7. Academic Calendar (Even Sem) of Shivalik Collage of Engineering . 8. FDPs/STTPs/SDPs conducted in the odd semester of AY 2021-22 –Mr. Ashish Gupta. 9. Best Practice and initiatives of the academic year 2021-22 Dean Quality Assurance. 10. Quality enhancement workshops FDPs –Coordinator IQAC. 11. Discussion on Long term & Short term goals of Shivalik College of Engineering. 12. Any other matter which will be bought to the notice of IQAC for consideration. 13. Vote of Thanks by Member Secretary -IQAC
Meeting Venue:	Conference Hall, New Building
Attendees:	<ol style="list-style-type: none"> 1. Dr. Prahalad Singh, Chairman 2. Dr. Kuldeep Panwar, Member Secretary 3. Dr. U.C Guptar, Member 4. Dr. Sujeet Kumar, Member 5. Mr. Ashish Gupta, Member 6. Mr. Ajay Kumar Verma , Member 7. Mr. Kuldeep Godiyal, Member 8. Mr. Manish Bhatt, Member 9. Mr. D.N Joshi, Member 10. Mr. Kuldeep Rawat, Member 11. Mr. Ayushman Srivastava , Coordinator IQAC, Member 12. Mr. Rakesh Bhandari, Member 13. Dr. Ashutosh Bhatt, Member 14. Mr. Avinash Guleria, Student Member 15. Mr. Aditi Singh, Student Member 16. Mr. Harish Dhami, Alumni Member 17. Mr. Diwesh Pandey, External Members, Industry Representative
Present in Absentia	<ol style="list-style-type: none"> 1. Dr. Mohd. Danish, Member 2. Mr. Surmadhur Pant, Member 3. Mr. Kalesh Joshi, Alumni Member 4. Ms. Meghna Negi, External Members, Industry Representative

Proceedings:

The meeting started with the Chairman's welcome address. The IQAC Chair welcomed all the members. Chairman in his welcome address motivated the members to actively participate in the deliberation and suggested to incorporate new quality initiatives thus strategizing for accreditation such as NAAC. It was followed by briefing of the agenda of the meeting by IQAC.

Grant of Leave of Absence, if any

Following members could not attend the meeting and were granted leave of absence by Chair.

1. Dr. Mohd. Danish, Member
2. Mr. Surmadhur Pant, Member
3. Mr. Kalesh Joshi, Alumni Member
4. Ms. Meghna Negi, External Members, Industry Representative

Thereafter, ascertaining the Committee members, the agenda items were taken up for discussion:

Agenda 1: To review minutes of the previous 8th IQAC Meeting

The minutes of meeting were circulated via email through Department of Quality Assurance (DQA) Office. The action taken report (ATR) of the last IQAC meeting was presented. There being no further comments, the Committee approved the minutes.

Agenda 2: New Organogram of SGOC launched

The new Organogram of SGOC was presented to the entire members. Roles and Responsibilities of Newly formed Departments were presented to members. Roles & Responsibility of following Departments were presented:

- Department of Academic Vigilance and Monitoring
- Department of Quality Assurance

Agenda 3: Provisional Accreditation Certification (PAC)

Dean, Quality Assurance shared the objectives and benefits of PAC to all members. It was decided that all UG and above courses of SCE will register for PAC. The updates and plans (with deadlines) were shared with all members. It was directed by Chairman to Department of Quality Assurance to upraise the progress on PAC to IQAC members by the end of March 2022.

Agenda 4: NAAC Preparation for SCE

Dean Quality Assurances updated the members that SCE will register for NAAC Accreditation and file IQA and SSR by November 2022. In view in the preparation for NAAC SSR compilation, Dean Quality Assurance shared name of Criteria Owners and Coordination for all 7 criteria of NAAC SSR.

Agenda 5: Parents' as a new Stakeholder in the IQAC

The IQAC Coordinator apprised the members of the devised feedback form in the bilingual mode, as a new quality initiative for incorporating Parents as a new Stakeholder to get their valuable feedback. The Committee approved the same.

Agenda 6: Quality Calendar of DQA

The Quality Calendar of the College was shared on the screen by Coordinator IQAC. Quality calendar included various workshops and trainings planned along with the PAC and NAAC preparation schedule. It was directed by the Chairman to Department of Quality Assurance to share detailed progress on NAAC preparations in next IQAC meeting.

Agenda 7: Academic Calendar of the SCE for Current Semester

The Academic Calendar of the College was shared on the screen by Head Academic Vigilance and Monitoring for its timely execution and implementation. After much deliberation it was resolved that each departments must prepare their individual activity calendar under different heads of the Academic Calendar and must share it with the Academic Vigilance and Monitoring Office; the Committee approved the same.

Agenda 8: Faculty Development Programs/STTPs for the Academic Session 21-22

Coordinator ECE updated the entire members with the details of FDPs/SDPs/STTPs conducted by the respective departments of SCE. The Committee appreciated the efforts of individual department.

Agenda 9: Bridging the Industry Academia Gap

Mr. Devesh (Industry Expert from IBM) was welcomed to share his views by Chairman of how to make the students industry ready. A thorough discussion between Chairmen, Industry expert and members lead to the following outcomes to prepare students for industry.

- More practical approach to solve engineering problems
- More Focus on Research and Innovation required
- Student assignments to be made to develop students' critical analysis skills.
- Use of ICT in Teaching & Learning process

Mr. Harish Singh Dhani (Representative College Alumni) shared his views with the team. He focused on the Quality of faculty, Books in Library, Regular updating of curriculum, Introduction of soft skills to students such as python and other advance courses and more participation and investment in research activities

Agenda 10: Best Practices Developed

The Coordinator IQAC apprised the members and accentuated on the qualitative aspects of the campus placement thereby chalking various best practices being followed/practiced in the college. All SOPs for best practices have been already approved and released by Department of Quality Assurance and copy of each will also be emailed to all members.

- Conduct of examinations
- Slow learner and fast learner
- Flip Classes
- Earn while you learn
- Faculties KRA
- Leave Policy
- Awards and Recognitions
- Engineering clinic
- Additional coaching for slow learners

Agenda 11: SCE New Website Launched

The Coordinator IQAC apprised the members about the new college website (<https://www.shivalikcollege.edu.in/>) launched this year. All the members were asked to visit the newly launched website and share their feedbacks for further improvements.


Agenda 12: Short Term and Long Term Goals for SCE

Discussion on Proposed Short term and long term goals for SCE was carried out. Proposed goals were shared in the meeting for the perusal of all the members. While the discussion it has been proposed that a benchmark should be set for comparative analyses. A roadmap should be planned for teaching, learning and extension activity. It was discussed amongst and the Committee approved to chalk out a plan of action for its execution and asked to furnish the progress details by the next meeting.

Agenda 13: Any other, with the permission of the Chair

Student members while discussion with entire members focused on collaborative projects in which they could work in team with students of different years.

There being no further agenda, the meeting concluded with a formal vote of thanks by Member Secretary.


Member Secretary (IQAC)

Shivalik College of Engineering



Chairman (IQAC)

Shivalik College of Engineering

Enclosed Item List:

Best Practices SOPs – By DQA

Academic Calendar

Quality Calendar