Minutes of IQAC Meeting
Friday, 10 January 2020
Board Room, Director's Office

AGENDA ITEMS:
The following were the agenda items:

1. Roll Call and Welcome [Procedural]
2. Approval of today's meeting's agenda items [Procedural]
3. Approval of 21 February 2019 minutes of meeting [Procedural]
4. Action Taken Report of 21 February 2019 meeting
5. AQAR 2017-18 status report
6. Discussion on effectiveness of Institute MoUs
7. Discussion on the Institute's research output
8. Grievance Redressal System of the Institute
9. Any other

1a. Roll Call (Agenda Item #1)
The meeting commenced at 4:17 PM.

Committee Members (in attendance)
1. Dr. K.S. Dasgupta (Chairman IQAC)
2. Anil Roy (Director IQAC)
3. Soman Nair (Executive Registrar)
4. Binita Desai (Chairperson, Gender Cell)
5. Suman Mitra (Dean (AP))
6. Sanjeev Gupta (Dean (R&D))
7. Ranendu Ghosh (Dean (Students))
8. Maniklal Das (faculty)
9. Asim Banerjee (faculty)
10. Sanjay Srivastava (faculty)
11. V Sunitha (faculty)
12. Yash Shah (Convener, SBG)
13. Ishita Jain (UG student)
14. Amit Kumar Shah (Alumnus)
15. Nilesh Ranpura (eINFOCHIPS-Arrow company)

Committee Members (absent)
1. Mr. Suresh Rangachar (Management Representative)
2. Shivani Thakkar (PG student)
3. Dr. Jayanthi Ravi (Sarjan Foundation NGO)
4. Mr. Paul Cherian (Morgan Stanley, Bengaluru)
5. Mr. Giridharan Surendran (FactSet Systems, Hyderabad)

1b. Welcome (Chairman IQAC) (Agenda Item #1)

Prof. Dasgupta welcomed all and started the meeting with his opening remarks.

Then he handed over to Anil Roy for further proceeding of the meeting.

Questions & Comments

No comments

2. Approval of today's meeting's agenda items [Procedural] (Agenda Item #2)

Approved.

3. Approval of 25 September 2019 minutes of meeting [Procedural] (Agenda Item #3)

- Date of Meeting: 25 September 2019
- Minutes of Meeting sent to all: 1 November 2019

Approved.

4. Action Taken Report of last meeting (Agenda Item #4)

5. AQAR 2017-18 (period 1 July 2017 – 3o June 2018) (Anil Roy) (Agenda Item #5)

IQAC Director informed that in order to prepare the AQAR as per the NAAC guideline the period selected was 1 July 2017 to 30 June 2018. It took a while longer than expected in the journey of the understanding and collection of data as required by AQAR format among the process owners. The report was partially ready now as some of the points still need attention, such as: 2.3.2, 3.2.1, 4.1.1, 4.1.2, 4.4.1, 5.1.4, 6.2.2, 6.3.4, 6.5.5, 7.1.1, 7.1.5.

All members are requested to go through the report carefully and corresponding persons should provide with the suitable data of these points. He informed that the report would be posted on the website, as per requirement.

Actionable item:

1. IQAC Director will send a mail to all custodians of the above missing data. RESPONSIBILITY: IQAC Director.

6. Discussion on effectiveness of Institute MoUs (Anil Roy) (Agenda Item #6)

Based on the data provided by the Dean (R&D), it was informed that we had MoUs with at least 20 institutions. Barring a few (like SAC-ISRO, Govt. of Gujarat, University of Hildesheim (Germany)) rest others are dormant. And that is the concern.

It was decided that Dean (R&D) will come up with some road map on how to revitalize these MoUs for their best utilization. Since the matter was quite subjective, there was no immediate actionable item recorded.

7. Discussion on the Institute's research output (Anil Roy) (Agenda Item #7)

Based on the data provided by Dean (R&D) on research publication by faculty and students, IQAC Director informed that during last 8 years (2012-2019) there were 205 papers published in journals. This was at an average of 25-26 papers each year. This was low. Of them only 108 were in the journals which have reported impact factor as published by The Clarivate Analytics. Only 13% of our papers were published in journal which have IF > 3.5.

During discussion the Dean (R&D) informed that the research output had improved in past couple of years. Though it was not so much evident in journal paper publications, but in terms of getting R&D projects and consultancy projects we had improved substantially. Also conference paper publication had grown up. All felt that research output was an individual urge and it could not be attached to any tangible actionable plan.

8. Grievance Redressal System of the Institute (Anil Roy) (Agenda Item #8)

IQAC Director informed that the Institute had a Grievance Redressal Cell with Dean (AP) its Chairman, along with Dean (Students), UG and PG committee conveners and Executive Registrar as members (https://www.daiict.ac.in/institute/academic-administration/grievance-redressal-cell/). But when data and analysis of these grievances are asked, the Cell says that there are no case reported till date. This speaks that perhaps the system is not working.

SBG Convenor and Ishita informed that the students community was not aware that a GRC had been existing there. Majority of faculty members also put on record their ignorance about the existence of a GRC. Dean (AP) was suggested to make the system transparent and functional.

Actionable item:
1. It was decided that Dean (AP) and IQAC Director will submit a process on how to make GRS effective. RESPONSIBILITY: Dean (AP).

9. Any other
None.

Adjournment

Meeting concluded at 5:50 PM

MoM Prepared by – Dr. Anil K. Roy, Director-IQAC