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MINUTES OF THE MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)
HELD ON 09.05.2016 AT 11.30 A.M. IN THE COMMITTEE ROOM,
ADMN. BLOCK OF THE INSTITUTE TO DISCUSS URGENT AND
IMPORTANT ACADEMIC RELATED MATTERS.

The following were present :-

1. Dr. V. K. Jain, Professor (EIE) & Director, SLIET	In the chair
2. Dr. V. K. Rattan, Professor (Chemical Engg), PU, Chandigarh	Member
3. Dr. M. B. Bera, Professor (FET) & Dean (Academics)	Member
4. Dr. Rajesh Kumar, Professor (ME) & Dean (R&C)	Member
5. Dr. Pardeep Gupta, Professor (ME) & Dean (P&D)	Member
6. Dr. A. S. Arora, Professor (EIE) & Dean (SFW)	Member
7. Dr. S. S. Dhaliwal, Professor (Maths)	Member
8. Dr. Harish Chopra, Professor (Chemistry)	Member
9. Dr. P. S. Panesar, Professor (FET) & PI (PG)	Member
10 Dr. R. K. Saxena, Professor (ME) & PI (UG)	Member
11 Dr. C. S. Riar, Professor (FET) & PI (ICD)	Member
12 Dr. Jagtar Singh, Professor (ME) & Co-ordinator, TEQIP	Member
13 Dr. Sanjeev Bansal, Professor (M&H) & Registrar	Member
14 Dr. J.S. Dhillon, Professor & HOD (EIE)	Member Secretary

At the outset, the Director-cum-Chairman, Internal Quality Assurance Cell (IQAC) of the Institute welcomed all the internal as well as external members present during the first meeting of the Cell. Thereafter, he invited the Member Secretary, IQAC, SLIET, Dr. J. S. Dhillon, to start the proceedings.

The Member Secretary, IQAC, made a brief presentation about the programmes and mandate of the Institute viz-a-viz agenda points circulated for the meeting.

The decisions were taken on the agenda points circulated vide letter No. EIE/159-179 dated 02.05.2016, as detailed below:-

1. Improve the attendance of students in the class

It was unanimously agreed to conduct the minor examination after mid-semester break and any other functions related co-curricular activities before the mid-semester break. From 2016 academic session, Outcome based education (OBE) system involving bloom's ~~revised~~ taxonomy is to be introduced while revising the course curriculum for all the academic programmes of the Institute.

2. To strengthen the conduct of Laboratory classes

It was decided that the syllabus should be designed having separate theory and laboratory classes so that students may attend all the theory classes first and then have the practical classes to conduct. HODs should try to conduct the multiple experiments. HODs will decide on this issue as per the requirements in their respective departments with local adjustment, facilities and resources etc. available with them.

J.S. Dhillon
9/05/16

3. Study materials for ICD students

It was decided that the faculty will provide the monographs, laboratory manuals and study material. The Institute shall bear the expenditure on the publication / printing of the monographs, laboratory manuals and study material supplied by the faculty of the Institute.

4. Introduction of feedback system

The Member Secretary, IQAC, intimated that he had already forwarded the feedback proforma to all the HODs of the teaching departments. Again, the same were circulated to the members afresh.

It was decided that the feedback system be followed in true spirit at every stage. Member Secretary, IQAC will present the outcome of feedback system in IQAC meeting received from different departments/ sections.

5. To improve administrative performance

Due to time limitations, this item could not be discussed in today's meeting and will be taken up in the next meeting.

Any other items

1. It was unanimously agreed upon to conduct the meetings of the IQAC atleast twice in one academic session, to have discussion in a broader way for effective academic improvements in the Institute.
2. It was also opined by the members that the possibility of revival of the Examination Cell / system be explored to improve upon the quality of examination and evaluation system in the Institute, in the larger public interest.

The meeting ended with a vote of thanks to the chair.

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LET/ IQAC/16/01
12.05.2016

Chairman, IQAC

All HODs

09/05/2016
(Member Secretary
IQAC)