

**Minutes of the 7th meeting of the Internal Quality Assurance Cell (IQAC)
held on 27.09.2019 at 11.30 a.m. in the Committee Room, 1st Floor,
Administrative Block, SLIET, Longowal**

The following attended the meeting :-

- | Sr. No. | Name & Designation |
|---------|----------------------------------------------------------------------------------|
| 1. | Prof. A.S. Arora, Nominee of Director, SLIET-cum-Chairman, IQAC, SLIET, Longowal |
| 2. | Dr. V.K. Rattan, Vice Chancellor, GNA University, Phagwara-144405 (Punjab) |
| 3. | Dr. T.S. Sidhu, Director, Shaheed Bhagat Singh State Technical Campus, Ferozepur |
| 4. | Prof. A.S. Arora, Dean (Academics), SLIET, Longowal |
| 5. | Prof. P.S. Panesar, Dean (R&C), SLIET, Longowal |
| 6. | Prof. S.S. Dhaliwal, Nominee of Dean (P&D), SLIET, Longowal |
| 7. | Prof. D.C. Saxena, Dean (SW), SLIET, Longowal |
| 8. | Prof. S.S. Dhaliwal, Nominee of Registrar, SLIET, Longowal |
| 9. | Prof. Dhiraj Sud, Deptt. of Chemistry, SLIET, Longowal |
| 10. | Prof. A.S. Dhaliwal, Deptt. of Physics, SLIET, Longowal |
| 11. | Prof. A.P. Singh, Deptt. of Electronics & Comm. Engg., SLIET, Longowal |
| 12. | Prof. R.K. Saxena, Deptt. of Mech. Engg, SLIET, Longowal |
| 13. | Prof. H.R. Ghatak, Deptt. of Chemical Engg, SLIET, Longowal |
| 14. | Dr. Amrik Singh, Associate Professor, Deptt. of Mech. Engg., SLIET, Longowal |
| 15. | Mr. Rakesh Gulati, Nominee of Sh. D.N. Mishra, Head (T&P), ISGEC, Yamuna Nagar |
| 16. | Sh. Amar Kumar Podar, CR, GCS-2016 |
| 17. | Sh. Ashish Kumar, CR, GWT-2016 |
| 18. | Sh. Gurjeet Singh, CR, GWT-2016 |
| 19. | Prof. J.S. Dhillon, Coordinator-cum-Member Secretary, IQAC, SLIET, Longowal |

SLIET/Dean(FSW)/Dispatch
No. 10/7-270/D/18/11/19

The following could not attend the meeting:

- Mr. V.K. Khurana, Sr. Vice President, Ralson India Ltd., Ludhiana
- Mr. Ankur Kapoor, Principal Consultant, Infosys Ltd., Panchkula-134107
- Prof. Manjeet Singh Patterh, ECE Deptt., Punjabi University, Patiala
- Dr. Sunil Kumar Singla, Associate Professor, Deptt. of EIE, Thapar University, Patiala

At the outset, the Member Secretary, Internal Quality Assurance Cell (IQAC) of the Institute welcomed the Chairman and all members of the IQAC to the 7th meeting and thereafter the Agenda of the Meeting was taken up and following decisions were taken unanimously:

Agenda Item No.	Subject
7.1	Action Taken Report on the Minutes of Meeting of 6th IQAC held on 24.04.2019 The IQAC noted the action taken on this Item.
7.2	Admissions during the Academic Year 2019-20 The IQAC gone through the data presented with regard to admissions during the Academic year 2019-20 in the Institute and has shown its concern about the vacant seats remained in the MBA and M.Tech. streams. Data Analytics

Jasbir
14/10/19

[Signature]

Committee may be requested to analyze the last five year's admission data in MBA and M.Tech. streams (department wise). The committee will give detailed report regarding reasons for not filling of seats in SLIET, Longowal.

7.3 AQAR for the Academic Year 2018-19

The IQAC noted the item and hope that all the concerned departments/sections will provide required information to IQAC Cell by 31st October, 2019 so that the report may be submitted in time.

It is observed that the information of the same nature is being maintained by many sections rather than the single office. To strengthen the record keeping at one place in the Institute as well as furnishing the required information by the concerned section (s) to fill up the proforma, a committee under the Chairmanship of Dean (R&C) may also be constituted by the Director, SLIET-cum-Chairman, IQAC to suggest the final destination of files of a particular subject, to strengthening the record keeping in the Institute.

7.4 Status Report regarding Implementation of ERP

Prof. R.K. Saxena, IQAC member, who is by virtue holding the additional charge of Associate Dean (Academics) informed the house about the progress of ERP in the Academic Section and submitted that the result of ICD 1st minor will be live this time on the ERP.

The IQAC shown its satisfaction towards the progress being made on this aspect.

However the IQAC desired to develop some Apps. (Application Software) for the easiness of its students and staff like Complaint registration portal for estate related matters (Masonry/ Carpentry /Plumbing/Electrical works), which will bring speed in disposal of such complaints and increase efficiency in day to day working of the Institute.

7.5 Awareness towards saving of electricity and Need to use solar energy in terms of Point No. 7.1.2 regarding Environmental Consciousness and Sustainability/ Alternate Energy initiatives of AQAR

All these proposals are discussed in the IQAC in detail, the Committee has the following view:

- i) Motivation to Faculty, Staff and students to make the campus Plastic Free

The Institute has already taken ample initiatives in this directions, however Dean (Student Welfare) may be requested to constitute teams of students for their active participation in this filed to make the Institute single use plastic free.

- ii) Guidelines to Departmental/Section Heads for sending communication/ office orders/ circulars via email rather than sending hardcopies to save time, paper etc.

Director, SLIET-cum-Chairman, IQAC may constitute a committee on this issue to decide what type of documents may be sent via email and uploading on Institute website to save paper and time.

Assawa
14/10/19

- iii) Awareness about cleanliness, social evils, water and energy conservation, stonewall painting etc.

Active participation of students is required in this sphere during holidays, hence Dean (Student Welfare) may constitute teams of students to aware the residents/students in the campus and nearby villages regarding this point.

- iv) Motivational programmes for faculty, staff and students to save electricity and water

Concept of SLIET's Natural Light day is very praiseworthy, however, students, staff and faculty may be motivated at regular intervals by the Estate Office for saving these resources. Student's active participation is here again needed, under the control of Dean (SW)

- v) Use of Solar Energy in the Institute

The Institute is requested to explore the possibilities to set up Solar Plant in the Institute by constituting a committee.

The Committee has appreciated Institute's move to mark every Friday as No Motor Vehicle Day in the Academic Area of the Institute, which needs to be enhanced to some more days of the week too.

It is also suggested to promote walking within the campus and cover all the pathways with sheds to give safe passage during rainy and summer seasons.

7.6 Students participating in extension activities with Government Organizations, Non-Government Organizations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year in terms of Point No. 3.6.3 of AQAR Report

Following activities are required to be promoted in the Institute:

- i) Awareness programme on digital initiatives such as promotion of BHIM, Digi Locker, UMANG, Cashless transaction etc.

More initiatives are required to be taken to make the campus 100% cashless.

- ii) Provision of Sports/Fitness and awareness about

Institute is already doing good in this arena, which is praiseworthy.

- iii) Conduction of training programmes for Mess, Horticulture, Sanitation workers etc.

Teams of students may be constituted under the supervision of faculty to train Mess workers, Malis, Sanitation workers of the Institute to maintain hygiene and cleanliness in their respective areas.

- iv) Precision agriculture and organic farming

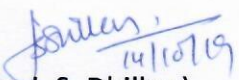
This point may be promoted under Unnat Bharat Abhiyan. The Institute may give projects to faculty and students on Burme Composte.

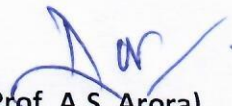
7.7 Any other item with the approval of Director-cum-Chairman, IQAC

Jo Sultan
14/10/19

[Signature]

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


(Dr. J. S. Dhillon)
Member Secretary, IQAC


(Prof. (Dr.) Prof. A.S. Arora)
Dean, Academics &
Nominee of Director, SLIET
-cum-Chairman IQAC