MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Minutes of the Internal Quality Assurance Cell (IQAC) meeting on 29th August, 2020

The meeting of the Internal Quality Assurance Cell (IQAC) was held on 29th August, 2020 at 11.30 am in the Convention Hall of the institute. The meeting was chaired by **Dr. R. K. Pandit**, Director of the Institute. Following have attended the Internal Quality Assurance Cell (IQAC) meeting:

Representative of Management:

- **Shri. Prashant Mehta*, IAS, Member, Board of Governors**
- Er. Ramesh Agrawal*****, Secretary, SECS & Member BoG

The External Expert:

- Dr. I. K. Bhat*, Vice Chancellor, Manav Rachna University, Faridabad

Nominee from Local Society:

- Shri. Keshav Pande, Journalist

Nominee from Alumni:

- Er. Ashutosh Chincholikar*, M.D. & CEO of Smart Controls Ltd.

Nominees from Employer/Industries:

- Mr. Ajay Joshi*, Industrialist, Appmaisters, Vadodra Services, Pune
- Mr. Yatindra Kumar Shrivastava*, Industrialist, Syssteanz Management Advisory, Services, Pune
- Mr. Rajnesh Khosla*****, Head of HR, LG Soft India Pvt. Ltd., Banglore

Student Representative:

- Ms. Muskan Gupta*****
- Mr. Pranav Mishra*****
- Mr. Kunal Abhishek*

Faculty Representatives:

- Dr. Manjaree Pandit, Professor & Dean Academics
- Dr. P K Singhal, Professor & Exam Controller
- Dr. Rajeev Kansal, Professor & Dean Students Welfare
- Dr. Akhilesh Tiwari, Professor & Head CSE/IT
- Dr. Manish Dixit, Professor
- Prof. R. R. Singh Makwana, Assistant Professor

Administrative Officers:

- Mr. Vikram Singh Rajput, Training & Placement Officer
- Mr. Dharmendra Gorakhpuri, Finance Officer
- Mr. Atul Chauhan, Assistant Registrar

Coordinator of the IQAC:

- Dr. Pratesh Jayaswal, Professor & Coordinator IQAC

**Attended through online mode*

The following deliberations took place in the meeting. The Item wise details are as follows:

Item-1	**To confirm the minutes of the previous IQAC meeting on 30th June 2020.** ➢ The minutes of the previous IQAC meeting dated 30.06.2020 regarding following points were confirmed: • *Conduction of classes and academic activities during the lockdown period in online mode*

	• *Conduction of online remedial/additional classes during lockdown* • *The conduction of online Mid Semester Examination through MOODLE and the statistical analysis conducted for establishing credibility was reviewed. Less than 17.5 % courses were found to have low variation in students' scores.* • *The Student Feedback Analysis Report on digital teaching during the National Lockdown imposed due to COVID-19 was reviewed.* • *The feedback forms designed for (i) Counsellors (ii) Administrative Officer (iii) T&P officer (iv) Accounts Officer & (v) Controller of exam were reviewed.* • *The conduction of on-line Summer Internship Programmes (SIP-I, SIP-II & Finishing school programme) were discussed and the student feedbacks received for the same were reviewed* • *The GATE Training arranged for the students at the institute & the performance of students in GATE-2020 was analysed. (About 44% of the students who took the GATE exam were found to qualify)* • *The conduction of Employability Skills Training to final & pre-final year students under TEQIP-III was discussed.* • *The online presentation & progress review of Ph.D. scholars under QIP/NDF/RA-TEQIP-III was reported. (All 28 scholars presented their progress to the Research advisory committee)* • *It was informed that Rs.10,29,508/- was contributed by the Institute Faculty & Staff in PM Cares Fund to fight against COVID-19.* • *A report on the status of implementation of the Flexible Curriculum, list of Open Category(OC) Courses to be run was presented.* • *The approval received from the AICTE for starting 05 new Under Graduate Programmes in Emerging areas was reported and the admission process was discussed.* • *It was reported that Rs. 38,13,417.00 has been received from the AICTE in year 2019-2020 for research, modernization of Labs, conduction of international conference & for developing a Skill and Personality Development Centre.* • *The status report of participation in "Coursera for Campus: Coursera's Coronavirus Response Initiative" was presented.* • *The joining of Institute in the Implementation of National Innovation & Start-up Policy was reported.* • *It was informed that the institute has become a network institute of the IIRS outreach programme and an institute level coordinator has been appointed for this activity.* • *The constitution of Universal Human Values & Professional Ethics Cell in the Institute was reported for the information of the IQAC.* • *The participation of the institute in the TEQIP-III initiative for student training on Future Skill Technologies through online mode by faculty trained at IITs was reported.*
Item-2	**To notify the commencement of an Advance Academic Session in Virtual Mode w.e.f 15th July 2020** ➢ The house appreciated the initiatives of Institute, dedication and hard work of faculty members to provide leading role in the state of Madhya Pradesh for online teaching, assessment & evaluation in the COVID-19 pandemic situation. House also recognized the need to run an advance semester in digital mode so that the students can complete their academic requirements within the stipulated time, without loss of semester due to following facts: • The institute has sincerely tried **to address the needs of students from different socio-economic strata.** • Care has also been taken to avoid overburdening of the students and faculty in the name of digital learning. • The advance semester for all UG & PG classes (except I year) was stared from 15th July 2020 in online mode and the detailed **Action Plan for Digital Teaching-Learning** including conduction of (i) Theory Classes (ii) Practical Classes (III) Weekly evaluation & (iv) Mid-semester evaluation, all in digital mode was uploaded. • **The guidelines for digital teaching learning were prepared and circulated well in advance on 26th June 2020**. • An in-house workshop on "**Digital Teaching-Learning & Evaluation**" was also conducted on **25th July 2020** for the faculty members of the institute before the commencement of the virtual semester.

	• **Though online/digital education cannot replace conventional classroom teaching there are certain advantages, such as** *(i) It offers flexibility of 'anytime anywhere' learning to the students.* *(ii)* ***The students can learn "in their own time, at their own place and at their own pace".*** *(iii) The digital content generated can be augmented easily.* *(iv) Audio, video and multimedia resources can be easily integrated* *(v) The online lectures are conducted in an interactive manner using available platforms* *(vi) The lecture sessions are recorded& uploaded for ready availability to students.* *(vii) The students can expand their intellectual horizon and devote energy in learning the use of tools and skills which may not have been possible in the traditional teaching environment.* ➢ The house also emphasised the regular monitoring of online teaching-learning activities through feedback system and proper record of each theory/Lab class (recording) should be maintained at Institute level.
Item-3	**To discuss & review the Digital Action Plan drafted by customizing the PRAGYATA guidelines issued by the MHRD** ➢ The Dean (Academics) of the Institute has appraised the house regarding guidelines as implemented at MITS for digital teaching according to PRAGYATA guidelines. The **PRAGYATA guidelines** issued by the **Ministry of Human Resource Development, Government of India for digital education**, include **eight steps** of online education that is, **Plan, Review, Arrange, Guide, talk, Assign, Track, and Appreciate.** ➢ Dean academics has informed the house that institute has prepared a weekly digital learning & assessment plan and it was circulated vide order no 44 dated 16th July 2020 as per following guidelines implemented in the Institute: **(1) Synchronous Mode:** This is **online collaborative learning through video conferencing or interactive online class using zoom, Google meet** or similar other platforms. **(2) Asynchronous Mode:** This learning happens when the teacher & students are not connected in real time, for example when learning or communication is through e-mails, whatsapp groups, SMS or MOODLE. **(A) On-line Mode:** Learning in this mode can be of the following types: ➢ **Flipped class:** Teachers ask students to study the shared learning material before coming to online class and then discuss and ask questions during the interactive class conducted through video conferencing platforms. ➢ **Regular online class**: The faculty conducts the regular scheduled classes through any of the chosen online platforms. ➢ **Live class**: The interactive online class is conducted through any learning management system(LMS), students interact with teacher during the class, all learning material, assignments etc are shared through the LMS. **(B) Semi-off-line Mode:** Learning in this mode is being facilitated **for students who have problems with internet connectivity or bandwidth** and hence who can't attend scheduled classes. • Classes are recorded and uploaded on Youtube with link on MOODLE. The students, who don't have continuous access or bandwidth to attend all scheduled classes, can download the video lectures/demonstrations/ simulations/other learning material/ assignments etc. • The students send their queries/assignments through e-mails or what's app to the teachers. • Once a week an on-line interactive additional class is scheduled for explaining concepts and answering students' queries. • Question-answer model will be used. Along with notes faculty is providing solutions of

assignments.

- The **students representative Mr. Kunal Abhishek**, has provided the feedback on online teaching-learning practices adopted in the Institute, and appreciated the availability of course & lecture material on Institute MOODLE/Youube as this can be utilized by the students as and when required (24x7) as per availability of proper internet connections and electricity in rural areas specially. He also shared the experience about examination portal adopted in the Institute as most of the students of Institute have appreciated the examination portal due to customized facility in the software and user friendliness of portal.
- The students representatives have given a overall rating on teaching-learning and assessment process of Institute as 10 out of 10 on the basis of teachers cooperation, in some cases it can be 09 out of 10 just due to internet issues at students end.
- The students representatives have also recognized that, the online system is much better as no disturbance is observed during classes and students can utilize more time for personality development and employability skills development after three to four hour online classes.

- **Shri. Prashant Mehta, IAS, Member, Board of Governors** and other external members have congratulate the Director, Dean (Academics) and other faculty members of Institute for the successful planning and implementation of online teaching-learning & assessment & examination activities during COVID-19 pandemic.

- The exam Controller of the Institute has shared following major points regarding conduction of final year online examination:
  - The Mock test was opened for 10 days before conduction of actual examination to familiarize the students with the examination portal.
  - A dedicated team of 10 faculty & staff members were constantly monitoring and resolving the issues if any faced by students for smooth conduction of exam.
  - The examination was conducted in two shifts i.e. 10.00 AM to 12:00 Noon & 03.00 PM to 05 PM.
  - The second phase examination will also conducted as per UGC & University guidelines from 15.09.2020 onwards for dropout students.
- **Er. Ramesh Agrawal, Secretary, SECS & Member BoG,** has appreciated the leading role of Institute in timely & successfully conduction of Examination and result preparation.

Item-4

To report the mechanism adopted for the implementation of the Digital Teaching-Learning Action Plan at MITS

The Dean (Academics) of the Institute has appraised the house regarding mechanism adopted in the Institute for the implementation of following Digital Teaching-Learning Action Plan:

(A) For students with unlimited internet/bandwidth availability

Online Mode of Conduction

Theory Classes/week	Practical Sessions/week	Additional/Make-up/Remedial Sessions/week
3 hours per course	**2 hours per lab course**	**30 minutes per course**
▪ **Synchronous Mode** ▪ online teaching through video conference ▪ Interactive class ▪ Flipped class ▪ Recording provided after class on youtube ▪ Lecture notes available for anytime learning on youtube ▪ PPTs available for anytime learning on youtube ▪ A large question bank will be available	▪ Live laboratory classes ▪ Virtual labs ▪ Students can interact, note observations/ readings on line ▪ Recording of lab session on youtube ▪ Format of report to be submitted will be supplied ▪ The same will also be available on MOODLE ▪ Viva-voce question with answers will be made available on MOODLE	▪ Interactive doubt clearing classes ▪ Needs of slow learners will be met through question/answer model ▪ Personalized attention through phone call/whats app/email etc as per the need ▪ Guidance related to examinations ▪ Attending to any other special needs as per the response/feedback received

(B) For students with less internet/bandwidth availability

Semi-online Mode of Conduction

Theory Classes/week	Practical Sessions/week	Additional/Make-up/Remedial Sessions/week
3 hours per course	**2 hours per lab course**	**30 minutes per course**
▪ **Asynchronous Mode** ▪ Live class recording provided after class on youtube/through google drive ▪ Lecture notes available for anytime learning on youtube ▪ PPTs available for anytime learning on youtube	▪ recorded laboratory classes available on youtube/ google drive for anytime downloading & viewing ▪ Recorded Virtual lab sessions for anytime downloading & viewing ▪ Additional lab classes will be arranged in the laboratories (as and when the situation becomes normal again)	▪ Interactive doubt clearing classes as per need ▪ Needs of slow learners will be met through question/answer model ▪ Personalized attention through phone call/whats app/email etc as needed ▪ Fast learners & synchronous learners will be motivated to help learners with difficulties.

- **The Dean Academics** has also reported about plan for Continuous Assessment of Theory & Laboratory Sessions to keep track of student learning and to keep students engaged and interested in the online education being imparted through this advanced academic session for July-December 2020, the following assessment schedule will be implemented for both synchronous & asynchronous learner.

Theory Assessment	Practical Assessment
▪ Minimum 01 short quiz per course per week as scheduled by teacher ▪ Minimum 01 short assignment per week (hand written) ▪ Mid-semester exams: 02 (average score) ▪ Group project & presentation (twice in semester) ▪ Course end seminar(01)	▪ Submission of hand written/typed lab report after each class ▪ Minimum 01 short practical quiz per course per week as scheduled by teacher ▪ Minimum 01 internal viva per month as scheduled by the teacher(01 x number of weeks) ▪ Final internal viva (01)

- **The External Expert Member Dr. I. K. Bhat**, Vice Chancellor, Manav Rachna University, Faridabad has suggested that the Institute should continue the education in digital mode even after the pandemic situation over due to following facts:
  - The emphasis for use of ICT in teaching-learning and online education is suggested in new National Education Policy.
  - More concentration is observed during online education.
  - More number of student's queries & doubts can be easily resolved and addressed.
  - Online-proctored (AI based) examinations can be conducted, which also help in reducing the extra manpower & infrastructure required for the conduction of offline examination.
  - Immediate result declaration is possible.
  - Attendance, classes, lectures records can be maintained easily.
  - Self-learning can be promoted with the use of digital system.
  - Credit transfer through MOOC courses from other Institute/University is easier like SWAYAM.
  - Innovative strategies and tools can be developed by the faculty members.
- **Mr. Ajay Joshi, Industrialist, Appmaisters, Vadodra,** has emphasised the need of creation of few positions in Institute to handle the implementation of new technology in Education.
- **Shri. Prashant Mehta,** Member, Board of Governors has suggested to constitute a group of innovative faculty & staff for the development of futuristic tools and techniques of digital education system.

- **Ashutosh Chincholikar, M.D. & CEO of Smart Controls Ltd.** has expressed following views about Institute regarding teaching-learning activities:
  - The uniqueness of institute is enhanced.
  - Institute is providing super-class teaching-learning facility in perfect way.
  - Institute has now equipped with new digital technology.
  - Institute should also emphasis for the development of self-sustainable education system through a business model to contribute society as per Aatma Nirbhar Bharat mission.
- **The Director of the Institute** has expressed thanks to chairman, Board of Governors for constant efforts & monitoring to promote a world class education system in the Institute

Item-5

To report the outcomes of the initiatives taken for student orientation & counselling

- The house reviewed the outcomes of following initiatives taken for students orientation and counselling:

1. On-line orientation session was conducted at each department in the beginning of the session on 15th July 2020.
   The broad topics discussed through power point presentation were:

S.No.	Topic
1.	Introduction to schemes/courses/Evaluation process
2.	Introduction to OBE
3.	Importance of feedback on CO, PO, faculty feedback, Curriculum in accreditation & quality improvement
4.	Information regarding attendance, mid-term test, tips for faring well in examinations
5.	Importance of attending special classes for remedial purposes
6.	Importance of self learning through SWAYAM
7.	Institute MOODLE and activities on MOODLE
8.	Importance of Internships
9.	Career opportunities/ How to prepare for GATE
10.	Importance of taking part in technical activities outside institute/submission of such documents to class coordinator
11.	Efforts made by institute for students overall development like Students Chapter & clubs

2. A **zoom meeting of allUG class coordinators** of Civil, Mechanical, Electrical, Electronics & CSE/IT departments with the Dean Academics was conducted on **6th August 2020 from 4.30 PM to 6.00 PM.**
3. The class coordinators were instructed to conduct a **virtual counselling session** for the students to find out their concerns during the present digital teaching-learning era due to COVID-19. The Dean Academics presented the "Digital Teaching-learning Action Plan" and the "**Anywhere Anytime Learning Format**" being adopted at present. The coordinators were asked to motivate the students to be regular so that they face less difficulty during examination.
4. The **class coordinators were also asked to conduct a meeting of the faculty members** involved with their class to discuss their specific experiences, difficulties encountered in conducting the online classes and laboratories and take suggestions if any.
5. The coordinators and respective faculty members discussed and deliberated on "**how to ensure that students are attentive in the interactive digital classroom**". The Dean Academics suggested that **a small quiz of 2-3 minutes on MOODLE** can be conducted randomly during the class and the responses which get stored in an excel sheet can be used for attendance.
6. Based on discussion, the class coordinators and faculty members classified all UG students into 3 categories; The **fast digital learners** were those students who were found to attend almost all classes (2-3 per week per course), appear for all quizzes and were submitting all assignments regularly. (The classification was based on the digital presence & capabilities only)
7. The **medium level digital learners** were those students who are attending at least one online class per course per week, and submitting assignments regularly and appearing for quizzes (at least 50% of assigned/conducted).(irrespective of marks obtained)
8. The **slow digital learners** were those students who are **not** attending any online classes or

attending less than 10% of classes, and not submitting assignments/quizzes or submitting/appearing for less than 10 % of assigned/conducted. (irrespective of marks obtained)

9. The **slow digital learners** are encouraged to attend at least the **additional classes(01 per week per course)** and **submit assignments, appear for quizzes.** If they do so, their attendance is counted and they can progress and move along with the academic session.
10. During the counselling sessions the class coordinators noted down the student queries and submitted these along with their reports,
11. These FAQs regarding Academics, Exams, Fees, Placements, Internships etc. collected based on queries of students communicated through the class coordinators, were addressed and posted on the MOODLE for ready reference to the students and faculty.

The department & class wise details of fast, medium & slow digital learners as identified at the department level with the help of class coordinators is as follows:

Students identified in 3 categories based on their digital learning behaviour

(15th July to 14 August, 2020)

Year	No. of fast digital learners	No. of medium level digital learners	Number of slow digital learners	Total Students
Civil Engineering				
II	87	23	30	**140**
III	58	33	66	**157**
IV	42	37	54	**133**
Mechanical Engineering				
II	70	35	33	**138**
III	30	78	39	**147**
IV	53	44	29	**126**
Automobile Engineering				
II	38	20	9	**67**
III	27	23	18	**68**
IV	20	22	2	**44**
Electrical Engineering				
II	108	21	10	**139**
III	79	47	22	**148**
IV	70	34	18	**122**
Electronics Engineering				
II	52	77	8	**137**
III	43	68	27	**138**
IV	55	41	25	**121**
Electronics Telecommunication Engineering				
II	59	5	4	**68**
III	33	27	10	**70**
IV	30	19	15	**64**
Computer Science &Engineering				
II	95	26	20	**141**
III	64	38	42	**144**
IV	67	30	40	**137**
Information Technology				
II	20	30	18	**68**
III	24	32	12	**68**
IV	11	38	18	**67**
Masters in Computer Applications				
III sem (II yr)	10	06	04	**20**

V sem (III yr)	43	08	07	**58**
Chemical Engineering				
II	45	10	09	64
III	46	05	03	54
IV	21	17	10	48
Total	**1400**	**894**	**602**	**2763**

Classification of students at the institute level

% of total fast digital learners	% of total medium level digital learners	% of total slow digital learners
50.66%	**32.35%**	**21.78%**

Item-6

To apprise the house about conduction of the three- day collaborative online workshop with Directorate of Technical Education, Madhya Pradesh.

- The Director of the Institute has appraised the house that the IQAC of the Institute & Directorate of Technical Education, Madhya Pradesh jointly organized virtual workshop during 09th July to 11th July 2020 on "Effective Use of e-learning Platforms for Teaching & e-contents Developments Tools" for faculty members of different Government Polytechnic & Engineering Institutes of Madhya Pradesh. Following are the details of three-day collaborative digital workshop:

- During the workshop emphasis were given on tutorials, case studies, practice exercises and assignments to the faculty participants of various engineering & polytechnic Institutions to provide hands on experience on following titles (strategies, tools & techniques for the framing and execution of online teaching):

Sr. No.	Title	Resource Person
1.	Digital Teaching-Learning & Evaluation	Dr. Manjaree Pandit
2.	Implementation of Bloom Taxonomy in Online Teaching	Dr. Manjaree Pandit
3.	ICT initiatives of MHRD for Teaching learning	Dr. Pratesh Jayaswal
4.	Interactive platforms for online classes	Dr. Akhilesh Tiwari
5.	E-content developments Tools	Prof. Prabhakar Sharma
6.	Tools and Strategies for Online Assessment	Dr. Sunita Sharma
7.	Tools and Strategies for virtual Classes	Dr. R. R. Singh Makwana
8.	Tools and Techniques for MOOC Development	Dr. R. R. Singh Makwana
9.	Virtual Lab: Available Platforms & Techniques	Prof. Praveen Bansal
10.	Virtual Lab Development	Prof. Praveen Bansal
11.	MOODLE Platform	Mr. Atul Chauhan
12.	Creating online Question Paper	Mr. Atul Chauhan

- **The certificate of participation is given only to the faculty participants who have scored minimum grade/marks in assignments and quizzes.**
- **Out of the total <u>1617 participants only 1080 received certificates</u> based on selected performance criteria: Attendance, participation in quiz, feedback submission.**

Number of Participants who got A^+ grade	**779**
Number of Participants who got A grade	**195**
Number of Participants who got B grade	**106**

- The house appreciated the conduction of three- day collaborative online workshop with Directorate of Technical Education, Madhya Pradesh.

Item-7

To apprise the house about the conduction of one day in-house online workshop on "Digital Teaching-Learning & Evaluation" for the institute faculty

- The Dean Academics of the Institute has appraised the house regarding one day in-house online workshop on "Digital Teaching-Learning & Evaluation" for the institute faculty. Following are the key points about online workshop on "Digital Teaching-Learning & Evaluation:

- The IQAC of the Institute organized a one-day online workshop on 25.07.2020 on **"Digital Teaching-Learning & Evaluation**". In view of the prevailing COVID-19 situation, the faculty members of the Institute are conducting online teaching-learning activities successfully w.e.f. March 2020, further, this workshop was organized to share the best practices for the effective conduction of digital teaching through Interactive sessions delivered by **Prof. R.R. Singh Makwana, Prof. Praveen Bansal & Shri Atul Chauhan.**
- **Discussion was on the following key points along with a Question/Answer Session**:
  - *Conduction of on-line interactive classes using available platforms*
  - *Comparison of available platforms*
  - *Recording & uploading lecture videos*
  - *Do's & Don'ts (Effective use of Zoom, Google Meet, uploading on Youtube and google drive, with link on MOODLE)*
  - *Conduction of Virtual Lab*
  - *Use of Digital writing pad*
  - *Conduction of interactive classes, attendance on zoom*
  - *Additional features for ensuring learner attentiveness*
  - *Use of Moodle:*
  - *A virtual trip*
  - *How to Enroll Students in course*
  - *Students Attendance System*
  - *Uploading Study material, URL etc*
  - *Smart Quiz making*
  - *Generation of Grade Sheet*
- **The workshop was attended by 132 faculty members. After the sessions an online quiz was conducted and feedback was collected from the participants**
- **Golden badge was given to 80 faculty members based on their performance**
- **The feedback was given by 93 out of the 132 faculty members.**

Item-8

To report the mechanism adopted for weekly monitoring of the virtual classes

- The house recognized and appreciated the following mechanism adopted for weekly monitoring of the virtual classes:

- The online classes (theory, practical, projects, seminars etc) are being conducted using zoom/G-meet etc according to the "**Action Plan for Digital-Teaching Learning"**
- Monitoring is being done on a weekly basis to ensure the effective compliance of the action plan drafted for the smooth conduction of the virtual academic session.
- Weekly information is being compiled through excel sheets. **The following information is collected department wise & faculty wise on a weekly basis**:
  - *(i) Theory classes assigned, conducted, recorded, and shared to students (along with the link)*
  - *(ii) Number of students present in theory classes*
  - *(iii) Practical classes assigned, conducted, recorded, and shared to students (along with the link)*
  - *(iv) Number of students present in practical classes*
  - *(v) Number of quizzes conducted*
  - *(vi) Number of MCQs given in the quizzes*
  - *(vii) Number of assignments given to students*
  - *(viii) Number of questions in assignments*

(ix) Number additional classes conducted

(x) Number of students present in additional classes

- The department wise summary is being circulated to all concerned for information and to initiate corrective measures where required.

The cumulative summary of academic session (From 16th July to 21st August 2020) is compiled as under:

Report of Online Classes

(16thJuly 2020 to 21stAugust 2020)

Theory Classes

Department	Total Classes scheduled	Total Classes conducted	Total Classes recorded	Total Link shared	Total assignments given	Total Quiz conducted	Average % attendance
Civil Engineering	309	309	245	229	59	60	52.41
Mechanical Engineering/ Automobile Engineering	411	391	320	282	47	49	49.59
Electrical Engineering	218	218	201	196	81	136	57.02
Electronics & Electronics & Telecommunication Engineering	404	397	346	322	117	117	51.38
Computer Science & Engineering/ Information Technology/ MCA	650	650	598	550	236	229	56.11
Chemical Engineering	190	184	161	160	60	71	51.36
Biotechnology	123	123	101	85	28	29	41.78
Humanities	19	19	14	15	1	6	26.03
Applied Science (Math)	64	64	31	44	11	4	33.65
Architecture	419	411	110	81	63	34	70.34

Practical Classes

Department	Total Classes scheduled	Total Classes conducted	Total Classes recorded	Total Link shared	Total Lab report formats uploaded	Average % attendance
Civil Engineering	64	64	37	37	24	28.18
Mechanical &Automobile Engineering	107	101	77	76	66	27.13
Electrical Engineering	89	89	84	83	64	43.99
Electronics Engineering/ Electronics & Telecommunicatio n Engineering	195	186	180	174	158	52.92
Computer Science & Engineering/ Information Technology/ MCA	91	89	84	82	61	40.57
Chemical Engineering	43	42	30	34	34	40.53

Biotechnology	17	17	15	14	8	25.61
Architecture	76	76	21	21	12	50.35

Additional Classes/Special classes for remedial purpose

Department	Total Classes **conducted**	Total number of attendees
Civil Engineering	9	143
Mechanical Engineering/ Automobile Engineering	17	102
Electrical Engineering	24	26
Electronics Engineering/ Electronics & Telecommunication Engineering	26	101
Computer Science & Engineering/ Information Technology/ MCA	53	226
Chemical Engineering	4	21
Humanities	2	8
Architecture	69	329
Total	**205**	**956**

Item-9

To report issuing of appreciation letters to faculty based on digital teaching feedback from students during the Covid-19 lockdown period

- The house appreciated the mechanism for issuing the Letter of Appreciation to faculty members (23 courses taught by 19 faculty members). The criteria used to identify these 23 courses (as implemented earlier also) was as follows:

1. *The faculty gets an FFI score greater than 4 in both the feedbacks collected from students during the semester.*
2. *The responses are received from at least 50 % of the students to whom the feedback links were sent by the department.*

Name of Department :		**Mechanical Engineering: 01**				
S. No.	**Name of Faculty/Course Name with Code**	**Class/ Semester**	**FFI-I**	**FFI-II**	**Average**	**(Dept. Name) Interdisciplinary cases**
1	Dr. Jyoti Vimal (Sub: Theory of Machines –II, 190401)	**II Year (4th Semester) (Section - A)**	**4.45**	**4.29**	**4.37**	
Name of Department :		**Electrical Engineering: 02**				
1	Prof. Shweta Kumari (Electrical Engineering Materials, 130602)	**III Year (6th Semester) (Section - B)**	**4.18**	**4.09**	**4.14**	
2	Prof. Kuldeep Swarnkar (Basic Electrical & Electronics-100104)	**I Year (Electronics and Telecommunication Engineering) (2nd Semester)**	**4.43**	**4.20**	**4.32**	
Name of Department :		**Electronics Engineering: 02**				
1	Prof. D.K.Mishra (Sub: Mathematics-II, 100003)	**II Year (4th Semester) (Section - A)**	**4.65**	**4.25**	**4.45**	**Applied Sciences**
2	Prof. Awadhesh Gupta (Sub: Analog communication, 140402)		**4.25**	**4.30**	**4.28**	
Name of Department :		**Electronics & Telecommunication Engineering: 02**				

1	Prof. Rishabh Shukla (Sub:Communication Networks , 200403)	**II Year (4th Semester)**	**4.48**	**4.11**	**4.30**	
2	Prof. Awadhesh Gupta (Sub: Stochastic Processes in Communication, 200404)		**4.29**	**4.08**	**4.19**	
Name of Department :		**Computer Science & Engineering: 01**				
1	Prof. Mir Shahnawaz Ahmad, Python Programming (900107)	**III Year (OC) All Branch**	**4.06**	**4.07**	**4.07**	
Name of Department :		**Chemical Engineering: 03**				
1	Dr. Rakesh K. Dubey (Sub: Heat Transfer, 170402)	**II Year (4th Semester)**	**4.43**	**4.15**	**4.29**	
2	Prof. Anish P. Jacob (Process Modeling & Simulation,170602)	**III Year (6th Semester)**	**4.41**	**4.05**	**4.23**	
3	Dr. Antaram N. Sarve (Sub: Polymer Technology, 170614)	**III Year DE - 1**	**4.69**	**4.28**	**4.49**	
Name of Department :		**Applied Sciences & Humanities: 07**				
1	Prof. Deobrat Singh (Sub: Engineering Physics, 100201)	**I Year (Mechanical Engineering) (2nd Semester)**	**4.54**	**4.49**	**4.52**	
2	Prof. Arun Rana (Basic Computer Engineering ,100203)		**4.14**	**4.17**	**4.16**	**CSE**
3	Dr. Ravikant Ranjan (Sub: Basic Mechanical Engineering, 100204)		**4.03**	**4.19**	**4.11**	**Mech.**
4	Prof. Umesh Guramwar (Technical English-100103)	**I Year (Electrical Engineering) (2nd Semester)**	**4.27**	**4.00**	**4.14**	
5	Prof. Mir Shahnawaz Ahmad (Basic Computer Engineering - 100203)	**I Year (Chemical Engineering) (2nd Semester)**	**4.58**	**4.24**	**4.41**	**CSE**
6	Prof. Harendra Pal (Basic Mechanical Engineering-100204)		**4.46**	**4.09**	**4.28**	**Mech.**
7	Prof. Mohit Agrawal (Basic Civil Engineering & Mechanics-100205)		**4.26**	**4.04**	**4.15**	**Civil**
Name of Department :		**Architecture: 04**				
1	Prof. Versha Sinha (210201) Arch. Design II	**I Year (2nd Semester)**	**4.64**	**4.05**	**4.35**	
2	Prof. Shweta Singh (210201) Arch. Design II		**4.66**	**4.18**	**4.42**	
3	Prof. Shweta Singh(210202) Building Construction I		**4.74**	**4.33**	**4.54**	

4	Prof. Pranshi Jain (210205) History of Architecture II		**4.49**	**4.33**	**4.41**	
5	Prof. Versha Sinha(210206) Theory of Design		**4.67**	**4.05**	**4.36**	

Item-10

To report the registrations status in open category (OC) courses & departmental elective (DE) courses in the present semester under the Flexible Scheme

- The house has reviewed the following status of registrations in open category (OC) courses & departmental elective (DE) courses in the present semester:
- After taking feedback from various stakeholders, discussions at department level and review at institute level, **12 courses were offered for OC-2 and 13 courses for OC-3,** both at the VII semester.
- The status of student registration for OC-2 & OC-3 is as follows:

S. No.	Offering Department	Course Code (OC-2)	Course Name (OC-2)	No. of Student Registered	S. No.	Course Code (OC-3)	Course Name (OC-3)	No. of Student Registered
1	Civil Engineering	900201	Integrated Waste Management for Smart City	100	1	900213	Urban Planning & Transportation Systems	95
2		900202	Project Planning & Control	98				
3	Mechanical Engineering	900203	Industrial Automation	54	2	900214	Engineering Materials for Industrial Applications	72
4		900204	Solar Energy	101	3	900215	Maintenance Engineering	42
5	Electrical Engineering	900205	Applications of Electrical Equipment and Motors	51	4	900216	IoT in Microgrid	15
					5	900217	Electrical Vehicles	52
6	Electronics Engineering	900206	Satellite Systems	65	6	900218	MEMS & Mechatronics	-
7		900207	Consumer Electronics	38	7	900219	Multimedia Communication	79
8	CSE & IT	900208	Soft Computing	91	8	900220	R Programming	27
9		900209	Network Security	100	9	900221	Artificial Intelligence	95
10		900210	Data Mining & Warehousing	81	10	900222	Computer Networks	99
11	Chemical Engineering	900211	Petroleum Processing Technology	47	11	900223	Process Safety &Hazard Management	93
12	Bio-Technology	900212	Bioinformatics	29	--	---	--	
-	Humanities		-		12	900224	Entrepreneurship & SMSE	102
	Applied Science		-		13	900225	Laser Technology	84
				855				855

Item-11

To apprise the house about Additional Project Life Allocation (PLA) under TEQIP-III.

- The Academic Coordinator TEQIP-III has appraised the house regarding issuance of notification from NPIU related to Additional Project Life Allocation (PLA) under TEQIP-III on 31.07.2020 on the basis of Performance Benchmarks. Following are the details:
- The revised PLA is as follows:

Sub-Component	Initial PLA	Additional 10%	Revised PLA

		of PLA	
1.1	15 Cr.	1.5 Cr.	16.5 Cr.

- The additional funds shall further be spent for Procurement, Academics & IOC component in the ratio of 60:30:10.
- The process of procurement of equipments, services, learning resources, etc as per revised PLA is under progress.

Item-12

As previously discussed and approved in the meeting of the IQAC the **Administrative Efficiency Index (AEI)** for the Jan-June 2020 session has been computed.

- The house reviewed the status of Administrative Efficiency Index (AEI) of various academic departments, following are the details:
- A total of **30 parameters** were used for the computation of **AEI out of 10**. The department wise scores are listed here.

Rank	Name of the Department	AEI (out of 10)
1.	**CSE & IT**	**9.14**
2.	Applied Sciences	8.05
3.	Electrical Engineering	7.88
4.	Electronics/Electronics & Telecommunication	7.81
5.	Chemical Engineering	7.67
6.	Humanities	7.20
7.	Civil Engineering	6.96
8.	Mechanical & Automobile Engineering	6.96
9.	Biotechnology	6.71
10.	Architecture	6.44

Item-13

To apprise the house about signing of MoU with National Highways Authority of India (NHAI) to sharpen the technical skill of Civil Engineering Students.

- The Director of the Institute has appraised the house regarding signing of MoU with National Highways Authority of India (NHAI) on 27th July 2020 to provide an opportunity to students with hands on learning, sense of contribution in building local infrastructure.
- Under this MoU both the parties, MITS Gwalior and NHAI are now partner for working together with mutual cooperation for dissemination of respective expertise in civil/highway engineering field through the road infrastructure development. The primary scope of MOU inter alia includes the following:

  (i) NHAI shall facilitate the faculty, researchers and students of the MITS Gwalior to familiarize with the latest trends in the highway/transportation sector with a common objective of sharing the knowledge in their respective domain. This will, in one hand, facilitate to bridge the industry-institution gap and familiarize students with the latest trends in industry and on the other hand the research output could be suitably adopted in practice by NHAI.

  (ii) The MITS Gwalior shall adopt nearby stretches of NHs as specified in the Appendix-1 as a voluntary initiative under ambit of Institutional Social Responsibility (ISR). The list of stretches may be modified by deletion/addition by mutual consent of NHAI and the MITS Gwalior.

  (iii) The adopted stretch may be used as a field of study for faculty, researchers and students.

  (iv) NHAI shall offer internship to 40 number of undergraduate/postgraduate students of the MITS Gwalior periodically and also extend stipend.

  (v) NHAI shall pay stipend @ Rs7500/- (Rupees Seven thousand five hundred only) per month for undergraduate students and@ Rs15,000/- (Rupees Fifteen Thousand only) per month to Postgraduate students. All other arrangements including stay shall be borne from the offered stipend. However, depending upon availability, NHAI may extend transportation facility to the interns within the project jurisdiction.

S.No	Details of the stretch (From Chainage to Chainage)	NH No	Length	Stage of implementation completed/under

				construction/under maintenance/project preparation
1	Agra-Gwalior section of NH-3 from km. 8 to Km. 103	03	137 KM	OMT
2	Balance work of Gwalior-Jhansi section ofNH-75 in the State of Madya Pradesh & UP	75	82.8 KM	under construction
3	Construction of Fly Over at km 80.742 on NH-3, Morena town in the State of MP	3	1.42 KM	under maintenance
4	Gwalior Bypass Connecting Km. 103 of NH-3 to Km. 16 ofNH75	3& 875	42.033 KM	O&M

- Initially Institute will adopt the following stretch (es) of NHs as a voluntary initiative under the ambit of Institutional Social Responsibility (ISR).

➢ The Industry & alumni members of IQAC have appreciated the Institute efforts for collaboration with different industries as this will help in increaseing the internships, employability and entrepreneurships.

Item-14

To apprise the house about recognition of Institute as a Nodal Center of Virtual Labs of IIT Delhi.

➢ The house appreciated the development of Nodal Center at Institute for Virtual Labs of IIT Delhi. Following are the details:

- The **Virtual Labs** team of **IIT Delhi** has designated **Madhav Institute of Technology & Science, Gwalior** as a **Nodal Center of Virtual Labs of IIT Delhi on 21st July 2020.**
- An awareness workshop for the faculty members of the Institute to explore the benefits of IIT Delhi virtual labs will be organized in virtual mode on **22nd August 2020** by the Virtual Labs team of IIT Delhi.
- **Total 119 faculty members & 302 students attended the workshop**.
- The mentors were Mr. Tanmay Das, Mr. Prateek Sharma & Mr.Shivam Sundaram.

Item-15

To report the activities conducted for inculcating gender equity and women empowerment

➢ The house reviewed the following activities conducted by the Girls Grievance Cell:

1. In a first of its kind initiative, the Girls Grievance Cell organized a workshop on **"Equity at Workplace**" to celebrate **women's day.**The first session was taken up by **Dr. Varuna Sushim Viswas, an ex. Army Medical Officer**. She emphasized that women need to be aware about their strengths for which they need to keep themselves updated, healthy and aware of their surroundings.
   The second session was conducted by **Mrs. Suman Yadav**, who talked about the emotional well-being of a woman. She stressed that there is a need to have clarity about the difference between **Equity and Equality**.
   Then some games & fun activities were organized by **Dr. Karuna Markam** and **Dr. Vandana Thakare** in order to break the mental barrier about gender differences
2. One day Online Workshop on "**GENDER EQUALITY AND WOMEN SAFETY**" under TEQIP III on 10th July 2020**.**Though a large number of girls (133) had initially registered for the workshop, only 33 finally attended. The event was coordinated by **Dr. Anshu Chaturvedi,** Chairperson, Girls Grievance Cell. The session was conducted by Mrs. **Breeze Tripathi,** Self Defence Trainer & Social Activist. The event was conducted as per MHRD letter F.No17-4/2020-U.5. dated 1st June,2020& UGC letter no F-No.-11-6/2020(GS) dated 25th June 2020

Item-16

To report the paper presentation status of Final year B.E. major projects completed during the Jan-June 2020 session.

- The Dean Academics of the Institute has appraised the house that the Publication (in journal or conference proceeding OR presentation of paper in a conference) of one paper out of the major project is a mandatory requirement for acceptance of the final report. (Notice no DA/MP/1121 dated 12.02.2020).During the COVID-19 all the projects were completed in online mode. The following is the department-wise status of paper presentation/publication:

Name of the Departments	Number of Papers Published/Presented
Civil Engineering	31
Mechanical Engineering	45
Electrical Engineering	36
Electronics Engineering	36
Electronics & Telecommunication Engineering	16
CSE/IT	66
Chemical Engineering	14
Biotechnology	06

Item-17

To report the initiatives taken by the Central Library during COVID-19

Initiative taken during lockdown by Central Library

- The Director of the Institute has reported that during the COVID-19 pandemic situation, to support the students for digital learning at remote locations, following initiatives were taken through central Library:
  - Central Library used the institute MOODLE & the library webpage for disseminating information about various resources to the students & faculty members.
  - Specific e-journals & e-books delivery facility for faculty and research scholars through email.
  - 465 Springer core reference e-books list with downloading details has been sent to all faculty members on their registered emails.
  - Various online resources were searched, compiled and uploadedon the institute MOODLE for information and access.
  - 4200 students and faculty members have been registered in the **National Digital Library** of India for accessing the wide collection on every subject.
  - 4200 students and faculty data has been registered in RGPV e-library consortium and information of the same has been shared through institute moodle as well as through emails.
  - User manual of How to access existing subscribed 226 titles of e-books is already uploaded on the institute website & MOODLE.
  - For enhance the capacity 300 titles of e-books from TMH, Pearson, PHI, Wiley, etc will be added to the e-library services soon.

Present Collection available on E-Library platform:

1. 200,000+ eResources
2. 10000+ Journals
3. 15,000+ eBooks
4. 60,000+ Video Lectures
5. 80,000+ Thesis & Dissertations

E-journals usage report

1. American Society of Civil Engineers (Eshodh Sindhu AICTE Funded), (36 Journals)

Year	Resourc	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
2020	ASCE	11	7	8	0	0	0	0						26
2019	ASCE	77	87	107	127	20	5	21	116	31	57	11	30	689

2. American Society of Mechanical Engineers (Eshodh Sindhu AICTE Funded) (29 Journals)

Year	Resourc	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total
2020	ASME	22	2	0	0	0	3	0						27
2019	ASME	28	22	21	27	0	2	15	27	23	21	19	33	238

3. Science Direct (275 journals)

Month	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Full Text Downloads	675	327	338	85	70	159	1654

E-Books usage

S.no	Publisher	Month	Total Users
1	Tata Mc-Graw Hill Education	Jan-August	806
2	Multi Publisher(Wiley, Khanna, PHI, etc.)	Jan-August	230
3	Pearson E-book	Jan-August	441
		Total	1477

Printed -books Usage

Month	December	January	February	March
Issued books	2048	4372	1053	108
			Total	7581 issued

Item-18

To report the initiatives taken and activities conducted by the Placement Cell during COVID-19

- The Training & Placement Officer of Institute has reported that during the Pandemic Situation many Technology Companies started their Internship/Hiring Process virtually, to support & help students following activities are continued through T&P cell:.
- The T&P Cell is in touch with the students constantly and sending time to time information regarding online opportunities available in the market through their **Whatsapp groups and emails**.
- **Students coordinators are appointed Branch wise** to deliver quick information in groups and to solve students' queries.
- Registration has been done on a few reliable free portals to get connected for the placement related information:
  1. My Anatomy
  2. nBoard
  3. Internshala.com and few more.

  These types of portals are helping students to attend online recruitment processes organized by different companies.

  · For 2021 upcoming batch, the T&P Cell conducted processes of the following companies:-

  - **TEK Systems** – 6.5 LPA (Mentorship cum Placement Program) **– 6 students selected**
  - **Juspay** – 6 LPA (6 months Internship cum PPO) – **10 students shortlisted for**

final round

- **L&T Infotech** – 5 LPA/6.5 LPA (On 5th Sep, 2020 – Online Assessment) – For all B.Tech
- **Goldman Sachs** – Virtual Off Campus Selection Process
- **Infosys- HackwithInfy** – 5/8 LPA – 15 students about to get offer
- **Hexaware** Virtual Hiring process – All B.Tech

For 2020 batch :-

- SIVA group – M.Tech- EC
- Wipro
- Kantar and few more

- **Employability Skills Training** - Online – Going on since June 2020 for 2021 Graduated
- **Two Briefing Session** being conducted to guide students under T&P Cell one with Career Labs and BYJU's Senior Person on 14th Aug, 2020 . One more briefing session is planned this month only.
- **Finishing School Program: e-Certificates Distributed with grades** for 15 different modules being conducted
- T&P Cell **students' data registration completed** to send their data to different companies &approaching them for the recruitment process.

Item-19

To report the activities conducted by the student clubs and professional society chapters

- The Dean Students Welfare has reported the various activities conducted by the student clubs and professional society chapters in offline/ online mode, following are the details:

S.No	Name of Activity	Level of Activity	Date	Brief Details	No. of Students Participated	Achievements / Winners Detail
Club/Society: TEDx Club MITS Gwalior					**Faculty Coordinator : Mr. Vikram Rajput**	
1	TEDxMITSG	National / International	25/01/ 2020	2nd TED event with an active audience belonging to different fields. Our goal was to bring together bright minds to give talks that are idea-focused, and on a wide range of subjects, to foster learning, inspiration and wonder and provoke conversations that matter. Speakers: 1. Mr. Piyush Mishra: A legendary Bollywood and Theatre personality. 2. Padma Shri Dr M R Rajagopal, Chairman, Pallium India. A man bent on saving the lost bits of humanity through a new branch of medicine. 3. Padma Shri Ramli Ibrahim from Malaysia, a renowned Odissi Dancer, redefining dance forms across the globe. 4. Ms. Malini Gowrishankar- An entrepreneur, an artist	350	

				and Founder of F5 Escapes. 5. Mr. Vijay Kalra, CEO, Mahindra Automotives, and a famed alumnus of MITS. 6. Mr Ishan Shukla: An animation prodigy who was long listed for the Oscars. The first Indian to achieve such a mean feat. 7. Mr. Utsav Mishra, Sr. Manager, Swiggy.		
Club/Society: Career Counselling ClubFaculty Coordinator: Prof. Swati Gupta						
2	Interactive Session	College Level	04/02/2020	Interactive Session on " Bridging the gap between College & Industry" by Mr. Iftekhar Ul Hasan	70	-
3	Webinar	College Level	13/06/2020	Webinar on " The Inspirational Journey of Youngster" by Mr. Anubhav Dubey	26	-
Club/Society: IOT Club					**Faculty Coordinator : Khushboo Agarwal**	
4	Workshop on IOT	Inter College	22/02/2020	How to work with Arduino kit and sensors	80	
Club/Society: MITS Journalism Society					**Faculty Coordinator: Prof. Anish P. Jacob**	
5	Awareness Campaign on Menstrual Hygiene Day	College	28 May 2020	Live session: A discussion on common myths and taboos related to Menstrual Hygiene" to spread awareness about the importance of menstrual hygiene through our social media pages and had a conversation about the correct way of using tampoons with Prof.Almaas Siddiqui	50	
Club/Society: Holistic Health Club MITS GwaliorFaculty Coordinator: Prof. Vishal Chaudhary						
6	Discover Your Passion	Institute	22.02.2020	Topics dicussed: What is passion? How do you find your passion? What should I do with my life? Is it important to find your passion? How to deal with parents regarding your passion? **Mr. Safal Sharma**, Motivational Speaker, Youth Mentor, Personal Counsellor and Studying Skills Expert.	30	
ISTE Students' Chapter MITSFaculty Coordinator: Prof. Vishal Chaudhary						
7	**M-POW-R**	Institute	24 -28 Feb. 2020	It's very first event Self Defense Workshop - MPOWR began with	60	

					the inauguration and inspiring words from Dr. Manjaree Pandit Madam. Also our guests Mr. Giriraj Singh Tomar and Mrs. Urmila Tomar (Samman Samaj Samiti) put lights on importance of women empowerment and safety of women and children. The 5 days workshop was carried out under Mr. Ajay Gupta head trainer and his team from school of Taekwondo.		
	8	**Book Carnival**	Institute	27 – 28 Feb. 2020	The Book Carnival was conducted starting from the words of author Kapil Raj- "A woman is not a victim, she is an endurer" who presented his book "Endurer" and Nitin Sharma from Jaipur who presented his book "Mysterious".	Approx. 500	
	9	**In-Quizitive**	Institute	29/02/2020	It was hosted to nurture the creative talent and innovative mindset of the students. Students actively 10participated to attain maximum knowledge. These competitions motivate and engage students to give their best shot. The event was a big success as it brought the smile on each face. All students left with lots of knowledge and beautiful memories.	40	
	10	**Open Mic**	Institute	29/02/2020	There was an open mic show which has been held in memorable ways.There were several participants who performed on the stage and showcased	Approx 800	
	11	**Food Fiesta**	Institute	29/02/2020	Famous food ventures of Gwalior from all around the city. The finger licking cuisines attracted a huge crowd.There were different types of food stall which were set up in fiesta.The food stalls like KFC,pizza hut,malai chaap,masala darbar etc. was famous among them and quite attractive.There were some fun games like flip the bottles etc	Approx 800	

				which made the crowd quite enthusiastic.		
	12	**Online dance competition**	National	MITS Dance Club organised an online dance competition during lockdown from 5th May 2020 to 30th May 2020 under the guidance of **Prof. ParulSaxena** (**faculty coordinator**)and**Samiksha Sharma** (**President, dance club**). It was conducted on the instagram page @danceclubmits and was open for all in which 25 students from all over India participated. Winners were awarded with cash prizes.	25	**1st Position** Michael Raj Nadar (From Dombivali, Mumbai) **2nd Position** Shubhi Gupta (ECS School , Gwalior) **3rd Position** NandiniVerma (IPS, Gwalior)

Item-20

To report other quality initiatives under taken during the last three months

- The house appreciated the following quality initiatives under taken during the last three months to strengthen the quality education system in Institute:

- To prevent the spread of the Novel Coronavirus (COVID-19), the no-touch, online attendance system was launched through Institute MOODLE for Faculty, Class-ll. Technical and Non-Technical Staff members (excluding Class IV) w.e.f 1st July 2020 vide order no 1000 dated 30th June 2020.
- **Prof. Aditya Agrawal** was appointed the faculty coordinator for establishing the student chapter of "Institution of Engineers, India" vide order no 1107 dated 16/7/2020
- The chapter codes for departments along with application form have been sent to IE, India for processing.
- In liu of the COVID-19 pandemic and the social distancing norms, Independence Day was celebrated with limited attendance. Only the HoDs and Section Heads were asked to be present.
- The preparation of MOOCs for OCs & DEs offered in the even semester will be soon started in the institute Digital Studio. The list of courses to be taken on priority has been prepared and the concerned faculty are preparing their scripts and are working on the final recording.
- A committee has been constituted to review the progress and timely submission of (i)Annual/Final Utilization Certificate and (ii) Annual progress report/project completion report for the ongoing/completed projects for which financial assistance has been received from the central funding agencies like the AICTE, DST etc under schemes such as RPS, MODROBs, FIST etc.

Item-21

To notify the academic events organized/attended by the institute faculty in 2019-20

- The Dean Academics has presented following report on the participation and conduction of various activities for the professional development of faculty members:

NUMBER OF ACTIVITIES ORGANIZED

Department	Workshops	Conferences/Seminar/Webinar	Expert Lectures
Civil	03	05	06
Mechanical	02	-	04
Electrical	-	01	03
Electronics	04	01	05
CSE &IT	03	02	01
Chemical	02	01	01
Biotechnology	02	01	01
Applied Sciences	02	-	03

Architecture	-		02

NUMBERS OF FACULTY PARTICIPATION IN SEMINARS/CONFERENCES AND SYMPOSIA

No. of Faculty	Total No. of Faculty	International level	National level	State level	Local level
Attended Seminars	**62**	5	56	0	1
Attended Workshops	**131**	5	103	2	21
Attended Conferences	**14**	7	7	0	0
Attended STTP/PDP/OP/RC/STC/FDP	**290**	2	288	0	0
Presented papers	**30**	25	5	0	0
Resource Persons	**28**	0	17	3	8
Experts in Committee	**37**	2	10	22	3
Expert Lectures	**38**	8	11	10	9
Keynote Address	**12**	2	10	0	0
Invited Talk	**14**	1	12	0	1
Reviewers of Journals	**28**	23	3	2	0
PC Member/Organizing Committee Member	**21**	6	13	1	1
Any Other	**105**	27	76	2	0
Total	**810**	**113**	**611**	**42**	**44**

Item-22

Any other matter with the permission of the Chair

- **Shri. Prashant Mehta,** Member, Board of Governors and Er. Ramesh Agrawal, Secretary, SECS & Member BoG has congratulated the stockholders of Institute for the development of quality education system in the Institute through collaborative and dedicated approach.

(Dr. Pratesh Jayaswal)
Coordinator IQAC

(Dr. R. K. Pandit)
DIRECTOR

Date: 29.08.2020