Agenda: 4th IQAC Meeting to be Held on 18 November 2019

4th IQAC (A): Confirmation of minutes of 3rd meeting of IQAC.

The minutes of 3rd IQAC meeting which was held on Thursday 02 May 2019 were circulated. Since no comments were received, the IQAC is requested to confirm the same.

4th IQAC (B): Review of Action Taken on Minutes of 3rd Meeting of the IQAC.

Sr. No.	Agenda	Suggestions made / Decisions taken	Action taken
3rd IQAC (3.4.a)	Creating portal for NAAC on BMU website.	Assignment of criteria wise responsibilities and formation of subcommittees: NAAC	Task force for preparing NAAC application was constituted. Executive circles and OBE coordinators were assigned. Templets, Guidelines and Standard Operating Procedure for data validation and verification were also forwarded for information to all concerned. Process of filling up of the NAAC application is in progress.
3rd IQAC (3.4.b)	Presentation on "Way Forward for NAAC	Required data for NAAC should be available both departmentally as well as	Action in hand

	accreditation"	centrally.	
3rd IQAC (3.5)	Approved guidelines for slow learners and advance learners by IQAC	To formulate guidelines for slow learners and advance learners.	Action in hand. The draft guidelines for slow learners and advance learners will be presented for discussion during the meeting
3rd IQAC (3.6)	New members board on IQAC	Nomination of Ms Suneet, CoE) and Mr. Hitkul, an alumnus from CSE, as members of IQAC was suggested.	Action completed. Both have been nominated as members of IQAC

Placed before the IQAC for reporting.

4th IQAC (C): **Reporting and Ratification items**

C-1 **Composition of IQAC:**

Appointment of new members to IQAC:

a) Capt. Sameer H Pande, (Retd) General Manager Human Resources, Heromotocorp, has been appointed as member of IQAC against the vacant position of Mr Abhinav Gera, in the category of "One / two nominees from Employers / Industrialists / stakeholders", for a period of two years.

b) Ms. Suneet Soni, CoE, BMU, has been appointed as member of IQAC, in the category of "A few Senior Administrative Officers," for a period of two years.

c) Mr Hitkul, an alumnus from CSE (2014 18) B. Tech has been appointed as member of IQAC, in the category of "Nominee from local society, industrialist / stake holders," for a period of two years.

d) Mr. Shiladitya Rakshit, Asst. Professor, School of Law, has been appointed as member in teacher's category, for a period of two years.

Placed before the IQAC for reporting.

C.2. **Student Success Rates:** Student Success Rates in last three years will be presented to IQAC, based on the existing factors of Student success rate. Success Index **=** (Number of students graduated from the program without backlog) / (Number of students admitted in the first year of that batch).

Placed before the IQAC for reporting.

C.3. **Feedback Mechanism: Classroom Observation Peer to Peer Teaching observation review**: BMU has evolved a feedback mechanism for Peer to Peer Teaching observation method for improving the professional growth of the faculty. In this process, each faculty member is paired with another faculty member (buddy) and they both are required to sit through each other's sessions. Thereafter - basis the experience gained in observing their buddies and being observed themselves - in a constructive feedback review session, they discuss their strengths and improvement areas with their buddies and write their reflections on developmental changes they would bring in their own teaching pedagogies.

Placed before the IQAC for reporting.

C.4. **Creating a Research Culture in the University**: 2 externally funded projects (worth Rs. 29 lac) and 3 consultancy projects (worth Rs. 27 lac) are ongoing. 5 externally funding research projects amounting to 1.09 Cr have been completed. The faculty and students of BMU have filed 43 patents including 02

design patents in last one year. 07 faculty projects have been granted seed money amounting to Rs 21 Lac in this financial year.

19 startups are registered. 43 papers in indexed journals, 34 Conference publications last one year. 56 Case publications, 20 book and books' chapters since have been published by the faculty members.

Placed before the IQAC for reporting.

C-5 BMU has planned to **c**onduct following workshops in near future under Centre of Teaching Learning:

a) Outcome Based Education (OBE): This will help the faculty to Finalize learning outcomes and performance indicators for each course.

b) Examination reforms.

Placed before the IQAC for information.

4th IQAC (D): Discussion & Decision items:

Discussion Points: The points to be taken up for discussion during the 4th meeting of IQAC are as under:

D.1. Review of the Existing Feedback Forms: As per the NAAC requirement and also to enrich the curriculum offered by the respective schools, the structured feedback (Criteria 1.4.1 NAAC application) is to be obtained from the following stakeholders:

a) Students

a) Faculty/Teachers

b) Employer

c) Alumni

d) Parents

The type of formats adopted, the frequency of obtaining the feedback, the analysis of the feedback and the decisions taken on feedback for each of the above categories will be reviewed.

Placed before the IQAC for discussion.

D.2. **Improving Quality in Education:** To ensure better employability, critical thinking, collaboration and communication skills of the graduates, a need is felt to adopt multi-disciplinary approach, Library research projects, integrated projects involving basic sciences and one mini project in each semester including multi-disciplinary projects. Students to be encouraged to undertake Industry oriented project in all programs, to acquire certifications and additional qualifications through MOOCs and to write papers, could be in an in-house journal. Also, introduce competitions involving technical aspects as a regular feature on the campus.

Placed before the IQAC for discussion

D.3. **Some Measurable Parameters Regarding Steps To be Taken To Improve Quality of Education, as under, are placed before the IQAC for deliberations:**

a) Each faculty to Publish at least one paper in an Academic Year.

b) Each student to pursue at least one MOOCs in an Academic Year: Preferably, faculty should also take up the same MOOC. This practice could be adopted initially. Later the faculty could take up advanced MOOCs separately.

c) Students to acquire professional certifications in line with development in industry.

d) Each Department to prepare list of certifications, that would be acquired by students, in Academic Year 2020-21.

e) Faculty members to learn the art of conducting discussions and guiding projects. Each faculty member to prepare a list of at least 10 mini projects that could be taken up by students. Mini projects to be introduced in each semester. Some projects to have multi-disciplinary approach – to be assigned to advanced learners.

f) HoDs and Deans to monitor that the aspects related to application of knowledge, analysis, evaluating and creativity are part of curriculum.

g) Question papers to be so designed that the complete spectrum of learning like remembering, comprehension, application of knowledge, analysis, evaluating and creating is covered

h) List and plan for in-house journals to be published with effect from Academic year 2020-21 to be prepared.

i) Adopt OBE for all programmes.

j) Obtain membership of IUCEE and invite faculty from abroad to train our faculty.

k) Each Department to submit at least two proposals for research grants to various funding agencies.

l) Each faculty member to publish at least one paper in a reputable journal. At least 50% faculty should be guiding Ph.D scholars. In-house journals to have reports on topics covered during seminars conducted by Departments.

m) Deans to discuss and finalise list of international journals to be subscribed

n) Initiate joint research projects with some foreign universities.

o) Each Department to initiate at least one consultancy projects with local industry.

4th IQAC (E): Any Other Matter with the Permission of the Chair