IQAC PROCEEDINGS

ACADEMIC YEAR 2020-21

IPS Academy

Institute of Engineering & Science
(A UGC Autonomous Institute, Affiliated To RGPV)

Knowledge Village, Rajendra Nagar, A.B. Road, Indore-452012 (M.P.) INDIA

IPS Academy
Institute of Engineering & Science, Indore

Proceedings of IQAC for Academic Year 2020-21

Introduction

Internal Quality Assurance Cell (IQAC) of the institute was established to develop a system for conscious, consistent and catalytic improvement in the overall performance of the institute. The institute was focussed on quality enhancement since inception and hence prior to IQAC, Advisory Board for each department was in place with similar objectives and is still functioning. The advisory Board meetings were held twice in a year to monitor the Strategic development plan of each department.

IQAC - Vision

To ensure quality culture as the prime concern for IPS Academy, Institute of Engineering & Science through institutionalizing and internalizing all the initiatives taken with internal & external support.

Functions of IQAC

The functions of IQAC of the institute are as follows:

- To help the institution in planning & monitoring quality – related issues.
- To ensure implementation of academic reforms as per guidelines of various statutory bodies, such as, AICTE/ UGC, etc.
- To organize capacity building programs & promote the use of Technology.
- To facilitate the process of documentation leading to quality improvement.
- To analyze the feedback received from various stake holders.
- To encourage the faculty for participation in R & D activities and the conduction of institutional workshops/ seminars/ FDPs on quality related themes.
- To disseminate the information on various quality parameters to all stake holders
- To conduct periodically the academic & administrative audit and its follow up.
- To prepare Annual Quality Assurance Report (AQAR) and submit to NAAC office online, after first cycle of accreditation.
- The IQAC is constituted as per the guidelines of NAAC, with the Principal of the Institute as a Chairperson.

Composition of IQAC

The present composition of IQAC is as follows:

- Chairperson : Dr. Archana K. Chowdhary, Principal
- Co-ordinator : Prof. Swatilekha Guha, Head Civil Engineering Department
- Co-coordinator : Prof. Nitesh Parmar, Faculty Chemical Engineering Department
- Management Nominee : Dr. A.G. Kothari, Dean Academics
- All HoDs
- Administrative Officer : Ms. Kshipra Shukla, Registrar
- One nominee each from local society/ trust, students and alumni
- Ms. Rachiyta Awasthy, Chief Municipal Officer, Sagar
- Ms. Shubhi Choudhary, Project Manager , Yash Technology, Indore
- One nominee each from Employer/ Industrialist/ Stake holder.
- Mr. Mustafa Murabi CEO, Canopus Infosystem
- Mr. Siddharth Chatter CEO, Nakoda Industries

Schedule of meetings

The IQAC meetings were conducted as given below (minutes attached):

- Wednesday, 19th August, 2020
- Saturday, 31st October, 2020
- Saturday, 9th January, 2021
- Saturday, 12th June, 2021

Capacity Building Programs

The IQAC conduct various Capacity Building Programs for promoting the holistic academic excellence are as follows:

- Exposure to Outcome Based Education (OBE) parameters, COs/ POs/ PSOs & its attainment.
- Training on NBA Accreditation/ Re-accreditation.
- Training on NAAC SSR & documentation.
- Training on implementation of Academic Autonomy.
- Implementation of 360 degrees feedback and AICTE examination reforms

Impact of IQAC

- Award of academic autonomy under UGC regulations-2018 from academic session 2020-21.

- Formation of Academic Rules & Regulations for UG & PG Programs.

- Formation of Rules & Regulations for conduct of examination.

- Participation in NIRF & ARRIA.

- As an initiative towards " Eco system Innovation & Initiatives" proposals were submitted for establishing i-TBI Program & idea lab for the students

- Implementation of AICTE 360 degree feedback & exam reform policy.

- Approval of Research Projects by DST GoI ,India in collaboration of Srilanka.

- Participation of students & faculty in MOOCs online courses.

- Funding of R & D/ MODROB projects.

- Conduction & participation of faculty in FDPs/ STTPs.

- Signing of MoUs with various institute national/international of repute for collaborative research and exchange of resources related to academics.

Future Plans

- Strengthen Research & Development in the institute.

- Accreditation of PG Programs

- Additional Degree Proposal

- Establishment of Research Centre leading to Ph.D. Degree.

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Date: 22/08/2020

Subject: IQAC Meeting.

The meeting was held on 19th August 2020, in blended mode due to Corona pandemic. All the members attended the meeting. The agenda for the meeting was as follows:

1. Confirmation of minutes of the IQAC meeting held on 27th June 2020.
2. Award of Academic Autonomy.
3. Contribution to the society during Corona pandemic.

    The Principal welcomed all the members & briefed them as follows.

1. **Confirmation of minutes of the IQAC meeting held on 27th June 2020**

   The minutes of the IQAC meeting were approved unanimously by the Hon'ble members.

2. **Award of Academic Autonomy**

   The Principal informed the Hon'ble members that the UGC has awarded Academic Autonomy to the institute from the session 2020-21 in response to the visit of UGC Peer Team on 3rd & 4th February, 2020. It was further informed that all the statutory bodies, namely, Governing Body, Academic Council, Board of Studies & Finance Committee needs to be constituted as per the composition given in UGC-2018 regulations. Further, she requested to the members to suggest the names of the external members for the various statutory bodies.

3. **Contribution to the society during Corona pandemic.**

   The Principal indicated that the department of Chemical Engineering is manufacturing hand sanitizer & the same will be distributed to the other institutes under IPSA & Municipal Corporation of Indore. The members appreciated the efforts taken by the Chemical Engineering Department.

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

Principal
IPS Academy
Institute of Engineering & Science

Copy to: All IQAC members for information & necessary action as applicable

DIR/IPSA/IES/2020-21/ 49-A   Date: 04/11/2020

Subject: IQAC Meeting

The IQAC meeting of the institute was held on 31st October 2020. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 19th August 2020.
2. To discuss Academic Rules & Regulations for UG/PG Programs offered by institute.
3. To discuss the Rules for Examinations.
4. To introduce Design Thinking as an MLC Course.

1. Confirmation of minutes of the IQAC meeting held on 19th August 2020.

The minutes of the meeting were approved unanimously by all the members.

2. To discuss the Academic Rules & Regulations for UG/PG programs offered by institute

The gist of the Academic Rules & Regulations for UG/PG Program offered by the institute was presented by Prof A.G Kothari, Advisor of the institute and was appreciated by all the members. After due deliberations, it was recommended as under:

2.1 Structure of the Program & Curriculum

It was noted that the structure of the UG/PG program is as per AICTE model curriculum 2018 and was accepted by all.

- The total minimum credits requirement is 160 to 170 for UG and 70 for PG however the credits are fixed for each program independently by the respective BoS.
- The Choice Based Credit System proposed was accepted by all.
  - Minimum UG/ PG credits registration 16/12 (for weaker student)
  - Maximum UG/ PG credits registration 28/24 (for bright student)
- However there will be no minimum requirement for credit registration in final semester of the respective program.

2.2 B. Tech. degree with Honors/ Minors certification.

It was unanimously agreed upon these additional certification courses in addition to B. Tech degree.

2.3 Award of Credits & Grades

It was proposed that the Relative Grading shall be followed instead of absolute grading. All the members unanimously agreed to this proposal.

2.4 Examinations

The format for question paper, the provision of reexamination after End Semester Examinations and conduct of Summer Term was accepted by the members for its implementation.

INSTITUTE OF ENGINEERING & SCIENCE

Approved by AICTE, New Delhi, MP Govt., Affiliated to RGPV, Bhopal

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2.5 100% Transparency in valuation of answer sheets (CIE/ ESE)

In this respect, it was clarified that though the cases for revaluation shall reduced drastically due to showing the answer scripts, process of revaluation is being introduced for achieving 100 % transparency in evaluation.

2.6 Performance CGPA improvement

It was agreed that the performance CGPA improved shall be applicable even for improving the CGPA (who lost first class marginally i.e., CGPA less than 6.5), in addition to the existing scheme of RGPV for improving the CGPA less than 5.

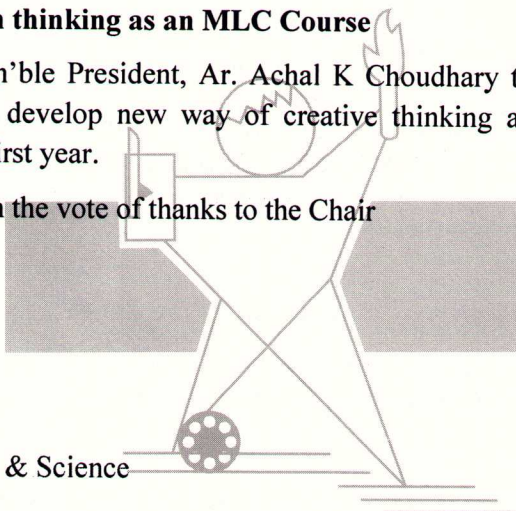### 3. To discuss the rules for the conduct of examinations

The proposed Rules and Regulations for conduct of examinations were agreed upon by all the members however there should be provision of Online Examination in case of exigencies such as COVID 19 or otherwise is being included under "Guidelines for conduct of examination (section 7)".

4. To introduce Design thinking as an MLC Course

As advised by our Hon'ble President, Ar. Achal K Choudhary the MLC course Design Thinking shall be introduced to develop new way of creative thinking and analyze emotional experience among the students in first year.

The meeting ended with the vote of thanks to the Chair

Principal
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DIR/IPSA/IES/2020-21/131-A

Date: 12/01/2021

Subject: IQAC Meeting

The IQAC meeting of the institute was held on 9th January 2021. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 31st October 2020.
2. NIRF
3. Submission of SSR
4. Eco system Innovation & Initiatives
5. Guidelines for the implementation of Relative Grading

1. **Confirmation of minutes of the IQAC meeting held on 31st October 2020.**

   The minutes of the meeting were approved unanimously by all the members.

2. **NIRF**

   The discussions were held for submitting information for NIRF.

3. **Submission of SSR**

   The institute has already completed the SSR and submits SSR to the NAAC authorities before 24th January 2022. Before submitting the IQAC thoroughly check the information submitted by the institute under Qualitative & Quantitative Metrics.

4. **Eco system Innovation & Initiatives**

   As a contribution towards creating Eco system Innovation & Initiatives the following are the recommendations by IQAC of the institute:

   - Submit the proposal to DST, New Delhi for establishing NIDHI i-TBI (Inclusive Technology Business Incubator) program so that the students of the institute can start their career as entrepreneurs.
   - Submit the required information for Atal Ranking of Institutions on Innovation Achievements.
   - Submit the proposal to AICTE, New Delhi for establishing Idea Lab to nurture the innovative ideas of students.

5. **Guidelines for the implementation of Relative Grading**

   The guidelines for implementation of Relative Grading for relative assessment of the performance of the students in a class were discussed and the cutoffs for the higher ($A^{+)}$) and lower grades (D) were defined.

   The meeting ended with the vote of thanks to the Chair.

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DIR/IES/IPSA/2020-21/ 211-A   Date: 14/06/2021

Subject: IQAC Meeting

The IQAC meeting of the institute was held on 12th June 2021. All the members attended the meeting. The agenda of the meeting was as follows:

1. Confirmation of the minutes of the IQAC meeting held on 9th January 2021.
2. To note the progress made after implementation of the Autonomy.
3. Introduction of new courses for Academic year 2021-22
4. Increase / reduction in approved intake of few existing programs.
5. Addition of course in Regional Language
6. Change in name of PG Program
7. Twinning program
8. Recognition of the institute as a PhD Research centre.

1. Confirmation of minutes of the IQAC meeting held on 9th January 2021.

The minutes of the meeting were approved unanimously by all the members.

2. To note the progress made after implementation of the Autonomy.

The Principal gave her briefing regarding the progress made after implementation of the autonomy. The gist of her briefing is summarized as follows:

- The institute conducted its first examination in online mode on G Suite platform.
- The guidelines issued by RGPV, Bhopal were followed.
- The question papers were moderated by senior professors. In addition, there was also Head valuation after the answer scripts were valued by the examiners.
- The valued answer scripts of end sem. exams were shown to the students for complete transparency.
- The institute developed its own software related to processes involved in conduct of exams, such as, Form forwarding of the students, Computation of exam, result, etc.
- The results were declared on institute's portal after university notification.

3. Introduction of new courses for Academic year 2021-22

As per the global need the following UG courses of emerging areas as per AICTE are recommended to be introduced for the session 2021-22:

- B. Tech in Artificial Intelligence and Machine Learning (Intake 60)
- B.Tech. in Agriculture Engineering (Intake 60)
- B.Tech. in Biomedical and Robotic Engineering (Intake 60)
- B.Tech. in Computer Science and Engineering (Artificial Intelligence & Machine Learning) (Intake 60)

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4. **Increase/ reduction in approved intake of few existing programs.**

It is recommended to submit the proposal to AICTE for increase/ reduction in intake of the program is as follows:

- **Increase in Intake in UG Program**
  Computer Science and Engineering (Data Science) (Intake 60 to 120)
- **Reduction in intake in UG Programs**
  - ➢ Electronics & Communication Engineering from 120 to 60
  - ➢ Electrical & Electronics Engineering from 120 to 30
  - ➢ Civil Engineering from 120 to 60
  - ➢ Mechanical Engineering from 120 to 60
  - ➢ Chemical Engineering from 60 to 30

5. **Addition of course in Regional Language**

As per the initiative of AICTE to introduce Professional courses in Regional languages it is recommended to introduce one UG Program i.e., Computer Science and Engineering (Intake 60) in regional language

6. **Change in name of PG Program**

- Computer Science and Engineering to Computer Science and Engineering (Artificial Intelligence and Machine Learning)
- Electronics & Communication Engineering to Digital Communication Engineering

7. **Twinning program**

The institute shall submit the proposal to AICTE for Collaboration and Twinning Program with Indian & Foreign University for the students of the institute.

8. **Recognition of the institute as a PhD Research centre.**

The Principal informed that the institute is in existence for last 22 years & it has enough credentials for conduct of research activities, such as, state of art laboratories, good number of faculty with PhDs & research publications in SCI/ referred journals and patents.

The members unanimously accepted the above proposal & requested the Principal to initiate further necessary action in the matter.

The meeting ended with the vote of thanks to the Chair.

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