26.03.2021

Notice

A meeting of the faculty members of Sector 128 campus will be held tomorrow, 27.03.2021 at 04:00 PM in LT 3, Sector-128 Campus, Noida.

The meeting will be chaired by the undersigned.

Agenda: Discussion of Following of the Covid Protocols in Campus

(Prof. Hari Om Gupta)

Convener,

Institute Quality Assurance Cell.

MINUTES OF THE MEETING OF FACULTY MEMBERS OF JAYPEE INSTITUTE OF INFORMATION TECHNOLOGY, SECTOR 128 - CAMPUS, NOIDA HELD ON 27.03.2021 AT JIIT, SECTOR-128, NOIDA

The Convener of CIQAC, Prof. Hari Om Gupta held a meeting with the faculty members of Sector 128 Campus of Jaypee Institute of Information Technology on March 27, 2021 at 04:00 PM in room LT3 in sector 128 campus. 55 faculty members attended the meeting from various departments.

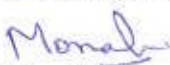**ITEM-1:** **Welcome and Opening Remarks by the Convener:**
The Convener welcomed all the faculty members for attending the meeting.

ITEM-2: **Issues Discussed in an Open Forum:**
The Convener of IQAC gave an overview of the arrangements made by the Institute for keeping the campus safe during pandemic times. He instructed all to strictly adhere to the protocols laid out by the Government regarding wearing of masks, washing hands and using sanitisers. The faculty appreciated the efforts of the Institute in sanitising the campus and other arrangements made for them.

ITEM-3: **Any other item, decided by the Convener:**
Since, there was no other point raised, the meeting ended with the faculty members thanking the Chair and the Convener wishing them safety and good health.

Dr Monali Bhattacharya
Secretary CIQAC

Notice

IQAC Meeting is scheduled on Thursday, June 3, 2021 at 11:00 AM to discuss the new format of Evaluative Report of the Department.

The meeting will be held in online mode.

The google meeting link is:
Video call link: https://meet.google.com/apz-gquc-eju

The meeting will be chaired by the undersigned.

The Heads are requested to kindly nominate one DQAC member from their respective departments, who may attend the meeting on behalf of Department Quality Assurance Cell.

Agenda: Discussion of the new ERD

(Prof. Hari Om Gupta)

Convener, CIQAC

MINUTES OF THE MEETING OF HEADS OF THE DEPARTMENTS AND DQAC MEMBERS OF JAYPEE INSTITUTE OF INFORMATION TECHNOLOGY, , NOIDA HELD ON 03-06-2021 THROUGH GOOGLE MEET

The Convener of CIQAC, Prof. Hari Om Gupta held a meeting with the Heads of the Departments of CSE & IT, ECE, Biotechnology, Maths, PMSE, HSS and JBS along with nominated DQAC members.

The meeting was held online through https://meet.google.com/apz-gquc-eju

ITEM-1:   **Welcome and Opening Remarks by the Convener:**
            The Convener welcomed all the Heads and DQAC members for attending the meeting.

ITEM-2:   **Format explained by the Convener, IQAC:**
            The Convener of IQAC Prof. Hari Om Gupta explained the need for changing the format of ERD to synchronise it with the changed AQAR and new SSR

format. Each criterion was discussed in detail. Some of the departments like HSS and JBS suggested for copyright to be given equal weightage as patents since management and humanities or social sciences have very less possibility of filing patents owing to subject requirements. Some of the DQAC members suggested for incorporation of tables for data collection in AQAR format for ease in filing of AQAR. The convener assured all to incorporate these changes and sending the revised ERD within few days.

ITEM-3:   **Any other item, decided by the Convener**:
Since, there was no other point raised apart from the given issues, the meeting ended with everyone thanking the Chair.

Dr Monali Bhattacharya
Secretary CIQAC

16.11.2020

Notice

There will be a meeting of Institute Administrative Committee (IAC) at 04:00 PM on Wednesday, November 18, 2020 through Google Meet. The meeting will be chaired by Honourable Vice-Chancellor.

The meet link is: https://meet.google.com/pgx-fsqd-tbe

You are requested to kindly attend this meeting positively.

(Prof. Hari Om Gupta)

Convener,

Institute Quality Assurance Cell.

MINUTES OF THE MEETING OF INSTITUTE ACADEMIC MANAGEMENT COMMITTEE OF JAYPEE INSTITUTE OF INFORMATION TECHNOLOGY, NOIDA HELD ON NOVEMBER 18, 2020 AT JIIT, SECTOR 62, NOIDA THROUGH GOOGLE MEET

An online meeting of Institute Academic Management Committee along with the Heads of Non-Teaching departments and Conveners of IQAC subcommittees was held on Wednesday, November 18, 2020 at 04:00 PM to discuss and approve the Action Taken Report on last year's recommendations and the Recommendations of the year 2019-20 of IQAC. The meeting was organised through Google Meet https://meet.google.com/pgx-fsqd-tbe?hs=122&authuser=0.

The meeting was chaired by the Honourable Vice Chancellor, JIIT, Prof. S.C. Saxena.

The following members were present:

- Prof. Hari Om Gupta, Director, Sector 128 and Convener, CIQAC
- Prof. Renu Luthra, Vice Provost, JBS
- Prof. D. K. Rai, Dean, A & R
- Prof. Alka Sharma, Dean & Head, HSS
- Brig. Sanjay Dawar, Dean, Students' Welfare & Head T&P
- Prof. S.P. Purohit (Controller of Examination)

- Prof. Shweta Srivastava (Head, ECE),
- Prof. Alka Tripathi (Head, Mathematics),
- Prof. Vikas Saxena (Head, CSE & IT),
- Dr Pammi Gauba (Head, Biotechnology)
- Prof. S. C. Katyal (Head, PMSE)
- Prof. Sanjeev Sharma, Associate Dean
- Col. Sharad Rastogi(Registrar & Head, Administration),
- Mr S.B.Pant (Chief Finance Officer),
- Mr. Mihir Jha (Deputy Registrar),
- Mr Shishir Moondra(Chief Manager E & C),
- Mr Akhilesh Sachan(Add. GM, IT)
- Prof Krishna Sundari (Convener-IQAC Subcommittee SAP),
- Dr. Pankaj Yadav (Faculty Advisor, JYC)
- Prof. R. K. Dwivedi (Convener-IQAC Subcommittee Teaching & Learning)
- Dr Monali Bhattacharya, Secretary, CIQAC
- Prof. Amrish Agrawal (Convener-IQAC Subcommittee Research)
- Dr Mukta Mani (Convener-IQAC Subcommittee Stakeholders' Committee)
- Dr Vikram Karwal (Convener-IQAC Subcommittee Professional & Social Activities)

ITEM-1: **Welcome and Opening Remarks by the Chair:**
Honourable Vice Chancellor Prof. S.C. Saxena accorded a very warm welcome to all the members for having made it convenient to attend the meeting.

ITEM-2: **Discussion on Action Taken Report on 2018-19 Recommendations:**
Honourable Vice Chancellor read out various actions taken for all the recommendations as given in the reportpoint wise.
The committee took cognizance of the status of implementation of all the recommendations of last year and finally approved the Action Taken Report of 2018-19 recommendations.

ITEM-3: **Discussion on Recommendations of IQAC Observations & Recommendations Report, 2019-20:**
Honourable Vice Chancellor read out and discussed various recommendations as given in the report.
Discussion was taken up for the recommendations and it was found that the Institute had already started working on some of them, as given under:
- It was felt that since PBL component has been made part of TA Assessment policy now, it would result in better PBL feedback for Odd Semester courses from this year onwards.
- Inter-departmental collaboration and joint supervision had been initiated in a few departments but visible collaboration in terms of

outcome in researchis expected.

- It was decided that Non Teaching Staff training programmes in the form of SDPs started from last year should continue.

Recommendations of IQAC for 2019-20 were accepted and ratified by the committee for their implementation in the year 2020-21.

Thereafter Honourable Vice Chancellor directed IQAC Convener to assign roles and responsibilities to different officers in the organisation for implementation of recommendations of IQAC point wise.

ITEM-4: **Any other item with the permission of the Chair:**

Since no other matter was raised, the meeting ended with words of appreciation by Honourable Vice Chancellor to the IQAC team for their efforts put in throughout the year for the Institute and Vote of Thanks to the Chair.

(Prof. Hari Om Gupta)

Convener,
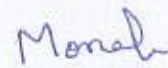
Institute Quality Assurance Cell.

As per the directives of CIQAC Convener, Prof. Hari Om Gupta, a meeting of IQAC Subcommittees' Conveners is scheduled tomorrow, Friday September 11, 2020 at 12:00 Noon on google meet.

Request all the Sub-Committee Conveners to kindly make it convenient to attend the same.

Google meet link is meet.google.com/kah-emss-eha

The meeting will be chaired by Convener of IQAC Prof. Hari Om Gupta.

Agenda: Review of Sub-Committees Reports

Monali

Monali Bhattacharya

Secretary, CIQAC

MINUTES OF THE MEETING OF SUB-COMMITTEE CONVENERS OF IQAC HELD ON September 11, 2020 AT 12:00 NOON THROUGH GOOGLE MEET

A meeting of Sub-committee members of CIQAC, with the Convener, CIQAC was held on Friday September 11, 2020 at 12:00 Noon on google meet: meet.google.com/kah-emss-eha.

The meeting was chaired by the Convener, CIQAC Prof. Hari OM Gupta. All the conveners of the 5 Sub-Committees were present in the meeting.
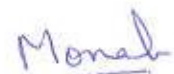
ITEM -1: **Welcome and Opening Remarks by the Chair:**

The Convener, CIQAC accorded a very warm welcome to all the members for having made it convenient to attend the meeting.

ITEM -2: **Discussion on Sub-Committees' Reports**

The conveners of various sub-committees updated their respective status of compilation of feedbacks and preparation of their respective reports. The Convener advised them revise feedback forms of Teaching Learning Sub-committee and Stakeholders Relationship Sub-Committee in the view of covid times and online teaching.

ITEM -3: **Any other item, decided by the Convener:**

Monali

Notice

As per the directives of CIQAC Convener Prof. Hari Om Gupta, there will be a meeting to discuss the guidelines for Auditing of Non-Teaching Departments for the year 2019-20, on Tuesday, August 25, 2020 on Google Meet at 04:00 PM.

The link for joining the meeting is https://meet.google.com/yad-erqj-bmw

The meeting will be chaired by CIQAC Convener Prof. Hari Om Gupta.

The Heads of the Departments and / or their respective nominees who will help in auditing on behalf of their respective departments, and all the auditors are requested to kindly make it convenient to attend the meeting.

Following is the Auditors' Committee as constituted and notified vide office order dated May 28, 2020.

Sl. No.	Department to be Audited	Audit Team	
1	Account	Prof. Vibha Rani, Biotech	Convener
		Dr. Anuj Bhardwaj, Maths.	Member
		Shri Babu Ram Singh Gen. Admn.	Member
2	Administration	Prof. Shantanu Kumar Biswas, JBS	Convener
		Dr. Jasmine Saini, ECE	Member
		Mr. Rajvir Singh, LRC	Member
3	Environment	Prof. Sudha Srivastava, Biotech	Convener
		Dr. Santosh Dev, HSS	Member
		Dr. Kavita Pandey, CSE	Member
4	JYC	Dr. Manish Kumar Thakur, CSE	Convener
		Dr. Navendu Goswami , PMSE	Member
		Sh. Shivaji Tyagi, ECE	Member
5	IT	Dr. Prakash Kumar, CSE	Convener
		Dr. Vikram Karwal, ECE	Member
		Dr. Pankaj Srivastava, Maths	Member
6	Maintenance	Dr. Badri Bajaj, HSS	Convener
		Dr. Megha Agarwal , ECE	Member
		Dr. Sujata Kapoor, JBS	Member
7	Registry	Prof. Neeraj Wadhwa, Biotech	Convener
		Dr. Madhu Jain, ECE	Member
		Sh. Anurag Srivastava, SOP	Member
8	Training and Placement	Dr. Neetu Sardana, CSE	Convener
		Dr. Satyendra Kumar ECE	Member
		Dr. Vibha Gupta, Biotech	Member

Agenda: Discussion on guidelines for Auditing Non teaching departments.

Monali

MINUTES OF THE ONLINE MEETING OF HEADS AND AUDIT COMMITTEE MEMBERS OF NON-TEACHING DEPARTMENTS OF JAYPEE INSTITUTE OF INFORMATION TECHNOLOGY, NOIDA HELD ON 25.08.2020 AT 04:00 PM THROUGH GOOGLE MEET:

A meeting of Heads and Audit committee members of Non-teaching departments Of Jaypee Institute of Information Technology, Noida , was held on Tuesday, August 25, 2020 through Google Meet at 04:00 PM.

All the Heads of Non Teaching departments, except for Registry, Administration & Finance, and the Auditors for all the departments along with Dr Monali Bhattacharya attended the meeting. The meeting was chaired by CIQAC Convener, Prof. Hari Om Gupta.

Shri Vivek Varshney & Shri Radheshyam attended the meeting on behalf of Finance department.

The Registrar, who is the HOD of Registry and Administration departments, could not attend the meeting, nor were any of the nominated staff for these departments present.

Two Audit members Dr Anuj Bhardwaj & Dr Santosh Dev were granted leave of absence by Chair, since they had classes at that time.

ITEM -1: **Welcome and Opening Remarks by the Convener:**

The Convener accorded a very warm welcome to all the members for having made it convenient to attend the meeting for Audit of Non-Academic Departments. He profusely thanked the respective Heads of Non Academic Departments and all audit committee members present, for attending the meeting.

ITEM -2: **Course of Action Decided for completing the Audit:**

The auditors gave a detailed account of their status of auditing process till date. After the discussions, it was decided that all the audit teams would complete the auditing and send the compiled reports to the Secretary, IQAC, with a copy to the Convener, CIQAC by September 10, 2020. Since Auditing of Training & Placement had been completed, Auditors were asked to submit their reports by August 31, 2020.

The convener felt that auditing of Admin Department required more time, since, there are more sub-heads to be covered in it as compared to other departments, hence ERD submission date was extended till September 5, and

Audit report Submission deadline was fixed for September 21, 2020 for Administration.

Except for Training & Placement, others had not submitted their ERDs, hence were directed to submit the same to the Secretary, CIQAC with a copy to Convener, CIQAC.

Departments of Environment & Accounts were directed to submit ERD of their respective departments by September 3, 2020 as per their request. Convener, CIQAC gave the same date of September 3, 2020 for Registry as well.

The other departments like Maintenance, JYC & IT had almost finished their compiling, hence were directed to submit their respective ERDs by August 31, 2020.

ITEM -3:   **Any other item, with the permission of Chair:**

Some other points were also discussed during the course of meeting.

Brigadier Sanjay Dawar, Head T&P felt that a centralised mechanism for soft skills training programme should be undertaken by the Institute for pre-final year students for further placement enhancement.

Shri Vivek Varshney requested for the provision of laptops to be made available to departments for smooth functioning of departmental work on Weekends during Lockdown as well.

The Convener, CIQAC Prof. Hari Om Gupta assured them, that IQAC shall work on these issues with the Management. He also asked IT Head to be ready with the support of all requirements needed for smooth functioning of online classes to be taken up by faculty from campus, with the re-opening of the Institute.

Since, no other point was raised, the meeting ended with the vote of thanks to the Chair.

Monali

Dr Monali Bhattacharya

Secretary, CIQAC

Notice

An online meeting of IQAC Conveners of Sub-committees and the Auditors for Academic Departments will be held on 10.08.2020 at 11:30 AM through Google Meet

The link to join the same is: meet.google.com/huu-ygiq-iir

The meeting will be chaired by the undersigned.

All are requested to attend the meeting.

Agenda: Discussion on guidelines to Audit Academic departments

(Prof. Hari Om Gupta)

Convener, IQAC

MINUTES OF THE MEETING OF THE AUDITORS FOR ACADEMIC DEPARTMENTS HELD ON 10.08.2020 AT 11:30 AM THROUGH GOOGLE MEET.

A meeting of IQAC and the Auditors for Academic Departments was held on 10.08.2020 at 11:30 AM through Google Meet meet.google.com/huu-ygiq-iir. All the Auditors of Teaching Departments attended the meeting.

Below is given the list of departments to be audited and their respective audit members who were present in the meeting:

Department to be Audited	Audit Team	
Biotechnology	Dr. Ashish Goel, ECE	Convener
	Dr. Amarjeet Prajapati, CSE & IT	Member
	Dr. Prashant Chaudhary, PMSE	Member
CSE & IT	**Prof. Anirban Pathak , PMSE**	Convener
	Dr. Vivek Kr. Dwivedi, ECE	Member
	Dr. Sakshi Varshney, HSS	Member
ECE	Dr. Anuja Arora, CSE & IT	Convener
	Dr. Tribhuwan Kumar Tewari, CSE & IT	Member
	Dr Amit Kumar Verma, PMSE	Member

	Dr. Chetna Dabas, CSE & IT	Convener
HSS	Dr. Kaushal Kumar Nigam, ECE	Member
	Dr. Vishal Gupta, JBS	Member
	Dr. Sandeep Kumar Singh, CSE & IT	Convener
JBS	Dr. Pato Kumari, Maths	Member
	Dr. Shirin Alavi, HSS	Member
	Dr. Reema Gabrani, Biotechnology	Convener
Maths	Dr. Bharat Gupta, CSE & IT	Member
	Dr. Bhartendu Chaturvedi, ECE	Member
	Dr. Chetna Gupta, CSE & IT	Convener
Physics	Dr. Richa Gupta, ECE	Member
	Dr. Puneet Pannu, HSS	Member

ITEM -1:   **Welcome and Opening Remarks by the Convener:**

The Convener accorded a very warm welcome to all the members for having made it convenient to attend the meeting for Audit of Non-Academic Departments. He profusely thanked all audit committee members present, for attending the meeting.

ITEM -2:   **Discussion on the process of Auditing of Academic Departments:**

The auditors were given a detailed overview of auditing process by the convener, IQAC point by point. The various criteria in the ERD were also discussed at length.

ITEM -3:   **Any other item, decided by the Convener:**

Since, no other point was raised, the meeting ended with the vote of thanks to the Chair.

Monali

Dr Monali Bhattacharya

Secretary, CIQAC