

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

Dean(Acd)/ 884-

Date: 12 FEB 2014

Minutes of meeting of HoDs and Deans with the Director on 6<sup>th</sup> February 2014 at 10:30 AM at Senate Hall.

**1) Feedback of Deans/HoDs**

*Suggestions of the committee constituted on the issue of Feedback were discussed. It is decided that the same committee will compile the ISO format for certification. This in turn would be useful for seeking feedback on the system. Committee will submit this in one week.*

**2) Format for minutes of Class Committee meeting**

*The format of Class committee is accepted. Dean (Acd) informed that the Class committee meeting after 1<sup>st</sup> sessional shall be conducted by 21<sup>st</sup> February 2014.*

**3) Format for seeking information on infrastructure requirements for proposed academic growth**

*Dr R S Sonparote, Faculty in-charge, New Construction, circulated a format, which is to be filled by all the Departments and sent to him by 20<sup>th</sup> February 2014.*

**4) Status of Academic Review at various Departments**

*Dean (Acd) informed that Departments of Applied Mechanics, Chemical Engg and Mathematics have completed the Academic Review. Other Departments are requested to expedite the Review procedure and shall complete it positively before the beginning of the next semester, i.e., by July 2014.*

**5) Selection of Student Mentors and names of Faculty Advisors**

*As per the Note sent earlier, all the Departments shall send the names of 3 faculty each for batch of 2013-14 and 2014-15. Subsequently, Six Student Mentors will be selected from the present 4<sup>th</sup> Semester BTech / BArch students.*

**6) Course book for each academic program is to be updated on website**

*Course Book of each Academic program is presently available on the website. Dean (Acd) requested all the HoDs to put these Course book in the prescribed format, which will be sent to them. The modified course book shall be ready by 15<sup>th</sup> April 2014. The credit requirements as per the Academic rule Book shall be ensured. M Tech course works shall be spread over three semesters.*

**7) Senate approval for new courses: Coordinator to make 5-min presentation at Senate**

*Dean (Acd) informed that Senate member Dr Atre of IIT Bombay, has suggested that at IIT Bombay, for the new course to be approved by Senate, concerned course co-ordinator makes a 5-min. Presentation at Senate. APPEC also discussed this issue and suggested that the same practice be followed at VNIT also. During discussion, it is pointed out that such a presentation may take more time at Senate, hence this presentation shall be done at APPEC. For such presentations, special invitees can be requested to attend the APPEC meeting.*

**8) Shall we have five batches for lab. classes if the class size is larger than 90 students?**

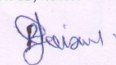
*If class size exceeds 90 students, then, Departments can decide to have five batches. In the slot-wise Time Table, provision will be made for the 5<sup>th</sup> batch.*

**9) Any other item:**

*Prof. V K Deshpande pointed out that the limit for purchasing equipments through Quotations has been now kept at Rs. 1 Lakh. Earlier, this limit was Rs. 5 Lakh. Director informed that he will look into this matter.*

*Prof. R B Deshmukh pointed out that VNIT website is in a very poor state of affairs and the server does not have required security certification. Due to this, it is Spammed at many places. Director assured that measures, with the help of Computer Center Staff, will be taken to improve the website.*

*Meeting ended with thanks by the Chair to all.*

  
Dean (Acd)

To: All Deans, HoDs  
Copy to: The Director