

MUFFAKHAM JAH COLLEGE OF ENGINEERING AND TECHNOLOGY
INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 16TH JANUARY, 2021 AT 11.30 A.M. IN THE
SEMINAR HALL.

The IQAC meeting was held on 16th January 2021, at 11.30am in MJCET Seminar Hall (Block-IV). The meeting commenced with Prof. Ashfaque Jafari, Coordinator IQAC MJCET welcoming the IQAC committee members and putting forth the meeting agenda. The following agenda items were discussed and suitable recommendations made:

1. Review of Strengths and Weaknesses based on the NAAC Assessment and Grading, Peer Team Visit held during 18-19 February, 2020.

The Coordinator informed the committee members that every accredited institution has to file the Annual Quality Assurance Report (AQAR) by 31st December. But in view of the COVID 19 Pandemic the deadline for 2020 has been extended up to 31st May 2021 by NAAC.

Further the respective Higher Education Institution (HEI) which gets accredited needs to incorporate compliance of the suggestions/remarks made by the Peer Team Visit for Accreditation (Cycle I).

Also the HEI that wants to go for re-assessment of the grade received can do it after minimum one year and before maximum 3 years of accreditation.

It was informed that in view of the pandemic and the subsequent lockdown i.e. 23rd March onwards, which followed immediately after the declaration of the NAAC grade, the IQAC meeting could not be convened earlier.

Mr. Ahmed, NAAC Core Committee Member, then continued with a power point presentation giving an overview of the NAAC pre and post inspection activities i.e. IQA submission to

declaration of the result. It was informed that MJCET secured B++ grade with a 2.76 score valid for 5 years up to 10 March 2025.

The criteria-wise summary of the scores was presented. Of the 7 criteria consisting of 32 key indicators and 121 metrics in the weightage range of 0-4, the institution had opted out 11 metrics which were all quantitative. It was evident from the criteria-wise analysis that Criterion No. 3: Research, Innovations and Extension and Criterion No. 5 Student Support and Progression needed attention on account of the least weighted average scores secured.

This was followed by metric-wise analysis of the scores in the range 0-4, pre and post DVV i.e. Data Verification and Validation.

The score of the following metrics was zero:

1. Ratio of students to mentor for academic and stress related issues (2.2.3)
 - One mentor is counted once per year
2. Percentage of full time teachers, who received awards, recognition, fellowship at State, National, International level from government, recognized bodies (2.4.4)
 - Only Govt. and Govt. recognized awards counted.
3. Number of Workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years (3.2.2)
 - One workshop per year is counted and signed report needs to be submitted.
4. Number of research papers per teachers in the Journals notified on UGC website during the last five years (3.3.4, Essential metric)
 - Only UGC listed publications are considered. On account of frequent inclusions and deletions to this list, it is necessary that faculty before publishing check it in UGC Care website.
 - It was agreed upon to create faculty awareness with respect to publications in Scopus, Web of Science, UGC Care etc. recognized journals and conferences.
 - To make all faculty members create their accounts in the above.
5. Percentage of student progression to higher education (previous graduating batch) (5.2.2)

- It was informed the submitted data to DVV was of PG CET students only. It was stressed that a mechanism needs to be worked out for tracking the students passing out from the institution and joining PG programs at other universities, and maintaining their record.

6. Number of awards/medals for outstanding performance in sports/cultural activities at national / International level (award for a team event should be counted as one) during the last five Years (5.3.1)

- Only awards received at State level and National level are considered

7. Percentage of annual power requirement of the Institution met by the renewable energy Sources (7.1.3, Essential) and Percentage of annual power requirements met through LED bulbs (7.1.4, Essential)

- It was observed that the institution could work in this direction.

For the metric with a score of '1', the significant points include:

1. Number of awards and recognitions received for extension activities from government/recognized bodies during the last five years (3.4.2)

- The awards and recognitions need to be from Govt. or Govt. recognized bodies. NEN was not considered.

2. Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment (4.2.2)

- It was decided to discuss this with the Librarian, MJ CET.

3. Average percentage of students benefitted by Vocational Education and training (VET) during the last five years (5.1.1)

- It was pointed out that student participations in Workshops and Seminars are not counted. But Microsoft Technology Associate, TASK based SAP certification and similar are counted.
- It was advised that respective department Heads, explore in this direction and list out the possible training cum certification courses students can undertake.

For the metric with a score of '4', the significant points include:

It was put on note that on most of the metrics under this score, the institution secured a good score and that it would be retaining most of the scores under these metrics. Some significant observation made include:

1. Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations) (5.2.3)

- Here once again the data submitted was related to PG CET students and those taking admission in the college. It was advised to evolve a mechanism for tracking all the students taking the competitive examinations.

2. Average percentage of teachers attending professional development Programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the last five years (6.3.4)

- It was noted that one teacher is counted only once per year irrespective of the number of professional development programs attended. Further all the faculty members need to be encouraged to attend such programs every year.

The meeting concluded with the advice to the departments to look into the listed observations and come up with possible initiatives that can be taken from their end.

The coordinator thanked all the attending members for their proactive participation.

Sd/-
Dean Academics
Cordinator, IQAC

Sd/-
Advisor cum Director
Chairperson, IQAC

Sd/-
Mrs. Maniza Hijab
Co-coordinator, IQAC