

MUFFAKHAM JAH COLLEGE OF ENGINEERING AND TECHNOLOGY
INTERNAL QUALITY ASSURANCE CELL

MINUTES OF THE MEETING HELD ON 20TH FEBRUARY, 2021 AT 11.30 A.M. IN THE
SEMINAR HALL

The IQAC meeting was held on 20th February 2021, at 11.30am in MJCET Seminar Hall (Block-IV). The meeting started with Prof. Ashfaque Jafari, Coordinator IQAC MJCET welcoming the IQAC committee members and putting forth the meeting agenda.

Agenda of the Meeting:

1. Action taken for reflection of faculty publication data on Scopus, Web of Science etc.
2. Initiative for registration of Patents.
3. RPS (Research Proposal Scheme), MODROBS (Modernization and Removal of Obsolescence) proposals.
4. Registration for National Library and Information Services Infrastructure for Scholarly Content (N-LIST).
5. Plan of activities to be conducted as part of Science Day (February 28) Celebrations.
6. Seminar on “Human Values and Professional Ethics” by Dr. Soumyajyoti Banerjee, IIM Bodh Gaya.
7. Planning for an annual workshop/ seminar on Intellectual Property Rights (IPR).
8. Planning and Execution of COVID19 Awareness related activities by students.
9. Constitution of MJCET Alumni Outreach Committee.
10. Formulation of processes/ procedures for identification and documentation of student progression to higher education (for every outgoing batch).
11. Formulation of processes/ procedures for identification and documentation of student placements (for every outgoing batch).
12. Organization and Conduct of 3 Day National Student Web Conference on Trends, Technological Challenges and Innovations in Engineering (TTCIE-2021).
13. Proposal for organizing Online HACKATHON 2021.
14. Proposal for organizing Online ADSOPHOS 2021.

Agenda 1: Prof. Ferhathullah Hussainy, Dean Admin, explained to the members, the importance of faculty publications, citations and their weightage in NAAC grading and NIRF ranking. He reiterated the fact that faculty should get their works published in SCOPUS, Web of Science etc. as these carried weight with ranking agencies. He also listed the current status of faculty members as authors in Publons, the total number of publications, H-index scores etc. Procedure of getting the already published publications listed in Publons and other related aspects was demonstrated. It was resolved to encourage and guide the faculty members to get their works published in journals indexed by these databases.

Agenda 2: Prof. Ishrat M. Mirzana of Mechanical department briefed about the current status of patents granted, published and filed by the college. This was one of the pressing areas that needed attention.

Patents granted	-	01
Patents published	-	03
Design Patents filed	-	03

Further it was informed that for NIRF only institution filed patents are counted, whereas, for NAAC both individual and institution filed patents are counted.

It was decided that projects under taken as part of R&D projects should be encouraged towards patent filing.

Agenda 3: Prof. Ishrat M. Mirzana listed the Research Proposal Schemes (RPS) and MODROB proposal submitted on behalf of the college. RPS were submitted by Civil, CSE and ECE departments while ECE, EEE and IT departments submitted applications under the MODROB scheme. Further MECH and CSE filed application for conduct of ISTE Refresher Course. It was stressed that departments should work to get strong MOUs with industry which would facilitate RPS. Need to look beyond AICTE and SERB for funding was emphasized. Parameters under Faculty capabilities required and the amounts sanctioned were also informed to the members.

- Agenda 4: Mr. Ch. Venkateswarulu, Librarian informed about NLIST and the various access the college gets viz., e-journals, e-books, e-databases etc. All the faculty members were required to get themselves registered by providing their official email-id. Further for Science Direct, Elsevier, IEEE the access was IP based access, hence these could be accessed in college only.
- Agenda 5: Dr. M.A. Majeed, Professor and Head of Basic Science & Humanities and Incharge of this year's weeklong Science Day Activities to be conducted from 27th February 2021 spoke about the theme of the celebrations "Future of Science Technology Innovation: Impacts on Education Skills and Work". Different Proposals of activity by each of the departments viz., Mathematics, English, Chemistry and Physics were put forth for discussion and approval. Feedback was to be taken mandatorily and adherence to maintenance of quality and decorum of the events was necessary.
- Agenda 6: As part of the Science Day 2021 celebrations, a seminar on "Valuing the Valueless; Ethical Leadership for 21st Century" by Dr. Soumyajyoti Banerjee, IIM Bodh Gaya has been organized. It was decided to through open this seminar and all the webinars to be conducted by the college to all the constituent colleges of the campus with due permission of the Hon. Secretary, SUES.
- Agenda 7: Prof. Ishrat M. Mirzana informed the members that NAAC recognizes one event per year. Further detailed about the training as part of IPR that can be conducted in collaboration with Rajiv Gandhi National Institute of Intellectual Property Management (RGNIIPM) Maharashtra, the type of programs/workshops, number of participants and the related fees.
- Agenda 8: It was decided to do the Planning and Execution of COVID19 Awareness related activities by students under NSS unit of the college. Mrs. Lakshmi Kumari, Assistant Professor MECH and the NSS officer of the college would be the Incharge for it.

Agenda 8.5: Program on IoT under AICTE-INAE DVP Scheme: Prof. Arifuddin Sohel, Head ECE department apprised the members that the department was conducting the above program on IOT as part of AICTE-Indian National Academy of Engineering Distinguished Visiting Professor Scheme. Mr. N. Venkatesh who is a recognized AICTE-INAE DVP and also external guide for ME projects carried out by the students of the college was conducting the sessions with 3 sessions already completed and 4 to be done in the coming week i.e. 22nd Feb 2021.

Agenda 9: A 6-member committee was formed for effective tracking and outreach of the pass out students of the college. Modalities of working to be formulated later. Members of the committee include:

1. Dr. Fahmina Tarannum, Associate Professor CSE - Coordinator.
2. Mr. Mohd. Masihuddin Siddiqui, Assistant Professor Civil - Member
3. Mrs. Narjis Begum Assistant Professor EIE - Member
4. Mr. Hakeem Aejaaz Aslam Assistant Professor ECE - Member
5. Ms. Syeda Romana Assistant Professor MECH - Member
6. Mrs. Gouri R Patil Associate Professor IT - Member
7. Dr. Gitasri Mukherjee Associate Professor English - Member

Agenda 10: Prof. Arifuddin Sohel was authorized by the members to do a survey of other colleges for this activity, form a committee and submit a report.

Agenda 11: Placement officer Mrs. Rajini was asked to look into it.

Agenda 12. Mr. Zainuddin Naveed, Assistant Professor CSE and member TTCIE 2021 briefed the members that the web based conference TTCIE 2021 was to be conducted between 2nd - 4th March 2021. He also informed about the schedules of this student conference, number of paper submissions received, the submission and the reviewing process through easychair conference management system, the 3 virtual workshops conducted by Prof. Ferhathullah Hussainy, Mr. Ahmed and Prof. Ishrat for the participating students. A total of 134 paper submissions with 7 from outside

were received out of which 2 were rejected and 1 withdrawn. Heads of department were asked to nominate 2 faculty members for the reviewing process.


Agenda 13: Mr. Zainuddin Naveed put before the members that this is the 8th in row Hackathon to be conducted by the college. Tentatively it was proposed to conduct in the 1st week of June.

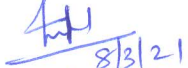
Agenda 14: In view of the COVID19 pandemic and the laid down SOP, it was decided to conduct ADSOPHOS in the next semester.

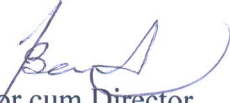
Agenda 14.5: Proposal for organizing the following events by the respective student bodies was proposed and approved.

- World Water Day (March 22, 2021) to be organized by EWB (I) MJCET Student Chapter EI(I) Student Chapter – Civil Engineering.
- No Plastic Day (July 3, 2021) to be organized by IEEE and CSI
- International Mentoring Day (January 17) whose day has elapsed to be conducted by the Orators Club and ACM student chapter.

The meeting concluded with the coordinator thanking the members.


8/3/21
Dean Academics
Coordinator, IQAC


8/3/21
Mrs. Maniza Hijab
Co-coordinator, IQAC


Advisor cum Director
Chairperson, IQAC