

PANDIT DEENDAYAL ENERGY UNIVERSITY

Minutes of the meeting of the Academic Advisory Committee: 05/08/2022

Following members were present:

1. Dr. S. Sundar Manoharan
2. Prof. Tarun Shah
3. Dr. Anirbid Sircar
4. Dr. Dhaval Pujara
5. Prof. T. P. Singh
6. Prof. Nigam Dave
7. Prof. Pramod Paliwal

The Chairman of the Academic Advisory Committee extended a cordial welcome to all the members and thereafter the agenda items were taken up in seriatim for discussion.

Agenda: 1 To review the discussions & decisions taken at the previous meeting.

The members reviewed the discussion & decisions taken at the previous meeting.

Agenda: 2 Remedial classes/Bridge course for the newly admitted D to D students.

- i) The agenda was discussed in the meeting of the Committee.
- ii) Admission of Diploma to Degree students happen lately and hence, the students of D2D admission report the respective departments accordingly. For back up of the class and to maintain quality education equal to all admitted students, The Chairman of the Committee informed that the concerned HoDs to plan one week intensive remedial classes/bridge course and accordingly the time table needs to be circulated.

Agenda: 3 Nomination of internal faculty to ensure all examination processes, for every visiting faculty in the respective Dept./School.

- i) After long deliberation, it was considered that the nominated internal faculty shall convey properly the examination processes including timely submission of the question-papers to be set and the result submission as per the norms to the Visiting Faculty.
- ii) The Chairman of the Committee directed to provide the name of faculties nominated for the respective Visiting Faculty to the Exam. Cell before the start of Mid. Sem. – in every semester.

Agenda: 4 To prepare Course File for upcoming semester

- i) After long deliberation, it was decided and informed to all concerned to prepare their Course files and share with their respective students on day one itself and also discuss with them about the course. Further it was decided that course file to include office hours and guidelines for the same.

Agenda: 5: To strengthen Teaching Learning at the University

i) The agenda was discussed at length and after the long deliberations, the following decisions were taken:

- To maintain academic rigor in the classrooms and laboratories.
- To arrange regular rounds of the academic blocks by the respective School Directors, Deans, and the Head of the Departments.
- To instruct the faculty members to conduct the lectures in the assigned classrooms only (even if the strength is less)
- To maintain the proper record of student attendance, evaluation, etc.



Registrar