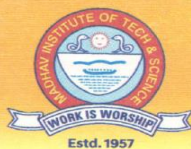## COMPLIANCE/ACTION TAKEN REPORT OF IQAC MEETING ON 8th October 2021

In Compliance to the decisions taken by IQAC in the meeting on 8th October 2021, the following actions have been taken:

Point 1: Workshop on "Understating Gender Sensitization for employee of the Institute as per UGC Guidelines

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MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

No. 1663   Date: 14.09.2021

ORDER

IQAC is conducting a workshop on "Understanding Gender Sensitization' for the employees of the Institute as per the UGC and Saksham guidelines. The Phase –I of this workshop will be for the faculty members on 17.09.2021, followed by for Staff in Phase-II on 24.09.2021 & Phase-III on 01.10.2021 respectively.

In view of the above

1. All Faculty Members must assemble at 3:55 P.M. in Student Activity Centre (SAC) on 17.09.2021.
2. All Staff Members (Class-II & III) must assemble at 3:55 P.M. in Student Activity Centre (SAC) on 24.09.2021.
3. All Staff Members (Class-IV) must assemble at 3:55 P.M. in Student Activity Centre (SAC) on 01.10.2021.

It is expected from all to Maintain Social Distancing and Guidelines for COVID-19 issued by Government of India.

(Dr. R.K. Pandit) 14.9.21
Director

Copy to:-

1. All Deans/HoDs
2. All Faculty/Staff Members
3. All Section incharge
4. Shri Vishamber Singh Kushwaha
5. Shri Bharat Sakwar
6. Director office

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Action taken

The full report is available on

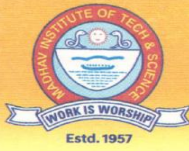http://mitsgwalior.in/ggc/Summary%20July-November%202021-Gender%20sensitization..xlsx

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

S.No.	Name of Event	Date	Resource Person(s)	Total Participants	Number of Females	Number of Males	Links
**Summary of Gender Sensitization July-November 2021**						
1	Understanding gender sensitization, phase-I (for Faculty)	17.09.2021	Ms. Prerna Priya, Faculty, Jiwaji University	116	28	88	https://drive.google.com/drive/folders/1x6PaKZYAGqC6hOwyW0OG5nX5nyrKIwul?usp=sharing
2	Understanding gender sensitization, phase-II (for staff class II and class III)	24.09.2021	Ms. Prerna priya, Faculty, Jiwaji university	71	22	49	https://drive.google.com/drive/folders/1x6PaKZYAGqC6hOwyW0OG5nX5nyrKIwul?usp=sharing
3	Understanding gender sensitization, phase-III	10/1/2021	In-house	62	8	54	https://drive.google.com/drive/folders/1x6PaKZYAGqC6hOwyW0OG5nX5nyrKIwul?usp=sharing
4	Workshop on "Sakhsham and UGC guidelines-Awareness program"	22.10.2021	In-house	36	12	24	https://drive.google.com/drive/folders/1x6r9ll8gNTEWiE5ofvlhBAvNdZt4TnXj?usp=sharing
5	Social media Campaign on India's Recognition Through Gender Parity	II week of September	In-house	173	Difficult to differentiate on social media	Difficult to differentiate on social media	https://drive.google.com/drive/folders/13rWXbmS2qjeM02_o6thTzesvs8nFecP7?usp=sharing
6	Discussion on Social Biases through Open mic event – "GUFTAGU"	26.09.2021	In-house	25	8	17	https://drive.google.com/drive/folders/19pjHzByNUF5Fuij58BWXX16CzSQ_xHg-?usp=sharing

Dr. Anshu Chaturvedi
(Chairperson)

Point 2: Order issued for constitution of placement & alumni cell at the department level and nomination of student members in the Board of Studies

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MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

No.: **1673**   Date: 15.09.2021

ORDER

With reference to HoDs meeting held on 14.09.2021, all Head of the Departments are required to ensure following on or before 30 October 2021:

(i)   Signing of MoUs/collaborations (National/International) with Industries and Higher Learning Institutes/Organizations (at least two in each category) by each department including Applied Sciences & Humanities department.

(ii)   Constitution of placement cell in the Department via involving minimum four active students to expedite the domain specific internship and placement activities.

(iii)   Involvement and participation of two students (III Year) in the BoS of the department. Applied Sciences & Humanities department will involve the topper students of first year. The Heads of the Departments will reconstitute the BoS accordingly with approval of Dean Academics.

(iv)   Constitution of Alumni Cell of the Department and creation of alumni database.

The review of above activities will be conducted in the last week of November 2021.

Director 15/9/2021.

Copy to:

(i)   All Deans,
(ii)   All Head of the Departments,
(iii)   Registrar,
(iv)   HR-Section,
(v)   Director Office.
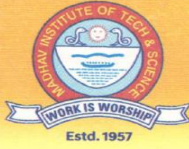
Action taken by the Dean academics office, format circulated for compliance (Point 2)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. DA/MP/2021/ 1399   Date: 21/09/2021

NOTICE

Please send the names of the student members of your department in the following categories, for AQAR.

1. Names of class representatives nominated by class coordinators
2. Names of OBE student coordinators from each class
3. Students members of department Placement Cell with reference to order no. 1673 dated 15.09.2021.
4. Student members of department Alumni Cell with reference order no. 1673 dated 15.09.2021.

**Please send the details, separately for each of the above four categories, latest by 24th September, 2021.**

Category:		
S.No.	Name of Department	Name of students

These students must be motivated to participate and take interest in the respective activities, for the quality enhancement of the department/institute.

(Dr. Manjaree Pandit)
Dean (Academic)

Copy to:

1. All HoDs.
2. Registrar
3. Director Office
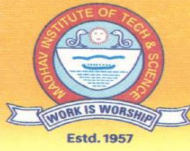
MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Action taken for nomination of students in the BoS (Point 2)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref: DA/MP/2021/ 1400   Date: 30ᵗʰ September, 2021

As per order no. 1673 dated 15.09.2021 the following are to be nominated in the Department Board of Studies (BoS) as student members. The nomination letter may be sent to these students by the HoD. In BoS meetings the presence of these students will be mandatory.

S.No.	Name of the student	Enrolment No. & Year
Civil Engineering		
1.	Pratigya Gupta	0901CE191076
2.	Rohit Rathour	0901CE191095
Mechanical/Automobile Engineering		
1.	Soumya Shrivastava	0901ME191121 (III Year)
2.	Shubham Chhipa	0901ME203D10 (III Year)
3.	Shivam Jadon	0901AU191055 (III Year)
4.	Sandesh Sharma	0901AU191047 (III Year)
Electrical Engineering		
1.	Ikshita Trivedi	0901EE191050
2.	Aryan Sharma	0901EE191030
Electronics Engineering		
1.	Priya Sangamnerkar	0901ET181038
2.	Kritish Jain	0901EC191061
Computer Science Engineering		
1.	Sahaj Jain	0901CS191103
2.	Himalay Gupta	0901CS191043
Information Technology		
1.	Amrit Kaur	0901EC191020 (III Year)
2.	Harshita Vishwakarma	0901IT191026 (III Year)
Humanities Department		
1.	Akash Gaur	0901MC201001
2.	Mayank Sharma	0901BO201034
Management Department		
1.	Kumar Vaibhav	
2.	Ayushi Katare	

(Dr. Manjaree Pandit) 30/9/2021.
Dean Academics
Copy to:
1. All HoDs,
2. Registrar
3. Director Office
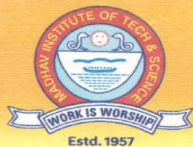
Point 3: Action taken on faculty feedback conducted in August 2021 on MOODLE

- The regular practice of 'Feedback Collection on T-L-E and FFI computation' from the III & IV year students happened on institute MOODLE, for the first time, in August 2021 (on 24th -25th August 2021). The report was presented.

- *The Feedback on T-L-E collected on institute MOODLE in November 2021 (26th -27th November 2021) from the II to Final year students was presented (Teaching Session ended on 27th November 2021)*

Point 3: Summary of faculty identified for issuing appreciation & concern letters

FEEDBACK SUMMARY OF ONLINE CLASSES DURING [COVID-19]
(Session – July to December, 2021)

FACULTY FEEDBACK SUMMARY (II to IV YEAR BOTH FFI)
[(Online FFI I & II on MOODLE (II Year (September 2021 & December 2021)) & ((III & IV Year (August 2021 & November 2021))]

Appreciation

Name of Faculty	Subject Code	Subject Name	Class/ Semester	Feedback – I	Feedback – II	Average
Civil Engineering						
Dr. Abhilash Shukla	110713	Advanced Structural Design (RCC)	VII	4.71	4.06	4.39
Dr. Hemant Shrivastava	110715	Advanced Structural Analysis	VII	4.15	4.05	4.10
Electrical Engineering						
Prof. Vishal Chaudhary	130313 (A)	Network Analysis	III	4.12	4.12	4.12
Prof. Rahul Sagwal	130501 (B)	Signals and systems	V	4.30	4.44	4.37
Prof. Praveen Bansal	130503 (B)	Electrical Machine-II	V	4.27	4.42	4.35
Electronics Engineering						
Prof. Deep Kishore Parsediya	140312	Network Theory	III	4.28	4.07	4.18
Dr. R. P. Narwaria	140312	Network Theory	III	4.30	4.06	4.18
Prof. Pooja Sahoo	140314	Signal and System	III	4.22	4.05	4.14
Dr. Sandeep Sharma	140314	Electronic Measurement & Instrumentation	III	4.31	4.24	4.28
Dr. Hemant Choubey	200311	Electronics Circuit Design	III	4.43	4.26	4.35
Prof. Deep Kishore Parsediya	OC-3	MEMS & Mechatronics	VII	4.11	4.29	4.20
Computer Science & Engineering						
Prof. Hemlata Arya	150313 (B)	Computer Graphics	III	4.01	4.25	4.13
Prof. Aishwarya	150501	Discrete Structure	V	4.12	4.08	4.10
Prof. Arun Kumar	900220	R Programming	VII	4.10	4.09	4.10
Chemical Engineering						
Pof. Anish P. Jacob	170313	Chemical Engineering Thermodynamics	III	4.02	4.13	4.08
Dr. D. K. Jain (MAC)	100001	Engg. Mathematics-II	III	4.18	4.35	4.27
Dr. Rakesh K. Dubey	170714	Petrochemical Technology	VII	4.37	4.34	4.36
Information Technology						
Prof. Neha Bhardwaj	160311	CSO	III	4.00	4.00	4.00
Prof. Abhishek Dixit	160312	Design & Analysis of Algorithms	III	4.12	4.18	4.15
Prof. Saumil Maheshwari	230304	DBMS	III	4.30	4.21	4.26
Prof. Namrata Agrawal	160501	Discrete Structures	V	4.02	4.17	4.10
Dr. Akhilesh Tiwari	160714	Data Mining & Predictive Modelling	VII	4.34	4.58	4.46
Prof. Abhishek Dixit	900220	R Programming	VII	4.60	4.29	4.45

Name of Faculty	Subject Code	Subject Name	Class/ Semester	Feedback - I	Feedback - II	Average
Mathematics and Computing						
Dr. D. K. Jain	250302	Discrete Mathematical Structures	III	4.40	4.58	4.49
Dr. D. K. Jain	100001	Engg. Maths-II	III	4.18	4.35	4.27
Prof. Mir Shahanawaz Ahmad (CSE)	250303	Operating System Concepts	III	4.32	4.32	4.32
Prof. Prabhakar Sharma	250304	Data Structures and Algorithms	III	4.42	4.42	4.42
Architecture						
Ar. Versha Sinha	210311	Architectural Design III	III	4.24	4.46	4.35
Ar. Pranshi Jain	210313	Graphics III	III	4.48	4.54	4.51

IMPROVEMENT
Automobile Engineering

Name of Faculty	Subject Code	Subject Name	Class/ Semester	Feedback - I	Feedback - II	Average
Dr. Harbhajan Ahirwar	190714	Two and Three Wheeler Technology	VII	-	2.44	2.44

Compiled by - Mrs. Rajni Sharma
(Dean Academics Office)

submitted for information.

Dr. Manjaree Pandit 07/02/2022
(Dean Academic)

Dr. R.K. Pandit 7.2.22
(Director)

Report.

① Out of 261 (UG) courses (sections are counted as separate courses) offered during July-Dec 2021 session III, V and VII semester, 29 course facult have been appreciated due to (i) Resonse being more than 50% (ii) FFI I & II both being greater than 4 out of 5.
This amounts to 10% faculty/courses. Permission may be given to issue appreciation letters to these faculty.

② Only 01 faculty performance is found to be below the mark i.e. less than 3, FFI.

③ PG courses are not being considered for appreciation as per practice. MP 07/02/2022

Permitted
7.2.22
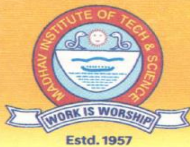
Sample of Individual Faculty Feedback Sheet (Point 3)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Department Name Information Technology

Faculty Name	Subject Code	Subject Name	Semister	Registered Students	Response	% Resp	FFI
Abhilash	240303	Computer Network and Protocols	III	68	44	64.71	3.97

Saturday, 11 December 2021, 12:08 PM

Submitted answers: 44

Label	Question	1- Below	2- Average	3- Good	4- Very good	5- Excellent	QV	Comment
1	Coverage of syllabus/course content is good	1	1	12	20	10	3.84	Satisfactory
2	The classes are engaged with good preparation	0	3	11	16	14	3.93	Satisfactory
3	The concepts are cleared by giving examples and applications	0	4	10	18	12	3.86	Satisfactory
4	Rate the communication skills of the faculty	0	2	11	13	18	4.07	Satisfactory
5	Evaluation/assessment (mid-term, quiz etc.) by the faculty is fair and justified	0	2	9	16	17	4.09	Satisfactory
6	Performance in assignments/quiz/mid-term exams is discussed in class	0	2	15	14	13	3.86	Satisfactory
7	Expected Course Outcomes (CO), Program Outcomes (PO), Programme Specific Outcomes (PSOs	2	1	13	15	13	3.82	Satisfactory
8	Classes are useful and help in identifying strengths and correcting weaknesses	1	3	10	18	12	3.84	Satisfactory
9	The PPTs/notes and lecture recordings are shared in a timely manner	0	1	12	13	18	4.09	Satisfactory
10	Additional classes are conducted for remedial purpose	0	3	15	12	14	3.84	Satisfactory
11	The weekly quiz and fortnightly assignments motivates you to revise and learn better	1	4	13	9	17	3.84	Satisfactory
12	Attitude is in general positive, supportive and helpful	0	1	12	8	23	4.20	Appreciation
13	Behaviour is ethical and shows no gender bias	0	0	11	11	22	4.25	Appreciation
14	Overall rating of the course covered so far	0	3	9	17	15	4.00	Satisfactory
		5.00	26.00	131.00	164.00	158.00	3.97	
	Attitude is in general positive, supportive and helpful	FFI & Suggestions are noted for further improvement.						
	1- Below Average							
	0							
	0							
	1- Below Average	Faculty Name & Signature	HOD				DIRECTOR	
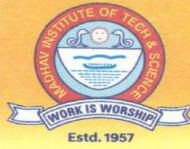
MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
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Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA
Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in
Estd. 1957
WORK IS WORSHIP

Point No. 4 **Initiative taken to get BoG approval for posts of Research Assistant/ Associate in the institute (Resolution no. 339 dated 21.10.2021)**

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)
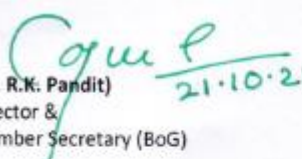
Ref. No. 339

Date: 21.10.2021

Resolution

The Board of Governors in its meeting held on 14th October, 2021 at MITS, Gwalior vide Item No.2 (HR Item No.05 dated 18.08.2021) approved following numbers of Research Assistants/Associates in the Institute. The Amount of Research Assistantship/fellowship will be fixed as per UGC/AICTE norms.
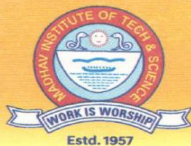
No. of approved Positions for RAs	2021-22	2022-23	2023-24	2024-25
	10	15	20	25

Action to be taken accordingly.

(Dr. R.K. Pandit)
21.10.21
Director &
Member Secretary (BoG)

Copy to:-

1. Dean (Academics)
2. Registrar
3. Finance and Accounts Section
4. HR Section
5. Director office

Point No. 5 Initiative taken to get BoG approval for seed money for research under IRS Scheme (Resolution No. 338 dated 21.10.2021)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. 338   Date: 21.10.2021

Resolution

The Board of Governors in its meeting held on 14th October, 2021 at MITS, Gwalior vide Item No.2 (HR Item No.06 dated 18.08.2021) approved following numbers of seats for seed money under IRS scheme. The sanction of IRS projects to the faculty shall be done by the Research Committee of the Institute as constituted as per the UGC norms.

| No. of approved Seats for Seed money	2021-22	2022-23	2023-24	2024-25
	10	10	20	20

The total limit of funding for the same is fixed as Rs. 3,00,000/- (Maximum) for each faculty selected under the IRS scheme.

Action to be taken accordingly.

(Dr. R.K. Pandit)   21.10.21
Director &
Member Secretary (BoG)

Copy to:-

1. Dean (Academics)
2. Registrar
3. Finance and Accounts Section
4. HR Section
5. Director office
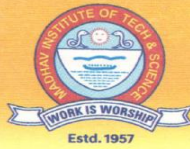
Point No. 6 <u>Workshop under IQAC on Market driven analysis for dynamics curriculum development on 12.11.2021</u>

Madhav Institute of Technology & Science, Gwalior – 474 005

A Government Aided UGC Autonomous & NAAC Accredited Institute, Affiliated to RGPV, Bhopal

Ref.: 1921

Date: 27.10.2021

ORDER

In continuation to the address of the Honourable Chairman of the institute on 14th October 2021 and subsequent elucidation by the Director on 25th Oct. 2021, a workshop is scheduled under the Internal Quality Assurance Cell (IQAC) of the institute on 12th November 2021 in the Faculty Resource Center (FRC) of the institute from 11.00 A.M. onwards.

Title of the Workshop: "Market Driven Analysis for Dynamic Curriculum Development and Pedagogical Practices"

During the workshop, all the faculty members **(at the level of Professor)** will present their idea through PPT presentation. In this connection, maximum four (04) slides to be prepared/presented and submitted along with the .docx file of the same. Presentation/.docx file must not include self introductory slide. Heads of the departments (who are not presenting) may also join.

Following will present in the given sequence and order:

S.No.	Name of faculty Member	Department
1	Dr. M. K. Trivedi	Civil Engineering
2	Dr. R. Kansal	
3	Prof. Archana Tiwari	
4	Dr. S. K. Jain	
5	Dr. Sanjay Tiwari	
6	Dr. M. K. Gaur	Mechanical Engineering
7	Dr. Pratesh Jayaswal	
8	Dr. M. K. Sagar	
9	Dr. C. S. Malvi	
10	Dr. Laxmi Srivastava	Electrical Engineering
11	Dr. Manjaree Pandit	
12	Dr. A. K. Wadhwani	
13	Dr. Sulochana Wadhwani	
14	Dr. P. K. Singhal	Electronics Engineering
15	Dr. S. S. Jadon	Architecture
16	Dr. R. K. Gupta	CSE
17	Dr. Manish Dixit	
18	Dr. R. S. Jadon	
19	Dr. Anshu Chaturvedi	
20	Dr. Akhilesh Tiwari	IT
21	Dr. V. P. Shinde	Engineering Mathematics and Computing
22	Dr. D. K. Jain	
23	Dr. Abhay Mishra	Applied Science

The objective of the workshop is to conclude a roadmap for curriculum development at the institute.

Guidelines for presentation delivery:

The presentation should contain the following (but not limited to):

1. Concept thought
2. Market Status & Analysis
3. Gap Analysis

1
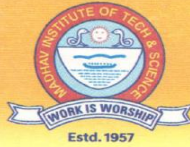
Point No. 7 Annual Quality Assurance Report (AQAR) review

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. 1923   Date: 27/10/2021

ORDER

There will be a review of the **Annual Quality Assurance Report (AQAR)** by the undersigned as per the following schedule. All the departments are instructed to check and submit final corrected data before so that the AQAR can be compiled and submitted to NAAC in a timely manner.

Activity	Date
First review	22.11.2021
Second/Final review	29.11.2021

All the departments are instructed to check and submit final corrected data well in advance so that the AQAR can be compiled and submitted to NAAC in a timely manner.

(Dr. R.K. Pandit) 27.10.21
Director

Copy to:

1. ALL HoDs
2. Data Managers
3. NAAC Team (Order no 788 dated 05/05/2021)

Point 8: Action taken for monitoring Student learning through weekly quiz, assignment etc.

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref: DA/MP/2021/1405

NOTICE

Date: 28/10/2021

Subject: Monitoring student learning through weekly quiz, assignments etc.

It is being observed that the attendance of students in online interactive classes is reducing over time. However, the learners are permitted to study in off-line or semi-offline mode also according to the 'Digital teaching-learning action plan' of the institute, using the lecture recordings, notes, PPTs and other learning material shared with them through MOODLE.

To monitor the progress of students weekly quizzes must be conducted mandatorily. Also, assignments on a fortnightly basis, must also be given using MOODLE.

The following data, class-wise, for 19th July-30th October 2021 must be supplied by 15th November 2021.
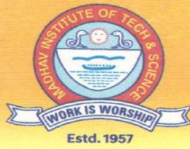
Name of Department						
Semester	Course/Code	¹Average % of students appeared for Quiz-1& average % marks scored	²Average % of students appeared for Quiz-2& average % marks scored	³Average % of students appeared for Quiz-3& average % marks scored	⁴Average % of students appeared for Quiz-4& average % marks scored	
III Semester						

\# Use excel sheet to enter **all weekly quizzes** conducted during the mentioned period. Please add columns as needed. **Make separate tables for each class/semester**. Use two separate columns to show average % of students and average % of marks.

Name of Department						
Semester	Course/Code	¹Average % of students submitted assignment-1& average % marks/grade scored	²Average % of students submitted assignment-2& average % marks/grade scored	³Average % of students submitted assignment-3& average % marks/grade scored	⁴Average % of students submitted assignment-4& average % marks/grade scored	
III Semester						

\#\# Use excel sheet to enter **all fortnightly assignments** given during the mentioned period. Please add columns as needed. **Make separate tables for each class/semester**. Use two separate columns to show average % of students and average % of marks.

(Dr. Manjaree Pandit)
Dean Academics

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
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Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA
Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in
Estd. 1957
WORK IS WORSHIP

Point No 9: **Guidelines for evaluating the "Proficiency in Course" component of the scheme**

Guidelines for evaluating the "Proficiency in Course" component of the scheme (For I & II Year)

Dean Academics <deanacademics@mitsgwalior.in>   Thu, Oct 28, 2021, 7:04 PM
to hod, Pratesh, Pramod, sulochana_wadhwani, Sunita, Rajeev, bcc: R.K ▾

Dear HoDs

Please follow these guidelines for the end-term evaluation of "proficiency" of 10 marks for I & II year students (batch admitted 2020-2021 onwards).

The same must be informed to the students also so that they are prepared for it.

A separate time table must be prepared in parallel with practical examinations for evaluating Course Proficiency.

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Guidelines for Assessment of 'Proficiency in Course'

As per the scheme of B. Tech III Semester (2020 admitted batch) Proficiency in Course is a part of end semester assessment and carries maximum marks 10. (will be separately assessed for each student)
For evaluating this component, the following guidelines are to be followed.

1. Two activities are proposed to be conducted under this component, namely: (i) Course end seminar and (ii) One-minute paper writing (iii) Outcome based on development of product/research/paper publication aligned with the course
2. These activities are to be conducted at the end of the semester, may be during the last week of semester teaching.
3. Two/three days should be allocated for this component and must be notified to the students well in advance.
4. The distribution of marks for the above activities may be 5:3:2 for awarding the marks.

(A) Guidelines for conduction of Course End Seminar
- Each student must be asked to prepare presentation not more 5 slides on his/her learning about the course. The slides must reflect the conclusive aspect of the course.
- The presentation must be before the course faculty.
- The faculty will map the course outcomes with presented contents for indirect CO assessment also.

(B) Guidelines for the conduction of one-minute paper writing
- The students are required to write their basic understanding from the course. (what students have learnt from the course/will they be able to apply, if yes, where?)
- This activity will be considered as a part of indirect assessment tool as well, for calculating course outcomes indirectly.

(C) Guidelines for the assessment of 'development of product/research/paper publication aligned with the course
- Development of Hardware/prototype/software product
- Development of an experiment
- Publication/presentation of a research paper in conference/Journal
- Course specific application towards community and society
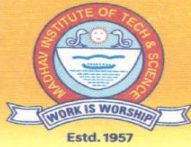
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Estd. 1957

Point 10: **Evaluation Format for Professional Development Course (PDC) in VIII Semester effective for the 2020-21 admitted batch onward (Format Circulated)**

Evaluation FORMAT for Professional Development Course (PDC) in VIII Semester effective for the 2020-2021 admitted batch onwards

Dean Academics <deanacademics@mitsgwalior.in>   Thu, Oct 28, 2021, 5:54 PM

to hod, Pratesh, Pramod, Sunita, Rajeev, sulochana_wadhwani, Rajni, Prabhakar, Praveen, vikram, Anshu, bcc: R.K

Dear HoDs/DSW/Class coordinators/Registrar

1. Please find enclosed the revised format for evaluation of PDC of 2 credits in the VIII semester, effective 2020-2021 admitted batch.

2. Please instruct all class coordinators to collect the student certificates of participation and other achievements every year, as this data will be useful for APR-AQAR etc.

3. Certificates also must be issued to the student members of BoS, Alumni Cell, Placement Cell, OBE student coordinators etc of the department **signed by respective coordinator and HoD.**

4. Similarly at institute level, members of club working committees, must be issued certificates by **mentor and Dean Student Welfare.**

5. For gender champions, the certificates must be signed by the Dean Student Welfare and Chairperson of the Gender Sensitization Cell/GGC, every year.

6. Institute level placement committees/volunteers must be given certificates by the **Registrar and Training & Placement Officer.**

This information/format must be used for the 2020-2021 admitted batches onwards.

Dr Manjaree Pandit
Dean Academics

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Dean Academics
Office

Point no 11: **Stakeholders feedback on curriculum to be recorded**

Stakeholders' feedback on curriculum to be recorded   Inbox x

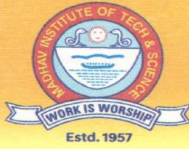Dean Academics <deanacademics@mitsgwalior.in>   Fri, Oct 29, 2021, 1:21 PM

to R.K, Pratesh

- Provide the URL for stakeholders' feedback report
- Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management

--
Dean Academics
Office

Action

http://mitsgwalior.in/feedbackc.php

Point no 12: **The review of progress on assigned task to various coordinators/ mentors by the Director**

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

No.: 1985   Date: 08.11.2021

ORDER

The review of progress on assigned task to following coordinators/mentors will be conducted by the undersigned as per following schedule:

| Coordinators/Mentors	Date	Time
Novel Engaging Courses Mentors	08.11.2021	04: 00 PM onwards
Class Coordinators (I Year)	09.11.2021	04: 00 PM onwards
Department's Alumni Cell Coordinators	10.11.2021	04: 00 PM onwards
Department's Placement Cell Coordinators	11.11.2021	04: 00 PM onwards

Therefore, all the above coordinators/mentors are required to report in the Faculty Resource Centre as per above schedule mandatorily with a brief report on assigned task as per defined role & responsibilities.

(Dr. R. K. Pandit) 8-11-21
Director

Copy to:

(i)   All above coordinators/mentors
(ii)   All Deans
(iii)   All Head of the Departments to ensure the participation of above coordinators/mentors in said review process.
(iv)   Registrar
(v)   HR-Section
(vi)   Director Office
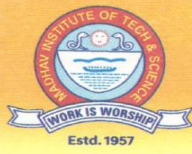
Point No. 13 **Academic Audit order (10th and 11th December 2021)**

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Ref. No. 1992   Date: 10.11.2021

ORDER

An **Academic Audit** will be conducted (as discussed in the meeting of the HoDs on 18ᵗʰ October 2021) according to the following schedule on Friday & Saturday 10ᵗʰ and 11ᵗʰ December, 2021. The HoDs, class/other coordinators, and the faculty members are required to keep all necessary information ready According to the Format already circulated for the proper and timely completion of this activity.

The departments must keep documentation of all activities ready for review by **the External Auditors**. All information must be prepared in soft copy format and presented along with a summary page. Hard copies must be made only where absolutely necessary; signed and scanned copies can also be presented.

S.No.	Date — Friday, 10/12/2021 Name of Department	Time Slot
1.	Civil Engineering	10.00 a.m. – 11.00 a.m.
2.	Mechanical Engineering	11.00 a.m. – 12.00 p.m.
3.	Automobile Engineering	12.00 p.m. – 1.00 p.m.
	LUNCH	
4.	Electrical Engineering/IoT	2.00 p.m. – 3.00 p.m.
5	Electronics Engineering	3.00 p.m. – 4.00 p.m.
6	Electronics & Telecommunication	4.00 p.m. – 5.00 p.m.
7	Chemical Engineering	5.00 p.m.- 6.00 p.m.
	Date — Saturday, 11/12/2021	
8.	Computer Science & Engineering	10.00 a.m. – 11.00 a.m.
9.	Information Technology/IoT/AIR	11.00 a.m. – 12.00 p.m.
10.	Engineering Mathematics & Computing	12.00 p.m. – 1.00 p.m.
	LUNCH	
11.	Department of Management	2.00 p.m. – 3.00 p.m.
12.	Architecture	3.00 p.m. – 4.00 p.m.
13.	Humanities	4.00 p.m. – 5.00 p.m.
14	Applied Science	5.00 p.m. – 6.00 p.m.

(Dr. R.K. Pandit)   10.11.21
Director

Copy to:

1. All the Heads of the Department
2. Registrar
3. Director Office
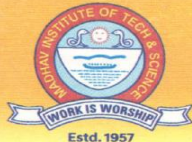
Report of Academic Audit (Point No. 13)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
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REPORT OF ACADEMIC AUDIT WITH RESULTS (July 2020 to November 2021)

Date - (10 & 11 December, 2021)

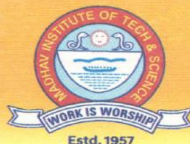**Engineering & Allied Departments**

Review Period: (July 2020 - December 2020, January 2021- June 2021 & July 2021 – November 2021)

S. No.	Name of the Department	CIVIL	MECH/AUTO.	ELECT	ELEX./ET	CSE	IT	CHEM.	MAC	ARCH.	HUM	APPL. SCL	MNGMT
	Date : (10 & 11 December, 2021)	11 Dec.	10 Dec.	10 Dec.	10 Dec.	10 Dec.	10 Dec.	11 Dec.	11 Dec.	10 Dec.	11 Dec.	10 Dec.	11 Dec.
1	Number of meetings conducted (summary should be presented in tabular form, soft copy details in folder) (Format: S.No., Date, Subject, No of faculty present)	4	5	5	5	4	4	4	5	4	4	5	5
2	Number of activities, events conducted (Report to be uploaded on webpage and link to be shown)	3	5	3	2	4	4	3	4	5	4	4	3
3	Number of newsletters published (Link to be shown on webpage)	4	4	4	4	4	4	4	4	4	2	3	2
4	Number of publications in (i) SCI/SCIE (ii) Scopus (iii) WoS (Details along with doi to be presented in soft copy only)	3	5	5	4	3	4	2	3	1	1	3	5
5	Books and Book Chapters in published /edited volumes /books per teacher by faculty (Format : S. No., Name of Author(s), Title of Book Chapter/eBook Published, Publisher, ISBN/EISBN)	4	4	5	4	3	5	1	3	2	4	1	5

Page 1 of 4

S. No.	Name of the Department	CIVIL	MECH/AUTO.	ELECT	ELEX./ET	CSE	IT	CHEM.	MAC	ARCH.	HUM	APPL. SCL	MNGMT
6	Internship/Project data sheet (Summary also to be shown: Total no of students, students opted for project/ for internship, no and names of industries involved, number of industry personnel served as mentors, no of papers presented/published, number of students got job where they were interning, any other achievement of students)	5	4	3	3	5	3	3	NA	5	NA	3	3
7	Fortnightly Progress Report (FPR) for Internship/Project (as per format already given)	4	4	4	4	4	4	4	NA	5	NA	3	NA
8	No. of project report uploaded on e-repository (Format : S.No., Name of Student, Title of Project, Name of Guide, Date)	4	4	4	4	4	4	4	NA	4	NA	NA	NA
9	Faculty achievements as experts (Format : Name, activity, place, duration, title (for expert lectures), venue, Role (such as committee member outside institution as an expert, reviewer, delivered expert/invited talk, organizing committee member etc.) committee member outside institution as an expert, reviewer, delivered expert/invited talk, organizing committee member etc.)	4	4	5	4	4	5	2	2	4	1	4	2
10	Student achievements (Format : Name of the event/ competition, Date of event/competition, Level, Number of students, Achievement)	4	4	4	4	4	4	3	3	3	NA	2	2
11	Percentage of students' progression to higher education (Format : Name of student enrolled for higher education, Programme completed, Name of institution joined, Name of programme admitted)	4	3	4	3	3	3	3	NA	3	NA	NA	NA

Page 2 of 4

| S. No.	Name of the Department	CIVIL	M EL/ AUTO.	ELECT	ELEX./ ET	CSE	IT	HEM.	MAC	ARCH.	HUM	APPL. SCL	MNGMT
12	Training programmes/ Webinars/ Conferences attended by faculty & staff	5	4	4	4	4	4	5	5	5	5	5	4
13	Alumni data and their involvement in department	3	3	4	4	3	3	4	NA	4	NA	NA	NA
14	Industry Collaboration, MoUs, and industry collaborated activities	4	2	4	5	4	4	1	NA	4	NA	NA	5
15	Extension activities conducted (Format : Name of the Activity, Organising Unit/ Agency/ Collaborating Agency, Name of the Scheme, Date of the activity, number of teachers involved, number of students participated, separate count for Male/Female in case of Gender Equity activities)	2	3	4	5	4	2	2	1	2	NA	4	NA
16	Total additional/remedial classes conducted (course wise)	4	4	4	4	4	4	4	5	4	5	4	4
17	No. of OCs and DEs offered during this period (Format : S.No., Session, Course code, Course Name, No. of students registered)	5	5	5	5	5	5	5	NA	5	5	5	4
18	Student counselling/ meeting/dialogue sessions conducted by the department with outcomes (Date wise summary)	4	4	4	4	4	4	4	3	4	NA	3	5
19	Analysis & Actions taken on previous Audit Report	4	4	4	4	4	4	4	NA	4	4	4	NA

Page 3 of 4

S. No.	Name of the Department	CIVIL	M EL/ AUTO.	ELECT	ELEX./ ET	CSE	IT	HEM.	MAC	ARCH.	HUM	APPL. SCL	MNGMT
20	Department webpage (status, information dissemination to stakeholders etc) (Minutes of BoS, stakeholder feedback, student achievements, placements, etc)	4	4	4	4	4	4	4	4	4	3	3	4
	Points Obtained	78	79	83	80	78	78	66	42	76	38	56	53
	Aggregate Points#	100	100	100	100	100	100	100	60	100	55	80	70
	Percentage	78.0	79.0	83.0	80.0	78.0	78.0	66.0	70.0	76.0	69.0	70.0	75.7
	Rank (Overall)	IV	III	I	II	IV	IV	IX	VII	V	VIII	VII	VI

Based on applicable parameters

Compiled by - Mrs. Rajni Sharma

21/12/2021
(Dr. Manjaree Pandit)
(Dean Academic)

21-12-21
(Dr. R.K. Pandit)
Director
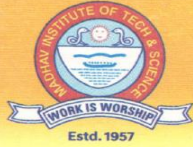
Point No. 14 **Weekly monitoring of T-L-E: Action taken on non-conduction of Additional Classes during 25th -29th October 2021 (Sample mail)**

Dean Academics <deanacademics@mitsgwalior.in>   Nov 10, 2021, 12:51 PM

to Manish ▼

Dear HoD, CSE

It has been observed that **no additional classes** were conducted in CSE during 25th October to 29th October 2021. During digital sessions, it is necessary to motivate students to attend additional sessions to be in touch with the teaching-learning, particularly the students who have less attendance in regular online interactive classes.

Please take necessary steps in this connection, at your level.

Action

MANISH DIXIT <dixitmits@mitsgwalior.in>   Wed, Nov 10, 2021, 1:00 PM

to me ▼

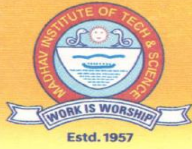Noted madam

Dr.Manish Dixit

Professor and Head ,Deptt.of CSE

MITS,Gwalior

Vice Chair IEEE MP Subsection

Secretary IETE,Gwalior

9425117866

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

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Estd. 1957

Point No. 15 Monitoring of MOOC Development by faculty members as per the schedule and enclosed guidelines

Notice regarding MOOCs development Inbox x

Rajni Ranjan Singh <rrsingh@mitsgwalior.in>   Tue, Oct 12, 2021, 4:50 PM

to Chayan, Surendra, Vikram, Saumil, sanyam, Sunita, Sanjeev, Akhilesh, Manoj, Laxmi, Laxmi, M.K., me, Director

Sir/madam,

As per the Notice no 1460 dated 11/08/2021, in the first phase, you are hereby invited to develop MOOC in the Digital Studio(MOOCs development Centre). Lecture recording will be commencing from 14/10/2021. You are required to go through the enclosed guidelines carefully. You are expected to prepare the content carefully, in advance, to facilitate smooth conduction of the MOOC development activity.

please book your weekly recording slot using following link:-

https://docs.google.com/spreadsheets/d/17AFe6fz5v2Ta4k3EmyfeEuFHqNiY-UrjRl5ZL0j5o9I/edit?usp=sharing

please refer to the following video for the first lecture recording

https://www.youtube.com/watch?v=2najYfEgwyM&feature=emb_logo

Notice, Guidelines and Presentation template(ppt) is being attached herewith

Dr. Rajni Ranjan Singh

In-charge MOOCs development Centre

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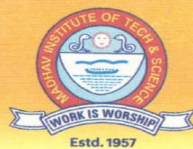
MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

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Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

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Madhav Institute of Technology & Science, Gwalior

A Govt. Aided UGC Autonomous & NAAC Accredited Institute, Affiliated to RGPV Bhopal
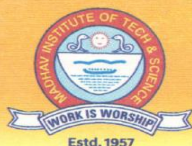
MOOCs Development Guidelines

Development of e-text

1) Subject matter expert (EME) is required to prepare 8 week/12 week course material as per the Course syllabus.
2) Each week is consisting of approx 4 hour course material which is divided into at most 40 minute lectures. For a single topic at most 2 lecturers can be recorded.
3) Each week is followed by one quiz/Assignment. Quiz should consist of at least 10 MCQ based questions.
4) In the end of the course, SME should provide a MCQ based question bank consist of 100 questions.

Guidelines to avoid plagiarism/Copyright handling

1) It is required to obtain copyright clearance from Content writers for any readings, images, and video clips used as core and supplementary reading in case of licensed material if used.
2) Direct references to specific materials should be avoided in video content or other course material till clearance has been obtained.
3) Ensure that content is not plagiarized and the similarity of the e-text should not exceed 15%.
4) Please check content using turnitin software.
5) All contents (text, audio, video, animation, quiz etc.) developed will be the property of MITS Gwalior.

Guidelines for recording of videos

1) SMEs should prepare power point presentation in the given template
2) A clear description of visuals as well as text is required.
3) Training demonstration, illustration of examples, case study, documentary, etc should be added wherever applicable.
4) Please avoid wearing green/blue cloths for recording due to cromakey projection.

![Madhav Institute of Technology & Science, Gwalior letterhead]

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)
Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA
Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Monitoring of MOOCs (Point 15 continued)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to R.G.P.V , Bhopal)

Date: 12/10/2021

NOTICE

As per the Notice no 1460 dated 11/08/2021, you are hereby invited to develop MOOC in the Digital Studio. Lecture recording will be commencing from 14/10/2021. You are required to go through the enclosed guidelines carefully. You are expected to prepare the content carefully, in advance, to facilitate smooth conduct of the MOOC development activity.

List of faculty members invited to develop MOOCs

S.No.	Name of the Course	Faculty	Department
1	Geosynthetics & Soil Reinforcement	Dr. Chayan Gupta	Civil Engineering
2	Advanced Engineering Materials and its Application	Dr. S.K. Chourasiya	Mechanical Engineering
3	Introduction to Robotics	Dr. Vikram	Electrical Engineering
4	Introduction to Deep Learning	Dr. Saumil Maheshwari	Information Technology
5	Regionally Responsive Architecture	Dr. Sanyam Bahga	Architecture and Planning
6	Biology for Engineers	Dr. Sunita Sharma	Biotechnology
7	Indian Constitution and traditional Knowledge	Dr. Sanjeev Khanna	Humanities

Dr. R.R. Singh

In-charge MOOCS Development Centre
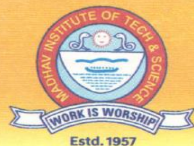
Point No. 16 Registration of Eligible faculty member as Ph.D. Guides in RGPV, Bhopal (dated 16th September and 11th November 2021

Registration of eligible faculty members as Ph.D Guides in RGPV, Bhopal   Inbox x

Dean Academics <deanacademics@mitsgwalior.in>   Thu, Sep 16, 2021, 1:33 PM
to hod, registrar, bcc: R.K ▼

Dear HoDs

Eligibility (of Assistant/Associate Professors)for guiding Ph.D. scholars as per RGPV norms is as follows

"A regular full time Associate/Assistant Professor of the university/constituent college/Affiliated Government/Autonomous Institution/ Private affiliated Institutions with a Ph.D. degree and at least two research publications in the refereed journals"

According to the above RGPV ordinance, **if any new Faculty Members in your Department are eligible to become Ph.D. Guides,** they can submit their application with Bio-data and list of publications to the office of the Dean Academics (for forwarding to RGPV, Bhopal) latest by Monday 20th September, 2021.

--
Dean Academics
Office

Green MITS , Clean MITS

Registration of eligible faculty members as Ph.D Guides in RGPV, Bhopal

Dean Academics <deanacademics@mitsgwalior.in>   Thu, Nov 11, 2021, 3:47 PM
to hod ▼

Dear HoDs

Eligibility (of Assistant/Associate Professors)for guiding Ph.D. scholars as per RGPV norms is as follows

"A regular full time Associate/Assistant Professor of the university/constituent college/Affiliated Government/Autonomous Institution/ Private affiliated Institutions with a Ph.D. degree and at least two research publications in the refereed journals"

According to the above RGPV ordinance, **if any new Faculty Members in your Department are eligible to become Ph.D. Guides,** they can submit their application with Bio-data and list of publications to the office of the Dean Academics (for forwarding to RGPV, Bhopal) latest by Monday 22nd November, 2021.

The FORMAT for submitting application is enclosed herewith.

--
Dean Academics
Office
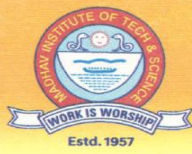
Green MITS , Clean MITS

List of Faculty member sent for approval as Ph.D. Guides (Point No. 16)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)
Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA
Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Ref. No. 1690

Date: 21st September, 2021

To,

Dr. Rajesh Bhargava
Dy. Registrar (Acad.)
Rajiv Gandhi Proudyogiki Vishwavidyalaya
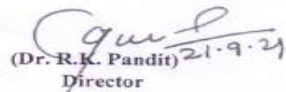Airport Bypass Road
Gandhi Nagar
BHOPAL – 462 036

Sub: Persons those who are willing to become recognized supervisors for guiding the research scholar for Ph.D.

Dear Sir,

Please find herewith the bio-data and application of faculty members who are willing to become recognized supervisor for guiding the research scholar for Ph.D. as per Revised Ph.D. ordinance no. 11(as per UGC Regulation 2016 w.e.f. 02.05.2019).
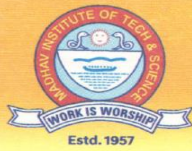
Thanking You,

Sincerely Yours,

(Dr. R.K. Pandit) 21.9.21
Director

Encl : Application form (15 Nos.) with biodata.

S.No.	Name of the Faculty	Designation	Department
1.	Dr. Hemat Shrivastava	Assistant Professor	Civil Engineering
2.	Dr. Jayant Choudhary	Assistant Professor	Civil Engineering
3.	Dr. Chayan Gupta	Assistant Professor	Civil Engineering
4.	Dr. Abhilash Shukla	Assistant Professor	Civil Engineering
5.	Dr. Prachi Singh	Assistant Professor	Civil Engineering
6.	Dr. Surendra Kumar Chourasiya	Assistant Professor	Mechanical Engineering
7.	Dr. Vikram	Assistant Professor	Electrical Engineering
8.	Dr. Karuna Markam	Assistant Professor	Electronics Engineering
9.	Dr. Ravindra Pratap Narwaria	Assistant Professor	Electronics Engineering
10.	Dr. Rahul Dubey	Assistant Professor	Electronics Engineering
11.	Dr. Hemant Choubey	Assistant Professor	Electronics Engineering
12.	Dr. Sandeep Sharma	Assistant Professor	Electronics Engineering
13.	Dr. Anjula Mehto	Assistant Professor	Electronics Engineering
14.	Dr. Saumil Maheshwari	Assistant Professor	Information Technology
15.	Dr. Sanyam Bahga	Assistant Professor	Architecture

Ref. No. 2112   Date: 29rd November, 2021

To,

Dr. Rajesh Bhargava
Dy. Registrar (Acad.)
Rajiv Gandhi Proudyogiki Vishwavidyalaya
Airport Bypass Road
Gandhi Nagar
BHOPAL – 462 036

Sub: Persons those who are willing to become recognized supervisors for guiding the research scholar for Ph.D.

Dear Sir,

Please find herewith the bio-data and application of faculty members who are willing to become recognized supervisor for guiding the research scholar for Ph.D. as per Revised Ph.D. ordinance no. 11(as per UGC Regulation 2016 w.e.f. 02.05.2019).
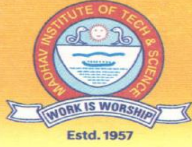
Thanking You.

Sincerely Yours,

(Dr. R.K. Pandit)
Director

Encl : Application form (16 Nos.) with biodata.

S.No.	Name of the Faculty	Designation	Department
1.	Dr. Deepak Batham	Assistant Professor	Electronics Engineering
2.	Dr. Shubhi Kansal	Assistant Professor	Electronics Engineering
3.	Dr. Vikas Mahor	Assistant Professor	Electronics Engineering
4.	Dr. Sushmita Chaudhari	Assistant Professor	Electronics Engineering
5.	Dr. Varun Sharma	Assistant Professor	Electronics Engineering
6.	Dr. Ranjeet Kumar Singh	Assistant Professor	Computer Science and Engineering
7.	Dr. Kalka Dubey	Assistant Professor	Computer Science and Engineering
8.	Dr. Vikram Rajpoot	Assistant Professor	Information Technology
9.	Dr. Pawan Dubey	Assistant Professor	Information Technology
10	Dr. Tej Singh	Assistant Professor	Information Technology
11	Dr. Yogeshwar Singh Dadwhal	Assistant Professor	Information Technology
12	Dr. Dhananjay Bisen	Assistant Professor	Information Technology
13	Dr. Divya Chaturvedi	Assistant Professor	Applied Mathematics
14	Dr. Minakshi	Assistant Professor	Applied Mathematics
15	Dr. Atul Kumar Ray	Assistant Professor	Applied Mathematics
16.	Dr. Parul Saxena	Assistant Professor	Computer Application

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)

Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA

Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Estd. 1957

WORK IS WORSHIP

Point No. 17 Initiative taken to include professional ethics in the Ph.D. Research Methodology course work

---

Syllabus of Research methodology Inbox ×

Vikas P Shinde <vpshinde@mitsgwalior.in>   Thu, Nov 11, 2021, 4:29 PM

to me ▾

Res. Madam,

Please see the enclosed file.

--

Dr. Vikas Shinde
Professor & Head
Department of Mathematics & Computing
Madhav Institute of Technology & Science
Gwalior (M.P.)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous Institute Affiliated to RGPV, Bhopal)

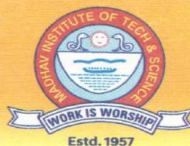Ref.: 1406   Date: 11/11/2021

ORDER

A committee of the following is constituted for reviewing the syllabi of research methodology for Ph. D course work.

1. Dr. C. S. Malvi
2. Dr. V.P. Shinde
3. Dr. D. K. Jain
4. Dr. Sanjeev Khanna

The committee should submit its report on or before 24.11.2021 to undersign.

Dr. M Pandit
Dean Academic

Modified syllabus of Research Methodology (Point no 17)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE GWALIOR
(A Govt. Aided UGC Autonomous &NAAC Accredited Institute Affiliated to RGPV, Bhopal)

ALL BRANCHES SYLLABUS FOR Ph.D COURSEWORK

RESEARCH METHODOLOGY
(Common for all the branches)

OBJECTIVE:

To distinguish between the scientific method and general knowledge while lying the foundation for research.

To identify and apply appropriate research methodology in order to plan, conduct and evaluate basic research.

To explore the statistical methods and tools in research.

To understand the philosophy of research and ethics, research integrity and publication ethics.

To understand indexing and citation databases, open access publication, research metrics.

Introduction to Research Methodology: Meaning of Research, Objectives of Research, Motivations in Research, types of Research, Research Approaches, Significance of Research, Research Methods v/s Methodology, Scientific Methods, Research Process, Criteria of Good Research. Define the Research Problem: Concept and need of Research problem, Identification of Research problem, defining and delimiting Research problem.

Research Design: Problem Definition, variables, research design concepts, Literature survey and review, Research design process, Errors In research. Data Collection and Representation: Primary Data Secondary Data, Data Presentation. Processing and Analysis of Data.

Data Collection: Collections of Primary Data, Collection of Data through questionnaire and Schedules, other Observation Interview Methods, Collection of Secondary Data, Selection of appropriate method for data collection, Case Study, Focus Group Discussion, Techniques of developing research tools, viz. Questionnaire and rating scales etc. Reliability and validity of Research tools.

Descriptive Statistics: Measurement Scales, Sources of error in measurement. Measures of central Tendency (Mean, medium, Mode), Measures of dispersion (range, mean deviation, standard deviation), Moments, Moments generating Function, Graphical representation of Data, Measures of Asymmetry (Skewness), Kurtosis, Correlation and Regression, Curve fitting.

Sampling Methods and Distributions: Sampling Methods, Sampling Distribution of mean, Sampling Distributions of Variance, Testing of Hypotheses-I : Basic Concepts Concerning Testing

of Hypotheses, Procedure for Hypothesis Testing, Flow Diagram for Hypothesis Testing, Measuring the Power of a Hypothesis Test, Type I and Type II errors. Important Parametric Tests, Limitations of the Tests of Hypothesis, Chi-square Test, Non Parametric Tests, Analysis of Variance components (ANOVA) for fixed effect model: Total, treatment and error of squares, Degrees of freedom, Confidence interval, some special distribution.

Report Writing. Pre writing considerations, Thesis writing, Formats of report writing, Formats of publications in Research journals, Technique of Interpretation, Precaution in Interpretation, Significance of Report Writing, Different Steps in Writing Report, Layout of the Research Report, Types of Reports, Report Format, Typing Instructions, Oral Presentation, Literature review software.

**Philosophy and Theory of Ethics:**

Nature, scope and Meaning of Ethics, Role of judgment in ethics, Ethics with respect to science and research - Intellectual honesty and research integrity – Scientific, Conduct and Plagiarism. Redundant Publications: duplicate and overlapping publications.

Publication ethics: definition: introduction and importance - Best practices / standards setting initiatives and guidelines. Publication misconduct: definition, concept, problems that lead to unethical behavior and vice versa, types - Violation of publication ethics, authorship and contributor ship - Identification of publication misconduct, complaints and appeals, Vanity Publications.

[margin note: portion added]

Reference Books:

1. C.R. Kothari: Research Methodology Methods and Techniques (Second Revised Edition), New Age. International Publication.

2. R.Panneerselvam , Research Methodology, PHI

3. Ranjit Kumar, Research methodology: a step-by-step guide for beginners, SAGE Publication. Ltd.

4. Douglas C Montgomery,:Design and Analysis of Experiments, Wiley India, Fifth edition.

5. Douglas C. Montgomery and George C Runger: Applied Statistics & Probability for Engineers (Wiley India), Third edition.

6. KN Krishnaswamy, Appalyer Sivakumar and M Mathirattian: Research Methodology; Integration of Principles, Methods and Techniques (Pearson Education, New Delhi)

May be Approved.
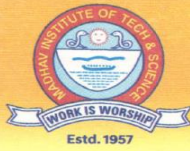
Point No. 18 First review of Annual Quality Assurance Report (AQAR)

MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR
(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)
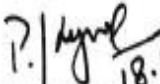
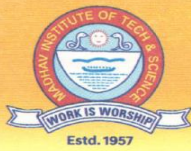Ref. No. 112   Date: 18/11/2021

NOTICE

In continuation of Order no. 1923 dated 27.10.2021 the first review of Annual Quality Assurance Report (AQAR) by the Director of the Institution will be held on 22nd November 2021 at 4:00 P.M. onwards at Convention Hall.

All Head of the departments, Data Managers and NAAC team members are requested to attend the review process as per above Schedule.

18.11.2021
(Dr. Pratesh Jayaswal)
Professor & Registrar

Copy to:
1. All HoDs.
2. Data Managers
3. NAAC Team Members (Order No. 788 dated 05/05/2021)

![Madhav Institute of Technology & Science, Gwalior logo]

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(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal, M.P.)
Gola ka Mandir, Gwalior (M.P.)- 474 005, INDIA
Ph.: +91-751-2409300, Fax: +91-751-2664684, e-mail: director@mitsgwalior.in, website: www.mitsgwalior.in

Initiative for Quality Assurance: AQAR Review Meeting Point No. 18

Ref. No. 112   Date: 18/11/2021

NOTICE

In continuation of Order no. 1923 dated 27.10.2021 the first review of Annual Quality Assurance Report (AQAR) by the Director of the Institution will be held on 22nd November 2021 at 4:00 P.M. onwards at Convention Hall.

All Head of the departments, Data Managers and NAAC team members are requested to attend the review process as per above Schedule.

18-11-2021

Dr. Pratesh Jayaswal)
Professor & Registrar

Copy to:
1. All HoDs.
2. Data Managers
3. NAAC Team Members (Order No. 788 dated 05/05/2021)

S.No	Name of the Faculty	Department	Signature
1	Sharad Agrawal	Mechanical	
2	Nitin Upadhyay	ME	Nitin
3	Sunita Sharma	BT	
4	Arun Kumar	CSE	
5	Dr. Saurmeet Maheshwari	IT	
6	Archilesh Tiwari	IT	
7	Versha Sinha	Arch.	Versha
8	Angad Singhojha	Engineering Mathematics & Computing	
9	Vishal Chaudhary	EE	Vishal
10	Kuldeep K. Swankar	EE	
11	Monika C. Bhadoriya	MBA	
12	Trilok Pratap Singh	MEA	
13	M K Gaur	ME	
14	Rajni Ranjan Singh	CSE	
15	Vikram S. Rajput	T&P	
16	Swati Gupta	Chemical	Swati

S.No	Name of the Faculty	Department	Sign.
17	Anjali S. Patil	Architecture	
18	Laxmi Shrivastava	Elex.	
19	M Dixit	CSE	
20	Pooja Sahu	EC	
21	P. K. Singhal	EC	
22	Anjula Gaur	App. Science	
23	Pratish Jayaswal	Prof. Mech	
24	Laxmi Srivastava	Electrical	
25	M K Trivedi	Civil	
26	Ajay K Apurval	Civil	
27	Dr R Kansal	Civil	
28	Dr. Hemant Choubey	EE	
29	Sanju Sharma	IT	
30	Rajni Sharma	Dean Academics	
31	Atul Chauhan	Dean Academics	
32	Manjaree Pandit	Dean Acad	
33	Vinod Kumar Sharma	Dy. Dean Academics	

P. Jayaswal

(Dr. Pratesh Jayaswal)
IQAC Coordinator

(Dr. R. K. Pandit)
Director