

**Minutes of the 8<sup>th</sup> IQAC meeting of IIIT-Delhi held in Hybrid mode on May 16, 2025  
at 12:00 PM (in-person/video conference)**

The following were present:

|                        |   |
|------------------------|---|
| Prof. Ranjan Bose      | Director, IIIT-Delhi (Chairperson)                    |
| Dr. Sriram K           | Coordinator/Director, IQAC                            |
| Prof. Pushpendra Singh | Faculty, IIIT-Delhi                                   |
| Dr. Sumit Darak        | Faculty, IIIT-Delhi                                   |
| Prof. J V Meenakshi    | Faculty, IIIT-Delhi                                   |
| Dr. Sneha Chaubey      | Faculty, IIIT-Delhi                                   |
| Dr, Pragya Kosta       | Faculty, IIIT-Delhi                                   |
| Dr. Arani Bhattacharya | Faculty, IIIT-Delhi                                   |
| Dr, Sonal Keshwani     | Faculty, IIIT-Delhi                                   |
| Mr. Naresh Madhav      | Student Representative                                |
| Ms. Arushi Baboota     | Student Representative                                |
| Dr. Ravi Bhasin        | Administrative Officer (Academics), IIIT-Delhi        |
| Ms. Prachi Mukherjee   | Deputy Administrative Officer (Academics), IIIT-Delhi |

## **8.1 Welcome and Opening Remarks by the Chairperson**

At the outset, Prof. Ranjan Bose, Director, IIITD and Chairperson, IQAC, welcomed all the members to the 8<sup>th</sup> meeting of the IQAC, participating in person or online. Thereafter, Dr. Sriram K, Coordinator/Director, IQAC, welcomed the members of the IQAC and proceeded to present the agenda items

## **8.2 Confirmation of Minutes of the 7th Meeting of the IQAC**

The minutes of the 7th IQAC meeting held on September 25th, 2024, were circulated among the members. As no comments were received, the minutes were confirmed as circulated.

## **8.3 Action Taken Report**

The Action Taken Report (ATR) on decisions from the 7th meeting was reviewed by the members. The committee noted the actions taken and expressed satisfaction with the progress.

## **8.4 Items for Information**

The Director, IQAC, shared updates on recent significant developments at the Institute. The committee acknowledged and noted this update. No further discussion was raised on these items.

## **8.5 Items for Discussion and Consideration**

### **8.5.1 Ethical Use of AI Tools in Academics – Opportunities and Challenges**

The committee discussed the increasing use of AI tools such as ChatGPT, Grammarly, and educational chatbots in academic settings. Members acknowledged the benefits of these tools in enhancing teaching efficiency, supporting student learning, and enabling personalized education.

**The committee recommended the following:**

- To establish a default policy regarding the use of AI tools (e.g., ChatGPT) in assignments and evaluations. Introduce orientation programs for students and faculty on ethical AI usage.
- Inclusion of one slide in the first lecture outlining permitted AI tool usage.
- Plan a workshop to discuss best practices and explore detection tools (e.g., Grammarly, Turnitin, GPT detectors).
- Examine AI-related academic ethics policies from leading institutes for guidance.

*Action: Academic Section & All Department Heads*

**8.5.2 Ethical Use of AI Tools in Research – Opportunities and Challenges**

The committee noted the growing integration of AI in research activities, including literature review, data analysis, and writing support. While such tools enhance research productivity, members highlighted the need for clear ethical boundaries.

**The committee recommended the following**

- Declaration by faculty advisors for the use of the AI tool in M.Tech and PhD theses.
- Preparing an institutional policy on AI usage in coursework, to be superseded only by explicit instructor guidance.
- Revision in the curriculum of the Research Methods course to include modules on AI in research.

*Action: Academic Section & All Department Heads*

**The meeting ended with a vote of thanks to and by the Chairperson.**