

**Minutes of the 4<sup>th</sup> IQAC meeting of IIIT-Delhi held in Hybrid mode on December 8, 2022  
at 11:00 AM (in-person/video conference)**

**Following were present:**

Prof. Ranjan Bose	Director, IIIT-Delhi (Chairperson)
Dr. A.V. Subramanyam	Coordinator/Director, IQAC
Prof. Pushpendra Singh	Faculty, IIIT-Delhi (On Leave)
Prof. Dheeraj Sanghi	External Member
Prof. Sandeep Grover	External Member
Dr. Amit Sachan	External Member
Dr. Angshul Majumdar	Faculty, IIIT-Delhi
Dr. Sumit Darak	Faculty, IIIT-Delhi
Dr. Gayatri Nair	Faculty, IIIT-Delhi
Mr. Sanjay Roy	Project cum Estate Officer, IIIT-Delhi
Mr. Ashutosh Brahma	Deputy Manager-Academics, IIIT-Delhi
Ms. Prachi Mukherjee	Assistant Manager-Academics, IIIT-Delhi

**4.1 WELCOME AND OPENING REMARKS**

At the outset, Prof. Ranjan Bose, Director, IIITD and Chairperson, IQAC welcomed all the members/special invitees to the 4<sup>th</sup> meeting of the IQAC participating in person or online. Thereafter, Dr. A.V. Subramanyam, Coordinator/Director, IQAC welcomed the members of the IQAC and proceeded to present the agenda items.

**4.2 CONFIRMATION OF MINUTES OF THE 3<sup>RD</sup> MEETING OF THE IQAC**

Director, IQAC informed that no comments were received on the Minutes of the 3<sup>rd</sup> meeting of the IQAC held on August 26<sup>th</sup>, 2022. The IQAC, therefore, confirmed the Minutes of the 3<sup>rd</sup> IQAC meeting as circulated.

**4.3 UPDATED ACTION TAKEN REPORT FROM ALL DEPARTMENTS AS PER THE RECOMMENDATION OF THE NAAC CYCLE 2**

Dr. Subramanyam briefed the committee that after the NAAC cycle 2, the various departments at IIIT Delhi (like Finance, FMS, Placements, etc.) have been asked for the report of action taken on the recommendations of the NAAC Peer Team.

He also briefed the committee members that all the respective departments have given their status reports as either 'Completed' or 'Ongoing'. He also added that from the Placement Department, only some statistics were asked in response to which they have provided the same.

Chairperson, IQAC confirmed that all the respective departments have either worked on their actions or the recommendations are currently being pursued.

Prof. Sandeep Grover suggested that we need to prepare point wise Action Taken Report (ATR) for the "Committee recommendations/ Observations". This ATR needs to be reported to Governing body, as this would be an important document for the next cycle for NAAC.

Dr. Subramanyam elaborated that in the next IQAC meeting, the updated action taken report shall be shared with the committee and further to the BoG, as suggested by Prof. Sandeep Grover.

#### 4.4 SOME MORE RECOMMENDATIONS BY THE NAAC TEAM

Dr. Subramanyam informed that some of the NAAC recommendations were covered in the previous IQAC meeting and the remaining ones are to be discussed in this meeting.

- **The examination reforms / new practices in examinations have not been explored**

He added that although the IIIT-D examination practices are as per the standards and all the protocols are being followed, the committee may suggest some new reforms or practices.

Dr. Sumit Darak suggested that we should have a separate examination unit that conducts the examinations independently and also it takes care of all the exams including assignments, quizzes, etc., and also is responsible for the smooth conduct of the examinations.

Mr. Ashutosh Brahma informed that the manpower committee has planned to propose a separate examination unit which may comprise some academic department officials and faculty members.

The committee noted the same.

- **The analysis of the attainment of outcomes needs to be strengthened**

Dr. Subramanyam informed that Prof. Pushpendra Singh had some points on this, but since he is traveling at present, the same may be taken up in the next IQAC meeting.

The committee agreed upon the same

- **Faculty no. seems to be inadequate as the current student-faculty ratio hovering typically to 1:30**

- **Retentivity of Faculty**

Dr. Subramanyam elaborated that these two points are somewhat related and the hiring of faculty members is an ongoing process and, in the near future these numbers will increase. He also added that the standard faculty-student ratio is 1:20.

The committee noted the status.

- **Limited Student Diversity**

Ms. Prachi Mukherjee informed that currently at IIIT-D, we have a fairly good diversity of International students from around 20 various countries. Mr. Ashutosh Brahma elaborated that although there is an 85% Delhi quota in UG admissions, the PG admissions are from all over India, which is resulting in good student diversity.

Chairperson, IQAC added that this diversity point is not only about geographical but it is also about gender diversity and we should focus on gender diversity as well. He also suggested that some scholarship schemes can be looked into for increasing gender diversity at IIIT-D.

Mr. Sanjay Roy further informed the committee that IIIT-D has already requested the DTTE (Directorate of Training and Technical Education) to reduce the Delhi admissions quota from 85% to 60%.

The committee noted the same.

- **Financial Management and Transparency**

Dr. Subramanyam informed that this point is already taken in the Action Taken report received from the Finance Department.

The committee noted the same.

- **Create corpuses of different purposes**

Dr. Subramanyam informed that we already have different corpuses for different purposes like teaching labs, research, scholarships etc.

- **Further improve support for equity and access**

Dr. Subramanyam updated the committee that the IIIT-D's resources are fairly available and accessible to everyone.

#### **4.5 QUALITY IMPROVEMENT STEPS TAKEN BY THE INSTITUTE**

Dr. Subramanyam informed about all the quality improvement initiatives being taken by the Institute in the form of events like Summer Camp, RIISE, Teach like a Friend, etc. He elaborated that some social initiatives are also being organized by the institute like blood donation, tree plantation and collection drive through Goonj, an NGO. For international students as well, we offer a pre-coursework preparation before joining, he added.

He further informed that since these kinds of initiatives are being taken into account in NAAC, hence the same may be recorded in the IQAC.

Dr. Sumit Darak further informed that a 3-day refresher module is also being organized before the commencement of every semester which prepares the students for the upcoming courses in the next semester.

#### **4.6 ACTION TAKEN ON THE POINTS DISCUSSED IN THE LAST IQAC**

- **Detailed internal discussion on Chairman's scholarship could be again taken up and restarted after incorporating appropriate changes**

Mr. Sanjay Roy informed that a committee has been constituted and is likely to have a meeting soon. He further informed that the report will be submitted in a month's time which is the deadline given by the BoG.

- **Dr. Anuj and Dr. Debajyoti Bera to review and finalize the feedback forms**

Dr. Subramanyam informed that the feedback forms have been reviewed and revised and a committee has been constituted to get feedback on these forms. The forms have already been circulated among the IIIT-D staff, he added.

The committee noted the status.

#### **4.7 POINTS RELATED TO AQAR SUBMISSION FOR THE AY 2020-21**

Dr. Subramanyam informed that IIIT-D is in the process of submitting the AQAR (Annual Quality Assurance Report) for the AY 2020-21 to the NAAC and from the previous years, the format of AQAR has been considerably changed.

He further informed that for every point on the AQAR, a supporting document is required for which it will be too lengthy for merging all details in a single PDF. He requested a suggestion from the IQAC committee if a single PDF can be prepared with all the links.

Dr. Amit Sachan suggested that a summarized document with the summaries, graphs, charts, etc. of all related details may be submitted so that the reviewing team can feel the continuity of the document.

The committee agreed upon the same.

Dr. Subramanyam also presented the need to focus on the studies to be performed in the regional languages. He added that as per the NEP 2020 guidelines, the studies are to be performed in regional languages. He also elaborated on some examples of faculty members who are recording their lectures in the regional languages and their enrollment numbers are quite encouraging. He further informed that Dr. Pravesh Biyani, a faculty member of IIIT-D is also recording his lectures in the regional language.

Dr. Subramanyam requested a suggestion from the committee members if the same can be implemented and can be taken up as the IQAC initiative.

Dr. Gayatri Nair suggested that if only the content is to be developed in the regional language, then some professional translators may be hired in a few languages and the developed content may be get vetted by the subject experts, and it may be verified by the IIIT-D faculty members.

Dr. Subramanyam added that he has also contacted some publishers as well. The proposal may soon be shared with the IIIT-D management for their input.

Chairperson IQAC suggested that the matter may be taken up internally.

The committee agreed upon the same.

Dr. Subramanyam also requested the IQAC committee to suggest any inputs on the Teaching and Learning processes that could be taken up in the next IQAC meeting.

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