



**MANAV RACHNA
UNIVERSITY**
Declared as State Private University vide Haryana Act 26 of 2014

MANAV RACHNA UNIVERSITY
(Established vide Haryana Act 26 of 2014)

**MINUTES
OF
NINTH MEETING
OF THE
BOARD OF MANAGEMENT**

Dated: 16.10.2018

MINUTES OF THE NINTH MEETING OF THE BOARD OF MANAGEMENT OF THE UNIVERSITY HELD ON TUESDAY, DATED 16.10.2018 AT 11.00 A.M IN THE BOARD ROOM, A BLOCK, MR CAMPUS, FARIDABAD.

Ninth meeting of the Board of Management of Manav Rachna University was held on Tuesday, Dated 16.10.2018 at 11.00 A.M in the Board Room, MR Campus, Faridabad to consider various administrative, academic and financial matters. The following were present:

1. Prof. (Dr.) Sanjay Srivastava, Vice Chancellor;
2. Dr. Amit Bhalla, Vice President, MREI,
3. Dr. N.C. Wadhwa, Vice Chancellor, MRIU
4. Dr. M.K. Kathuria, Special Invitee,
5. Dr. Narender Kumar, Professor, Govt College, Faridabad (Nominee of Addl. Chief Secretary to Govt., Haryana),
6. Shri M.K. Miglani, Former Vice Chancellor , KU & HAU (Haryana),
7. Prof. (Dr.) Meenakshi S. Khurana, PVC, MRU,
8. Prof. Sangeeta Banga, Director/Dean, Students Welfare;
9. Prof.(Dr.) Parul Jhalaria, Dean, Mgt. & Comm,
10. Prof. (Dr.) B.M. Bahal, Dean, Applied Sciences & Research (Special Invitee)
11. Prof (Dr) Babita Prashar, Dean, Education
12. Prof (Dr) Joshe P. Varhse, Professor Emeritus, Law (Special Invitee)
13. Dr. Kameshwar Singh, Registrar/ Member Secretary.

Shri S.K.Jain, MD, Indo Autotech Limited, Faridabad, Shri Navdeep Chawla, M.D. Psychotropic India Ltd., and Shri. Rajiv Malhotra, Chief Finance & Accounts Officer (Special Invitee) Faridabad could not attend the meeting due to their other professional engagements; they were granted leave of absence.

The following are the minutes of the meeting:

9.1 Opening remarks by the Chairman

The Chairman welcomed the Members present in the meeting. He introduced the newly inducted members of the Board, namely, Prof.(Dr.) Parul Jhalaria, Profesor & Deam Management, Dr. Babita Parashar, Dean, Education and Dr. Narender Kumar, Associate Professor, Govt. College, Faridabad(Nominee of Additional Chief Secretary to Govt., Haryana) and extended them a special welcome for attending the meeting for the first time and said with their addition, the Board had now representation from the Faculty of Management and Humanities and Faculty of Education, This would definity strengthen the decision making on various issues related with academics and administration. The Chairman further mentioned that university has been focusing to have collaboration with the Industries which is being closely monitored by the PVC and Director, Industry Interaction. It is also in the process of developing its laboratories which could facilitate research scholars to



make use of it for bringing out quality research papers and consultancy work. He expressed his concern over the excess shortfall over the income and hoped that this would surely be improved by next academic year 2019-20. With these words, the Chairman concluded his remark and requested the Registrar to take up the Agenda of the Meeting. The Registrar took up the subsequent agenda for consideration of the Hon'ble members.

9.2 Confirmation of the Minutes of the last meeting held on 12.07.2018

The Board was informed that Minutes of the Eighth Meeting of the Board held on 12.07.2018 were circulated to all the members vide letter no. MRU/ BoM (A&M)/ (Vol. III) / 2017, dated 20.07.2018, no comments were received from any one of the members. Hon'ble Members were requested to confirm the Minutes

Decision: Board confirmed the Minutes of the last meeting.

9.3 Action Taken Report on the Decisions taken in the Eighth Meeting of the Board of Management.

It was submitted for information that, Agenda which were taken up in the Eighth Meeting, decisions thereon and the action taken by the University on them are given below for information of the Hon'ble members:

S. No	Agenda	Decisions	Action taken thereon
1	Opening Remarks by the Chairman	-	No action required
2	Confirmation of the Minutes of the Seventh Meeting held on 15.01.2018	Confirmed the Minutes of the last meeting	No action was required
3	Action Taken Report on the Decisions taken in the Seventh Meeting of the Board.	Took the Action Taken Report on record	No action required
4.	Matter for Information (i) Faculty / Student Achievements (ii) Faculty joined / resigned / superannuated from the Service (iii) Permission of the Govt. to start new UG/PG	The Board took the information on record.	No action required



	<p>Programs from the session 2018-19.</p> <p>(iv) AICTE approval for the Engineering Programs offered under Faculty of Engineering, MRU</p> <p>(v) Status on notification of the First and Second Ordinance by the Govt.</p> <p>(vi) Digital Initiatives in Higher Education as per Action Plan 17 –by-17.</p>		
5	<p>Matter for Ratification</p> <p>(i) Appointment of Faculty and the Staff in the University.</p>	The Board ratified the decisions taken by the University.	No action required
6.	Approval of recommendations of the Finance Committee.	Board accepted the recommendations of Finance Committee with suggestion to review the short fall over the income in September, 2018	Review of the Budget will be taken up on 15.10.2018 in the Eleventh Meeting of Finance Committee.
7	Approval of decisions of the Academic Council taken in the Meeting held on 06.06.2018.	Board approved the decisions of the Academic Council.	Action was taken accordingly.
8	Approval of Ordinance relating to award of Bachelor degree in Business Administration	Board approved the proposed Ordinance relating to award of Bachelor degree in Business Administration for submission to the Govt.	Ordinance relating to award of Degree in Bachelor of Business Administration is submitted to the DHE, Govt. of Haryana vide letter no. MRU/BoM (A&M) Vol-III/2017 dated 05.09.2018 for their approval and notification.
9.	Consideration and approval of faculty positions for the academic year 2018-19	Board approved the faculty position required for the academic year 2018-19.	Action was taken accordingly



10.	Consideration of MRU (Student's Welfare) Regulations, 2018	Board of Management approved the MRU (Student's Welfare) Regulation, 2018	Approved Regulations circulated to Department for implantation
11.	<p>Any other matter with the permission of Chair.</p> <p>(i) Admissions</p> <p>(ii) Diversion of bright students from Engineering to Non Engineering Programs</p> <p>(iii) Hiring adjunct faculty from Industry & Industrial exposure of Faculties.</p> <p>(iv) Why LLM Programs are essential for the University?</p> <p>(v) Convocation</p>	<p>(i) admission process should start from January after the JEE/NEET exams</p> <p>(ii) Faculty should see, what are the expectations of the non engineering students from the University in terms of placement and steps should be taken up accordingly to prepare them.</p> <p>(iii) Senior person from Industry should be hired as an adjunct Faculty alongwith Foreign Faculty to groom the students about industrial needs. Faculty should also visit industries to have an industrial exposure</p> <p>(iv) Professor Josheph Vergusee was entrusted with the task of preparing the justification for starting the LLM program</p> <p>(v) convocation be held on 08.12.2018 subject to</p>	<p>(i) The process of Admission for the Academic Session 2019-20 are planned to started from January, 2019.</p> <p>(ii) & (iii) All the Concerned, Academic Head, HR, CHR, HOD of the Concerned Departments have been requested to take necessary action accordingly.</p> <p>(iv) Proposal for starting LLM program 2019-20 resubmitted to the Govt.</p> <p>(v) Convocation is decided to held sometime in Third</p>



		convenience of the Chief Guest and other dignitaries	Week of December, 2018.
	(vi) Industry aligned Programs	(vi) University should start industry aligned programs, such as Additive Manufacturing, Robotic Sciences.	(vi) Action is in progress

Decision: The Board took the Action taken Report on record with the suggestion that the date of Convocation be finalized as per the convenience of the Hon'ble Governor.

9.4 Matter for information

(i) Faculty/ Students Achievements

(a) Achievements by the Faculty

Board was informed that Research paper titled as **"Evaluating the Effects of Service Quality, Customer Satisfaction and Service Value on Behavioral Intentions with Life Insurance Customers in India"** authored by Prof. (Dr.) Rajat Gera and Prof. (Dr.) Birendra Prasad, Department of Management and Commerce, published in the International Journal of Service Science, Management, Engineering, and Technology (IJSSMET) 8 (3), has been selected as the outstanding Business and Management article for 2017 by IGI Global for the Tenth Annual Excellence in Research Journal Awards. Prof. (Dr) Rajat Gera, HoD, Department of Management & Commerce, is also selected for the QS Reimagine Education judging panel for 2018.

(b) Achievements by the Students

It was also informed to the Board that students from different Departments of the University participated in various events and received accolade. Board was informed about the achievements of following students:

- Nilansh Khurana, B. Tech CSE, 3rd Semester alongwith his team members from MRIIC secured Top position and awarded with Gold medals, trophies and a cheque of Rs. 30,000/- in Annual Techno-Management Festival of IIT Guwahati (Technique) in robotics championship.



- Saurabh Singh, B.Tech CSE, 5th Semester, MRU, recently got selected among the highly selective pool of international applicants to attend the Harvard Project for Asian and International Relations (HPAIR) Asia Conference, at Sunway University in Kuala Lumpur, Malaysia.
- Piyush Bajpai and Rishabh Matharoo, B.Tech CSE, Final Year got placement offer of Rs 4.5 lac per annum from ProHLP Solutions Pvt Ltd, Gurgaon during their internship.
- Namita Aman of B.Tech. CSE, 3rd Semester, attended a Model United Conference held by Indraprastha University on the 18th-19th August. She was allowed the portfolio of France for the United Nations General Assembly (UNGA). She was awarded with a 'Special Mention' award.
- Ms. Rashmi student of B.Sc. Mathematics (1st Year), participated and become runner up in Panipat Open District Badminton under 19 Championship (Doubles).
- Aman Nischal Student of BBA EFB, 5th Semester and Vansh Mittal, student of BBA EFB student of 1st Semester received DST funding of Rs 2.5 lakhs for their Entrepreneurial Venture TFT Innovations.
- Sahil Sharma, student of BBA FAA, 3rd Semester won first prize in H. G. Job Mar Philoxemos memorial Volleyball Tournament, Faridabad.

(ii) Faculty joined / resigned from the Service

The Board was informed that during the period of July to September, 15 Faculty Members & Staffs, (Professor- 01, Associate Professor -02, Assistant Professor – 09, Research Associate -02, Library Assistant -01) have joined the University. 12 Faculty Members (Professor - 01, Associate Professor - 01, Assistant Professor - 07 and Staff - 03) from the different streams have resigned from their posts for their personal reasons and relieved from the University.

(iii) Appointment of Deans and HoDs

It was informed to the Board about the appointments of Deans & HoDs in some of the Departments due to shifting/ Resignation/Joining of New faculty in the Departments. The board was also informed about the faculties who have been appointed as Deans, HoD & Associate Head under the Faculty of Education, Faculty of Management & Humanities and Faculty of Applied Sciences -

Deans:

(a) Dr. Babita Sharma, Associate Professor, Education has been appointed as **Dean, Faculty of Education** vide Order no. MRU/OM-OO/2016 dated 04.07.2018.



(b) Prof. (Dr.) Parul Jhajharia, Professor, Management has been appointed as **Dean, Faculty of Management & Humanities** vide Order no MRU/OM-OO/Vol.II/2017/ dated 24.09.2018.

HoD/ Associate Head:

(a) Dr. Parneeta Dhariwal, Associate Professor, CSE, has been appointed as Head of the Department and Dr. Hardeo Thakur, Associate Professor, CSE, as Associate Head, Dept. of Mathematics vide order no. MRU/OM-OO/Vol.II/2017/671 dated 18.09.2018.

Decision: Board took the above information on record.

9.5 Matter for Ratification:

The following actions taken by the University were placed before the Board for their ratification:

(i) Appointment of Faculty and Staff

The Board was informed that recruitment action was started for filling up the vacant faculty positions in the Academic Departments by notifying the vacancies in the leading news papers as well as uploading of the same on the university website. In order to select the candidates, the interview was held on different dates by the Selection Committee constituted by the Vice Chancellor.

Based on recommendations of the Selection Committees, the following 15 persons were issued the offer of appointment with the approval of the Vice Chancellor from the date indicated against their names. All have joined the posts in the University.

S. No.	DISCIPLINE	NAME	DESIGNATION	D.O.J
1	Management	Dr. Parul Jhajharia	Professor	05.09.2018
2	Management	Dr. Ruchika Sachdeva	Associate Professor	04.07.2018
3	Law	Dr. Somdutt Bhardwaj	Associate Professor	18.07.2018
4	Physics	Dr. Jyoti Sharma	Assistant Professor	20.07.2018
5	Law	Ms. Subhi	Assistant Professor	23.07.2018
6	Physics	Dr. Ananna Bardhan	Assistant Professor	24.07.2018
7	Education	Dr. Savita Sharma	Assistant Professor	10.08.2018
8	Law	Dr. Saratendu Kumar Bose	Assistant Professor	21.08.2018
9	Law	Puja Paul Srivastva	Assistant Professor	13.09.2018
10	Law	Ms. Seema Gupta	Assistant Professor	24.09.2018
11	Management	Dr. Harsha Sharma	Assistant Professor	13.08.2018
12	Education	Ms Shiny Bhardwaj	Assistant Professor	23.07.2018
13	Chemistry	Ms. Shilpa Sharma	Research	18.07.2018



			Associate	
14	Law	Ms. Eesh Singh	Research Associate	16.07.2018
15	Library	Ms. Mamta Srivastava	Library Assistant	01.08.2018

9.6 Consideration of the recommendations of the Finance Committee.

It was submitted for information of the Board that, Finance Committee in its Tenth Meeting held on 27.09.2018, considered the following items in addition to two regular items i.e. Confirmation of Minutes & Action Taken Report.

1. Balance Sheet and Annual Accounts for the financial year 2017-18.
2. Fee Structure of the UG/PG Programs for the Academic Session 2019-20.
3. Revision of the rates of Honorarium/Remuneration payable to the Guest Faculties.

After detailed deliberation all the above proposals were approved by the Finance Committee with recommendation that the same be placed before the Board of Management for their Consideration. Copies of the Minutes of Tenth Meeting alongwith Annexure were placed before the Board for their Consideration. The Board approved the same for further submission to the Governing Body.

Decision: Board approved the recommendation of the FC for submission to Governing Body for their approval.

9.7 Approval of decisions of the Academic Council taken in its Eighth Meeting held on 28.09.2018.

Board was informed that Eighth Meeting of the Academic Council was held on 28.09.2018 wherein Council considered 12 Items including 4 regular items i.e. Opening remarks by the Chairperson, Confirmation of the Minutes of last Meeting, Matter for Information and Action Taken Report, The Council held deliberations over all the items and approved the same.

- 1) Approval of Admissions made under UG/PG programs during the Academic Session 2018-19.
- 2) Admission policy for ongoing UG/PG Programs for the Academic Session 2019-20,
- 3) Introduction of B.Ed. Special Education Program in Learning Disability.
- 4) Introduction of Ph. D and LLM program from the Academic Session 2019-20,
- 5) Introduction of new specialization Smart Manufacturing and Automation of B. Tech. Mechanical Engineering,
- 6) Submission of proposal to Bar Council of India for extension of approval for the Five year Law (Hons) programs from 2019-20 onwards.
- 7) Admissions made under Ph.D. program during 2017-18.
- 8) Institution of Ratan Lal Lahoti Gold Medal for Law Student of the Year
- 9) Establishment of Centre of Post Graduate Legal Studies



- 10) Discontinuation of the MA Education program from the Academic Session, 2019-20.

A copy of Minutes of the Academic Council was placed before the Hon'ble Members of the Board for their consideration and approval.

Decision: Board approved the decisions of the Academic Council

9.8 Amendment in the provisions in the Note (iii) (a) below Section 14 of the Leave regulation, 2011 relating to encashment of Earned Leave on Superannuation.

It was submitted for information of the Board that, as per the existing Leave Regulation which is operative from 01.01.2011, the provisions for encashment of earned leave as prescribed in Note (iii) (a) under Section 14 of the Leave Regulations, 2011 is applicable to Teaching Staff is as follows:

Note (iii) (a) below Section 14 –

“Encashment of earned leave shall be allowed to the teaching staff at the time of their superannuation for a period not exceeding 120 days. However, earned leave encashment may be permissible to a teacher as an incentive for outstanding service after completion of Five Years of regular service (not exceeding 50% of accumulated earned leave). Provided that no such encashment shall be made in case teacher resigns from the service. Encashment of earned leave shall be made on the basis of last pay drawn including basic pay plus AGP+ DA only”.

The above provision is not available for the Non Teaching Staff. In order to have parity in the system among both the cadres i.e. Teaching & Non Teaching Staff, it is proposed that the following provisions be substituted in Note (iii) (a) below Section 14 of the Leave Regulation.

- *“in the proviso, for the words “Teaching Staff” in the first line, the words “Teaching and Non Teaching Staff” shall be substituted;”*

Decision: Board considered the proposal and approved the same.

9.9 Amendment in the Provision of the Casual Leave to be availed by Faculty & Staff.

It was submitted for the information of the Hon'ble Members of the Board that the existing Provisions of the Leave Rules in respect of Casual Leave do not seem to be in order as it puts an embargo of 03 days duration while granting casual leave. The casual leave can be combined with holidays including Sunday but total period of absence at one time shall not exceed 03 days. It means, if an employee takes casual leave on Friday when Saturday and Sunday are off, he/she cannot take/apply casual leave for Monday because it will exceed the limit of total period of absence of 03 days.



It would not be out of place to mention here that as per provisions of CSR applicable to Haryana State Government employees, the maximum limit of casual leave in combination of Holidays and Sunday is 16 days. Even in State Government Universities, where there is 05 days week, an employee can take 05 days casual leave at a time from Monday to Friday and in that case the total duration of absence becomes 09 days.

In view of the position explained above, it is felt that the limitation of total absence of 03 days in the case of casual leave provided in the Leave Rules of this University is not suitable and good enough. It is, therefore, proposed that the limitation of total period of absence in the case of casual leave including holidays and Sunday may be suitably extended and the exiting provisions be substituted with the proposed provisions as under :

Existing Section 12(b) of the Leave Rules	Proposed Section 12(b) of the Leave Rules
Casual leave shall not be combined with any other kind of leave (except special casual leave and academic leave). It may be combined with holidays including Sundays but the total period of absence at one time shall not exceed 3 days. Sundays and holidays falling within the period of casual leave are not counted towards the casual leave. But in reckoning the period of 3 days one Sunday either at the beginning or at the end of the leave may be excluded but other holidays included.	Casual leave shall not be combined with any other kind of leave (except compensatory leave, special casual leave and academic leave). It may be combined with holidays including Sundays but the total period of absence at one time shall not exceed 10 days . Sundays and holidays falling within the period of casual leave are not counted towards the casual leave. But in reckoning the period of 10 days one Sunday either at the beginning or at the end of the leave may be excluded but other holidays included.

Decision: Board considered the proposal and approved the same.

9.10 Any other matter with the permission of Chair.

(i) Consideration of revised policy of Research, Innovation & Incubation for faculty members.

It was submitted that under the existing policy of research promotion of institute, faculty members were provided cash incentive for their professional growth for publishing research papers in International and National Journals. With the introduction of NIRF ranking at National level, QS Star Rating at International level and considering the recommendations of NAAC accreditation, the emphasis was given to publish research papers in Scopus, Science Citation Indexed (SCI) / Science Citation Indexed Expanded (SCIE), Web of Science, PubMed, EBSCO etc. database. Keeping the Government initiative in mind, the existing policy is proposed



to be revised in the interest of the institution which will not only improve the credentials of the Institute but the credentials of faculty members as well. This will help all faculty members to contribute towards research, innovation, incubation (startups/ spin offs) and other areas for the benefit of all stakeholders.

The Institution is committed to disseminating its research widely as possible to make maximum impact, and supports its faculty members in their research outputs available through open access. For promotion of research activities, Manav Rachna Research, Innovation and Incubation Centre (MRIIC) started quality research publication drive in year 2016 involving UG students by introducing Introduction to Research (ITR) and Technical Seminar (TS) courses in the curriculum.

It is the need of the hour to make it mandatory for all faculty members to contribute towards research and other activities at all levels so as to earn minimum performance points based on listed parameters. *This will help them to get annual increments / allowance / financial support / grants from the organization and if someone performs outstandingly beyond their fixed cadre limit, then he/she may be rewarded in the form of incentives @Rs.1000 per additional points earned subject to maximum of 20 points in one academic year. However, if someone is not able to earn target points as per their cadre limit, he/she will be given another year of improvement. Thereafter, such faculty members shall be treated as non-performer.*

The details of minimum performance points to be earned by faculty members in one academic year are given below:-

S. No.	Cadre	Minimum Performance Points to be earned in one Academic year
1	Professor	20
2	Associate Professor	15
3	Assistant Professor	10

The performance point will be calculated on the basis of following parameters in one academic year (July to June) and one can earn multiple points under each category considering to achieve minimum points every year. In an academic world, if there are two or more researchers/ inventors / authors/ consultants, the award will be available to each researchers/ inventors / authors/ consultants but restricted only to relevant field of research / academic work.

The performance points against various parameters are as follows:-

Research Parameters	Performance Points to be calculated on the basis of documentary proofs
1. Research Papers Published in reputed databases	



Paper published in WoS/SCI / SCIE / EBSCO Host / ABDC Journals / APA PsyNET	10
Paper published in Scopus/ PubMed / JSTOR	6
2. Patents (IPR)	
International Patent Granted with Commercial Value	20
International Patent Granted Or National Patent Granted with Commercial Value	15
International Patent Filed Or National Patent Granted	10
National Patent with Complete Filing Or Design Patent Or Copyrights Or Trademarks and other forms of IPR	5
3. Projects in Competitions	
Mentor of award winning International Project Or Mentor of award winning Project (award money \geq Rs. 1 lac)	10
Mentor of Project selected nationally for representing country at International Forum Or Mentor of national award winning project Or Mentor of award winning Project (50k < award money <1lac)	7
Mentor of Project shortlisted nationally	5
4. Startups	
Successful Startup with Commercial Investment of more than 1/ 5 /10 lacs	5/7/10
Prototype Development / Mentoring startup	5
5. Funded Research Projects and Consultancy	
Funded Research / Developmental Projects	1 Point per Rs. 1.0 Lac of grant received in the year of award in the name of Institute / University
Consultancy	1 Point per Rs. 10,000/- of consultancy assignment for Institute /University
6. Books / e-Books/ e-Content	
Book published by International publishers	10
Book Published by National publishers of repute	8



Chapter in Edited Book	5
Editor of Book by International Publisher	8
Editor of Book by National Publisher of repute	5
MOOC developed and offered by SWAYAM / Coursera / edx	10 / 15 / 15
7. Research Guidance	
Ph.D. Degree awarded	10
M. Phil. / PG dissertation –awarded	2
Industrial Training / Project Reports (Training / Project duration 3 months or more)- Successfully cleared after evaluation)	1
8. Invited lectures / Resource Person /paper presentation	
Presented/delivered internationally	7
Presented/delivered nationally at IITs, IIMs, NITs, Central Universities, National Law Schools and other such institutions of eminence	5
National	3
Others	1

Note: Due credit / Affiliation of parent Manav Rachna Institutions shall be prerequisite for earning awards. All documentary proof shall be provided by the candidate for the points claimed.

Board had detailed deliberation over the revised policy of Research, Innovation & Incubation for faculty members and approved the same unanimously.

Decision: Board approved the revised policy of Research, Innovation & Incubation for faculty members

(ii) Publishing of Law journal by the Faculty of Law

Prof.(Dr.) Joshe Verghese, Professor emeritus informed the Board that the Faculty of Law will be bringing out Law Journal by January. This was applauded by all and it was decided that it should be published biannually in January and July by both the Faculty of Law and Faculty of Education.

Decision: Faculty of Law and Faculty of Education would publish journals biannually in January & July of year

(iii) Consideration and approval of Annual Report of Examination for the year 2017-18

The Board was informed that Examination Cell has prepared the Annual Report of Examinations conducted during the academic year 2017-18. The report comprises of

Minutes of the 9th Meeting of BoM held on 16.10.2018



various activities carried out the examination branch which included examination calendar followed during semester, information about declaration of results, supplementary examinations, grievances of the complained received and addressed and also about the reforms about the examination system. The Report was placed before the Board of Management for their consideration with the request to approve the same.

Decision: Board Considered and approved the Annual Report of Examination for the year 2017-18. Approved report is annexed as annexure-A

(iv) Reporting of the Action taken by the University on feedbacks received from the various stakeholders i.e. Faculties of the Departments, Alumni and Employers during the Academic Year 2017-18.

The Board was informed that University regularly collect feedback of different stakeholders viz. students, faculty members, alumni, employers and the departments which aims to monitor, review and improve the overall quality of teaching learning process. The feedbacks conducted on curriculum design to strengthen and improve the academic system at University from various stakeholders were collected and analyzed for taking an appropriate action on a regular basis for syllabus revisions, restructuring of the curriculum and quality improvement during the year 2017-18.

The feedback report is also hosted on the institutional website to maintain transparency. The Board was requested to take the Feedback Report and Action Taken on records. It was widely applauded by the Members and accepted.

Decision. Board of Management accepted Report regarding Action Taken on Feedback. Accepted Action Taken Report with feedback for the academic Year 2017-18 is annexed as Annexure No-B

Meeting ended with a vote of thanks to the Chair.



K Singh
(Dr. K. Singh)
Registrar

Dated: 24.10.2018

F.NO. MRU / BoM (A&M) /Vol. III / 2017

To,

1. PS to Chancellor for kind information of the Hon'ble Chancellor
2. PS to VC for kind information of the Hon'ble Vice Chancellor
3. Additional Chief Secretary to Government, Haryana Higher Edu. Department, Room No. 58, VIII Floor, Haryana Civil Secretariat, Sec.-1, Chandigarh
4. PS to VP for kind information of the Hon'ble Vice President, MREI
5. Dr. N.C. Wadhwa, Vice Chancellor, MRIIRS
6. Dr. M.K. Kathuria, Trustee. (Special Invitee), NIT Faridabad
7. Sh. M.K. Miglani, Former VC, KU & HAU, H.N. 1161, Sector-15, Fbd.
8. Sh. S.K. Jain, MD, Indo Autotech Limited, Faridabad

9. Sh. Navdeep Chawla, Chairman / Managing Director, Psychotropic India Ltd.
214-216, Sector-15, Faridabad
10. Prof. (Dr.) Meenakshi S. Khurana, Pro Vice Chancellor
11. Prof. (Dr.) Sangeeta Banga, Director, Students Welfare & Dean (Acad.)
12. Prof. (Dr) Parul Jhalaria, Dean, Dept. Management & Humanities
13. Prf. (Dr) Babita Parashar, Dean, Dept. of Education
14. Prof. (Dr.) Joshe P. Verghese, Professor Emeritus, Dept. of law
15. Prof. B.M. Bahal, Dean Applied Sciences (Special Invitee)
16. Sh. Rajeev Malhotra, CF&A Officer, Special Invitee



MANAV RACHNA UNIVERSITY EXAMINATION CELL

ANNUAL REPORT 2017-18



CONTENTS

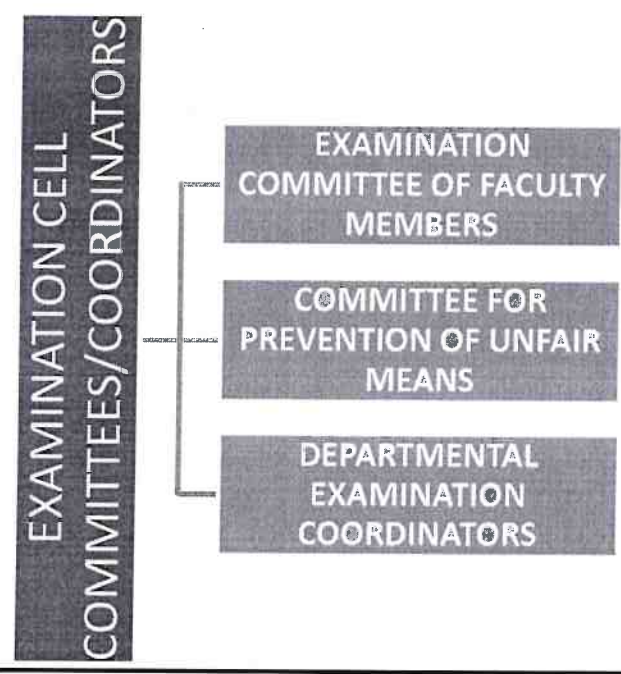
S.NO.	DESCRIPTION	PAGE NO.
1	Examination Cell Team	3
2	Examination Cell Committees/Coordinators	3-4
3	Examination Process	5
4	Examination Calendars	5-6
5	Declaration of Results	6-7
6	Supplementary Examination	7
7	Details of Grievances	7
8	Examination Reforms	8



EXAMINATION CELL TEAM



EXAMINATION CELL COMMITTEES/COORDINATORS



1. EXAMINATION COMMITTEE OF FACULTY MEMBERS:

Core team of the following Faculty members to help & coordinate in examination activities of Examination Cell:

- a. Ms. Bharti Jha (Asth. Professor-Department of CST)
- b. Dr. Seema Sharma (Asth. Professor-Department of Education)
- c. Ms.K.Deepa (Asth. Professor-Department of ECE)
- d. Ms.Rinki Yadav (Asth. Professor-Department of ME)

2. COMMITTEE FOR PREVENTION OF UNFAIR MEANS:

The Committee for prevention of Unfair Means comprising the following members:

- a. Dr.Meenakshi Khurana (Dean Academics- Chairperson)
- b. Dr.M.R.Tyagi (Dean Engineering- Member)
- c. Dr.Sangita Banga (Dean Students- Member)
- d. Dr.B.D.Pathak (Dean Examination- Member Secretary)

3. DEPARTMENTAL EXAMINATION COORDINATORS:

- a. Ms. Nitika (Asth. Professor, ECE)
- b. Ms. Deepanshi Gupta (Asth. Professor, CST)
- c. Mr. Manoj Kumar (Asth. Professor, CST)
- d. Mr. Sudhir Singh (Asth. Professor, ME)
- e. Dr. Tarundeep Kaur (Asth. Professor, Law)
- f. Dr. Seema Sharma (Asth. Professor-Education)
- g. Dr. Pooja Kapoor (Assc. Professor, Management)
- h. Ms. Seema Aggarwal (Asth. Professor, Mathematics)
- i. Dr. Anshuman Sahai (Asth. Professor, Physics)
- j. Dr. Ekta Rawat (Asth. Professor, Chemistry)

EXAMINATION PROCESS:

University follows a policy of continuous evaluation with the objective of training a student to put in sustained, steadfast and disciplined effort over the entire period of study. The semester evaluation of a course consist of Part A and Part B. Part A comprises the formal evaluation for which student is evaluated through an examination (modes of which may vary such as written exam, open book examination, viva voce etc). Part B comprises the evaluation that is done by the individual instructor based on specific criteria. The weightage of Part A: Part



B is 4:1. In case of Part A evaluation, the student is evaluated thrice in a semester and the weightage of this examination is 1:1:2. Thus, unlike the conventional examination system, here the weightage for end semesters examination is 50% whereas 50% of marks are awarded based on evaluation during the semester.

Due to Pandemic Examinations were conducted in Online Mode.

EXAMINATION CALANDERS

ODD SEMESTER-2017-18

EXAMINATION CALANDAR 2017-18 (Odd Semester)		
ACTIVITY	DATES	DAYS
Test T1 (Theory Examination)	28th August-1st September, 2017	Monday-Friday
Test T2 Examination	29th September-5th October, 2017	Friday-Thursday
Test T3 Examination / PT3 (Practical Examination)	2nd-16th December, 2017	Saturday- Saturday
Result Declaration	22nd December, 2017	Saturday

EVEN SEMESTER-2017-18

EXAMINATION CALANDAR 2017-18 (Even Semester)		
ACTIVITY	DATES	DAYS
Test T1 Examination	3rd February-9th February 2018	(Saturday-Friday)
Test T2 Examination	12th-17th March 2018	Monday-Saturday
Test T3/ PT3 Examination	15th May to 2nd June 2018	Friday - Saturday



Result Declaration	11th June 2018	Monday
--------------------	----------------	--------

DECLARATION OF RESULT

Average Number of days for declaration of result in 2017-18

Odd Semester: 6 Days

Even Semester: 9 Days

Overall Average for the Academic Year 2017-18: 7 to 8 Days

All the results of 2017-2018 for all programs were declared within eight days after the completion of exam.

The Summary of the results of both the Semesters is as follows:

S.NO.	PARTICULARS	NUMBERS	
		ODD SEM 2017-18	EVEN SEM 2017-18
1	TOTAL STRENGTH	1103	1103
2	STUDENTS APPEARED	1103	1103
3	PASS	707	722
4	PASS PERCENTAGE	64.09	65.45

Pass Percentage of the students for the Academic Year 2017-2018

S.NO.	BATC H	PROGRAM CODE	PROGRAM	TOTAL NO. OF STUDENTS	NO. OF STUDENTS ELIGIBLE FOR DEGREE	Pass Percentage
1	2K15	CHU01	B.SC CHEMISTRY (H)	5	5	100.00
2	2K15	MAU01	B.SC MATHS (H)	5	5	100.00
3	2K16	PHP01	M.SC IN PHYSICS	3	3	100.00
4	2K16	CHP01	M.SC IN CHEMISTRY	14	14	100.00
5	2K16	MAP01	M.SC IN MATHEMATICS	1	1	100.00
6	2K16	CEP01	M.TECH IN COMPUTER ENGINEERING	4	4	100.00
Average Pass Percentage						100.00

SUPPLEMENTARY EXAMINATIONS



S.No.	Examination	No. of Students appeared	Dates of examination
1	January-2018	188	04.01.2018 - 15.01.2018
2	July-2018	159	09.07.2018 – 17.07.2018

DETAIL OF GRIEVANCES / COMPLAINTS

Grievances Redressal committee records the requests raised by the students and submits action taken report to the COE.

The Summary of the Grievances Raised during 2017-18 is given below in table:

Semester	Particulars Numbers	Particulars Numbers	Grievance Resolved
Odd Semester	Number of students appeared	1103	0.18%
	Number of applications received	2	
	%age Grievances Cases Resolved	100%	
Even Semester	Number of students appeared	1103	0.72%
	Number of applications received	8	
	%age Grievances Cases Resolved	100%	

EXAMINATION REFORMS

- **Introduction of Open House**

Open House started to facilitate & review the answer scripts by the students before the finalization of result for effective implementation of transparent evaluation system. This transparency built satisfaction among the students.



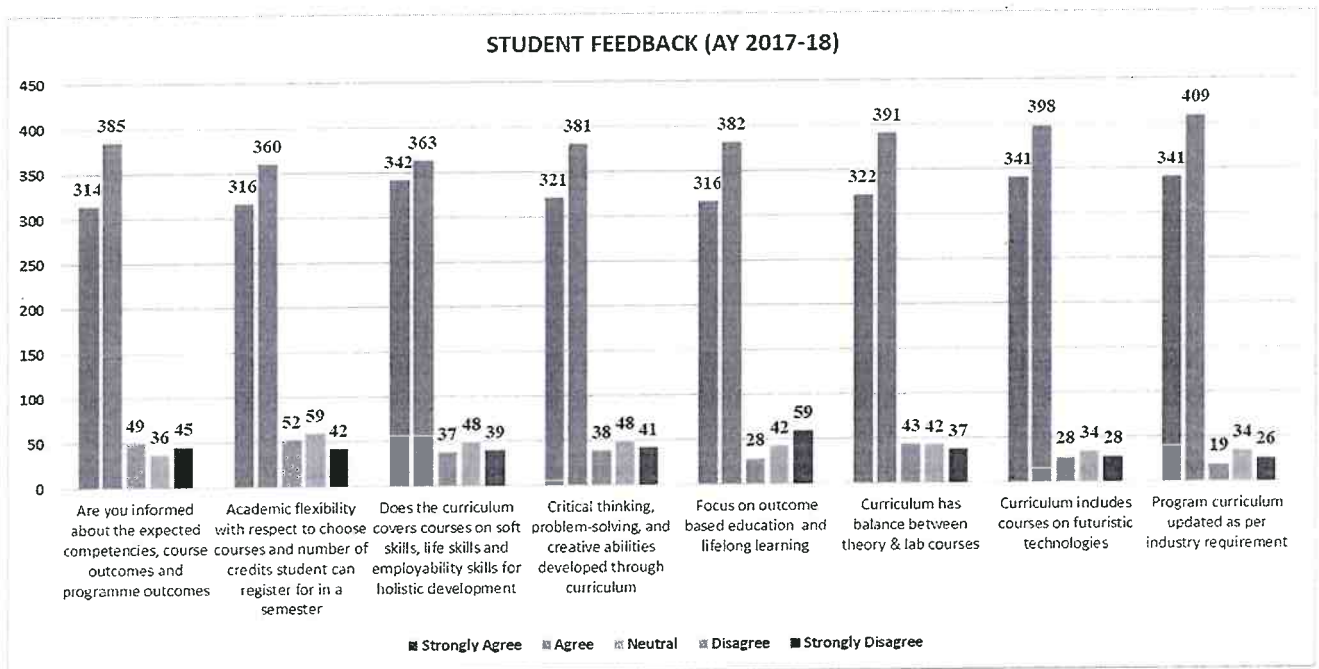


Feedback Analysis of Stakeholders and Action Taken Report

The purpose of the feedback is to track, evaluate, and enhance the overall effectiveness of the MRU teaching and learning process. The academic system of Manav Rachna University is strengthened and improved through the feedback of various stakeholders, such as students, faculty members, alumni, and employers on curriculum creation and development. Once received, the feedback from the various stakeholders is compiled and examined to determine the best course of action for syllabus modifications, curriculum restructuring, and quality improvement. To maintain transparency, the entire feedback report is hosted on the institution's website. A dedicated Comments Committee oversees the entire process of receiving feedback.

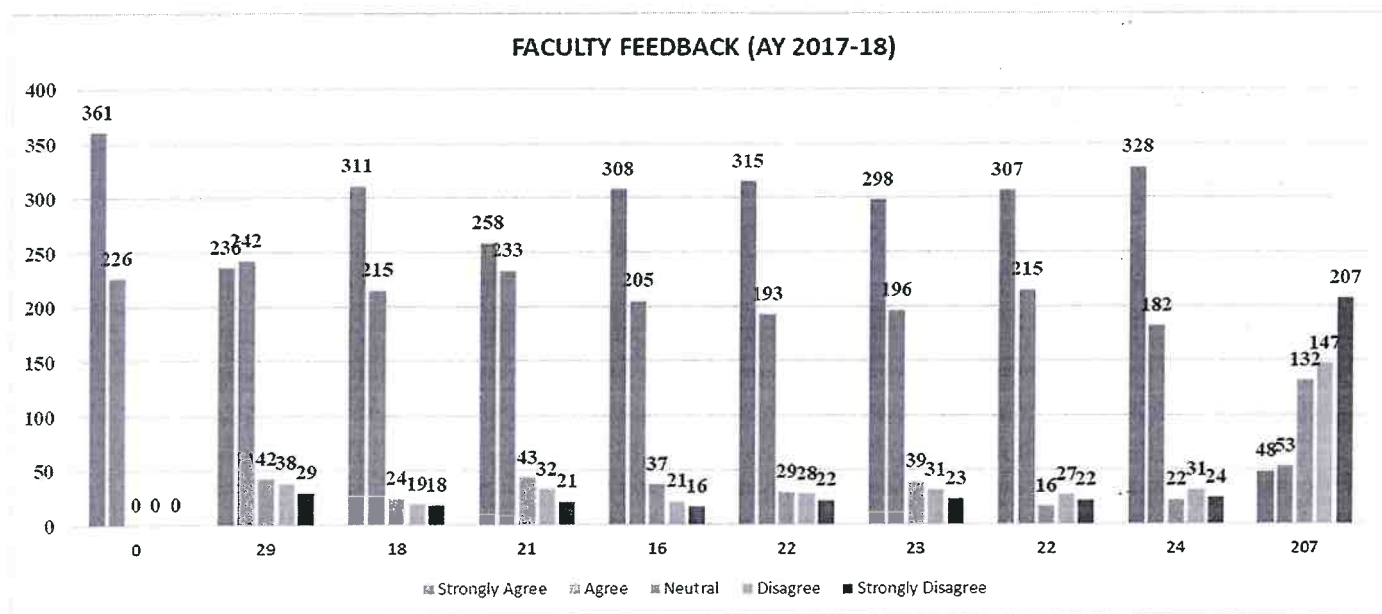
A. Student

A key element of successful learning and enhancing the student's learning experiences is feedback from the learner. Student feedback facilitates students' participation in the teaching and learning process. Feedback from students on various parts of the curriculum was gathered during the academic year 2017–18. These included academic flexibility with regard to course selection, the balance between theory and lab components, the updating or appropriateness of the program's curriculum in light of industry requirements, and the emphasis on skill-based & multidisciplinary courses for the students' overall development. Out of the 829 respondents, 86% students were highly in agreement to the curriculum objectives being met.



B. Faculty

The objective of the curriculum input from the faculty is to update or change the curriculum to better fulfil the needs of students' further education, entrepreneurship, or employability. A variety of curriculum-related topics, including the successful implementation of CBCS, balancing theory and practice in the curriculum, suitability to meet industry demands, inclusion of skill-based and multidisciplinary courses, and regular revision requirements, were the subject of faculty feedback for 587 courses in the AY 2017–2018. Analysis depicts satisfaction in recent curriculum advancement in more than 88% of responses. Around 8% showed disagreement and provided inputs for improvements.

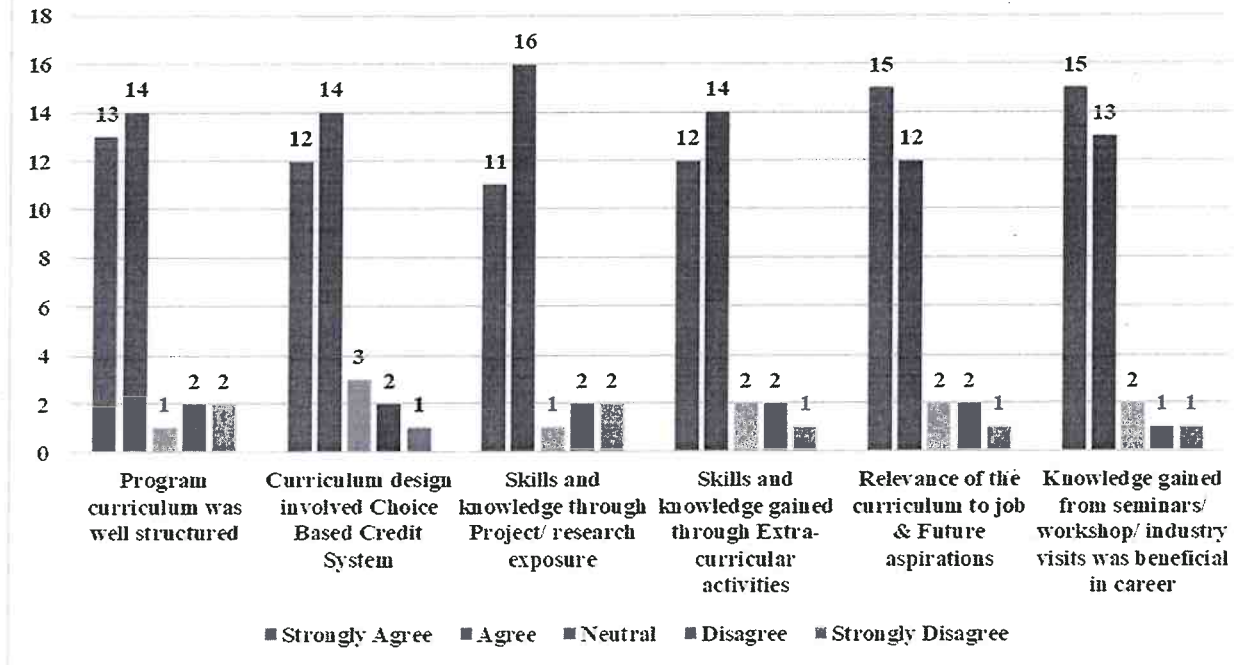


C. Alumni

Input from alumni is essential for improving the academic environment in higher education. The comments of previous students can be used to assess how effectively the curriculum satisfies market demands and trends. It assesses alumni feedback and satisfaction with the educational setting. In the Academic Year 2017–2018 (AY 2017–2018), feedback was received on a range of curriculum-related topics, Skills and knowledge through Project/ research exposure, including the relevance of the curriculum to industry requirements and future aspirations, the balance between theoretical and practical components, Knowledge gained from seminars/ workshop/ industry visits, and the availability of extracurricular and co-curricular activities. 84% of the 32 respondents were in high agreement with the academic curriculum effectiveness while 10% respondents had different point of view. The responses were duly considered and incorporated in the academic curriculum.



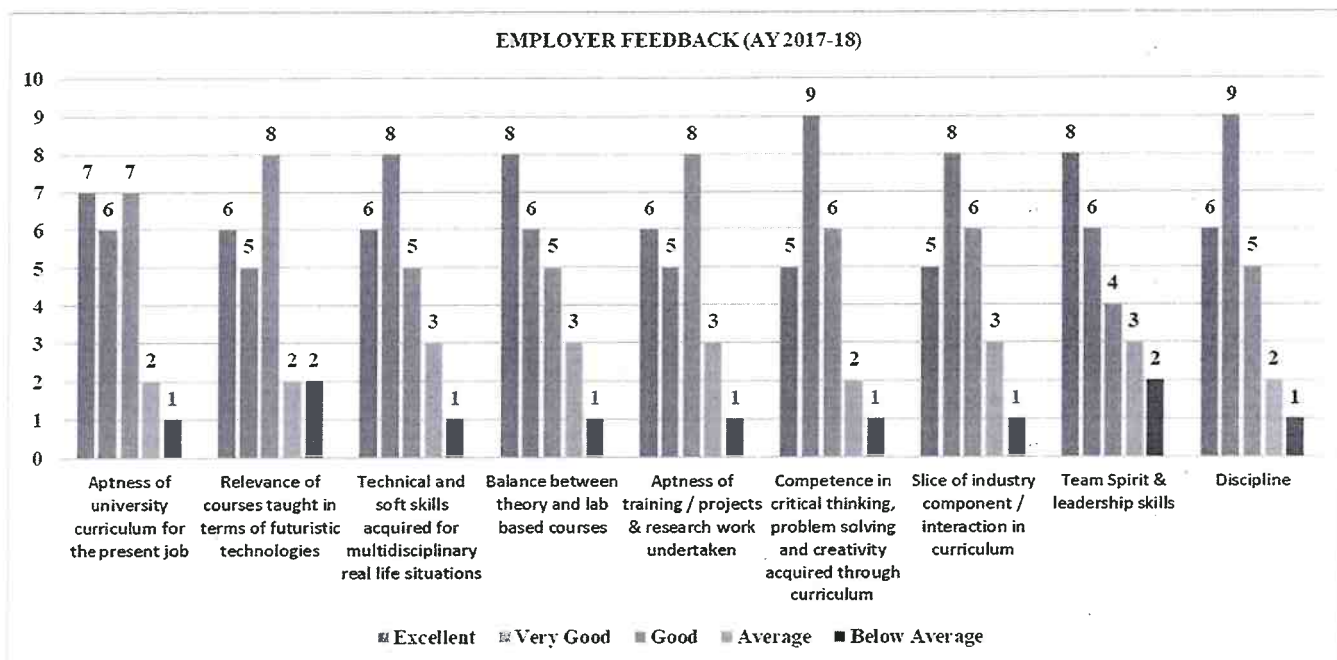
ALUMNI FEEDBACK (AY 2017-18)



D. Employer

The curriculum's ideas, materials, activities, and case studies are evaluated for their applicability to graduates' employability skills based on feedback from employers. Employer feedback was gathered during the academic year 2017-2018, and it focused on topics such as the university curriculum's suitability for the job market, the relevance of courses in terms of futuristic technologies, the balance between theory and practice, competence in critical thinking, problem solving, and creativity, as well as life skills like teamwork and discipline (AY 2017–2018). 23 employers provided feedback & 84% of the responses were satisfied with the university process to design the curriculum.





Action Taken Report

A. Student

S. No.	Feedback	Suggestions/Action Taken Report
1.	Skill enhancement sessions/courses for greater job opportunities.	Training sessions on ANSYS, Arduino, Hyper mesh conducted during the summer training
2.	Interdisciplinary courses should be offered.	AICTE model curriculum adopted which offers the open elective basket from various domains.
3.	Students should be given grades for completing online courses from prestigious national and international institutions.	Mapping of core/elective courses through NPTEL & MOOC is done by the respective departments.



4.	Master level students must be directly engaged with hands on activities.	Workshop/Software based courses introduced in the PG programs curriculum.
5.	There should be certain subject and tutorial deletions to accommodate the dissertation work.	The program structure of all the M.Tech programs have been revised as per the AICTE model curriculum. Credits also reduced to accommodate the dissertation work.

B. Faculty

Department	Feedback	Recommendation/Action Taken Report
1	Implementation of AICTE curriculum	AICTE Model curriculum implemented across all the engineering programs.
2.	Specializations should be introduced in the curriculum	Specialization in Data Science & Machine Learning, Digital Transformation Engineering in collaboration with



		industry academia partner XEBIA was introduced.
3.	Suggestions for introduction of contemporary courses in law programs	Courses on cost accounting & corporate accounting introduced in B.Com LLB.
4.	Multi-disciplinary courses should be introduced for more flexibility and opportunities in multiple fields.	B.Tech in Electronics & Computer Engineering program is proposed from 2018 onwards to have a blend of Electronics & Computers courses.
5	Industry specific modules can be introduced in the course contents.	Modules related to 3D software, CNC, Production planning & control
6.	Courses related to field work, ancient & modern history should be introduced.	History in Modern & Ancient western civilization, introduced for BA B.Ed. program .Co-Curricular activities courses incorporated in the B.Ed. & Integrated B.Ed. program.

C. Alumni

S. No.	Feedback	Suggestions/Action Taken Report
1.	If the institution could teach undergraduate students on legal and professional standards.	
2.	Entrepreneurial abilities should be nurtured.	E-cell activities are planned to create awareness about the entrepreneurial world.
3.	More interactions and guidance sessions through for students by corporate personnel.	Training and bridging sessions conducted on regular basis by Industry expert.
4.	The curriculum for the undergrad degree should include more competencies and skill development for competitive examinations	Modules on Quantitative Aptitude, Verbal & Non-verbal ability delivered to Professional competency enhancement courses.
5.	There should be enough books available for the students in the library.	Library committee ensures the availability of books for all programs as per the requirement.

D. Employer

S. No.	Feedback	Suggestions/Action Taken Report
--------	----------	---------------------------------



1	Industry- Academia linkage should be promoted	MoU's signed with DAIKIN & XEBIA.
2	Internship exposure for the non-engineering programs would be beneficial.	Industry Internship module introduced for the students to give them the exposure about the skills required & working pattern in the Industry.
3	More training on Interview skills.	CDC classes and personality development courses have been scheduled which helps in polishing & improving presentation & communication skills in students.

