

# OFFICE OF THE DEAN OF STUDENT AFFAIRS

No. TI/DS/SCC/71.25/

Dated: May 04, 2024

MINUTES OF THE STUDENT CONSULTATIVE COMMITTEE MEETING HELD ON OCTOBER 24<sup>th</sup>, April 2024 FROM 5:15 P.M. ONWARDS IN LT101 AND THE ACTION TAKEN REPORT

THE FOLLOWING MEMBERS WERE PRESENT:

## FACULTY/STAFF REPRESENTATIVES:

DR. INDERVEER CHANA, DEAN, STUDENT AFFAIRS	CHAIRPERSON
DR. MANINDER SINGH, DEAN ACADEMIC AFFAIRS & HCITM	MEMBER
DR. SHRUTI SHARMA, HCED	MEMBER
DR. RAJEEV MEHTA, HCHED	MEMBER
DR. SHALNI BATRA, HCSED	MEMBER
DR. KULBIR SINGH, HECED	MEMBER
DR. SUNIL KR. SINGLA, HEIED	MEMBER
DR. TARUN KUMAR BERA, HMED	MEMBER
DR. MANMOHAN CHHIBBER, HDCBC	MEMBER
DR. MAHESH KUMAR SHARMA, HDOM & HHC	MEMBER
DR. KULVIR SINGH, HDPMS	MEMBER
DR. ANOOP VERMA, HDEE	MEMBER
DR. SHRI RAM, LIBRARIAN, CENTRAL LIBRARY	MEMBER
Mr. A. S. JAWANDA, CIEO	MEMBER
DR. NEERAJ GROVER, ADOSA 2	MEMBER
DR. MOHIT AGARWAL, WARDEN, HOSTEL-B	MEMBER
DR. BHARAT GARG, ASSISTANT WARDEN HOSTEL-B	MEMBER
DR. HARI SHANKAR SINGH, WARDEN, HOSTEL-C	MEMBER
DR.. RAJENDRA KUMAR, WARDEN HOSTEL-D	MEMBER
DR. NEERAJ KUMAR, WARDEN HOSTEL-K	MEMBER
DR. RAHUL UPADHYAY, WARDEN HOSTEL- M	MEMBER
DR. ANIL ARORA, WARDEN HOSTEL-O	MEMBER
DR. ANJU BALA, WARDEN, GIRLS HOSTEL-Q	MEMBER
DR. M. VASUNDHRA, WARDEN, GIRLS HOSTEL-E	MEMBER
DR. DEEPSHIKHA TIWARI, WARDEN, GIRLS HOSTEL-G	MEMBER
DR. GAGANDEEP KAUR, WARDEN GIRLS HOSTEL-L	MEMBER
DR. NEETU SINGH, WARDEN GIRLS HOSTEL-I	MEMBER
DR. MUNISH KANSAL, WARDEN HOSTEL-J	MEMBER
DR. SANDEEP PANDEY, ASSISTANT WARDEN HOSTEL-J	MEMBER
DR. SONAM DULLAT, STUDENT COUNSELLOR	SPECIAL INVITEE
MR. LAKHBIR SINGH, ADS	SPECIAL INVITEE
MR. SANDEEP KUMAR RAWAT, AO (HOSTELS)	SPECIAL INVITEE
MR. HARI SINGH, ADMIN OFFICER	SPECIAL INVITEE

**THE FOLLOWING MEMBERS COULD NOT ATTEND THE MEETING AND WERE GRANTED LEAVE OF ABSENCE:**

DR. S.S. BHATIA, COE	MEMBER
DR. KAUSTUV ROY, HDHSS	MEMBER
DR. ANIL KUMAR, COORDINATOR, CORE	MEMBER
MR. H.S. BAWA, IC, CILP	MEMBER
DR. ASHISH PUROHIT, ADOSA & COORDINATING WARDEN	MEMBER
DR. A. B. DANIE ROY, ASSISTANT WARDEN HOSTEL-D	MEMBER
DR. MADHUP KUMAR MITTAL, WARDEN- HOSTEL-H	MEMBER
DR. PARMOD KUMAR VAISHNAV, ASSISTANT WARDEN HOSTEL-M	MEMBER
DR. SACHIN KANSAL, ASSISTANT WARDEN HOSTEL-0	MEMBER
DR. GITANJALI CHANDWANI MANOCHA , ASSISTANT WARDEN HOSTEL- Q	MEMBER
DR. RINKLE RANI, WARDEN, GIRLS HOSTEL-PG	MEMBER
DR. PARIMITA ROY, ASSISTANT WARDEN GIRLS HOSTEL-L	MEMBER
DR. NIDHI KALRA, WARDEN GIRLS HOSTEL-N	MEMBER
DR. GURBINDER SINGH, REGISTRAR	SPECIAL INVITATION
MR. ANIL SINGLA, PROJECT MANAGER, PROJECT AND ESTATE	SPECIAL INVITATION
MR. PANKAJ SINHA, FINANCE OFFICER	SPECIAL INVITATION

The SCC meeting for the EVENSEM 2023-24 started with a welcome address by the Chairperson, SCC. The Chairperson, in her address extended a warm welcome to the Heads of Departments and Schools, the faculty and the students present for the SCC meeting.

The Chairperson, SCC explained how the issues and concerns of the students were collected through a google form as Agenda Items by the office of the Dean, Students under different domains. The Chairperson, SCC further shared the agenda Items with all the members of SCC through a presentation. All the agenda items raised by the students during the meeting were discussed and majority of them were satisfactorily addressed. Students present in the meeting were encouraged to ask questions over and above the agenda items as well.

Further, the chairperson highlighted the extension in the services of Thapar Institute Counselling Cell (TICC) for 24X7 counselling support to all the students via TickTalkTo, the new Mental Health partners. The SCC members were told that this online counselling service is free for all students and aims to enable the students to cope effectively with any personal or academic issues that may be distressing them. This service is being offered as an additional support alongside the in-person counselling at TICC, emphasizing our commitment to comprehensive mental health care for our students.

Issues pertaining to Academic Affairs were answered by Dean, Academic Affairs. Other issues pertaining to activities about the departments/schools and hostels were clarified by the departmental heads and DOSA, Coordinating Warden/Wardens respectively.

A few of the agenda points deserved further discussion and action are listed as follows:

## **ISSUES RAISED BY THE STUDENTS AND THE ACTION POINTS**

### **Domain- Academics:**

- Due to long duration of classes, there is no time left for self-learning, it would be better if we get self-learning hours once a week or the duration/number of classes is shortened. (302301022 - Drishti Kaushik - MSc - BT - 1st Year)
- **Action Point (DoAA):** DoAA office acknowledges the importance of self-study in the academics. For the concern raised here, weekends are entirely free for independent learning, and weekdays also offer time post-6 PM. We encourage students to utilize these periods for self-study while we continue to ensure that class schedules support the educational needs of our students. Also, each day for each cohort of students is not a packed day, many days students are free between working hours, as per the time table, can utilize library, reading spaces for self-study.
  
- As per academic guidelines, 10% top students should be given A grade but in third semester, our branch's 10% students didn't get.(102219026 - Liza Sareen - BE - EEC - 2nd Year)
- **Action Point (DoAA):** Board of examiners (BoE) always ensures fairness and adherence to academic guidelines in every assessment. The allocation of grades, including the A grade, is influenced by several factors such as the overall performance distribution and the count of students in the class. As such there is no academic regulation which warrants top 10% of the class to be awarded 'A' grade.
  
- The number of subjects for COBS in 7th semester are way too many to cope up with academics and placements at the same time so it would be great if it is possible to limit the course syllabus. (102118064 - Jasleen Kaur - BE - COBS - 3rd Year)
- **Action Point (DoAA):** It's important to note that the COBS curriculum was carefully designed in collaboration with TCS to ensure comprehensive training and readiness for professional challenges and same is implemented across India. As such, all listed courses are mandatory and integral to the program.
  
- PPTs shared mid night before exam (702103029 - Dibyashree Basu - BTech - BME - 3rd Year)
- **Action Point (DoAA):** Sharing resources at such short notice is not ideal for exam preparation. To address this effectively, faculty must provide the details of the subject and the instructions involved. DoAA office is committed to ensuring that all students have adequate resources and time to prepare for their exams. DoAA office will float an emailer to all faculty for ensuring the timely upload of syllabus content.
  
  
- No standardized procedure being followed to record attendance. Students can't track their attendance on their LMS or web kiosk. (102317117 - Aishwary Srivastava - BE - COPC - 1st Year)
- **Action Point (DoAA):** Institute is in process of procuring some attendance capturing system. Now though it is not standardized across instructors but way and means used are known and student can approach teacher to know the attendance (if required).
  
  
- Lecture and tutorial classes are taken by different teachers. So many times, students try to get class cancelled by saying particular topic has not been taught yet. Also, the exam sheets should be checked by a single teacher as there is conflict between teachers for the right answer and students suffer in the process. (102108186 - Nilesh Arora - BE - MEE - 3rd Year) Action Point (DoAA):

- **Action Point (DoAA):** This may so happen because one faculty member can be given only a specific hour of work load; and this is as per academic rules and regulations. Students need to contact HoD for these types of issues. As per academic practice here at TIET, in either MSTs or ESTs, one faculty checks specific set of question for all the students involved. In case of any particular concern, student has to contact respective HoD.
  
- Last year in 4th Sem DOAA promised that there will be no MST part in EST exam and then this was not implemented in 5th Sem and also EST was as usual 3 hrs. long. This needs to be addressed. Also, since we are going to have our placement season in 7th semester we expect that we are not forced to have 75% attendance in the upcoming semester. (102106216 - Rhythm - BE - ECE - 3rd Year)
- **Action Point (DoAA):** This agenda was discussed within highest academic body of the institute; where it was decided that EST must contain full syllabus as per the practice prevalent in IITs and other institutes of national importance. So, no reduction or wavier in context of syllabus is admissible. Criteria of attendance is as per academic regulations and we all should abide by that.
  
- The entire MST syllabus should not be the part of EST syllabus too. (302301022 - Drishti Kaushik - MSc - BT - 1st Year)
- **Action Point (DoAA):** This agenda was discussed within highest academic body of the institute; where it was decided that EST must contain full syllabus as per the practice prevalent in IITs and other institutes of national importance. So, no reduction or wavier in context of syllabus is admissible.
  
- Video lectures should be provided on LMS. (102219026 - Liza Sareen - BE - EEC - 2nd Year)
- **Action Point (DoAA):** Although every faculty has already made the videos related to the subjects that they are teaching. But sometimes, faculty refrain from sharing the same due to class attendance related concerns. Still if this has been the case with a particular subject, kindly reach out your HoD/Instructor.
  
- Usually, we have around 4 units for a subject the first 2 are covered before the MST And the last two are covered in the ESTs. The last twos are usually the ones which are the most important and hence the most difficult ones. But the period before MST is usually two months and the period before EST is only one month to complete the more difficult and important topics. Show either we can divide the syllables that way or we could shift the MSTs so as to tackle this problem (102106216 - Rhythm - BE - ECE - 3rd Year)
- **Action Point (DoAA):** Usually full semester is divided into Pre and post MST span. Where, pre-MST span is of around 8 weeks and post-MST will be of 7 weeks. This makes full semester of 15 weeks. Regarding syllabus bifurcation, student and faculty need to coordinate; and in case of any issue HoD can be approached.
  
- The concern was regarding C language that the paper was tough and we being from biology background cannot score good marks in it. If it would be possible to conduct this exam differently. If it's possible we should also be graded differently from other branches. It would be a great help for all of us.
- We don't know our exact attendances for any subject and it causes problems as we have no idea regarding the matter. If it would be possible to tell us our total attendance till now to help us cover it up if it's short.

- Another concern was that if it would be possible to attach the answer key along with the question papers on the Nava Nalanda website, as it would be extremely beneficial for our studies. (702300090 - Meet Mahajan - BTech - BT - 1st Year)
- **Action Point (DoAA):** As C Programming is a common subject for all the engineering students; so any specific branch cannot be exempted.
- Faculty maintains their registers regarding the attendance. So student can contact respective faculty for the same.
- Answer to the previous year QP can be discussed in tutorial class or students can approach instructor for extra time to discuss, as of now no public display of Answer key is possible.

### **Issues related to CILP/Placements:**

- Why in TECH companies ENC and even EEC are allowed but not ECE, as we have taken computer electives and I have better coding profiles than most of the students so ECE students should also be allowed to appear for test (102106216- Rhythm - BE - ECE - 3rd Year)
- **Action Point (CIEO):** CILP invites the companies and the companies, on their own, decide the branch of the students they are particularly looking for. The students were advised that they need to be prepared for the placement process. The students were also advised to interact with the Company representatives if required through their faculty coordinators.
- Good placement opportunities for Civil Engineering (102102090 Sanya Thakur - BE-CIE - 3rd Year)
- Not enough core companies (102002056 - Viren Sharma - BE - CIE - 4th Year)
- **Action Point (CIEO):** In the last Semester, excellent opportunities for civil engineering arose, however, students didn't apply for the same. Job offering is 10LPA as starting salary was not accepted.
- Biotechnology branch is a little new so we have no information regarding the placements and other job and career opportunities in this field, if a seminar or informative session could be arranged it would be very beneficial to clear our doubts regarding this matter (702300090 - Meet Mahajan - BTech - BT - 1st Year)
- **Action Point (CIEO):** The Employability Training is offered that helps in preparing the students in placement related trainings. CTD also offers such training programmes. A seminar for the same may be conducted.
- It will be very helpful if the data of placements for previous year can be shared with us so that we can be prepared ahead of schedule rather than moving it to the last moment. (102118064 - Jasleen Kaur - BE-COBS-3rd Year)
- **Action Point (CIEO):** The relevant data is already available on the Institute website.
- Our department (EIED) can arrange co-ops (for first and second-year students) for practical and industrial real-life experience, which is crucial for the placements, apart from the proper internships at the end of 3rd year. Also, an exchange program can be started either during summer break or a semester abroad, wherein students are selected on certain criteria and benefit from international exposure. (702203009 - Gunsheen Kaur - BTech - BME - 2ndYear)
- **Action Point (CIEO):** We are providing those who have requested. Our Alumni student will help you regarding this concern. Students can further meet their HODs in this regard.

- Very less number of companies visit for biotechnology placements. Kindly work on that and make sure the student gets placed. (302301022- Dristi Kaushik - MSc - BT- 1st Year)
- **Action Point (CIEO):** As the package offered by core companies is less for biotech, so students tend not to sit for these companies. Further, the students are also advised to provide the relevant contact details (HR etc) of the core companies for biotechnology if they have, so that CILP can contact them and discuss the further possibility.

## **DOMAIN LMS/WEB- KIOSK CONCERNS**

- During mark upload times, particularly when EST and CGPA updates occur, the webkiosk remains down, posing significant challenges for students who are unable to access their marks from home. This issue disrupts their ability to monitor their academic progress effectively. (102203797 - Chandranshu Bhardwaj - BE - COE - 2nd Year)  
**Action Point DoAA:** Although this happens rarely, but the concern will be escalated further to CITM cell for their intervention.

## **DOMAIN FINANCE CONCERNS**

- There is no proper transparency about the policy of refunding the 1.5X extra fees taken from the IEP students of our branch (irrespective of the fact that the course curriculum is entirely the same) if a student wants to opt out of the same due to genuine reasons. (702203009 - Gunsheen Kaur - BTech - BME - 2nd Year)  
**Action Point (DoAA/HEIED):** The guidelines regarding this policy are made available to the students during admission process and the same is clarified to the IEP students. If any doubt regarding the same, the clarity may be sought from the office of Deputy Director.

## **DOMAIN HEALTH CENTRE:**

- The Health Centre is closed on Sunday which often lead to troubles. Many students who needed urgent medical care either were forced to wait for a day or figure their way out of the campus to hospitals and being 1st year students they are not very familiar with the city which makes things even more challenging. Medical Centre should be available 24/7.
- **Action Point (Head, Health Centre/DoSA):** The Timing of Health Centre from morning to evening (9am to 8pm ) and Night (10pm to 6pm). Monday to Friday it is not 24/7 it is 22/5. In case of any concern, Doctor supervision is available for all the time. On Saturday and Sunday, the timing is 10 am to 2 pm & 3pm to 7 pm in the evening & in night 10pm to 2pm and the doctor is available. Ambulance facility is available 24X7 in case of emergency.
- Dean, Student Affairs also clarified that this practice started since last two years. On all days of the week, doctor is available in the health centre. There might be some public holiday on any Sunday/Saturday otherwise you all get medical assistance & doctor supervision all the time.
- Assistance is concerned Information regarding medical reimbursement. (702300075 - Vallaki Agarwal - BTech - BT - 1st Year)
- **Action Point (HoD, Health Centre):** Medical reimbursement procedure Notice is pasted on the reception window of the Health Centre. The detailed procedure is provided in the notice regarding approval/submission of medical reimbursement form. The staff at the health centre will also guide you for the same, if required.

## DOMAIN DEPARTMENTS/SCHOOLS CONCERNS

- IEP students should get the same amount of priority/attention from the department regarding the students' doubts about the international counterpart (university), whether it's about helping in the decisiveness of opting for IEP or about the situation of the seniors who have already gone there. (702203009 - Gunsheen Kaur - BTech - BME - 2nd Year)
- **Action Point (DoAA/For HEIED Dr. Gagandeep Kaur):** We, here at TIET give equal attention to all the students irrespective of their branch or domain. In case of any specific issue student can contact IEP coordinators. The department arranged Special Session for 2<sup>nd</sup> year and 3<sup>rd</sup> year students in which all the doubt were cleared. The department is doing this practice with all branches considering equality of all the students. If anyone requires further information/clarity, the same may be brought in the notice of HIED and such sessions will be conducted again.

## DOMAIN LIBRARY CONCERNS

- Night permission for library for 3rd year students. (102103447 - Shreeya Chatterji - BE-COE - 3rd Year)
- **Action Point (DoSA/Head, Librarian):** Considering the seating capacity of the library, the night permissions are allowed on the year basis. This facility may be provided to all students at a later stage.
- Library contains outdated publications of ASTM Standards; it is essential to 2021 p revise them as per the latest standards & publications. (802384011 - Shagun Sharma - ME - CCE - 1st Year)
- **Action Point (Librarian):** The cost of ASTM standards is approximately Rs. 17 Lakhs per annum and its utilization in the past had been very rare. However, if the Recommendation is received from department head/ faculty, the same may be considered. You may also request the specific requirement through email and you will get the status. It was advised to raise such requirement on help email.
- Some books of each type should be kept reserve in library so that students who prefers reading in library do not find any issues. (102303351 - Dev Kundalwal - BE - COE - 1st Year)
- **Action Point (Librarian):** Books are already reserved. We have many copies of each book. We have reserved 3 to 4 copies that are readable only in library which are not issue-able. We give specific time to the students to return the book.
- Library timings during exams should be exceeded at least till 2 am and night should also be allowed on weekends for the library. (702300075-Vallaki Agarwal - BTech - BT - 1st Year)
- Is it possible to extend the library timings to 12 am during exam time to help in studies it would be great. (702300090 Meet Mahajan - BTech - BT - 1st Year)

**Action Point (Librarian):** Currently, library timing is till 10 pm in the night. There is certain problem regarding the availability of the staff. We need to hire some people for assistance. If we find night staff we are ready to open. Also, the students were advised to follow the library rules and maintain dignity of library

## DOMAIN SPORTS

- Extra coaches for guiding other students should be available. (102203140 - Rahul Ranjan Singh - BE - COE - 2nd Year)

- **Action Point (Director, Sports):** We already have many staff in Sport and coaches are available for your guidance.

## **HOSTEL CONCERNS**

- Low response in AC issues. (102203140 - Rahul Ranjan Singh - BE- COE - 2nd Year)
- **Action Point (ADoSA2):** Periodically services are done twice in year one is before summer one is in the month of October or November. Regarding the repair, the complaint can be raised in the online portal available in the hostel. The hostel caretaker office may be contacted for the same.
- Extension of in time and availing library facilities for 3<sup>rd</sup> Year (102102090 - Sanya Thakur - BE - CIE - 3rd Year)
  - **Action Point (DoSA):** Library timing is available for all student not specific year. There is not restriction for anyone. It is available for everybody.
- All The students have classes ranging from 8 to 5:10-6 PM daily (on top of maintaining 75% attendance). The restrictive entry time of hostels at 8.30 leaves little to no time for lifestyle activities apart from studying ...like competitive sports, creative indulgences etc. (702203009 - Gunsheen Kaur - BTech - BME - 2nd Year)
  - **Action Point (DoSA):** The night permissions are already been approved through DoSA office for specific requirements. Any student can send such request with a genuine reason (if required) and it will be granted.
- The food given is not at all up to the mark, now we are paying extra also still the quality of food is too bad (102103832 - Riya Sharma - BE- COE - 3rd Year)
  - **Action Point (DoSA):(Student not present)** Since the concerned student was not present, it was difficult to conclude whether the student is concerned about hostel/campus wide outlets. In case, such concern is related to Hostel, one should contact the student mess committee and if the issue is not resolved, you should contact your warden directly.
- Frequent Wi-Fi Disconnections in Hostel C notified by students, especially during Weekends (102203582 - Gurjot Singh - BE-COE - 2nd Year)
- **Action Point (HCITM):** The concern with details shall be raised in the formed of an E-ticket to CITM and the issue should be resolved.
- Outside food delivery should be allowed after 11 pm in campus. (102219026 - Liza Sareen - BE-EEC - 2nd Year)
- Extending the ordering window until 1:00 AM accommodates students who work late into the night. Additionally, it addresses the limited variety offered by the night mess, which typically closes at 11:45 PM, ensuring students have access to a wider selection of food options. (102203797 - Chandranshu Bhardwaj - BE - COE - 2nd Year)
- **Action Point (DoSA):** It will be sorted out once new food court is ready in July, the food court will be able to deliver the foods during night hours within the campus. It is advised to wait for another two to three months and the food will be delivered in the night hours. However, currently, it is NOT possible to extend these timings.

- Water issue in Hostel N. Water often running out in N-Hostel on different floors. Conditions of gym in hostel J, I, E, G is very bad. (faulty equipment are dangerous) Hostel I needs to have running hot water taps inside bathroom stalls Re and preferably in the shower heads too. (70230007BTech-BT-1st Year)- Vallaki Agarwal
- **Action Point (DoSA):** Washrooms of Hostel I will be upgraded soon. Gyms equipment is also being repaired hostel by hostel.

## DOMAIN STUDENT ACTIVITIES

- Providing more funds to the Societies (102102090 – Sanya Thakur - BE - CIE- 3rd Year)
  - **Action Point DoSA: Student not present.**
- Effective use of money.( 102203140 – Sanya Thakur - BE - COE- 2nd Year)
  - **Action Point DoSA: Student not present.** Please clarify the question.

## DOMAIN OTHER CONCERNS

- Request for Nirvana Entrance/Exit towards Hostel H side for the ease of the students. (702200018 - Apurv Goel - BTech - BT- 2nd Year)
- **Action Point DoSA:** It is not Nirvana its name is Central Park. Once Food Court is started, its requirement may be reviewed.

## OTHER CONCERNS

- The number of E-Rikshaws to be increased as in early morning at the peak timethere are no E-Rikshaws available especially in hostels like E, L.
- **Action Point (Admin Officer):** We have given them instructions, and if they say no, students are requested to click photos of the name plate, and the same can be shared. Duty roasters are fixed for the e-rikshaws.
- Request to start Civil services Training.
- **Action Point (DoSA):** Please mail regarding your concern to CTD.
- Stray dogs in University Campus.
- **Action Point,( DoSA):** Already raised this concern with the Registrar. All students are further advised not to feed stray dogs.

Meeting ended with a vote of thanks by the Chairperson. She further stated that in future it would be mandatory for SCC members to attend the meeting especially if they have raised any concern.



**DEAN (STUDENT AFFAIRS)**

Copy to:

- 1 Director-for kind information
- 2 Deputy Director
- 3 Deans
- 4 Registrar
- 5 All Heads of Departments/Schools
- 6 Concerned Faculty /Staff Members/ SCC student Members