

MINUTES OF THE THIRTEENTH MEETING OF THE GOVERNING BODY OF MANAV RACHNA UNIVERSITY HELD ONLINE ON ZOOM PLATFORM ON TUESDAY, DATED 28.04.2020 AT 1.00 P. M.

A meeting of the Governing Body of Manav Rachna University was held on Tuesday, Dated 28.04.2020 at 1:00 PM to consider various administrative and financial matters.

The following were present:

1. Dr. Prashant Bhalla, Hon'ble Chancellor/Chairman;
2. Dr. Amit Bhalla, Vice President, MREI
3. Dr. M. M. Kathuria, Trustee, UET
4. Prof. (Dr.) Sanjay Srivastava, Vice Chancellor, MRIIRS
5. Dr. N. C. Wadhwa, DG, MREI;
6. Smt. Anita Chaudhary, I.A.S (Retd.), Former Secretary, Govt. of India
7. Dr. Shalini Tuli, Associate Professor (Nominee of P.S. to Govt.,Haryana)
8. Col. (Retd.) V.K. Gaur, Ex-Adviser, MREI;
9. Prof. I.K. Bhat, Vice Chancellor
10. Prof. Sangita Banga, Dean Academics (Special Invitee)
11. Dr. Kameshwar Singh, Registrar / Member Secretary.

Shri Amit Kumar, FCA could not attend the meeting due to other professional engagements. He was granted leave of absence.

The following are the minutes of the meeting:

Registrar welcomed the Hon'ble Members and briefed them about the agenda to be deliberated in the meeting. The Chairman was then requested to open the meeting with his remarks.

13.1 Opening Remarks by the Chairman

Chairman greeted all the members' present in the meeting; especially external members for taking out time to attend the meeting and hoped that their presence would definitely help us in deciding the issues taken up in today's meeting for deliberations. He further mentioned that due to closure of the university from 13th of March for the students and finally due to nationwide lockdown from 22nd March under the threat of COVID-19, a different situation has created; it has posed certain challenges with regard to continuation of academics but the university without wasting time decided to switch over to online mode. The training programs were arranged for the faculty members so that they could learn and adopt the online teaching learning process and conduct classes for the students to save them from loss of time. He appreciated the faculty members for their sincere efforts not only to quickly learn and adopt the online system

but also to ensure that online teaching learning process go unabated for the students. The university, in fact, utilized this period of crisis as an opportunity. It has always been conscious of the fact that students be provided with quality contents. Feedback from the students and faculty in this regard has been found to be highly satisfactory. Everything is now going fine. Besides, Manav Rachna took all safety measures to prevent the epidemic and create the awareness among the faculty, staff and outsourced persons by arranging personal interactions in groups and also by distributing the leaflets containing guidelines on do's and donot's to be followed by the individuals. He then requested Hon'ble Vice President, MREI and Hon'ble Vice Chancellor to apprise the members with further activities undertaken by the university.

Hon'ble Vice President, MREI and member of the GB stated that during this period of lockdown, lots of things have been done online, so it is also an opportunity for all of us, hence, everyone should think, improve explore and plan new strategies for building an ecosystem where we can think of delivering lot of e contents online and follow the spirit of fully flexible credit system where students can even opt out for any course from anywhere around the world. He conveyed his best wishes to the entire team of Manav Rachna for their efforts and hoped they would be able to do much better now when they have become adapt of the system..

Hon'ble Vice Chancellor welcomed all the members' present in the meeting especially external members for taking out time to attend the meeting and hoped that their presence would help in deciding some of the issues which the university finds important. He expressed special thanks to the Vice Chancellor, MRIIRS for always being in touch with him, have been discussing various issues and giving valuable inputs on them from time to time. He further said:

- During this period Manav Rachna Family organized birth anniversary celebration online through Zoom platform to pay homage to founder visionary, Dr. O.P. Bhalla on his 73rd Birth Anniversary on April 04, 2020.
- Donations were also provided by the faculty and staff under the aegis of Dr. O.P. Bhalla Foundation to help the poor and needy persons during the ongoing COVID-19. The university faculties and staff donated their one day salary in C M Relief Fund as support to the Govt. in combating COVID.
- Manav Rachna University is rated AAA for Engineering among the Universities of Haryana as per career 360, Best Engineering College Survey 2019.

- During this period MRU faculty registered for QS Gauge-I for e-learning certification, M-Tutor and Altair certification system and some of the faculty members have already completed these certification program.

He would like to apprise the Hon'ble members that during the current semester (Jan-June) classes were started face to face but over a period of time, the spread of Corona pandemic created a different situation; it posed certain challenges before the University in carrying out academics in normal mode. MRU converted this situation as an opportunity to conduct academics in online mode.

He further informed the members that the University has been trying to do some work online using its ERP (learning management system) but very few faculty members were really using it effectively. Even before the lock down, MRU started educating the faculty members about the use of online education, when university decided to suspend its face to face classes on 13th March, 2020. At the stage when people were talking of social distancing, university faculty started practicing the online education for its students.

Chairman further stated that faculty members were initially advised to use the platform with which they are comfortable. Some of them like ZOOM, Skype, Google class room, Microsoft Team, Black board and Whats app etc. were used by the faculty members for online lecture. Subsequently faculty got training on use of Microsoft-Team, which all the faculty is using now. He felt once lockdown is over, this would definitely become an additional method of teaching. In fact, the Virtual class room teaching has totally changed the whole ecosystem in an un-imaginable way making learning more simple, seamless and more effective.

He applauded the faculty members for making it possible in a short time. The students were provided texts, videos and audios; virtual interaction were held and a lots of reference material were given to them. It has improved the quality of education which is being imparted. The attendance which was earlier much lower has gone above 95%. It shows that the most of the students are interested in it and are using it very effectively because younger generation is more tech savvy.

He feels happy to share that more than 5000 class sessions have been conducted by MRU faculty during this period and this has helped the students to touch the curriculum. It has shifted the conventional class room into a flip class room methodology; more problem solving and question answering sessions have been there, which shows that students are taking the responsibility of learning which is very important.

Now, MRU is in second phase of teaching- learning. First phase was an experimental phase when everyone was talking about how to make use of the online process. We have now got feedback from the students, faculty and now analysing them. The departments have been trying to design the courses based on online teaching learning process and now, more faculty members are in the process of developing e- contents. Two faculties from education dept. have been able to develop e-contents which is now available on MOOKIT of IIT Kanpur platform and can be used for this online systems. Lots of webinars, seminars and guest lectures have been completed during this period of lockdown. This innovative support helped the students and faculty to understand their role as far as online education is concerned.

He requested that external expert members to contribute in this task and share their vast experience with the students and faculty of MRU. He urged them that he would feel obliged if they could take out some time and help us in making the system of online more effective and a better system.

Since the university decided to close for students on 13th March, it has conducted second mid semester examination (T2) as per schedule in the academic calendar. The test was conducted through online mode and it was a learning. Some faculty members are already making use of online tools.

Chairman further added that he finds it very challenging and exciting time for every one of us and all of us are contributing in this particular direction. In MRU, the academic delivery would be completed by 8th of May, 2020 and examinations for all semesters will be over by 15th May, 2020.

Since the students can't go for internship in current situation, neither they can go to the industry, nor avail vacation during the lock down period, it was felt appropriate to engage them during this period, the University chose to start the new semester (odd) from 21st May. It would help us in finishing odd semester by mid of September and then, students can go to the industry for internship for a longer period. The students can have option to do internship online mode or work on RD projects which the faculty are managing at their end. It would be good for the students to work on some projects for longer duration and gain lot of experience.

The university has decided that forthcoming End Sem. examination, which is on 8th May, will be conducted online.

Chairman further stated that a lot of other activities have been organised during the period of last four and half months.

- a. Manav Rachna Centre for Peace and Sustainability (MRCPS)- a center of excellence at Manav Rachna University organised 1st Advisory Board meeting conducted on February 29, 2020 under the Chairmanship of Padma Vibhushan Dr. Karan Singh, for holistic empowerment of youth for Peaceful Bharat. It was decided to have some lectures from eminent advisory board members. The university has approached the Hon'ble Chairman to deliver a lecture which he has kindly agreed but the date for the same is yet to be finalised.
- b. On February 25, 2020, Department of Mathematics in collaboration with Manav Rachna Centre for Peace and Sustainability has organised a session on "Inner Peace through Inner Technology" by IT wing of Rajyoga and Research Foundation.
- c. Manav Rachna Peace and Sustainability Club organized Power to Youth, a holistic wellness programme for students and faculty. Mr. Sandeep Sharma, Guest speaker conducted session on soft skills, holistic wellness and personality development.
- d. Many faculty development programs were conducted by Centre of Advance Learning using e learning platform. Happy to mention that our Dean Academics and the Director CAL conducted these programs and educated faculty members how to use several other platforms and showed them how we can interact with the students more effectively, how we can assess them and how we can do better job during this period.
- e. Under the Centre for Academic Leadership, various FDPs are being conducted. One initiative that the university has taken is 24 hrs FDPs are being conducted for faculty. The faculties are getting training on various assessment tools to enhance online learning.
- f. Many faculty members also participated in various activities; Dean Academics would talk about it. Certificate of appreciation have been given to many faculty members

Vice Chancellor said that he feels happy to inform that faculty has been doing good job, students have been learning well, university has been able to stop wastage of time and used different methodology during the process of online education. The university used

technology extensively whether it was MOOCs, LMS and other Medias which were used and education was really outcome based education. We could measure the learning outcomes. The career skills were improved. Values, attitude and Life competencies were enhanced which would lead our students to leadership role in future.

Some of the methods which we have adopted, need a lot of training also; project based approach of learning will become important in due course of time, we shall be training our faculty on it. The faculty members have been trained on research based approach learning, collaborative learning, cooperative learning and these methods and technics would definitely help in providing better education to our students and make them useful person in life. These skills that the faculty members have also learnt during this period, they will be able to further hone their skills/fine tune so that maximum benefit could be derived by integrating them in class rooms when university open after lockdown for face to face interaction.

Chairman concluded his remarks with the above facts and requested the Dean, Academics and Dean, Research and Innovation to inform the esteemed members of the council about the various academic, research and innovation activities which has taken place during last four months and also the projects which has been received.

Dean, Academics thanked the Chairman for giving a comprehensive view of the online education the university has been imparting; the challenges it has been facing and how it has overcome these challenges while doing so. She stated that apart from online learning, many other activities were conducted during the past four and half month's period.

- Manav Rachna University has registered B. Tech. I Year with M Tutor, a body which is providing e- content in the form of animated videos. The students are using the animated videos on the first year model curriculum provided by the AICTE. Even faculty has been using it as supportive tool for enhancing online delivery.
- MRU has also registered with Coursera for Campus last week. There are 3000 courses available to the students free of cost till 30th September, 20. During the last one week, 366 students have got registered for different courses and about 184 courses for which students and faculty have got registered and some of them have already completed the same within a week time and got the certification. Thus, everyone is gearing for the online learning mode.
- Our B. Tech. students have registered for internship with Internshala. They can apply for virtual paid internship through Internshala during the next three months.

If they grab it, there are options for the students to register for lesser credits or they can ask for the credit transfer against the Electives they are doing.

- Some of the faculties of Mechanical Engineering have registered with Altair University for their certification courses on solid-thanking. Two of them have completed on 27.4.20 and other four are on their way of completion within next 10 days' time. Thus, faculty members are gearing themselves for delivering projects on simulation platform and they are also gearing the students to do so.
- M/S Altair has been generous enough; they have given free licenses to the even faculty for their uses so that they can mentor the students on different projects.

She further mentioned that our students and faculty members have also been doing well on different forum; some of their achievements areas under:

- Two Students team Projects qualified in North Zone Anveshan held at Amity University Manesar and selected for finals of Smart India Hakathon; one under hardware category and another under software category.
- On January 15, 2020, Prof. Sujata Nayak, HoD-ME was invited as "**Judge**" by J.C. Bose University of Science and Technology for International Symposium on Fusion of Science and Technology (IFST-2020)
- Mr. Ajay Bhatia, Assistant Professor, Faculty of Law, MRU, was conferred the award of 101 Most Fabulous Coaching Leaders in February 2020 by the World HRD Congress. He was awarded for his contributions in the field of Coaching and for being a nurturer of Talent.
- Ms. Manpreet Kaur, Associate Professor, Department of Computer Science & Technology, Manav Rachna University and NPTEL Coordinator, has been awarded "Certificate of Appreciation" in "SPOC Felicitation Workshop" at IIT Kanpur Outreach Centre, Noida, for her instrumental role as University NPTEL Coordinator of the SWAYAM-NPTEL Local Chapter, on Feb 1 2020.
- Dr. Manmeet Bali Nag, Associate Prof, Department of Management & Commerce, Manav Rachna University was invited to engage in a daylong seminar under the aegis of **UNESCO-MGIEP**, at Dr. Ambedkar International Centre, New Delhi.

- Placement process for 2020 Batch is still in progress. **108 students** out of 131 total eligible students of **Computer science Engineering** have got placed. The highest Salary Package is Rs.12.00 LPA offered by EXTRAMARKS and Average Salary Package is Rs.3.5 LPA. **14 students** out of 18 eligible students of **Electronics and communication Engineering** have been placed up till now. Highest Salary Package is 10.00 LPA in LIDO Learning and Average Salary Package is Rs. 3.5 LPA. **15 Students** out of 28 eligible students of **Mechanical Engineering** have also been placed. Their average Salary Package is Rs. 3 LPA.

Dean, Research, thereafter, apprised that during the lockdown period, our students are working day and night on research and innovation related projects.

- One project has been developed jointly by the students of MRU and MRIIRS. The name of the project is E Ventilator. A team of researchers from both the Universities MRU and MRIIRS have designed a prototype of a low-cost portable emergency ventilator remotely to provide temporary oxygen supply for patients with emergency needs. All the safety and technical parameters of the ventilator have been set as per International benchmarks. The ventilator is highly cost-effective (approximately five thousand rupees).
- With the permission of the District Magistrate, Faridabad, the team worked remotely at Manav Rachna Innovation and Incubation Centre, and within 48 hours came with the design of the prototype. The clinical testing of the ventilator is underway.
- The students are working on two more projects are in collaboration with Sahai Lab which are related to COVID. One is ML/AI based Virus detection using X-Ray Imaging and other is Data Analytics prediction for travel restriction in areas affected by COVID-19.
- In addition to innovation, the faculty members of the university are also working for publications and research projects. The faculty has published 20 research papers in Scopus, Web of Science and UGC research journals. The H index of the university when the last academic council meeting was held was 18, which has now increased to 21.
- During the last four months, the faculty members have also submitted 13 research projects to AICTE and DST under various schemes. The proposed cost of the projects is Rs. 2.63 Cr. We hope that some of the projects shall be sanctioned by the Govt. of India.

- The university has also submitted one project to Niti Aayog in the name of Atal Community Innovation Centre (ACIC). The cost of the project is 2.5 Cr. Its result is awaited as Haryana is also going to have ACIC.
- Besides, faculties are also working on consultancy. Three consultancy projects are under taken; of which, one namely 'Panic Button for Sarvodaya Hospital, Faridabad" is already completed while other two namely "Delish Homemade and Ultimetro are going on.
- Youth Activities for Superior Humanity **-YASH-2020** was organized by the University in collaboration with Foundation of Glocal Science Initiatives (FGSI) in which more than 80 participants came from Russia, Indonesia, Taiwan, and Nepal in addition to PAN India. Valedictory function was fully sponsored by KidZania Noida. Dr. S. K. Varshney, Scientist G, DST and Dr. Shyam Bang, Director, Jubilant Life Sciences Pvt. Ltd. Were present in during the Inaugural and Valedictory ceremony respectively and other Jury members were invited from Delhi University, JNU and DST.
- Other On-going Activities are as follows:
 - **Under Altair & Design Tech. Centre of Excellence**
04 projects started in November 2019, out which 02 completed, 01 pending for evaluation and 01 will be completed after lockdown.
 - One integrated "Drone" project (Structure analysis completed) and a working model would be developed in collaboration with ECE department. Prototype will be developed in view of Competitions.
 - 10 new industrial problem given to Mechanical and 06 to ECE. The allotment process is undergoing.
 - Online webinar and Certification courses are in progress. The online certificate will be earned by faculty and students from Altair University.
 - Students Team are participating in Covid-19 Competitions: Samadhan, National Innovation Foundation and Srijan Sanchar
 - Two patent applications of Chemistry department (Dr. Pradeep K. Varshney, Meena Kapahi and B.Sc students) are finalized and patent will be filed after lockdown by obtaining digital signatures.
 - Joint Training Proposal for school students worth Rs. 15 lacs of NCSTC, DST (National Council for Science and Technology Communication) submission by Dr. Pradeep K. Varshney and Er. Anuj Sinha, FGSI Chairman.

- Another Joint Proposal “Development of Revolutionary Reusable Antiviral Nano-coated Face Masks for reducing the SARS CoV-2 Virus effect” in collaboration with Industry Partner Reinste **Nano-ventures Pvt. Ltd.** by Dr. Pradeep K. Varshney and Dr. R. Jay Mani Department of Chemistry.

The Chairman then requested the Registrar to take up the agenda items. The Registrar thanked to the Chairman, Dean Academics and Dean Research for portraying the various activities undertaken by the university within short span of four and half months and took up the agenda one by one for deliberations.

13.2 Confirmation of the Minutes of 12th Meeting of the Governing Body

The Hon’ble Members are informed that Minutes of 12th Meeting of the Governing Body held on 24.01.20 were circulated to all the members vide email dated 11.02.2020. No comments were received from any of the members. Hon’ble Members were requested to confirm the Minutes of last meeting.

Decision: Governing Body Confirmed the Minutes of the last meeting.

13.3 Action Taken Report on the Decisions taken in the 12th Meeting of the Governing Body.

Governing Body was apprised of the Action Taken Report on the decisions taken in its 13th Meeting and requested to take it on record. Hon’ble Chancellor suggested that the Budget for the FY 2020-21 approved in the last meeting required to be reviewed keeping in view the flow of fund during the ongoing crisis due to COVID 19, proposed expenditure also need to be curtailed and planned a fresh. This was unanimously agreed by all.

Decision: Governing Body took the action taken Report on record with the advice that Budget for the year 2020-21 be reviewed and revised budget be placed in the next meeting.

13.4 Decisions Taken by the Academic Council in its last Online Meeting held on 21st April, 2020.

Governing Body was apprised that the Academic Council in its last meeting considered 10 items inclusive of four regular items, the prominent among them was;

- i. Conduct of Test II, classes, evaluation, assessments for the Even Semester (Jan to June, 2020) carried out through online mode during the period of lockdown from 18.03.20 onwards

- ii) Conduct of End Sem. Exam (May –Jun, 2020) through online continuous Evaluation process or by arranging in normal mode wherever possible.
- iii) Consideration of Research & Innovation Promotion Policy
- iv) Guidelines for Institutional Human & Animal Ethics Committee (IHAEC) and Institutional Lab Safety Committee (ILSC)
- v) Non-applicability of the provisions regarding earning credits through MR life Skill program for degree requirement in r/o LLM (one/Two) year program and exempting the Students of B.Ed. program batch (2018-20) from the same.

G.B. was apprised that the Academic Council approved the item ii, suggested for resubmission of items iii & iv to the VC for approval after incorporating the modifications and concurred for the item v with the advice to place the same before the Board for approval. Accordingly it was taken as an agenda of the Board's meeting. Hon'ble Chairman advised that the Research & Innovation Promotion policy be approved and notified at the earliest after incorporating the required points which was agreed by the Vice Chancellor.

13.5 Decisions Taken by the Board of Management in its last Meeting held on 21st April, 2020.

Governing Body was apprised that the Board of Management in its last meeting considered 09 items inclusive of four regular items and took decisions thereon, the prominent among them was;

- i) Appointment of faculty and staff:- Board ratified the appointments of seven faculties and one staff made by the University.
- ii) Standardization of fee concession for the internal faculties joining Ph.D. Programs:- Board recommended that a Committee of the VCs and Registrars of MRU & MRIIRs should reexamine the matter and prepare a new norm which could be made applicable in both the Universities.
- iii) Consideration of Guidelines for providing Financial Assistance to the faculty and students for their career progression:- Board of Management considered the recommendations of the committee with regards to providing Financial Assistance to the faculty and students for their career progression and concurred for placing the same before the Governing Body.

- iv) Rewording of the decisions taken by the Board in r/o item no.13.6 and 13.14 in the 13th Meeting in light of decision in this regard taken by the GB in the 12th Meeting held on 24.01.2020:- Board agreed to modify and took on record that decision incorporated in the Minutes of 13th Meeting shall be treated as amended to the above extent as suggested by the GB.
- v) **Approval for Commencement of Odd Semester (2020-21) from 21st May, 2020:** Board approved the recommendation of the Academic Council to start the next academic Session 2020-21 from 21st May, 2020.
- vi) Non-applicability of the provisions regarding earning credits through MR Life Skill program (MRLSP) for degree requirement in r/o LLM (one/Two) year program and exempting the Students of B.Ed. program batch (2018-20) from the same:- Board approved non-applicability of the provisions of MRLSP to the LLM Programs (one/Two yr) but did not accede to the proposal of the Dept. of Education for exempting B.Ed. batch 2018-20 from earning scores from MRLSP for degree purpose.

Decision: Governing Body took the above information on record.

13.6 Consideration of Guidelines for providing Financial Assistance to the faculty and students for their career progression

Governing Body was apprised University has been providing the financial support to the faculty under the Faculty Development Program and also to the students for encouraging them to present research papers, take part in national/international events/competitions within and outside India. The financial support to the faculty with a cap of Rs. 12000/-p. a. is being provided on the basis of past practice which is in force right from the days of erstwhile MRCE and to the students on case to case basis.

The above norms in practice are not approved by the competent bodies of the university. In view of this and the decision of the Board in the past that university should come out with proper guidelines/norms for the purpose, a committee under the chairpersonship of the Dean Academics was constituted by the University for making recommendation in this regard. The recommendation of the Committee was presented in the meeting of the Board of Management. Board considered the recommendations of the committee with regards to providing Financial Assistance to the faculty and students for their career progression and concurred for placing the same before the Governing Body. Now, GB has to consider it and take a decision.

Hon'ble members deliberated over the proposal. Hon'ble Chancellor/ Chairman mentioned that guideline is okay but expenditure should be within the Budget provision for the same. He was apprised the there is an inbuilt provision in it to address this issue.

In case, number of applicants' increases and fund is short, the facility will be restricted to the available budget provision for the purpose. The proposed guideline was unanimously approved.

Decision: Governing Body approved the Guidelines for providing Financial Assistance to the faculty and students. Approved Guideline is annexed as Annexure.

13.7 Any other item with permission of Chair

No other issue was discussed by any of the member.

Meeting ended with a vote of thank to the Chair.

(Dr. K. Singh)
Registrar/Member Secretary

F. No. MRU/GB (A&M) / Vol. V /2018

Dated: 03.05.2020

To,

- (1) PS to Chancellor for kind information to the Hon'ble Chancellor
- (2) PS to Vice President for kind information of the Hon'ble Vice President
- (3) Dr. M. M. Kathuria, Trustee, 5E/1A. BP, NIT, Faridabad
- (4) Dr. N.C. Wadhwa, DG, MREI, Faridabad
- (5) Prof. (Dr) Sanjay Srivastava, Hon'ble Vice Chancellor, MRIIRS
- (6) Smt. Anita Chaudhary, I.A.S (Retd.), Former Secretary, Govt. of India.
- (7) Dr. Shalini Tuli, Associate Professor, Govt. College, Sector 16, Faridabad,
- (8) Col. (Retd.) V.K. Gaur, House No. 2429, Sector – 9, Faridabad.
- (9) PS to VC for kind information of the Hon'ble Vice Chancellor
- (10) Dean, Academics, MRU, (Special Invitee).
- (11) Prof. Pradeep.K. Varshney, Dean, Research (Special Invitee)
- (12) Shri Amit Kumar, FCA, 1H-33, NIT, Faridabad.