



**INTERNAL QUALITY ASSURANCE CELL (IQAC)**  
**COLLEGE OF ENGINEERING ROORKEE (COER)**  
**(Governed by Seth Roshan Lal Jain Trust)**  
7<sup>th</sup> KM on Roorkee – Haridwar Road  
VardhmanPuram, Roorkee (Uttarakhand)

20 April 2020

**ONLINE MEETING**

**PLATFORM USED: CISCO WEBEX**

Minutes of the 6<sup>th</sup> meeting of the IQAC of College of Engineering Roorkee (COER)

An urgent meeting was scheduled using online mode to discuss the strategic plan for the teaching in the institute prevailing to the situations of COVID-19 across the globe.

Following attended the meeting:

Prof S P Gupta (Director General)	Chairperson
Dr. B M Singh	Coordinator, IQAC
Dr Mridula	Co-coordinator, IQAC
<b>Administrative Officers</b>	
Mr Ajay Sharma	Deputy Registrar (ADM)
Dr D V Gupta	Dean (BSH)
Dr V K Singh	Dean (SW)
<b>Management Member</b>	
Mr Shriyance Jain	Trustee, Seth Roshan Lal Jain Trust
<b>External Experts</b>	
Dr D Ghosh	Professor IIT Roorkee
<b>Senior faculty Members</b>	
Dr Prabhat Kumar	HoD, Civil Engg.
Dr Gunjan Agarwal	HoD, ME
Dr Kamal Kapoor	HoD, Physics
Mr B D Patel	HoD, ET
Dr Himanshu Chauhan	HoD, CSE
Dr Devendra Kumar	HoD, IT
Ms Anuradha	HoD, EN
Dr Nirvikar	Associate Professor, CSE
Dr Siddhartha Jain	Associate Professor, Research cell head
Mr Hemant Katiyar	Chief Librarian
Mr. A K Dikshit	Finance Incharge
<b>Industrial Nominee</b>	
Mr Shriyance Jain	DIRECTOR, Texplas Pvt Ltd
<b>Local Society Nominee</b>	
Mr Gaurav Goel	Mayor, Roorkee



<b>Alumni Nominee</b>	
Dr Sugam Sharma	Alumni, Iowa State University, USA, Editor in Chief, Inderscience Journal
<b>Student Members</b>	
Divya Dwivedi	CS 2nd year
Pakhi Chakraborty	EN 2nd year
Uddeshya	ME 3rd year

The coordinator IQAC welcomed all the members and thanked them for being present on such small notice.

#### **GENERAL:**

The members of the IQAC discussed the concerns related to conditions of COVID-19. Taking the academics on the highest priority, committee members agreed about making a strategic plan for the completion of syllabus in the current semester.

Following points were discussed:

As decided by the competent authority the faculty members were allowed to work from home till further guidelines as stated by Ministry of Home Affairs (MHA).

1. Dr. B. M. Singh, Dean Academics, issued a detailed guideline for conducting online classes.
2. The Head of the departments were requested to ensure awareness regarding online classes.
3. Further, the Head of the departments were requested to ensure completion of syllabus of regular classes as well as Value Added Program (VAP). Regular assessment and revision must be done by all the faculty members.
4. The coordinator, IQAC, emphasized that these online classes should be as efficient as regular classes and will be effective until further guidelines regarding the status of lockdown. The next meeting is planned in July 2020 to further review the status of the conduction of online meetings.

The meeting ended with thanks to the chair.

**Dr. B M Singh**  
Coordinator IQAC

**Prof. S. P. Gupta**  
Director General