



5/25/2022

2nd Meeting of IQAC

Agenda



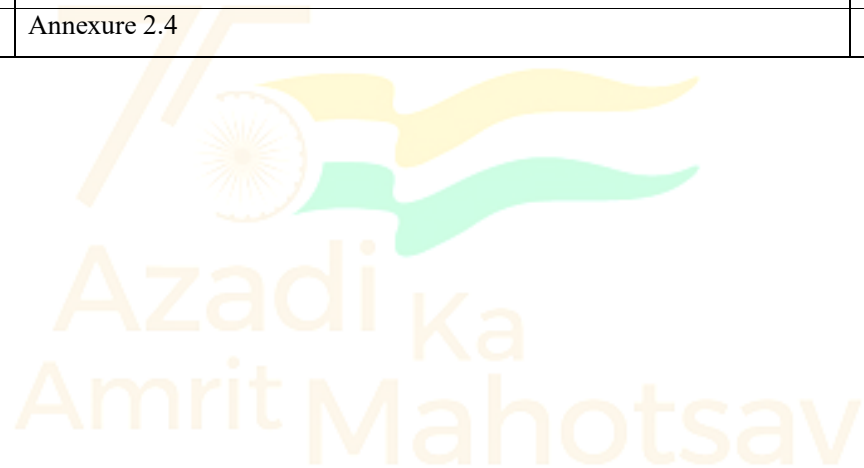
IQAC, MLVTEC Bhilwara

Composition of Internal Quality Assurance Cell (IQAC)

| S. No. | Name | Status |
|--------|--|------------------|
| 1. | Dr. D. K. Sharma, Principal (Head of the College), Ex-officio | Chairperson |
| 2. | Sh. Laxmi Narayan Somani, Accounts Officer Ex-officio | Member |
| 3. | Sh. Anurag Jagetiya, Assistant Professor (IT) | |
| | Smt. Sarita Chouhan, Assistant Professor (ECE) | |
| | Sh. Dinesh Kumar Sharma, Assistant Professor (ME) | |
| | Sh. Rajeev Agarwal, Assistant Professor (Chem) | |
| | Smt. Meenu Munjal, Assistant Professor (TT) | |
| | Sh. Jitendra Kumar, Assistant Professor (TC) | |
| 4. | Dr. Kamal Chand Jain, Associate Professor (Physics) | Nominated Member |
| 5. | Sh. Vinod Melana, Industrialist, Local Society | |
| | Sh. Vijay Agarwal, Alumni Representative & CEO Kalvintex, Bhilwara | |
| | Sh. Hemant Pokhra, III Year (ME), Student Representative | |
| 6. | Sh. Shyam Sunder Verma, CEO, RBSL, Bhilwara, Employer | Coordinator |
| 7. | Dr. Dinesh Narain Vyas, Associate Professor (Maths) | |

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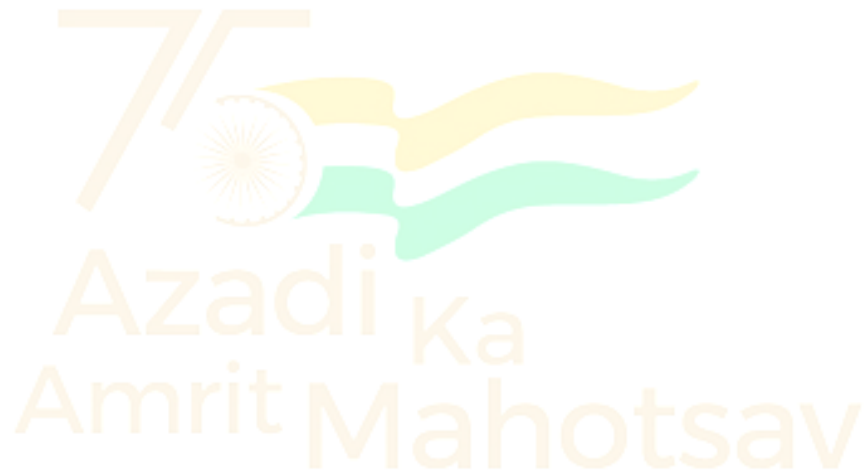
Item No. 2.1 Confirmation of minutes of 1st meeting of IQAC

First meeting of Internal Quality Assurance Cell (IQAC) was held on 28.04.2022 under the Chairmanship of Dr. D. K. Sharma, Principal. The minutes of meeting were noted, signed and circulated among the members.

In absence of any comments on minutes of 1st meeting of IQAC it is proposed to confirm the minutes as it is.

Members are requested to kindly confirm.

Annexure A 2.1



Item No. 2.2 Action taken report on resolutions of first meeting

First meeting of Internal Quality Assurance Cell (IQAC) was held on 28.04.2022 under the Chairmanship of Dr. D. K. Sharma, Principal. The action taken report is produced as follows:

| Item No. | Resolution | Action Taken |
|-----------------|---|--|
| 1. | All the members were interested in knowing the current academic status and prevailing practices in the College. | No action required |
| 2. | To ask all the HoDs to prepare a power point presentation on current academic status of the department including the semester results of recently passed academic session, participation in academic activities and research publication so as to apprise all the members. A PPT template shall be made available to all the heads. | Office order to this effect was issued and pptx template of report was shared via email. |
| 3. | To organize a logo (Logo of IQAC) designing contest among student through online submission. Sh. Hemant Pokhra was given the responsibility for this task. | Office order to this effect was issued. |
| 4. | It was resolved to take up quality enhancement initiatives in staggered manner by assigning responsibilities to faculty and staff. | All the HoDs were apprised of the resolution via Whatsapp |
| 5. | As per the suggestion of the student representative it was agreed in principle to take up small but relevant projects under the guidance of the faculty, students of the college and potential students of nearby senior secondary school offering science stream. | The matter was put up on file and approved by the Principal. Office order suggesting the intention of resolution was conveyed to HoDs. |
| 6. | It was also agreed in principle to invite alumni during practical examinations so as to sensitize the students with respect to more practical knowledge. | The matter was put up on file and approved by the Principal. Office order suggesting the intention of resolution was conveyed to HoDs. |
| 7. | The cell members shall meet at least once in each semester to assess the quality of teaching and the best practices to be adopted for improving the quality of academics, administration and research activities in the College. | It was decided to hold 2 nd meeting on 25.05.2022 at 03:15 pm. |
| 8. | To schedule next meeting of Cell on Wednesday, May 25, 2022 at 03:15 pm to take a stock of current academic status and prevailing practices and discuss/resolve on other items. | Noted. Office orders issued so far are appended at Annexure A 2.2 |

Members are requested to kindly note the action taken so far.

Item No. 2.3 To take the stock of departmental reports submitted by HoDs for discussion and suggestions

Four departments, Textile Technology, Information Technology, Electronics & Communication Engineering and Mechanical Engineering, have submitted the departmental report in prescribed template.

It is presented before the august house for discussion and suggestions.

Members are requested to kindly make suggestions for further improvement.



Item No. 2.4 To consider the review of vision and mission of the College.

The vision and mission statements of the College are reproduced here:

Vision

- To contribute to India and the world through excellence in Technical Education;
- To serve as a valuable resource for industry, research and society and remain a source of pride for our state Rajasthan.

Mission

- To create technical manpower for meeting the current and future demands of industry;
- To provide education in close interaction with industry with emphasis on development of leadership qualities in students of our College with sensitivity to social development and eye for opportunity for growth in international perspective.

While review of preparations of accreditation of UG courses offered in College, the review expert from RTU, Kota suggested that the Vision and Mission need to be reviewed and these should be simple, realistic and workable upon.

It is presented before the august house for discussion and suggestions.

Members are requested to kindly make suggestions for further improvement.

Azadi Ka
Amrit Mahotsav

Item No. 2.5 To consider the guidelines for student's project evaluation

All the academic departments in the College are evaluating the students' project on the basis of their own process. It has also been the observation during placement interviews that they ask about the project which most of the students are unable to answer as to what they have done in the project or what has been their role in individual capacity.

It has also been observed sometimes that the students contact the project guide in the last. Also, they have been submitting the project report prepared in hurry which contains mistakes.

It has been felt during the sessions on Outcome Based Education (OBE) by various experts from our twinning partner institute to establish a uniform but generic process of evaluation of students' project at UG level. The department may include some program specific rubrics in the evaluation criteria to meet specific requirements.

To ensure the transparency in the evaluation of project a draft of such guidelines has been compiled by Officer-in-charge (Academics) and appended herewith for ready reference at **Annexure A 2.3**

Members are requested to kindly make suggestions in this regard.



Azadi Ka
Amrit Mahotsav

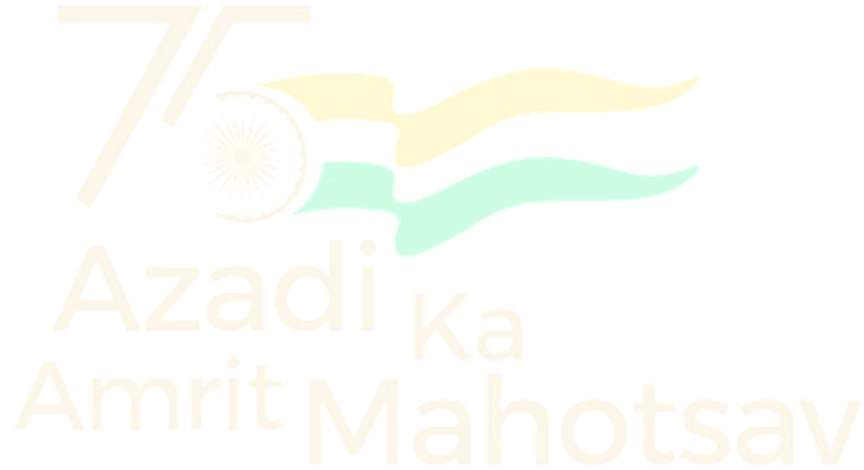
Item No. 2.6 Reporting Item

Quality enhancement initiatives pertaining to teaching-learning process require some basis. Students' feedback is one of the best tools for taking corrective steps for approaching the quality.

A committee was constituted for reviewing our existing feedback mechanism and implementing the same.

The order issued is appended herewith for ready reference at **Annexure A 2.4**
Members are requested to kindly make suggestions in this regard.

Item No. 2.6 Any other item with the permission of the chair.



Minutes of 1st meeting of Internal Quality Assurance Cell (IQAC) of MLVTEC, Bhilwara

First meeting of IQAC was held on April 28, 2022 (Thursday) at 03:15 pm in the chamber of Principal (Head of the institution). Following were present

1. Dr. D. K. Sharma, Principal, MLVTEC Bhilwara (Head of Institution)
2. Dr. D. N. Vyas, Coordinator IQAC & OIC (Academics)
3. Dr. K. C. Jain, Associate Professor & OIC (Establishment)
4. Sh. Laxmi Narayan Somani, Accounts Officer
5. Smt. Sarita Chouhan, Assistant Professor (Electronics & Communication Engineering)
6. Sh. Anurag Jagetiya, Assistant Professor (Information Technology)
7. Sh. Rajeev Kumar Agarwal, Assistant Professor (Chemistry)
8. Sh. Dinesh Kumar Sharma, Assistant Professor (Mechanical Engineering)
9. Sh. Jitendra Kumar, Assistant Professor (Textile Chemistry)
10. Smt. Meenu Munjal, Assistant Professor (Textile Technology)
11. Sh. Shyam Sunder Verma, CEO, RBSL, Bhilwara
12. Sh. Vijay Agarwal, Alumnus & Industrialist
13. Sh. Hemant Pokhra, Student B. Tech. III Year (Mechanical Engineering)

Sh. Vinod Melana could not attend the meeting.

At the outset, the Coordinator welcomed the Chairman and all the members on board and described the need of establishing IQAC and its importance in the College and introduced them. He elaborated upon composition of the cell and gave a power point presentation regarding aims and functions of Internal Quality Assurance Cell in the College.

During general discussions all the members were having positive view points towards adopting the best practices in the College. Following were resolved:

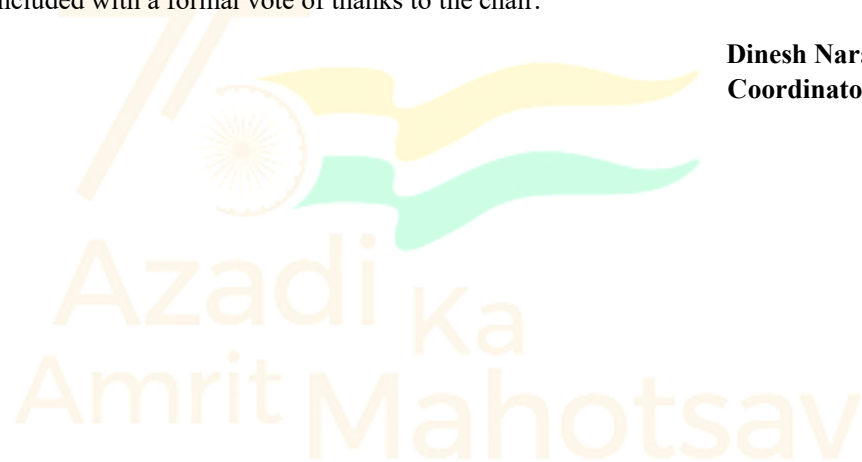
1. All the members were interested in knowing the current academic status and prevailing practices in the College.
2. To ask all the HoDs to prepare a power point presentation on current academic status of the department including the semester results of recently passed academic session, participation in academic activities and research publication so as to apprise all the members. A PPT template shall be made available to all the heads.
3. To organize a logo (Logo of IQAC) designing contest among student through online submission. Sh. Hemant Pokhra was given the responsibility for this task.
4. It was resolved to take up quality enhancement initiatives in staggered manner by assigning responsibilities to faculty and staff.

5. As per the suggestion of the student representative it was agreed in principle to take up small but relevant projects under the guidance of the faculty, students of the college and potential students of nearby senior secondary school offering science stream.
6. It was also agreed in principle to invite alumni during practical examinations so as to sensitize the students with respect to more practical knowledge.
7. The cell members shall meet at least once in each semester to assess the quality of teaching and the best practices to be adopted for improving the quality of academics, administration and research activities in the College.
8. To schedule next meeting of Cell on Wednesday, May 25, 2022 at 03:15 pm to take a stock of current academic status and prevailing practices and discuss/resolve on other items. Agenda shall be shared in due course of time.

Coordinator, IQAC requested cooperation of all the IQAC members to make this cell to succeed in achieving its aim and objectives.

Meeting concluded with a formal vote of thanks to the chair.

Dinesh Narain Vyas
Coordinator, IQAC



मा. ला. व. टेक्सटाईल व इंजीनियरिंग कॉलेज
(राजस्थान सरकार का स्वायत्तशाषी संस्थान)
पुर रोड, प्रताप नगर, भीलवाड़ा 311001 (भारत)



M. L. V. Textile & Engineering College
(An Autonomous Institute of Govt. of Rajasthan)
Pur Road, Pratap Nagar, Bhilwara-311001 (India)

[Approved by AICTE vide letter no. North-West/1-1-9318627766/2021/EOA, dated June 25, 2021]

Website: www.mlvtec.in, E-mail: proctor.mlvtec@gmail.com, Ph. No.: +91 1482 240393, 240822

No. MLVTEC/AICTE/IQAC/2022-23/

Dated: April 29, 2022

Abstract: First meeting of Internal Quality Assurance Cell (IQAC) was held on 28.04.2022 under the chairmanship of Dr. Dharendra Kumar Sharma, Principal. The agenda of the meeting was to discuss as to how we can internalize and institutionalize the quality culture in the College to its next level in post TEQIP era. It was resolved to have the stock of departmental information pertaining to prevailing status of academics both from faculty and student point of view.

OFFICE ORDER

All the Heads of Departments are required to prepare and submit the information in standard template to be provided in softcopy through email/Whatsapp **on or before 04:00 pm of May 10, 2022.**

It needs mention that the power point presentation so prepared shall be compiled and consolidated for discussion in the next meeting of IQAC. Therefore, it is required to prepare and submit the same to departmental representative on IQAC board in time.

This will help making the efforts of cell more inclusive, equitable and dispensable as a requirement towards quality enhancement.

sd/-
Coordinator (IQAC)

Copy for information/compliance to:

1. All the HoDs (TT/TC/IT/ECE/ME)
2. PA to Principal
3. Guard File in IQAC

sd/-
Coordinator (IQAC)

मा. ला. व. टेक्सटाईल व इंजीनियरिंग कॉलेज
(राजस्थान सरकार का स्वायत्तशापी संस्थान)
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Website: www.mlvtc.in, E-mail: proctor.mlvtc@gmail.com, Ph. No.: +91 1482 240393, 240822

No. MLVTEC/AICTE/IQAC/2022-23/

Dated: May 4, 2022

Abstract: As you all are aware that the approval of courses we offer in the College need prior approval from AICTE, New Delhi every year ensuring the essential compliances of norms and standards listed in APH. In this context, establishment and functioning of Internal Quality Assurance Cell (IQAC) is inevitable. Consequently the IQAC was established on 12.04.2022 through an office order already circulated.

The First meeting of Internal Quality Assurance Cell (IQAC) was held on 28.04.2022 under the chairmanship of Dr. Dhirendra Kumar Sharma, Principal. The agenda of the meeting was to discuss as to how we can internalize and institutionalize the quality culture in the College to its next level in post TEQIP era. As per resolution number 2 of the meeting it was decided to collect the departmental report from all the academic departments.

OFFICE ORDER

All the Heads of Departments are directed to provide the Department report in the format (already shared via email) to the Coordinator, IQAC **on or before 14.05.2022**. You all are expected to give this work priority and assign a faculty member for this to expedite the same.

sd/-

Dr. D. K. Sharma
Principal & Chairman,
IQAC

Copy for information/compliance to:

1. All HoDs (TT/TC/ME/ECE/IT)
2. PA to Principal
3. Guard File

sd/-

D. N. Vyas
Coordinator, IQAC
dnvyas@mlvti.ac.in

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No. MLVTEC/AICTE/IQAC/2022-23/386-89

Dated: May 4, 2022

Abstract: The First meeting of Internal Quality Assurance Cell (IQAC) was held on 28.04.2022 under the chairmanship of Dr. Dharendra Kumar Sharma, Principal. The agenda of the meeting was to discuss as to how we can internalize and institutionalize the quality culture in the College to its next level in post TEQIP era. As per resolution number 3 of the meeting it was decided to have a logo for IQAC.

OFFICE ORDER

Sh. Hemant Pokhra, III Year B. Tech. (Mechanical Engineering) is directed to organize a competition among interested students of the College for designing an attractive and explanatory logo of IQAC. The contestants should be informed about the objectives of IQAC and they may be asked to provide the description of the logo so designed.

The student whose logo would be selected might get attractive prize.

sd/-
Dr. D. K. Sharma
Principal & Chairman, IQAC

Copy for information/compliance to:

1. All HoDs (TT/TC/ME/ECE/IT) to encourage the students for participation in the contest to be announced and organized by the student member.
2. Sh. Hemant Pokhra, III Year B. Tech. (Mechanical Engineering) with the direction to decide the date by which the student can submit their design under the intimation to the undersigned. Also make a flier displaying the details along with rules for this purpose.
3. PA to Principal
4. Guard File

sd/-
D. N. Vyas
Coordinator, IQAC
dnvyas@mlvti.ac.in

मा. ला. व. टेक्सटाईल व इंजीनियरिंग कॉलेज
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Website: www.mlvtec.in, E-mail: proctor.mlvtec@gmail.com, Ph. No.: +91 1482 240393, 240822

No. MLVTEC/AICTE/IQAC/2022-23/SP-1

Dated: May 23, 2022

Abstract: As per the suggestion of the student representative it was resolved at serial number 5 in the minutes of 1st meeting of IQAC to agree in principle to take up small but relevant projects under the guidance of the faculty, students of the college and potential students of nearby senior secondary school offering science stream. This will make students learn and will also strengthen our relation with schools resulting in catalytic effect on admissions in our College.

OFFICE ORDER

As per suggestion of IQAC and subsequent directions of competent authority all the Heads of Department are advised that you may involve XII standard students in the project groups made in final year of B. Tech. You may contact directly to the school authorities for suggesting names of interested potential students and take up small projects with the help of our B. Tech. students involving them.

At the end of the day we may organize an exhibition at a suitable point of time to showcase those projects and invite all those schools @ MLVTEC.

If you have any point to suggest in this regard then it is highly solicited.

sd/-
D. N. Vyas
Coordinator, IQAC

Copy to:

1. All the HoDs (TT/TC/IT/EC/ME) & Coordinator (CSE-IoT) with the request to share the details of such projects to IQAC from time to time for record.
2. PA to Principal
3. Guard File

sd/-
D. N. Vyas
Coordinator, IQAC

Students' Project Evaluation Guidelines

These are the guidelines for successful completion of the B. Tech. projects in effective and uniform conduction of projects to be carried out by undergraduate students in Semester VII and Semester VIII. It is expected that these guidelines will help in overall improvement in the quality of UG (B. Tech.) projects along with improvement in the evaluation process. The UG project is a partial requirement for successful completion of the degree. It can be two types: Projects based on implementation of any application oriented problem, which will be more or less experimental in nature, and the others will be based on some innovative/ theoretical work.

In order to monitor the overall functioning of the activities related to the UG projects and to have academic bridge among the various groups, it is proposed to create Department Evaluation Committee (DEC).

DEC will comprise the In-charge (Students' Projects) as the Convener along with four senior faculty members of the department. The In-charge will form the cell by the middle of the odd semester and will inform the Director of the Institute accordingly.

Roles of Department Evaluation Committee (DEC):

- This committee will be responsible for evaluating the timely progress of the projects and communicating the progress report to the students.
- At the end of third year second semester (VI semester) the Department Evaluation Committee should float the list of projects to be offered by department along with the concerned supervisor's name.
- In case it is observed by the DEC that any group of students is not performing well, this committee should take special care to improve their performance by means of counselling them.

Each project activity must be supervised by the faculty members of the department. These faculty members are termed as Supervisors. There can be at most two supervisors for a UG Project; out of which at least one has to be from the Department and other can be from outside the Department/ Institute.

It is the responsibility of the Department to provide the Supervisor(s) for each UG Project. Supervisors may be assigned to each project group either by the choice of student groups or by faculty expertise. A faculty member of the department can supervise UG projects only if he/ she is having at least 2 years teaching experience in an engineering college. However, a faculty member not having sufficient teaching experience can be a co-supervisor. An eligible faculty member can supervise at most 4 UG projects in an academic year. However, as a special case the Principal/Director of the institute can permit a faculty member to supervise at most 6 such projects.

Role of Supervisor is given below:

- By the middle of third year second semester (VI semester) the supervisor should send the detailed information about the projects to be offered by him/ her to the Department Evaluation Committee.
- The supervisor must monitor the progress being carried out by the project groups on regular basis. In case it is found that progress is unsatisfactory it should be reported to the Department Evaluation Committee for necessary action.
- It is expected that the supervisor looks into the project report for desired format before the final submission.

Each B. Tech Project has to be carried by a group of students of that Institute. In order to ensure participation of each student, the group size should be preferably at least 2 but not more than 4 students. Formation of project groups should be done such that each group has representation of students with varying academic merit from best to average.

In view of this following practice may be followed:

- Decide total number of feasible groups. Any left out student(s) should be randomly attached to any group.
- Enlist the students in the order of their previous year merit.
- Depending upon number of groups to be formed identify the group members in order of merit.
For example; If in a class of 60 students 12-20 groups are to be formed with at most four students in each group. First prepare the list of students in order of their merit. Assign group leaders for each group such that he/she is out of the top 10 students and other members of the group may be decided by the group leaders in consultation with Project Coordinator. Any left out student(s) may be assigned to any group.

In case the project is on multi-disciplinary nature, the Project group can be formed consisting of the students from other Departments. But there must be at least one student from the Department who is offering the Project.

Evaluation Procedure:

In **first presentation** each group of students will present before DEC the variety of topics under the subjects of their common interest with justification of each and their respective scope. No awards will be allocated for it.

To ensure proper conduction of each project, progress of each project should be monitored on continuous basis first by the supervisor and then by the Department Evaluation Committee. In order to do so, it is planned to hold 4 presentations to be made by each project group in each semester.

In Semester VII, the **second presentation** will be purely synopsis presentation, which will be taken by the DEC in the second week after the institute opens after vacation. The project is assumed to be already selected by the students. In this presentation they are required to show a brief power point presentation describing the main Aim/ Objective of the project, the methodology to be used, the PERT chart and the references in not more than 10-15 slides. This presentation shall be made before the respective project supervisor first and on his approval it should be made before the Department Evaluation Committee. The project is considered to be approved only if it is passed in this presentation.

If the presentation is not up to the mark either the Committee will ask the students along with their supervisor to modify the project slightly within a week and present again or change the project (in case the committee finds the project not of sufficient standard or not feasible). The list of all the finalized projects should be sent to the HoD. The DEC should meet the HoD within a week after the first presentation is made to discuss the quality of the projects taken by students and any changes required should be communicated to the supervisors and there after the students immediately. In this presentation the DEC is supposed to mark each student/ group based on their project synopsis content, presentation made, queries answered and attendance out of **10 marks** (the break up can be decided by DEC).

The **third presentation** of this semester will be planned by the DEC after about one month from the first presentation. This presentation will review the progress of the students. Each group will first show their progress to their respective supervisors first and get the brief project report signed from them and

present the same before the DEC. The groups are also required to make a power point presentation (not more than 10-15 slides) and present before the DEC. They are also required to clearly state the agenda for the next one month in their presentation. In this presentation the DEC is supposed to mark each student/ group based on their project content, presentation made, project progress, queries answered and attendance out of **20 marks** (the break up can be decided by DEC). The DEC shall finalize the marks just after the presentation and these marks should be displayed along with the comments within two days from the date of the presentation. The record of the same should be circulated to all the concerned supervisors and one copy should be sent to the Institute Project Cell.

After about one month from the date of the second presentation, DEC should plan for the **fourth presentation**. It shall be made on the same way as the 2nd presentation was conducted and the groups should be evaluated in the same manner.

Final presentation at the end of seventh semester will be organized by the DEC according to the date given in the project calendar. This presentation will be taken by DEC, all supervisors and co-supervisors present in this presentation. The Committee will review the progress of the students. Each group is required to make a project report showing the complete six month progress of the project. This report should be brief (spiral bound) and should mainly contain the detailed methodology/ algorithms adopted/ studied during the entire semester and should clearly state the agenda for the next semester (by means of PERT chart). This report should be signed by the supervisors and should be submitted to the DEC at least two days before the final presentation. The groups are also required to make a power point presentation (not more than 15-20 slides) and present before the final Committee. In this presentation the DEC is supposed to mark each student/ group based on their project content, presentation made, project progress, queries answered and attendance out of **50 marks** (the break up can be decided by DEC).

In the next semester, DEC will announce dates of 4 presentations in the Departmental Academic Calendar well in advance. Second and third presentations are to make to understand the progress of the work. They shall be made on the same way as the third presentation conducted in the Semester VII and the groups should be evaluated in the same manner.

Each project group has to prepare the project report and to submit it to the Department after duly certified by the Supervisors at least 3 days before the final internal presentation. This report has to be prepared based on the format mentioned in Appendix A.

Final Internal presentation will be taken one week before the date of final external presentation which will be given in the project calendar already by the DEC. This presentation will be made before the DEC, supervisors and co-supervisors should be present in this presentation. All the sessional marks for Semester VIII will be mainly given in this presentation and the marks given in the first two presentations should also be added to make the final score. The final project report should be extensively checked and signed by the supervisors and also by the DEC. The groups are also required to make a final power point presentation and present before the final Committee. This presentation shall demonstrate the complete working project. In this presentation the DEC is supposed to mark each student/ group based on their project content, presentation made, project progress, queries answered and attendance out of **50 marks** (the break up can be decided by DEC). The sessional marks of each student shall be decided within two days from the date of final presentation by the DEC and the copy of the same should be circulated to all supervisors and co-supervisors and to the Institute Project Cell.

Normalization of Marks:

There is a possibility that the marks obtained in projects by various groups across the department may not be uniform because of the involvement of many examiners. Hence, it is suggested to introduce the concept of normalizing these marks. For this we need to formulate a proper normalization scheme. These reports can be selected at random. Another possible scheme could be to use the minimum and maximum marks obtained by the various projects.

Awards:

DEC will nominate at most one project for the Best B. Tech Project of the department. The project group may be given an award along with a certificate at the time of Institute Annual Function.

Project Evaluation Rubrics

| Review # | Agenda | Assessment | Review Assessment Weightage |
|-----------------|---|----------------------|------------------------------------|
| Review 0 | Subject and Topic Finalization | Rubric # R0 | -- |
| Review 1 | Project Synopsis / Proposal Evaluation | Rubric # R1 | 10% (10) |
| Review 2 | 1st Mid-Term Project Evaluation | Rubric # R2 | 20% (20) |
| Review 3 | 2nd Mid-Term Project Evaluation | Rubric # R3 | 20% (20) |
| Review 4 | End Semester Internal Project & Project Report Evaluation and Evaluation by Guide | Rubric # R4, R5 & R6 | 50% (50) |
| Total | | | 100% (100) |

Azadi Ka
Amrit Mahotsav

Rubric #R1: Project Synopsis/Proposal Evaluation

Maximum Marks: 10

Level of Achievement

| | | Excellent (10) | Good (8) | Average (6) | Poor (4) | Score |
|----------|--|--|--|---|---|--------------|
| a | Identification of Problem Domain and Detailed analysis of Feasibility, Objectives and Methodology of Project Proposal | <ul style="list-style-type: none"> Detailed and extensive explanation of the purpose and need of the project All objectives of the proposed work are well defined; Steps to be followed to solve the defined problem are clearly specified Detailed and extensive explanation of the specifications and the limitations of the existing systems | <ul style="list-style-type: none"> Good explanation of the purpose and need of the project Collects a great deal of information and good study of the existing systems; Good justification to the objectives; Methodology to be followed is specified but detailing is not done | <ul style="list-style-type: none"> Average explanation of the purpose and need of the project; Moderate study of the existing systems; collects some basic information Incomplete justification to the objectives proposed; Steps are mentioned but unclear; without justification to objectives | <ul style="list-style-type: none"> Moderate explanation of the purpose and need of the project Explanation of the specifications and the limitations of the existing systems not very satisfactory; limited information Only Some objectives of the proposed work are well defined; Steps to be followed to solve the defined problem are not specified properly | |

Rubric #R2: 1st Mid-term Project Evaluation

Maximum Marks* : 20

Level of Achievement

| | | Excellent (20) | Good (16) | Average (12) | Poor (8) | Score |
|---|---------------------------------------|--|--|---|--|--------------|
| a | Design Methodology | <ul style="list-style-type: none"> • Division of problem into modules and good selection of computing framework • Appropriate design methodology and properly justification | <ul style="list-style-type: none"> • Division of problem into modules and good selection of computing framework • Design methodology not properly justified | <ul style="list-style-type: none"> • Division of problem into modules but inappropriate selection of computing Framework • Design methodology not defined properly | <ul style="list-style-type: none"> • Partial division of problem into modules and inappropriate selection of computing framework • Design methodology not defined properly | |
| b | Planning of Project Work | <ul style="list-style-type: none"> • Time frame properly specified and being followed | <ul style="list-style-type: none"> • Time frame properly specified but being followed partly | <ul style="list-style-type: none"> • Time frame properly specified, but not being Followed | <ul style="list-style-type: none"> • Time frame not properly specified | |
| c | Demonstration and Presentation | <ul style="list-style-type: none"> • Objectives achieved as per time frame • Contents of presentations are appropriate and well arranged • Proper eye contact with audience and clear voice with good spoken language | <ul style="list-style-type: none"> • Objectives achieved as per time frame • Contents of presentations are appropriate but not well arranged • Satisfactory demonstration, clear voice with good spoken language but eye contact not proper | <ul style="list-style-type: none"> • Objectives achieved as per time frame • Contents of presentations are appropriate but not well Arranged • Eye contact with few people and unclear Voice | <ul style="list-style-type: none"> • Objectives not achieved as per time frame • Contents of presentations are not appropriate • Demonstration not satisfactory | |
| TOTAL MARKS SCORED = (a + b + c)/3 | | | | | | |

Rubric #R3: 2nd Mid-Term Project Evaluation

Maximum Marks*: 20

Level of Achievement

| | | Excellent (20) | Good (16) | Average (12) | Poor (8) | Score |
|---|-------------------------------------|--|--|--|---|--------------|
| a | Incorporation of Suggestions | <ul style="list-style-type: none"> Changes are made as per modifications suggested during mid-term evaluation and new innovations added | <ul style="list-style-type: none"> Changes are made as per modifications suggested during mid-term evaluation and good justification | <ul style="list-style-type: none"> All major changes are made as per modifications suggested during mid-term evaluation | <ul style="list-style-type: none"> Suggestions during mid-term evaluation are not incorporated | |
| b | Project Demonstration | <ul style="list-style-type: none"> All defined objectives are achieved Each module working well and properly demonstrated All modules of project are well integrated and system working is accurate | <ul style="list-style-type: none"> All defined objectives are achieved Each module working well and properly demonstrated Integration of all modules not done and system working is not very satisfactory | <ul style="list-style-type: none"> All defined objectives are achieved Modules are working well in isolation and properly demonstrated Modules of project are not properly integrated | <ul style="list-style-type: none"> Only some of the defined objectives are achieved Modules are not in proper working form that further leads to failure of integrated system | |
| c | Presentation | <ul style="list-style-type: none"> Contents of presentations are appropriate and well delivered Proper eye contact with audience and clear voice with good spoken language | <ul style="list-style-type: none"> Contents of presentations are appropriate and well delivered Clear voice with good spoken language but less eye contact with audience | <ul style="list-style-type: none"> Contents of presentations are appropriate but not well delivered Eye contact with only few people and unclear voice | <ul style="list-style-type: none"> Contents of presentations are not appropriate and not well delivered Poor eye contact with audience and unclear voice | |
| TOTAL MARKS SCORED = (a + b + c)/3 | | | | | | |

Rubric #R4: End Semester Internal Project Evaluation

Maximum Marks*: 20

Level of Achievement

| | | Excellent (20) | Good (16) | Average (12) | Poor (8) | Score |
|----------|-------------------------------------|--|--|--|---|--------------|
| a | Incorporation of Suggestions | <ul style="list-style-type: none"> Changes are made as per modifications suggested during mid-term evaluation and new innovations added | <ul style="list-style-type: none"> Changes are made as per modifications suggested during mid-term evaluation and good justification | <ul style="list-style-type: none"> All major changes are made as per modifications suggested during mid-term evaluation | <ul style="list-style-type: none"> Suggestions during mid-term evaluation are not incorporated | |
| b | Project Demonstration | <ul style="list-style-type: none"> All defined objectives are achieved Each module working well and properly demonstrated All modules of project are well integrated and system working is accurate | <ul style="list-style-type: none"> All defined objectives are achieved system working is not very satisfactory Each module working well and properly demonstrated Integration of all modules not done and system working is not very satisfactory | <ul style="list-style-type: none"> All defined objectives are achieved Modules are working well in isolation and properly demonstrated Modules of project are not properly integrated | <ul style="list-style-type: none"> Only some of the defined objectives are achieved Modules are not in proper working form that further leads to failure of integrated system | |
| c | Presentation | <ul style="list-style-type: none"> Contents of presentations are appropriate and well delivered Proper eye contact with audience and clear voice with good spoken language | <ul style="list-style-type: none"> Contents of presentations are appropriate and well delivered Clear voice with good spoken language but less eye contact with audience | <ul style="list-style-type: none"> Contents of presentations are appropriate but not well delivered Eye contact with only few people and unclear voice | <ul style="list-style-type: none"> Contents of presentations are not appropriate and not well delivered Poor eye contact with audience and unclear voice | |

TOTAL MARKS SCORED = (a + b + c)/3

Rubric #R5: Project Report Evaluation

Maximum Marks* : 20

Level of Achievement

| | | Excellent (20) | Good (16) | Average (12) | Poor (8) | Score |
|----------|--|--|---|--|---|--------------|
| a | Project Report | <ul style="list-style-type: none"> Project report is according to the specified format References and citations are appropriate and well mentioned | <ul style="list-style-type: none"> Project report is according to the specified format References and citations are appropriate but not mentioned well | <ul style="list-style-type: none"> Project report is according to the specified format but some mistakes In-sufficient references and citations | <ul style="list-style-type: none"> Project report not prepared according to the specified format References and citations are not appropriate | |
| b | Description of Concepts and Technical Details | <ul style="list-style-type: none"> Complete explanation of the key concepts and strong description of the technical requirements of the project | <ul style="list-style-type: none"> Complete explanation of the key concepts but in-sufficient description of the technical requirements of the project | <ul style="list-style-type: none"> Incomplete explanation of the key concepts and in-sufficient description of the technical requirements of the project | <ul style="list-style-type: none"> Inappropriate explanation of the key concepts and poor description of the technical requirements of the project | |
| c | Conclusion and Discussion | <ul style="list-style-type: none"> Results are presented in very appropriate manner Project work is well summarized and concluded Future scope in the project is well specified | <ul style="list-style-type: none"> Results are presented in good manner Project work summary and conclusion not very appropriate Future scope in the project is well specified | <ul style="list-style-type: none"> Results presented are not much satisfactory Project work summary and conclusion not very appropriate Future scope in the project is well specified | <ul style="list-style-type: none"> Results are not presented properly Project work is not summarized and concluded Future scope in the project is well specified | |

TOTAL MARKS SCORED = (a + b + c)/3

| Rubric #R6: Evaluation by Guide | | | | | | |
|--|---|--|---|--|--|--------------|
| Maximum Marks: 10 | | | | | | |
| Level of Achievement | | | | | | |
| | | Excellent (4) | Good (3) | Average (2) | Poor (1) | Score |
| a | Technical Knowledge and Awareness related to the Project | Extensive knowledge and awareness related to the project | Fair knowledge and awareness related to the project | Lacks sufficient knowledge and Awareness | Poor knowledge and no awareness related to project | |
| Level of Achievement | | | | | | |
| | | Excellent (6) | Good (5) | Average (3) | Poor (1) | Score |
| b | Regularity and Attendance | Reports to the guide regularly and consistent in work | Reports to the guide very often but not very consistent | Reports to the guide but lacks Consistency | Irregular and inconsistent in work | |
| TOTAL MARKS SCORED = a + b | | | | | | |

Azadi Ka
Amrit Mahotsav

मा. ला. व. टेक्सटाईल व इंजीनियरिंग कॉलेज
(राजस्थान सरकार का स्वायत्तशाषी संस्थान)
पुर रोड़, प्रताप नगर, भीलवाड़ा 311001 (भारत)



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[Approved by AICTE vide letter no. North-West/1-1-9318627766/2021/EOA, dated June 25, 2021]

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No. MLVTEC/AICTE/IQAC/2022-23/606-09

Dated: May 19, 2022

Abstract: Students' feedback regarding teaching – learning process prevailing in the College is required to be recorded towards further improvement upon it. It is also required to monitor and analyze the students' feedback periodically.

OFFICE ORDER

Following committee is hereby constituted to monitor, analyze and submit the report of students' feedback regarding Teaching – Learning process to the College authorities:

- | | |
|--|-----------------------|
| 1. Smt. Meenu Munjal, Assistant Professor (Textile Technology) | Convener |
| 2. Sh. Rajeev Agarwal, Assistant Professor (Chemistry) | Member |
| 3. Sh. Suraj Gupta, Visiting Faculty (Mechanical Engineering) | Member (Spl. Invitee) |

The committee will refine or modify the existing feedback mechanism (form available on www.mlvttec.in) and prepare the comprehensive report of students' feedback so collected (periodically, i.e., at the end of each semester) and will submit the same to the College authorities for discussion / taking corrective measures, if deemed necessary.

sd/-

Dr. D. K. Sharma
Principal & Chairman,
IQAC

Copy for information/compliance to:

1. All HoDs (TT/TC/ME/ECE/IT/BS) and Coordinator (CSE-IoT Branch) with the request to provide all necessary information to the committee as and when required.
2. PA to Principal
3. Guard File

sd/-

D. N. Vyas
Coordinator, IQAC
dnvyas@mlvti.ac.in