

**University of Petroleum & Energy Studies**  
**Minutes of the IQAC Meeting held on 17<sup>th</sup> June, 2017**  
**Venue: Conference Room – Australia, MDC, UPES**  
**Time: 11:00 AM to 1:00 PM**

**Members present:**

1. Dr. Shrihari Honwad - Vice Chancellor - Chairperson
2. Dr. Kamal Bansal, Dean, CoES
3. Dr. D. N. Pandey, Director CoMES
4. Dr. Tabrez Ahmad, Director CoLS
5. Mr. Arun Dhand - Director, Government Relation & Media
6. Dr. Amitabh Bhattacharya – Controller of Examination
7. Dr. Suresh Kumar, Director (Non-CIT) COES
8. Dr. Neelu Ahuja, CoES
9. Dr. V. J. Byra Reddy, CoMES
10. Mr. Ravindra Yatagiri Vice President-HBO, Information Technology
11. Mr. Lokendra Dutt Sharma representative of Ms. Monika Jain – Director HR
12. Mr. Surajit Mondal, Alumnus
13. Ms. Varnita Varma, Alumnus
14. Dr. Atul Kumar Gupta, Associate Professor & Head, Department of Chemistry, SGRR (PG) College, Dehradun
15. Dr. S.R. Das, Senior Professor & Vice-President (Academic Affairs) – Member Secretary (IQAC)
16. Mr. A. P. Semwal, Assistant Registrar (SG), Department of Academic Affairs – Convener(IQAC)

**Special Invitees:**

1. Dr. S. K. Pokhriyal, Associate Dean, CoMES
2. Dr. R.S.Thakur, Chief Librarian
3. Dr. Vipul Sharma, CoMES
4. Dr. Rajeshwar Mahajan, CoES

**Leave of absence was granted to the following members:**

1. Mr. Abhay Sharma - Registrar
2. Ms. Alka Madhan, Director – Corporate Relations
3. Ms. Monika Jain, Director – HR
4. Dr. J.P.Gupta, Director Emeritus – QA
5. Dr. Nirmal Kumar Upreti, Scientist – G, Wood Seasoning Discipline, Forest Products Division, Forest Research Institute (FRI), Dehradun



6. Dr. Manish Prateek, Director (CIT), COES
7. Dr. Pankaj Kumar, COES
8. Dr. Ashutosh Pandey, COES
9. Dr. Neeraj Anand, CoMES
10. Dr. Mamta Rana, CoLS
11. Mr. Arjun Das, MBA (AVM), Student
12. Mr. Shivam, M.Tech(HSE), Student
13. Ms. Meenal Arora, Alumnus
14. Mr. Sidhant Satpathy, BALLB(Hons), Student

The meeting was chaired by Dr. Shrihari, Vice Chancellor, UPES. The following points were discussed during the meeting:

- All programs across the university must have a narrative written down by the department and approved by the dean / Director. It will then be put on the program page of the web site.
- The philosophy of curricular development in UPES must be revised and put on UPES website.
- Communication from higher level will have to improve, in terms of dissemination of future academic plans, to lend more clarity.
- All departments will identify research areas and topics for research under the respective departments. The names of the successful PhD applicants after RAT qualification should be sent to the respective Deans for the formal academic process of allotting topics and supervisors.
- At least one reviewer of any Post-Doctoral Thesis will be from an overseas location.
- A system of student performance to be introduced through student portfolio assessment. The process will be initiated by the Deans / Directors in their respective colleges.
- Frequency of PEP to be increased.
- Connect Career Services Department with PEP programs.



It was resolved that the suggestions and recommendations will be forwarded to the concerned officials by the member secretary.

The meeting was adjourned after vote of thanks to all IQAC members.



Dr. S. R. Das  
Member Secretary



Dr. Shrihari  
Vice Chancellor