

### INDEX

#### Criterion no: 5.3.2

**Criterion Details:** Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/students representation on various bodies as per established processes and norms)

S. No.	Particulars	Annexure No.
1	Minutes of Meeting IQAC Committee	Annexure - I
2	Minutes of Meeting Library Committee	Annexure - II
3	Minutes of Meeting ICC Committee	Annexure - III
4	Minutes of Meeting Extension Committee	Annexure - IV
5	Minutes of Meeting Victree Sports Club	Annexure - V
6	Minutes of Meeting Energy, Green & Environment Audit Committee	Annexure - VI
7	Minutes of Meeting Alumni Committee	Annexure - VII

Ref. No.: Tula's/IQAC/0922/02

Date: 10-09-2022

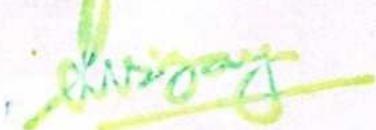
### NOTICE

This is to inform you that the 33<sup>rd</sup> meeting of IQAC will be held at IQAC Room at 03:00 pm on 12-09-2022.  
All the IQAC committee members are requested to attend the meeting.

The agenda points for the following meeting are as follows:

- IQAC.33.01: Confirmation of minutes of meeting of 32<sup>nd</sup> IQAC Meeting.
- IQAC.33.02: Discussion on Class Monitoring by the Dean's, HoD's.
- IQAC.33.03: Discussion on Innovation in the teaching and learning process and its implementation.
- IQAC.33.04: Discussion on course file collection & evaluation for the previous year.
- IQAC.33.05: Discussion on the conduction of departmental activity (Workshop / Industrial Visits and Expert talk).
- IQAC.33.06: Discussion on Library book Procurement for new students and ask for new book titles.
- IQAC.33.07: Reconstitution / restructuring of PERC/ICC / Proctorial members for all academic departments.
- IQAC.33.08: Recommendation of Faculty Teaching feedback.  
(Discussion on the feedback mechanism of the faculty members teaching various courses)
- IQAC.33.09: Discussion on the activities to be conducted by Committee Extension.
- IQAC.33.10: Examination Committee formation approval.
- IQAC.33.11: Updating the department's vision, mission, PEO, and PSOs for all academic departments.
- IQAC.33.12: Verification of the updated course outcomes by course coordinators.
- IQAC.33.13: Discussion on the conduction of the Alumni meet Retrace for the session 2022-23.
- IQAC.33.14: Discussion on the purchase of ERP software for the institute.
- IQAC.33.15: Discussion on the preparation of the international conference IEEE- ICACCM 2022
- IQAC.33.16: Discussion on the conduction of placement activities as per the finalized placement calendar.
- IQAC.33.17: Any other matter with the permission of the chair.

(Dr. Nishant Saxena)  
**TULA'S INSTITUTE**  
**DEHRADUN**



Director  
Tula's Institute, Dehradun

#### Copy to:

- Director: for information please
- All IQAC Committee Members

#### Vision

- To emerge as an academic centre producing world class professionals promoting innovation and research.

#### Mission:

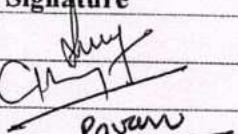
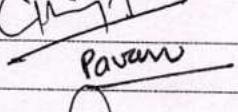
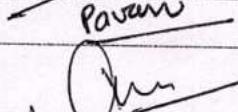
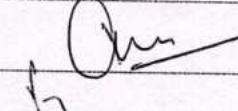
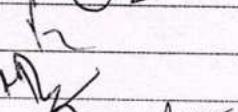
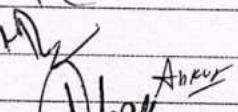
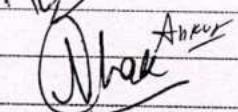
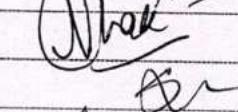
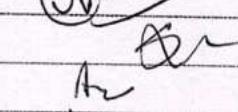
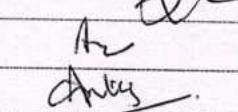
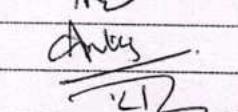
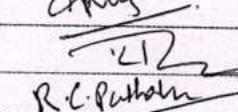
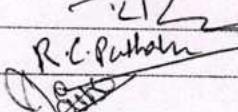
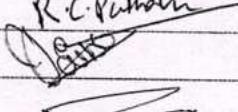
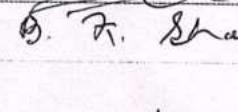
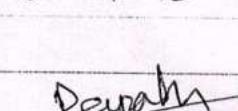
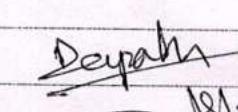
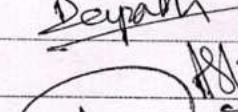
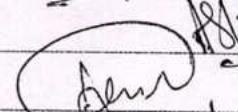
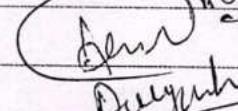
- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.

Dhoolkot, P.O. Selaqui, Chakrata Road  
Dehradun - 248011 (U.K. India)

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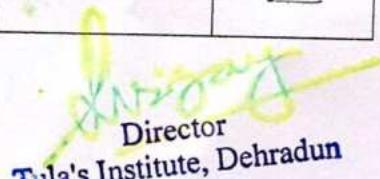
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### **33<sup>rd</sup> Meeting of IQAC (Minutes of Meetings)**

Date/Time	12/09/2022/3:00PM	
Venue:	IQAC Room	
Minutes taken by:	Ms. Samiksha	
Chairperson	Dr. Sandip Vijay	
Attendee:	Dept. & Designation	Signature
Dr. Sandip Vijay	Director	
Dr. Nishant Saxena	IQAC Coordinator	
Dr. Pavan Kumar Chaubey	Registrar	
Dr. Ranit Kishor.	Dean Management & B.Sc. Agriculture	
Dr. R.B. Singh	HOD, CSE	
Mr. Mukesh Pathela	HOD, Applied Science	
Mr. Ankur Gurjar	HOD, CE	
Mr. Abhishek Chakravorty	HOD, ECE/EEE	
Dr. Sunil Semwal	Dean R&D	
Mr. Ankit Jain	HOD, ME	
Dr. Anita Chauhan	HOD, Agriculture	
Dr. K. R. Ansari	HOD, Management	
Dr. R.C. Pathak	HOD, BJMC	
Mr. Vaibhav Kumar	TPO	
Dr. Prerna Badoni	Chairperson, ICC Committee	
Mr. Brajendra Kr. Sharma	Chairperson, Feedback committee	
Dr. Sachin Kumar	Chief Proctor	
Dr. Deepak Aggarwal	AS, ACOE	
Mr. Abhishek Sharma	Senior Librarian	
Mr. Arun Kumar	External Member	
Mr. Divyanshu Gupta	Alumni Member	
Mr. Nikhil Mathur	Student Member IQAC	

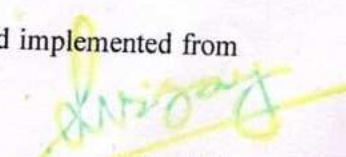
Director  
Tula's Institute, Dehradun

Absent:	Reason		
<b>Agenda:</b>			
IQAC Meeting			
Issues	Actions		
	No.	Actionee	Due Date
IQAC.33.01: Confirmation of minutes of meeting of 32 <sup>nd</sup> IQAC Meeting.	1	Coordinator IQAC	12/9/22
IQAC.33.02: Discussion on Class Monitoring by the Dean's, HoD's.	2	All HoD's	20/9/22
IQAC.33.03: Discussion on Innovation in the teaching and learning process and its implementation.	3	All HoD's	26/9/22
IQAC.33.04: Discussion on course file collection & evaluation for the previous year.	4	All HoD's	07/10/22
IQAC.33.05: Discussion on the conduction of departmental activity (Workshop / Industrial Visits and Expert talk).	5	All HoD's	20/9/22
IQAC.33.06: Discussion on Library book Procurement for new students and ask for new book titles.	6	Librarian	20/9/22
IQAC.33.07: Reconstitution / restructure of PERC/ICC / Proctorial members for all academic departments.	7	Committee Head's	—
IQAC.33.08: Recommendation of Faculty Teaching feedback. (Discussion on the feedback mechanism of the faculty members teaching various courses)	8	Mr.B.K. Sharma	October 2022
IQAC.33.09: Discussion on the activities to be conducted by Committee Extension.	9	Mr. Emmanuel Gabriel	15/9/22
IQAC.33.10: Examination Committee formation approval.	10	Exam controller	15/9/22
IQAC.33.11: Updating the department's vision, mission, PEO, and PSOs for all academic departments.	11	All HoD's	30/9/22
IQAC.33.12: Verification of the updated course outcomes by course coordinators.	12	All HoD's	15/9/22
IQAC.33.13: Discussion on the conduction of the Alumni meet for the session 2022-23.	13	TPO	—
IQAC.33.14: Discussion on the purchase of ERP software for the institute.	14	Coordinator IQAC	—
IQAC.33.15: Discussion on the preparation of the international conference IEEE- ICACCM 2022.	15	Dean R&D	November 2022
IQAC.33.16: Discussion on the conduction of placement activities as per the finalized placement calendar.	16	TPO	30/9/22
IQAC.33.17: Any other matter with the permission of the chair.	17	NA	—

  
 Director  
 Tula's Institute, Dehradun

## Discussions/ Resolutions:

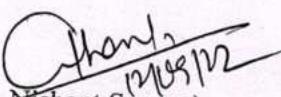
1. The minutes of the 32nd IQAC Meeting were reviewed and confirmed by all attendees without any objections.
2. Various strategies for effective class monitoring during the odd semester were discussed. It was decided to implement a system of regular classroom observations and student feedback mechanisms to ensure quality education delivery.
3. Ideas for fostering innovation in the teaching and learning process were exchanged. It was agreed to encourage faculty members to incorporate innovative teaching methods and technologies in their classrooms to enhance student engagement and learning outcomes.
4. The process of course file evaluation for the first cycle was discussed, and suggestions for improvement were put forward. It was decided to streamline the evaluation process and provide adequate training to the faculty members involved.
5. Plans for departmental activities such as workshops, industrial visits, and expert talks were discussed. It was agreed to organize a series of workshops and invite industry experts for talks to enrich the learning experience of students.
6. The procurement of library books for new students and suggestions for new book titles were discussed. It was decided to assess the current needs of students and acquire relevant books accordingly.
7. The reconstitution and restructuring of PERC/ICC/Proctorial members for all academic departments were discussed. It was decided to review the existing structure and make necessary adjustments to ensure effective functioning.
8. The feedback mechanism for faculty teaching various courses was discussed. It was agreed to implement a comprehensive feedback system to gather input from students and peers for faculty evaluation and improvement.
9. Plans for activities to be conducted by the Committee Extension were discussed. It was decided to organize outreach programs and community engagement initiatives to foster collaboration with external stakeholders.
10. The formation of the Examination Committee was approved unanimously.
11. The updating of the department's vision, mission, PEOs, and PSOs for all academic departments was discussed. It was decided to review and revise the statements to align with the current objectives and goals.
12. The verification of the updated course outcomes by course coordinators was discussed. It was agreed to ensure that the course outcomes are clearly defined, measurable, and aligned with program objectives.
13. Plans for the conduction of the Alumni meet for the session 2022-23 were discussed. It was decided to organize the event to facilitate networking among alumni and provide opportunities for professional development.
14. It was decided that the in-house ERP software would be purchased and implemented from the current session.



Director  
Tula's Institute, Dehradun

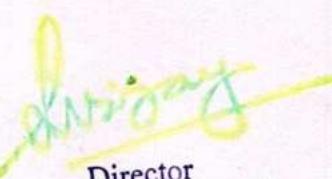
15. Preparations for the International conference IEEE ICACCM 2022 were discussed. It was decided to form organizing committees and initiate planning activities to ensure the success of the conference.
16. The meeting commenced with a review of the finalized placement calendar. Participants discussed the various placement activities outlined in the calendar, including job fairs, campus recruitment drives, and industry interaction sessions. Concerns were raised regarding the scheduling of events to ensure maximum student participation and engagement.
17. Additional matters were raised and discussed with the permission of the chair.

The meeting concluded with action items assigned to relevant individuals or committees for follow-up. The next meeting date and agenda items were also proposed for consideration.



(Dr. Nishant Saxena)  
Co-ordinator, IQAC  
TULA'S INSTITUTE  
DEHRADUN

**Copy to:**  
All actionee: for necessary action



Director  
Tula's Institute, Dehradun

Ref. No.: Tula's/IQAC/1222/02

Date: 15.12.2022

## NOTICE

This is to inform you that the 34<sup>th</sup> meeting of IQAC will be held at IQAC Room at 03:00 pm on 20-12-2022. All the IQAC committee members are requested to attend the meeting.

The agenda points for the following meeting are as follows:

- IQAC.34.01: Confirmation of minutes of the 33<sup>rd</sup> IQAC Meeting.
- IQAC.34.02: To discuss the Feedback Collected form on Teaching & Learning and finalize the feedback form format for the program exits students in Odd Sem 2022-23.
- IQAC.34.03: Discussion on the strategy to connect alumni students on the new alumni portal and conduct of Alumni meetings for the session.
- IQAC.34.04: To discuss the involvement of alumni to help students understand corporate culture and skill required in it.
- IQAC.34.05: Reconstitution and conduction of the Energy audit and Environment audit for the session 2022-23 with the help of external agencies.
- IQAC.34.06: Discussion on the renewal of Hard journals and update library software from Libsys to KOHA Cloud Base.
- IQAC.34.07: Discussion on the format for the budget requirement from the individual departments for the next session.
- IQAC.34.08: Social awareness session for female students of the current session (ODD SEM 2022-23) and action taken.
- IQAC.34.09: Discussion on the proposal of the National level hackathon and events to promote the development of the start-up ecosystem for the current session.
- IQAC.34.10: Discussion on the signing MoU between the institute and Skillstone for the upliftment of the students.
- IQAC.34.11: Discussion on the review of the construction of the newly built classrooms in E, F, G Blocks and allotment of these spaces for the next session.
- IQAC 34.12: Discussion on the purchase of CAMU ERP software.
- IQAC 34.13: Discussion on the conduction of Internal audit of all academic departments.
- IQAC.34.14: Any other matters from departments with the permission of the chair.

(Dr. Nishant Saxena)  
Co-ordinator, IQAC  
TULA'S INSTITUTE  
DEHRADUN

Copy to: Director: for information please,  
All IQAC Committee Members

### Vision

- To emerge as an academic centre producing world class professionals promoting innovation and research.

### Mission:

- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.

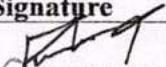
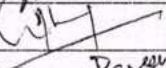
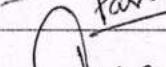
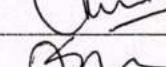
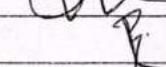
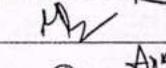
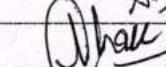
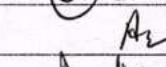
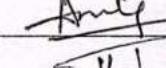
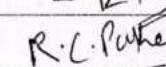
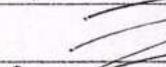
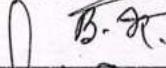
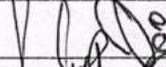
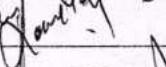
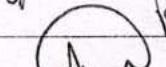
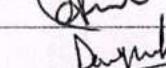
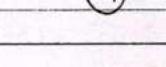
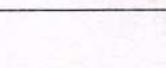
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Dehradun - 248011 (U.K. India)

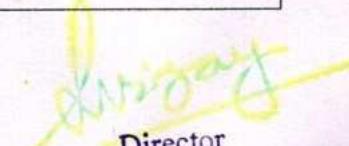
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Director  
Tula's Institute, Dehradun

### 34<sup>th</sup> Meeting of IQAC (Minutes of Meetings)

Date/Time	20/12/2022/3:00PM	
Venue:	IQAC Room	
Minutes taken by:	Ms. Samiksha	
Chairperson	Dr. Nishant Saxena	
Attendee:	Dept. & Designation	Signature
Dr. Raghav Garg	Vice President Technology	
Dr. Nishant Saxena	IQAC Coordinator	
Dr. Pavan Kumar Chaubey	Registrar	
Dr. Ranit Kishor.	Dean Management & B.Sc. Agriculture	
Dr. Sunil Semwal	Dean R&D	
Dr. R.B. Singh	HOD, CSE	
Mr. Mukesh Pathela	HOD, Applied Science	
Mr. Ankur Gurjar	HOD, CE/Chief Proctor	
Mr. Abhishek Chakravorty	HOD, ECE/EEE	
Mr. Ankit Jain	HOD, ME	
Dr. Anita Chauhan	HOD, Agriculture	
Dr. K. R. Ansari	HOD, Management	
Dr. R.C. Pathak	HOD, BJMC	
Dr. Prerna Badoni	Chairperson, ICC Committee	
Mr. Brajendra Kr. Sharma	Chairperson, Feedback committee	
Mr. Vaibhav Kumar	TPO	
Dr. Lalit Goyal	AS, ACOE	
Mr. Abhishek Sharma	Senior Librarian	
Mr. Arun Kumar	External Member	
Mr. Divyanshu Gupta	Alumni Member	
Mr. Nikhil Mathur	Student Member IQAC	
Absent:	Reason	

  
Director  
Tula's Institute, Dehradun

Agenda:			
IQAC Meeting			
Issues	Actions		
	No.	Actionee	Due Date
IQAC.34.01: Confirmation of minutes of the 33rd IQAC Meeting.	1	Coordinator IQAC	20/12/2022
IQAC.34.02: To discuss the Feedback Collected form on Teaching & Learning and finalize the feedback form format for the program exit students in Odd Sem 2022-23.	2	All HoD's	05/01/2023
IQAC.34.03: Discussion on the strategy to connect alumni students on the new alumni portal and conduct of Alumni meetings for the session.	3	TPO	—
IQAC.34.04: To discuss the involvement of alumni to help students understand corporate culture and skill required in it.	4	All HoD's	—
IQAC.34.05: Reconstitution and conduction of the Energy audit and Environment audit for the session 2022-23 with the help of external agencies.	5	Mr. Abhishek Chakravorty	May - 2023
IQAC.34.06: Discussion on the renewal of Hard journals and update library software from Libsys to KOHA Cloud Base.	6	Librarian	April - 2023
IQAC.34.07: Discussion on the format for the budget requirement from the individual departments for the next session.	7	All HoD's	09/01/2023
IQAC.34.08: Social awareness session for female students of the current session (ODD SEM 2022-23) and action taken. (MOM-33)	8	ICC	—
IQAC.34.09: Discussion on the conduction of the National level hackathon and conduction of events to promote the development of the start-up ecosystem for the current session.	9	CSE HoD	March - 2023
IQAC.34.10: Discussion on the signing MoU between the institute and Skill stone for the upliftment of the students.	10	TPO	Feb - 2023
IQAC.34.11: Discussion on the review of the construction of the newly built classrooms in E, F, G Blocks and allotment of these spaces for the next session.	11	Registrar	—
IQAC 34.12: Discussion on the purchase of CAMU ERP software.	12	Coordinator IQAC	—
IQAC 34.13: Discussion on the conduction of Internal audit of all academic departments.	13	All HoD's	13/01/2023
IQAC.33.14: Any other matter with the permission of the chair.	14	NA	—

### Discussions/ Resolutions:

1. The minutes of the 33rd IQAC Meeting were reviewed and confirmed by all attendees without any objections.
2. Feedback collected on teaching and learning was discussed, and the format for the feedback form for program exit students in Odd Sem 2022-23 was finalized.



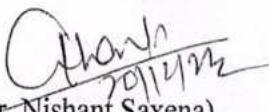
Director  
Tula's Institute, Dehradun

3. Strategies to connect alumni students on the new alumni portal and plans for the conduction of the Alumni meet for the session were discussed.
4. The involvement of alumni to help students understand corporate culture and required skills was discussed, and plans were made to engage alumni in relevant activities.
5. Plans for the reconstitution and conduction of the Energy audit and Environment audit for the session 2022-23 with the assistance of external agencies were discussed.
6. The renewal of hard journals and the update of library software from Libsys to KOHA Cloud Base were discussed, and necessary actions were planned.
7. The format for the budget requirement from individual departments for the next session was discussed and finalized.
8. Plans for social awareness sessions for girl students of the current session (ODD SEM 2022-23) were discussed, and actions taken were reviewed.
9. Discussion and Plans for the conduction of the National level hackathon and events to promote the development of the start-up ecosystem for the current session were discussed.
10. Discussion on the signing of MoU between the institute and Skillstone for the upliftment of the students was held, and necessary steps were outlined.
11. The review of the construction of the newly built classrooms in E, F, G Blocks, and the allotment of these spaces for the next session were discussed.
12. After a thorough analysis of all the ERP software, management, and top officials have decided to purchase CAMU software to smoothen the academic process.
13. It was discussed the importance of conducting regular internal audits to assess the effectiveness of academic processes, compliance with regulations, and the overall quality of educational delivery. Concerns were raised regarding the methodology and criteria to be used for the internal audit, ensuring fairness and objectivity in the assessment process.
14. Additional matters were raised and discussed with the permission of the chair.

The meeting concluded with action items assigned to relevant individuals or committees for follow-up. The next meeting date and agenda items were also proposed for consideration.

**Copy to:**

All actionee: for necessary action

  
(Dr. Nishant Saxena)  
Co-ordinator, IQAC  
TULA'S INSTITUTE  
DEHRADUN

  
Director  
Tula's Institute, Dehradun

Ref. No.: Tula's/IQAC/0223/01

Date: 04-02-2023

## NOTICE

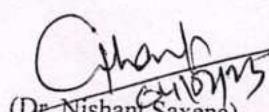
This is to inform you that the 35<sup>th</sup> meeting of IQAC will be held at IQAC Room at 01:00 pm on 07-02-2023. All the IQAC committee members are requested to attend the meeting.

The agenda points for the following meeting are as follows:

- IQAC.35.01: Confirmation of minutes of meeting of 34<sup>th</sup> IQAC Meeting.
- IQAC.35.02: Discussion on class monitoring and innovation in the teaching and learning process.
- IQAC.35.03: Discussion on the implementation of the actions on Internal audit conducted by the departments.
- IQAC.35.04: Discussion on finalizing the question paper format for the 1<sup>st</sup> CIE.
- IQAC.35.05: Discussion on the review of the AQAR of NAAC in both qualitative and quantitative.
- IQAC.35.06: Discussion on preparation and conduction of annual cultural fest "Sanskriti "and also, discussion on Alumni meet to be conducted in April -May 2023.
- IQAC.35.07: Organization of one day K- Nimbus training program for the library staff members.
- IQAC.35.08: Discussion on the organization of the National level Hackathon to be conducted by CSE department and discussed the key point for developing the startup ecosystem.
- IQAC.35.09: Proposal to Extension Committee for Women's Week Celebration.
- IQAC.35.10: Discussion on the conduction of Environments, Green & Energy audit with the help of an external agency (Quality Research Organization)
- IQAC.35.11: Discussion on the increase in the team members of the admission committee for the session 2023-24
- IQAC.35.12: Discussion on the organization of summer internships for pre-final year students.
- IQAC.35.13: Any other matters from departments with the permission of the chair.

Copy to:

- Director : for information please
- All IQAC Committee Members



(Dr. Nishant Saxena)  
Co-ordinator, IQAC  
TULA'S INSTITUTE  
DEHRADUN



Director  
Tula's Institute, Dehradun

### Vision

- To emerge as an academic centre producing world class professionals promoting innovation and research.

### Mission:

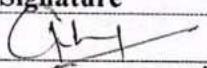
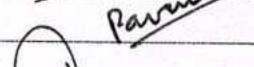
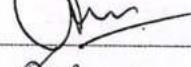
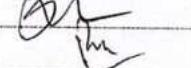
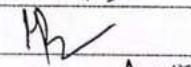
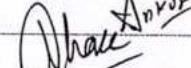
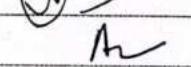
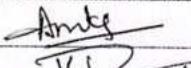
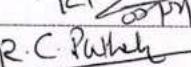
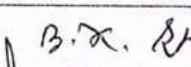
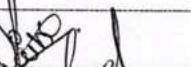
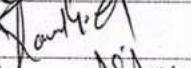
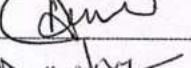
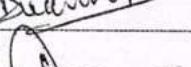
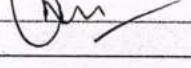
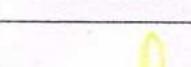
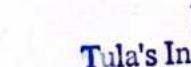
- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.

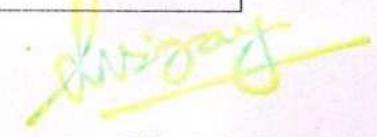
 Dhoorkot, P.O. Selaqui, Chakrato Road  
Dehradun - 248011 (U.K. India)

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### 35<sup>th</sup> Meeting of IQAC (Minutes of Meetings)

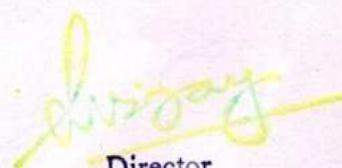
Date/Time	07/02/2023/01:00PM	
Venue:	IQAC Room	
Minutes taken by:	Ms. Samiksha	
Chairperson	Dr. Anil Kumar Dhaiya	
Attendee:	Dept. & Designation	Signature
Dr. Nishant Saxena	IQAC Coordination	
Dr. Pavan Kumar Chaubey	Registrar	
Dr. Ranit Kishor.	Dean Management & B.Sc. Agriculture	
Dr. Sunil Semwal	Dean R&D	
Dr. R.B. Singh	HOD, CSE	
Mr. Mukesh Pathela	HOD, Applied Science	
Mr. Ankur Gurjar	HOD, CE/Chief Proctor	
Mr. Abhishek Chakravorty	HOD, ECE/EEE	
Mr. Ankit Jain	HOD, ME	
Dr. Anita Chauhan	HOD, Agriculture	
Dr. K. R. Ansari	HOD, Management	
Dr. R.C. Pathak	HOD, BJMC	
Dr. Prerna Badoni	Chairperson, ICC Committee	
Mr. Brajendra Kr. Sharma	Chairperson, Feedback committee	
Mr. Vaibav Kumar	TPO	
Dr. Lalit Goyal	AS, ACOE	
Mr. Abhishek Sharma	Senior Librarian	
Mr. Arun Kumar	External Member	
Mr. Divyanshu Gupta	Alumni Member	
Mr. Nikhil Mathur	Student Member IQAC	
Absent:	Reason	
Agenda:		

  
Director  
Tula's Institute, Dehradun

IQAC Meeting			
Issues	Actions		
	No.	Actionee	Due Date
IQAC.35.01 - Confirmation of minutes of meeting of 34 <sup>th</sup> IQAC Meeting.	1	Coordinator IQAC	7/2/2023
IQAC.35.02 - Discussion on the class monitoring and innovation in the teaching and learning process.	2	All HoD's	15/2/23
IQAC.35.03 - Discussion on the implementation of the actions on Internal audit conducted by the departments.	3	All HoD's	20/4/23
IQAC.35.04 - Discussion on finalizing the question paper format for the 1 <sup>st</sup> CIE.	4	Exam Controller	20/3/23
IQAC.35.05 – Discussion on the review of the AQAR of NAAC in both qualitative and quantitative	5	Coordinator IQAC	24/2/23
IQAC.35.06 - Discussion on preparation and conduction of annual cultural fest "Sanskriti "and discussion on Alumni meet to be conduct 1 in April -May 2023.	6	Mr. Emmanuel Gabriel	—
IQAC.35.07 – Organization of one day K- Nimbus training program for the library staff members.	7	Sr. Librarian	28/2/23
IQAC.35.08 - Discussion on the organization of the National level Hackathon to be conducted by CSE department and discussed the key point for developing the startup ecosystem.	8	CSE HoD	25/4/23
IQAC.35.09 - Proposal to Extension Committee for Women's Week Celebration.	9	Mr. Emmanuel Gabriel/ICC	08/3/23
IQAC.35.10 – Discussion on the conduction of Environments, Green & Energy audit with the help of an external agency (Quality Research Organisation).	10	Mr. Abhishek Chakravorty	April 2023
IQAC.35.11- Discussion on the increase in the team members of the admission committee for the session 2023-24	11	TPO	April 2023
IQAC.35.12- Discussion on the organization of summer internships for Pre-final year students.	12	TPO	15/2/23
IQAC.35.11- Any other matters from departments with the permission of the chair.	13	NA	—

#### Discussions/ Resolutions:

1. The minutes of the 34th IQAC Meeting were confirmed with no objections raised.
2. Discussed various strategies for enhancing class monitoring and fostering innovation in the teaching and learning process. Members shared ideas and agreed to implement a trial of new methods.
3. Reviewed the actions resulting from internal audits conducted by departments. Members discussed progress and identified areas needing further attention.
4. Considered different formats for the upcoming 1<sup>st</sup> CIE question papers. An agreement was reached on the finalized format to ensure fairness and clarity.

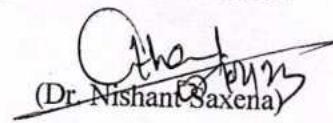


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Affiliated: •V.M.S.B Uttarakhand Technical University • Sri Dev Suman Uttarakhand University •Uttarakhand Board of Technical Education

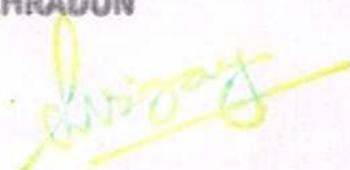
5. Reviewed the Annual Quality Assurance Report (AQAR) of NAAC in both qualitative and quantitative aspects. Identified strengths and areas for improvement.
6. Discussed arrangements for the annual cultural fest "Sanskriti" and plans for the Alumni meet scheduled for April-May 2023.
7. Approved the organization of a one-day K-Nimbus training program for library staff members to enhance their skills and efficiency.
8. Reviewed plans for organizing a National-level Hackathon by the CSE department and discussed key points for developing the startup ecosystem.
9. Presented a proposal to the Extension Committee for Women's Week Celebration, which was discussed and approved.
10. Agreed on conducting an Environmental, Green & Energy audit with the assistance of an external agency (Quality Research Organization) to ensure sustainability measures are in place.
11. The Chairperson Mr. Vaibav Kumar initiated the discussion by highlighting the necessity to expand the team members of the admission committee for the upcoming session 2023-24. Members shared their views on the current workload of the admission committee and the challenges faced due to the increasing number of applicants.
12. The Chairperson initiated the discussion on organizing summer internships for pre-final year students. Members discussed potential industry partners and the process of inviting them to offer internship opportunities.
13. Opened the floor for any other matters from departments. No issues were raised.

The meeting concluded with action items assigned to relevant individuals or committees for follow-up. The next meeting date and agenda items were also proposed for consideration.



(Dr. Nishant Saxena)

Co-ordinator, IQAC  
TULA'S INSTITUTE  
DEHRADUN



Director  
Tula's Institute, Dehradun

Copy to:

All actionee: for necessary action

Ref. No.: Tula's/IQAC/0523/01

Date 05-05-2023

## NOTICE

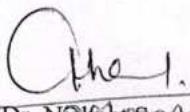
This is to inform you that the 36<sup>th</sup> meeting of IQAC will be held at IQAC Room at 04:00 pm on 08-05-2023.  
All the IQAC committee members are requested to attend the meeting.

The agenda points for the following meeting are as follows:

- IQAC.36.01: Confirmation of minutes of meeting of 35<sup>th</sup> IQAC Meeting.
- IQAC.36.02: Discussion on the final preparation of the annual cultural fest "Sanskriti".
- IQAC.36.03: Discussion on the syllabus coverage report and allotment of extra classes for the lagging courses
- IQAC.36.04: Discussion on the circulation of the Faculty Appraisal form among faculties as per Institute HR policy.
- IQAC.36.05: Discussion on the Budget preparation of each department for the next academic year 2023-24
- IQAC.36.06: Discussion on the Lab Audit for the maintenance and procurement of the lab equipment.
- IQAC.36.07: Discussion on the organization of the orientation program for newly admitted students for the upcoming session 2023-24.
- IQAC.36.08: Discussion on the increase in seats in different courses and introduction of a new specialization branch of CSE by the admission cell.
- IQAC.36.09: Preparation of the training & placement activity calendar for session 2023-24.
- IQAC.36.10: Discussion on the conduction of more activities related to awareness and empowerment of girls/women.
- IQAC.36.11: Discussion on the initialization of the NBA accreditation process for the program B. Tech Computer Science & Engineering.
- IQAC.36.12: Discussion on the collection of research data of faculty members and students of the current academic session.
- IQAC.36.13: Discussion on the analysis of the Alumni feedback, that was collected during the Retrace Alumni Meet 2023
- IQAC.36.14: Proposal for the new format of Action Taken Reports (ATR).
- IQAC.36.15: Any other matters from departments with the permission of the chair.

Copy to:

- Director: for information please
- All IQAC Committee Members

  
(Dr. Nisha Saxena)  
**Co-ordinator, IQAC**  
**TULA'S INSTITUTE**  
**DEHRADUN**

### Vision

- To emerge as an academic centre producing world class professionals promoting innovation and research.

### Mission:

- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.

### 36<sup>th</sup> Meeting of IQAC (Minutes of Meetings)

Date/Time	08/05/2023/04:00PM	
Venue:	IQAC Room	
Minutes taken by:	Ms. Samiksha	
Chairperson	Dr. Sandip Vijay	
Attendee:	Dept. & Designation	Signature
Dr. Sandip Vijay	Director	
Dr. Nishant Saxena	IQAC Coordinator	
Dr. Pavan Kumar Chaubey	Registrar	
Dr. Ranit Kishor.	Dean Management & B.Sc. Agriculture	
Dr. Sunil Semwal	Dean R&D	
Dr. R.B. Singh	HOD, CSE	
Mr. Mukesh Pathela	HOD, Applied Science	
Ms. Preeti Kumari	HOD, CE	
Mr. Abhishek Chakravorty	HOD, ECE/EEE	
Mr. Ankit Jain	HOD, ME	
Dr. Anita Chauhan	HOD, Agriculture	
Dr. K. R. Ansari	HOD, Management	
Dr. R.C. Pathak	HOD, BJMC	
Dr. Prerna Badoni	Chairperson, ICC Committee	
Mr. Brajendra Kr. Sharma	Chairperson, Feedback committee	
Mr. Ashish Kumar	Chief Proctor	
Dr. Lalit Goyal	AS, ACOE	
Mr. Abhishek Sharma	Senior Librarian	
Mr. Arun Kumar	External Member	
Mr. Divyanshu Gupta	Alumni Member	ABSENT
Mr. Nikhil Mathur	Student Member IQAC	
Absent:	Reason	

Director  
Tula's Institute, Dehradun

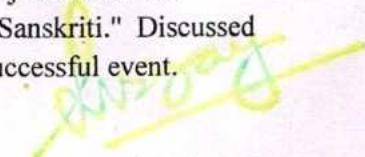
**Agenda:**

IQAC Meeting

Issues	Actions		
	No.	Actionee	Due Date
IQAC.36.01: Confirmation of minutes of meeting of 35 <sup>th</sup> IQAC Meeting.	1	Coordinator IQAC	30/05/2023
IQAC.36.02: Discussion on the final preparation of the annual cultural fest "Sanskriti".	2	Mr. Emmanuel Gabriel/All HoD's	—
IQAC.36.03: Discussion on the syllabus coverage report and allotment of extra classes for the lagging courses	3	All HoD's	09/05/2023
IQAC.36.04: Discussion on the circulation of the Faculty Appraisal form among faculties as per Institute HR policy.	4	HR/ All Hod's	25/05/2023
IQAC.36.05: Discussion on the Budget preparation of each department for the next academic year 2023-24	5	All Hod's	June - 2023
IQAC.36.06: Discussion on the Lab Audit for the maintenance and procurement of the lab equipment.	6	All Hod's	July - 2023
IQAC.36.07: Discussion on the organization of the orientation program for newly admitted students for the upcoming session 2023-24.	7	Mr. Emmanuel Gabriel/All HoD's	July - 2023
IQAC.36.08: Discussion on the increase in seats in different courses and introduction of a new specialization branch of CSE by the admission cell.	8	Registrar/Coordinator IQAC	Aug. - 2023
IQAC.36.09: Preparation of the training & placement activity calendar for the session 2023-24.	9	TPO	August - 2023
IQAC.36.10: Discussion on the conduction of more activities related to awareness and empowerment of girls/women.	10	ICC	July - 2023
IQAC.36.11: Discussion on the initialization of the NBA accreditation process for the program B. Tech Computer Science & Engineering.	11	CSE HoD	—
IQAC.36.12: Discussion on the collection of research data of faculty members and students of the current academic session.	12	Dean R&D	31/05/2023
IQAC.36.13: Discussion on the analysis of the Alumni feedback, that was collected during the Retrace Alumni Meet 2023.	13	TPO	15/05/2023
IQAC.35.14: Any other matters from departments with the permission of the chair.	14	NA	—

**Discussions/ Resolutions:**

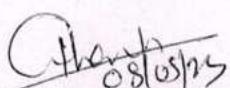
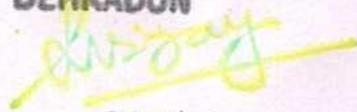
1. The minutes of the 35th IQAC Meeting were confirmed with no objections raised.
2. Reviewed the final preparations for the annual cultural fest "Sanskriti." Discussed logistics, performances, and necessary arrangements to ensure a successful event.

  
Director  
Tula's Institute, Dehradun

3. Discussed the syllabus coverage report and identified courses lagging behind. Agreed to allocate extra classes to ensure comprehensive coverage and maintain academic standards.
4. Reviewed the Institute HR policy regarding faculty appraisal and discussed the circulation of the Faculty Appraisal Form among faculties. Emphasized the importance of timely feedback for professional development.
5. Discussed budget preparation for each department for the next academic year 2023-24. Considered resource allocation, funding requirements, and strategic priorities.
6. Discussed the maintenance and procurement of lab equipment through a comprehensive lab audit. Identified areas needing attention and discussed strategies for improvement.
7. Discussed plans for organizing the orientation program for newly admitted students for the upcoming session 2023-24. Considered orientation content, scheduling, and logistical arrangements.
8. Discussed proposals for increasing seats in different courses and introducing a new specialization branch of CSE. Considered demand, infrastructure, and academic feasibility.
9. Prepared the training & placement activity calendar for the session 2023-24. Scheduled events, workshops, and recruitment drives to ensure effective placement opportunities for students.
10. Discussed plans to conduct more activities related to the awareness and empowerment of girls/women. Considered workshops, seminars, and campaigns to promote gender equality and inclusivity.
11. Discussed the initialization of the NBA accreditation process for the B.Tech Computer Science & Engineering program. Reviewed accreditation criteria and outlined steps for the accreditation process.
12. The Chairperson initiated the discussion on the collection of research data of faculty members and students for the current academic session like research papers, FDP's, Patents, MOOCs NPTEL certificates etc.
13. The Chairperson introduced the agenda item regarding the analysis of the Alumni feedback collected during the Retrace Alumni Meet 2023. The feedback data was reviewed, focusing on key areas such as curriculum relevance, teaching quality, infrastructure, and career support services.
14. Opened the floor for any other matters from departments. No further issues were raised.

The meeting concluded with action items assigned to relevant individuals or committees for follow-up. The next meeting date and agenda items were also proposed for consideration.

Copy to:  
Allactionee: for necessary action

  
(Dr. Nishant Saxena)  
Co-ordinator, IQAC  
TULA'S INSTITUTE  
DEHRADUN  
  
Director  
Tula's Institute, Dehradun

Date: 04/01/2023

**Notice****31<sup>st</sup> Library committee meeting**

It is to inform you that the meeting of the library committee of the institute is scheduled to be held tomorrow i.e. that is January 5, 2023 at 2:30 pm at the reference library. All office bearers are requested to attend the meeting.

Agenda of the meeting is as follows

**LIB.31.01**-Confirmation of Minutes of Previous Meeting.

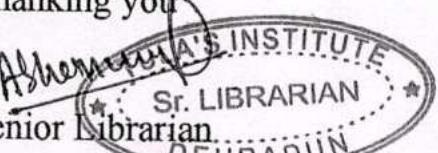
**LIB.31.02**-Requisition of Book for the coming even semester.

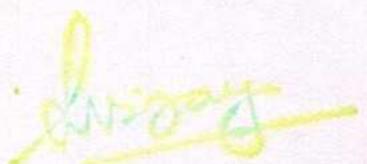
**LIB.31.03**- Renewal of EBSCO E-Books Engineering and Management for the year 2023-2024.

**LIB.31.04**- Update library software from Libsys to KOHA Cloud Base.

**LIB.31.05**- Proposal for World Book Day Celebration.

Thanking you

  
Sr. LIBRARIAN  
Senior Librarian  
Tula's institute  
Dehradun



Director  
Tula's Institute, Dehradun

CC to: -

Registrar: for Information & Necessary Action.

Dean Academic: for Information

Director: for Information

All HOD's: for Information

All Members: for Information

**Vision**

- To emerge as an academic centre producing world class professionals promoting innovation and research.

**Mission:**

- To promote intellectual and skilled human capital generation employment and entrepreneurship.
- To be educational centre of excellence of multi ethnicity and diversity.
- To establish as technology driven teaching learning institution.
- To provide world class platform for research and innovation.
- To inculcate social, environmental, heritage values.



**Tula's Institute**  
**31st Meeting of the Library Committee,**  
**Minutes of Meeting**

Date/Time	05/01/2023 (02:30 PM)	
Venue:	Reference library	
Minutes taken by:	Mr. Abhishek Kumar Sharma	
Chairperson	(Registrar)	<i>Chairman</i>
Attendee:	Dept. & Desig.	Signature:
Mr. Abhishek Kumar Sharma	Senior Librarian	<i>Abhishek</i>
Dr. Anand Gupta	Coordinator Library Committee	<i>Anand</i>
Dr. Tarun Kumar	Member	<i>Tarun</i>
Mr. Devesh Sharma	Member	<i>Devesh</i>
Dr. Lalit Goyal	Member	<i>Lalit Goyal</i>
Dr Rupinder Kaur	Member	<i>Rupinder Kaur</i>
Mr. Mohit Sharma	Member	<i>Mohit</i>
Mr. Sandeep Gautam	Member	<i>Sandeep</i>
Mr. Aditya Sharma	Student Member (CSE)	<i>Aditya</i>
Ms. Anjanee Kumari	Student Member (BBA)	<i>Anjanee</i>
Agenda items regarding:		

**LIB.31.01**-Confirmation of Minutes of Previous Meeting.

**LIB.31.02**-Requisition of Book for the coming even semester.

**LIB.31.03**- Renewal of EBSCO E-Books Engineering and Management for the year 2023-2024.

**LIB.31.04**- Update library software from Libsys to KOHA Cloud Base.

**LIB.31.05**- Proposal for World Book Day Celebration.

**LIB.31.06** -Organize one day K-Nimbus Training program for faculties and library staff members.

Issues/resolutions	Actions		
	No.	Actionee	Due Date
<p>The agenda wise minutes of this meeting are as follows</p> <p><b>LIB.31.01-Confirmation of Minutes of Previous Meeting.</b></p> <p>The meeting started with the welcome address of the chairperson of the committee. The follow up actions of the minutes of the previous meeting form its action taken report were confirmed after discussion.</p>	1	All Committee Members	
<p><b>LIB.31.02-Requisition of Book for the coming even semester.</b></p> <p>Discussion was held regarding the expenditures to be made on the purchased of new books during the coming even semester of this session. Librarian was directed to submit a list of the books along with the expected expenditure to the registrar office of the institute.</p>	2	All HOD's/ Librarian	
<p><b>LIB.31.03- Renewal of EBSCO E-Books Engineering and Management for the year 2023-2024.</b></p> <p>Discussion was held regarding the expenditures to be made on the purchased and Renew of E-Books Engineering and Management during the coming even semester of this session. Librarian was directed to submit a summary and quotation of the E-Books Engineering and Management to the registrar office of the institute.</p>	3	Librarian/ Coordinator Library Committee	25/04/2023
<p><b>LIB.31.04- Update library software from Libsys to KOHA Cloud Base.</b></p> <p>Permission was given after discussion by the committee members to update library software Libsys to KOHA Cloud base. Librarian was directed to submit at least 03 quotation of KOHA installation.</p>	4	Librarian/ Coordinator Library Committee	25/04/2023
<p><b>LIB.31.05- Proposal for World Book Day Celebration.</b></p> <p>A proposal was made by the librarian to celebrate World Book Day in the library in front of the members of the library committee, which was approved by all the library committee members.</p>	5	Librarian/ Coordinator Library Committee	10/04/2023



Director  
Tula's Institute, Dehradun

**LIB.31.06** Organize one day K-Nimbus Training program for faculties and library staff members.

Permission was granted after discussion by the committee members of the library committee for k-Nimbus software training. Librarian was directed to prepare a proposal for k-Nimbus software training and submit it to the director's and get approval.

6

Librarian

25/05/2023

Meeting ended with vote of thanks to all



Director  
Tula's Institute, Dehradun



**Tula's Institute, Dehradun**  
**Minutes of Meeting**  
**(Action Taken Report)**

Date/Time	05/07/2022 02:30 PM	Signature:
Venue:	Reference library	Abhishek
Minutes taken by:	Mr. Abhishek Kumar Sharma	Chairperson
Attendee:	Dept. & Desig.	Signature:
Mr. Abhishek Kumar Sharma	Senior Librarian	Abhishek
Dr. Anand Gupta	Coordinator Library Committee	Anand
Dr. Tarun Kumar	Member	Tarun
Mr. Devesh Sharma	Member	Devesh
Dr. Lalit Goyal	Member	Lalit
Dr. Rupinder Kaur	Member	Rupinder Kaur
Mr. Mohit Sharma	Member	Mohit
Mr. Sandeep Gautam	Member	Sandeep
Mr. Aditya Sharma	Student Member (CSE)	Aditya
Ms. Anjanee Kumari	Student Member (BBA)	Anjanee
Absent:	Reason	
Nil		

**Agenda:**

**LIB 30.01** The minutes of the previous meeting dated 05/07/2022 were discussed about its follow up actions and its minutes were confirmed.

Regarding agenda its no. **LIB 30.01(a)** the books requisition was sent to registrar's office of the institute and then books were purchased according to the list worth Rs. 845500/- from Book World and payment has been made to that firm by the institute.

**LIB 30.01 (b)** Engineering and Management E-Journals worth Rs. 205000/- were purchased as per the requirement of the departments with following the norms of the institute. The payment has been made to the concerned party.

**LIB 30.01 (C)** All department magazines worth Rs. 35617/- were purchased as per the requirement of the departments with following the norms of the institute. The payment has been made to the concerned party.

**LIB.30.02 Requisition of Book for the coming odd semester 2022-2023.**

Discussion was held at large regarding the purchase of new books, journals and magazines according to the new titles and their volumes as per the requirement submitted by the different departments of the institute. It was resolved that librarian will prepare the list of all such requirements after consultation with HOD's and submit the same to the Registrar's office for further processing.

**LIB.30.3.Renewal of Engineering Department E-Journals.**

Discussion was held at large regarding the purchase or renewal of e- journals as per the requirement of the different departments of the institute. It was resolved that librarian renew Engineering E-Journals consultation with HOD's and submit the same to the Registrar's office for further processing.

**LIB.30.4. Purchase of GSB Department E-Journals.**

Discussion was held at large regarding the purchase of e-journals for GSB department. as per the requirement of the GSB departments of the institute. It was resolved that librarian purchased EBSCO Management E-Journals consultation with HOD's and submit the same to the Registrar's office for further processing.

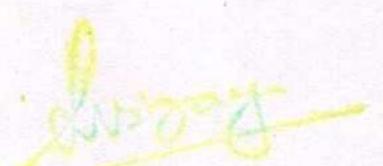
**LIB.30.5.Renewal AMC/up-gradation of libsys software for the year 2022-2023**

The up gradation of the Libsys library software was extensively discussed. It was decided that the librarian should hold the AMC of Libsys and discuss with other library field professionals on other better software for the library and inform to the registrar's office for further process.

**LIB.30.6. On the occasion of the Birthday of Dr. S. R. Ranganathan, August 12, 2022. Library department will celebrate the librarians Day.**

**LIB.30.7. Revision of Library budget due to increased numbers of students.**

The revision of library budget was discussed in detail. It was decided that if any work of the library requires more amount than the allotted library budget, then the budget of the library will be revised.



Director  
Tula's Institute, Dehradun

Date- 11/07/ 2023

## Notice

### 32<sup>nd</sup> Library committee meeting

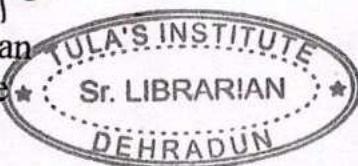
It is to inform you that the meeting of the library committee of the institute is scheduled to be held tomorrow i.e. that is July 12, 2023 at 2:30 pm at the reference library. All office bearers are requested to attend the meeting.

Agenda of the meeting is as follows

<b>LIB.32.01</b> -Confirmation of Minutes of Previous Meeting.
<b>LIB.32.02</b> -Requisition of Book for the coming odd semester.
<b>LIB.32.03</b> - Renewal of EBSCO E-journals Engineering and Management for the year 2023-2024.
<b>LIB.32.04</b> - Renewal of Hard Journals for Engineering & Agriculture department for the year 2023-2024.
<b>LIB.32.05</b> - Renewal of DELNET Database for the year 2023-2024.
<b>LIB.32.06</b> - Binding of library books.
<b>LIB.32.07</b> - Proposal for Librarian Day Celebration.

Thanking you

Senior Librarian  
Tula's institute  
Dehradun.



Director  
Tula's Institute, Dehradun

CC to:-

- Dean Academic: for Information & Necessary Action.
- Director: for Information
- All HOD's: for Information
- All Members: for Information

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- To inculcate social, environmental, heritage values.



**Tula's Institute**  
**32<sup>nd</sup> Meeting of the Library Committee,**  
**Minutes of Meeting**

Date/Time	12/07/2023 (02:30 PM)	
Venue:	Reference library	
Minutes taken by:	Mr. Abhishek Kumar Sharma	
Chairperson	(Dean Academic) <i>Chairman</i>	
Attendee:	Dept. & Desig.	Signature:
Mr. Abhishek Kumar Sharma	Senior Librarian	<i>Abhishek Kumar Sharma</i>
Dr. Anand Kumar Gupta	Coordinator Library Committee	<i>Anand Kumar Gupta</i>
Dr. Tarun Kumar	Member	<i>Dr. Tarun Kumar</i>
Dr. Lalit Goyal	Member	<i>Dr. Lalit Goyal</i>
Dr Rupinder Kaur	Member	<i>Rupinder Kaur</i>
Mr. Devesh Sharma	Member	<i>Devesh Sharma</i>
Mr. Mohit Sharma	Member	<i>Mohit Sharma</i>
Mr. Sandeep Gautam	Member	<i>Sandeep Gautam</i>
Mr. Aditya Sharma	Student Member (CSE)	<i>Aditya Sharma</i>
Ms. Anjanee Kumari	Student Member (BBA)	<i>Anjanee Kumari</i>
Agenda items regarding:		

**LIB.32.01**-Confirmation of Minutes of Previous Meeting.

**LIB.32.02**-Requisition of Book for the coming odd semester.

**LIB.32.03**- Renewal of EBSCO E-journals Engineering and Management for the year 2023-2024.

**LIB.32.04**- Renewal of Hard Journals for Engineering & Agriculture department for the year 2023-2024

**LIB.32.05**- Renewal of DELNET Database for the year 2023-2024.

**LIB.32.06**- Binding of library books.

**LIB.32.07**- Proposal for Librarian Day Celebration.

Director  
Tula's Institute, Dehradun

Issues/resolutions	Actions		
	No.	Actionee	Due Date
<p>The agenda wise minutes of this meeting are as follows</p> <p><b>LIB.32.01</b>-Confirmation of Minutes of Previous Meeting.</p> <p>The meeting started with the welcome address of the chairperson of the committee. The follow up actions of the minutes of the previous meeting form its action taken report were confirmed after discussion.</p>	1	All Committee Members	
<p><b>LIB.32.02</b>-Requisition of Book for the coming even semester.</p> <p>Discussion was held regarding the expenditures to be made on the purchased of new books during the coming odd semester of this session. Senior Librarian was directed to submit a list of the books along with the expected expenditure to the Director office of the institute.</p>	2	All HOD's/ Senior Librarian	
<p><b>LIB.32.03</b>- Renewal of EBSCO E-journals Engineering and Management for the year 2023-2024.</p> <p>Discussion was held regarding the expenditures to be made on the purchased and Renew of E-journals Engineering and Management during the coming odd semester of this session. Senior Librarian was directed to submit a summary and quotation of the E-journals Engineering and Management to the Director office of the institute.</p>	3	Senior Librarian/ Coordinator Library Committee/All HOD's	18/08/2023
<p><b>LIB.32.04</b>- Renewal of Hard Journals for Engineering &amp; Agriculture department for the year 2023-2024</p> <p>Discussion was held regarding the expenditures to be made on the purchased and renew of Hard journals Engineering and Agriculture department during the coming odd semester of this session. Senior Librarians were directed to discuss with Dean Research and submit a list of approved journals by the concern departments HOD's and call quotation of the Hard journals Engineering and Agriculture department and submit to the Director office of the institute.</p>	4	Senior Librarian/ Coordinator Library Committee/All HOD's	05/08/2023
			22/08/2023

<b>LIB.32.05-</b> Renewal of DELNET Database for the year 2023-2024.			
Discussion was held regarding the expenditures to be made on the renewal of DELNET database for the year 2023-2024.	5	Senior Librarian/ Coordinator Library Committee	10/08/2023
<b>LIB.32.06-</b> Binding of library books.	6	Senior Librarian/ Coordinator Library Committee	10/08/2023
Discussion was held regarding the expenditures to be made on the binding of books. Senior Librarian was directed to submit a list of books required binding and minimum 03 vendor quotation to the Director office of the institute.	6	Senior Librarian/ Coordinator Library Committee	12/08/2023

Meeting ended with vote of thanks to all



Director  
Tula's Institute, Dehradun



Institute Name Dehradun  
Minutes of Meeting  
(Action Taken Report)

Date/Time	05/01/2023 (02:30 PM)	Venue:	Reference library	Minutes taken by:	Mr. Abhishek Kumar Sharma	Chairperson	(Dean Academic) <i>Abhank</i>	Attendee:	Dept. & Desig.	Signature:
Mr. Abhishek Kumar Sharma	Senior Librarian	<i>Abhank</i>	Dr. Anand Kumar Gupta	Coordinator Library Committee	<i>Anand</i>	Dr. Tarun Kumar	Member	<i>Tarun</i>	Dr. Lalit Goyal	<i>Lalit</i>
Dr. Rupinder Kaur	Member	<i>Rupinderkaur</i>	Mr. Sandeep Gautam	Member	<i>Sandeep</i>	Mr. Devesh Sharma	Member	<i>Devesh</i>	Mr. Mohit Sharma	<i>Mohit</i>
Mr. Aditya Sharma	Student Member (CSE)	<i>Aditya</i>	Ms. Anjanee Kumari	Student Member (BBA)	<i>Anjanee</i>	Absent:		Reason	Nil	
Agenda:										
<b>LIB 31.01</b>	The minutes of the previous meeting dated 05/01/2023 were discussed about its follow up actions and its minutes were confirmed.									
Regarding agenda its no. <b>LIB 31.01(a)</b> the books requisition was sent to Director's office of the institute and then books were purchased according to the list worth Rs. 24556/- from Book World and payment has been made to that firm by the institute.										
<b>LIB 31.01 (b)</b> Engineering and Management E-Journals worth Rs. 16647/- were purchased as per the requirement of the departments with following the norms of the institute. The payment has been made to the concerned party.										
<b>LIB 31.01 (C)</b> All department magazines worth Rs. 15574/- were purchased as per the requirement of the departments with following the norms of the institute. The payment has been made to the concerned party.										

*Abhank*  
Director  
Tula's Institute, Dehradun

**LIB.31.02** Requisition of Book for the coming Even semester.

Discussion was held at large regarding the purchase of new books, journals and magazines according to the new titles and their volumes as per the requirement submitted by the different departments of the institute. It was resolved that librarian will prepare the list of all such requirements after consultation with HOD's and submit the same to the Director's office for further processing.

**LIB.31.3.** Renewal of EBSCO E-Books Engineering and Management for the year 2023-2024.

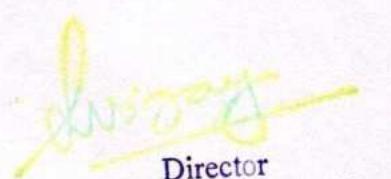
Discussion was held at large regarding the purchase or renewal of e- Books as per the requirement of the different departments of the institute. It was resolved that Senior librarian renew Engineering and Management E-Books consultation with HOD's and submit the same to the Director's office for further processing.

**LIB.31.4.** Update library software from Libsys to KOHA Cloud Base.

Discussion was held at large regarding the update Libsys software to KOHA software. It was decided that senior librarian should take minimum 03 quotations. It was resolved that senior librarian update library software libsys to KOHA (Cloud base) as per the requirement of the library departments of the institute and submit the Bill to the account section for further processing.

**LIB.31.5.** Proposal for World Book Day Celebration.

Proposal was made by the senior librarian to celebrate world book day in the library. It was resolved that senior librarian and all library staff celebrate world book day and distribute best reader award to the selected faculties and students.



Director  
Tula's Institute, Dehradun



# TULA'S

## DEHRADUN

INSTITUTE

\* Approved by AICTE, Ministry of HRD, Govt. of India \* ISO 9001:2015

Affiliated: \* Uttarakhand Technical University \* Sri Dev Suman Uttarakhand University \* Uttarakhand Board of Technical Education

### Internal Complaint Committee (ICC)

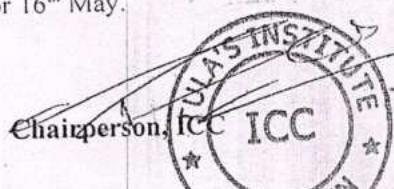
#### Minutes of Meeting (MOM)

Ref: Tula's/ICC/0523/06

Date/Time	10/05/23 / 3:00 PM		
Venue	Central Library		
Minutes noted by:	Ms Nanse		
Chairperson	Dr (Ms) Prerana Badoni		
Attendees	Designation	Signature	
Dr Prerana Badoni	Chairperson		
Ms Babita Sharma	Member		
Mr Naresh	Member		
Ms Nanse	Member		
Ms Lovepreet Kaur	Student Member		
Absentees	Reason		
Mr Ritik Tyagi	Out of town		
Ms Geetika Sharma	Out of town		
Ms Bharti Kalra	On leave		
Ms Leenakshi	Out of town		
Agenda	Actions		
	No	Actionee	
ICC 02.01: Action taken for previous meeting	01.	All members	Done
ICC 02.02: Regarding any girl student issues in the campus	02.	Ms Babita	Done
ICC 02.03: Next event planning for the current academic session	03.	All members	16/05/23

#### Discussion/Suggestions:

- Chairperson welcomed all the members of the Internal Complaint Committee present at the meeting.
- She has discussed in the meeting that all the agenda of the previous meeting has been successfully completed.
- Regarding girl student issues in the girls' hostel was discussed with the student member and it was concluded that there is no issue or complaint in the campus by any girl student at present.
- It was also discussed in the meeting that an event on the theme "Women in Entrepreneurship Development" is to be organized during the current session and is scheduled for 16<sup>th</sup> May.



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Dhoonkol, P.O. Salauli, Chakrila Road  
Dehradun - 248011 (U.K. India)

www.tulas.edu.in

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Director  
Tula's Institute, Dehradun



# TULA'S DEHRADUN

INSTITUTE

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Affiliated: • Uttarakhand Technical University • Sri Dev Suman Uttarakhand University • Uttarakhand Board of Technical Education

Ref: Tula's/ICC/0523/5

Dated: 09-05-2023

## Notice

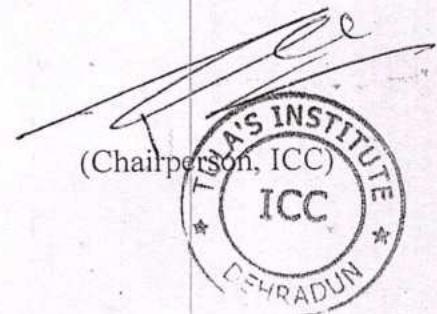
It is hereby informed to the concerned members of the **Internal Complaint Committee (ICC)** that a meeting is to be held on **Wednesday, 10<sup>th</sup> May' 2023**, beginning at **3:00 PM** in the Central Library.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Ms Nanse, Assistant Professor, EC, (Internal Committee Member)
3. Mr Naresh Kumar, (Assistant Registrar, Exam)
4. Lovepreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member

### Meeting Agenda:

1. Action taken for previous meeting.
2. Regarding any girl student's issues in the campus.
3. Next event planning for the current academic session.



CC:

Director  
Dean Academics  
Dean (M&A)  
All HoDs

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0135-2609300  
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Director  
Tula's Institute, Dehradun



# TULA'S

## DEHRADUN INSTITUTE

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Affiliated: \* Uttarakhand Technical University \* Sri Dev Suman Uttarakhand University \* Uttarakhand Board of Technical Education

### Internal Complaint Committee (ICC)

#### Minutes of Meeting (MOM)

Ref: Tula's/ICC/0323/01

Date/Time	25/02/23 / 3:00 PM	
Venue	Library	
Minutes noted by:	Dr Prerana Badoni/ Ms Nanse	
Chairperson	Dr (Ms) Prerana Badoni	
Attendees	Designation	Signature
Dr Prerana Badoni	Chairperson	
Dr Bharti Kalra	Member	
Ms Babita Sharma	Member	
Ms Nanse	Member	
Ms Leenakshi Negi	Student Member	
Ms Lovepreet Kaur	Student Member	
Absentees	Reason	
Mr Ritik Tyagi	Out of town	
Ms Geetika Sharma	Out of town	
Agenda	Actions	
	No	Actionee
ICC 01.01: Maintenance of girls' common room.	01.	Ms Babita
ICC 01.02: Proposal to Extension committee for Women's week celebration.	02.	Extension Head, Ms Nanse
		Expected Due Date
		28/02/23
		02/03/23

#### Discussion/Suggestions:

1. ICC chairperson welcomed all the other members of the Internal Complaint Committee were present at the meeting.
2. It was discussed in the meeting that the girls' common room is to be maintained properly. Bedsheets, curtains are to get washed and to check expiration dates on first-aid box.
3. It was concluded in the meeting that a proposal is to be given to Head, Extension Committee to organize an event on oncoming International Women's Day.

Next meeting will take place on 29<sup>th</sup> April' 23.



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Dehradun - 248011 (U.K. India)

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Ref: Tula's/ICC/0223/01

Dated: 24-02-2023

## Notice

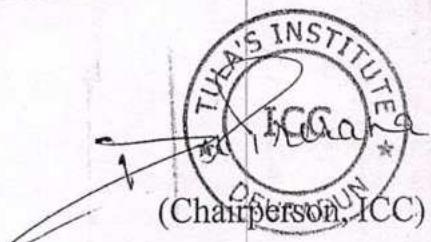
It is hereby informed to the concerned members of the Internal Complaint Committee (ICC) that a meeting is to be held on Saturday, 25<sup>th</sup> February' 2023, beginning at 3:00 PM in Central Library.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Dr (Mrs) Bharti Kalra, Associate Professor, CS, (Internal Committee Member)
3. Ms Nanse, Assistant Professor, EC, (Internal Committee Member)
4. Leenakshi Negi, (Civil, 3<sup>rd</sup> year) Student Member
5. Lavpreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member
6. Ritik Tyagi, (BCA, 2<sup>nd</sup> year) Student Member

### Meeting Agenda:

1. Maintenance of girls' common room.
2. Proposal to Extension committee for Women's week celebration.



CC:

Director  
Registrar  
Dean Academics  
Dean (M&A)  
All HoDs

*Leenakshi Negi*  
Director  
Tula's Institute, Dehradun

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Ref: Tula's/ICC/1122/01

Dated: 01-11-2022

### Notice

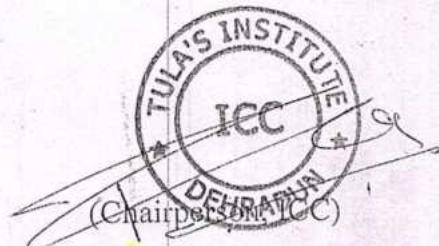
It is hereby informed to the concerned members of the Internal Complaint Committee (ICC) that a meeting is to be held on Wednesday, 02<sup>nd</sup> November' 2022, beginning at **4:00 PM** in ICC office.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Dr (Mrs) Bharti Kalra, Associate Professor, CS, (Internal Committee Member)
3. Ms Nanse (Assistant Professor, EEE, (Internal Committee Member)
4. Leenakshi Negi, (Civil, 3<sup>rd</sup> year) Student Member
5. Lavpreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member
6. Ritik Tyagi, (BCA, 2<sup>nd</sup> year) Student Member

#### Meeting Agenda:

1. Action taken for previous meeting.
2. Regarding any girl student's issues in the campus.
3. Events to be organized for the current academic session.



CC:

Registrar

Dean Academics

Dean (M&A)

All HoDs

Director  
Tula's Institute, Dehradun

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- Establish as technology driven teaching learning institution.
- Provide world class platform for research and innovation.
- Inculcate social, environmental, heritage values.

## Internal Complaint Committee (ICC) Minutes of Meeting (MOM)

Ref: Tula's/ICC/1122/02

Date/Time	02/11/22 / 4:00 PM			
Venue	Girls' Common Room			
Minutes noted by:	Dr. Bharti Kalra			
Chairperson	Dr (Ms) Prerana Badoni			
Attendees	Designation	Signature		
Dr Prerana Badoni	Chairperson			
Ms Babita Sharma	Member			
Dr. Bharti Kalra	Member			
Ms. Nanse	Member			
Lovepreet Kaur	Student Member			
Leenakshi Negi	Student Member			
Ritik Tyagi	Student Member			
Absentees	Reason			
Ms Geetika Sharma	Out of town			
Agenda		Actions		
		No.	Actionee	Expected Due Date
ICC 02.01: Action taken for previous meeting	01	All members	Done	
ICC 02.02: Regarding any girl student's issues in the campus	02.	ICC Head	Done	
ICC 02.03: Events to be organized for the current academic session	03.	All members	November Third week	

### Discussion/Suggestions:

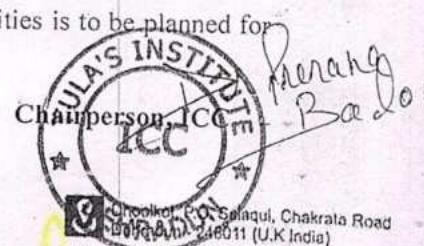
1. Chairperson welcomed all the members of the Internal Complaint Committee present at the meeting.
2. She has discussed in the meeting that all the agenda of the previous meeting has been successfully completed. All the requirements of the Girls' common room have been completed and awareness program for the 1<sup>st</sup> year girls has been successfully conducted.
3. Regarding any issues by any girl student has been discussed with the student member and concluded that there is no issue or any complaint in the campus by any girl student.
4. It was discussed in the meeting that an event should be organized during the session and tentative schedule is third week of November.
5. It was concluded in the meeting that an event regarding ICC including activities is to be planned for girl students during the session.

### Vision

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Chairperson, ICC  
Prerana Badoni

Chakrata, PO: Salauli, Chakrata Road  
Dehradun - 248011 (U.K. India)

www.tulas.edu.in

0135-2600300  
0135-2609309

Director  
Tula's Institute, Dehradun

Ref: Tula's/ICC/0822/01

Dated: 27-08-2022

### Notice

It is hereby informed to the concerned members of the Internal Complaint Committee (ICC) that a meeting is to be held on Monday, 29<sup>th</sup> August' 2022, beginning at 3:00 PM in IQAC office.

Following faculty members and the student members are kindly requested to ensure their presence on time:

1. Mrs Babita Sharma, Librarian, (Internal Committee Member)
2. Dr (Mrs) Bharti Kalra, Associate Professor, CS, (Internal Committee Member)
3. Leenakshi Negi, (Civil, 3<sup>rd</sup> year) Student Member
4. Laypreet Kaur, (BBA, 2<sup>nd</sup> year) Student Member
5. Ritik Tyagi, (BCA, 2<sup>nd</sup> year) Student Member

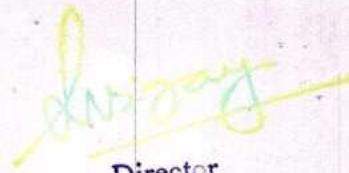
#### Meeting Agenda:

1. Reconstitution of ICC members.
2. Essential Requirements for Girls' Common Room.
3. Upcoming Awareness Program/Events for the current academic session.



#### CC:

- Director (For kind information please)
- Registrar (For kind information please)
- Dean Academies (For kind information please)
- Dean (M&A) (For kind information please)
- All HoDs (For kind information please)

  
Director  
Tula's Institute, Dehradun

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 0135-2699300  
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## Internal Complaint Committee (ICC)

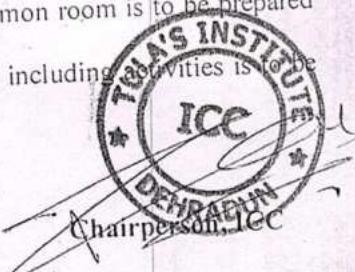
Minutes of Meeting (MOM)

Ref: Tula's/ICC/0822/01

Date/Time	29/08/22 / 3:00 PM
Venue	IQAC Office
Minutes noted by:	Mrs Babita Sharma
Chairperson	Dr (Ms) Prerana Badoni
Attendees	Designation
Dr Sandeep Vijay	Director
Dr Nishant Saxena	Dean, Academics
Dr Prerana Badoni	Chairperson
Ms Babita Sharma	Member
Lovepreet Kaur	Student Member
Leenakshi Negi	Student Member
Absentees	Reason
Dr (Mrs) Bharti Kalra	Urgency at home
Ritik Tyagi	Out of town
Ms Geetika Sharma	Out of town
Actions	
Agenda	
ICC 01.01: Reconstitution of the committee.	No Actionee Expected Due Date
ICC 01.02: Essential requirements for girls' common room.	01 PA to Director 31/08/22
ICC 01.03: Awareness program for the current session.	02. ICC Head 31/08/22
	03. All members October First week

## Discussion/Suggestions:

1. Director Sir welcomed the new Chairperson and all the other members of the Internal Complaint Committee were present at the meeting.
  2. He has reconstituted the committee in the meeting. A formal letter/notification from the Director's office is to be issued to the respective members.
  3. It was discussed in the meeting that a requirement list for the girls' common room is to be prepared and to be sent to the Registrar sir.
  4. It was concluded in the meeting that awareness program regarding ICC including activities is to be planned for girl students during the session.
- Next meeting will take place on 20<sup>th</sup> October 22.



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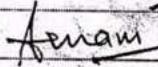
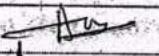
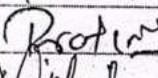
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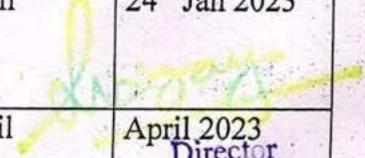
Director  
Tula's Institute, Dehradun

### **31<sup>st</sup> Meeting of Extension Committee (Minutes of Meetings)**

Date/Time	18-Aug-2022 02:30 PM	
Venue:	NSSOffice	
Minutes taken by:	Mr. Aman Kumar	
Chairperson	Mr. Emmanuel Gabriel	
Attendee:	Dept. & Designation	Signature
Emmanuel Gabriel	Chairperson	
Aman Kumar	Coordinator	
Ayush Mishra	Secretary	
Pratik Mishra	Co-Coordinator	
Nikhil	Treasurer	
Absent:		Reason

#### **Agenda:**

#### **Meeting of Student Welfare**

Issues	Actions		
	No.	Actionee	Due Date
EC.31.01: Confirmation of minutes of the meeting of 30 <sup>th</sup> Extension Committee Meeting..	1	Chairperson	
EC.31.02.Discussed plans for the Children's Day celebration, highlighting activities and logistics.	2	Aman Kumar	November 14 <sup>th</sup> 2022
EC.31.03.Discussed the cleanliness drive, emphasizing community engagement and waste disposal strategies..	3	Aman Kumar	November 6 <sup>th</sup> , 2022
EC.31.04.Discussed the clothes donation drive, planning collection points and distribution logistics..	4	Ayush Mishra	October 15 <sup>th</sup> , 2022
EC.31.05.Discussed plans for International Yoga Day, including venue arrangements and participant registration.	5	Pratik Mishra	June 21, 2023
EC.31.06.Discussed the Plafthon (a 24-hour cleanliness drive), outlining the event structure and volunteer coordination.	6	Pratik Mishra	December 2022
EC.31.07.Discussed plans for Uttarakhand Foundation Day, including event themes and activities.	7	Ayush Mishra	November 9 <sup>th</sup> , 2022
EC.31.08. Discussed the National Girl Child Day event's program, aiming to increase awareness through social media campaigns and school partnerships.	8	Nikhil	24 <sup>th</sup> Jan 2023
EC.31.09.Discussed the NSS camp's itinerary, emphasizing	9	Nikhil	April 2023 

community needs assessment and volunteer training.

EC.31.10.Discussed the women's hygiene drive's outreach strategy, focusing on reaching marginalized communities and providing educational materials.

10

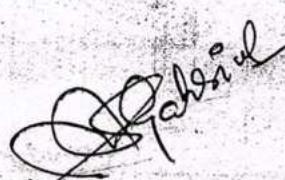
Nikhil

Oct, 2022

### Discussions/ Resolutions:

Copy to:

All actionee: for necessary action

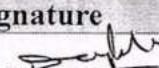
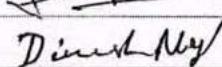
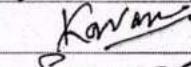
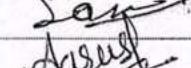
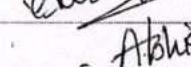
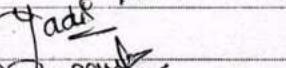
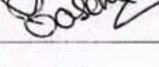


(Extension Committee Coordinator)



Director  
Tula's Institute, Dehradun

### Meeting of Victree Sports Club (Minutes of Meetings)

Date/Time	22/08/2022/ 03:00PM	
Venue:	Seminar Hall	
Minutes taken by:	Mr. Aarush	
Chairperson	Mr. Deepak Bahuguna	
Attendee:	Dept. & Designation	Signature
Mr. Deepak Bahuguna	Chairperson	
Mr. Dinesh Negi	Internal Committee Member	
Lt. Karan Kumar	Internal Committee Member	
Mr. Sunny Saini	Internal Committee Member	
Mr. Aarush	Student Member	
Mr. Abhishek Priyadarshi	Student Member	
Ms. Yadi Yazam	Student Member	
Mr. Basant Basnet	Student Member	

Absent:	Reason
No one	

#### Agenda:

To confirm the minutes of the previous meeting and to make action plan for the session 2022-23.

Issues	Actions		
	No.	Actionee	Due Date
To confirm the minutes of the previous meeting	1	All members	-
Discussion to conduct sports week 2022	2	All members	20.10.2022
Discussion on preparing teams for different upcoming Intercollegiate events going to be organised by University	3	All members	Dec 2022
To conduct Intercollegiate Cricket and Basketball tournament.	4	All members	March end 2023
Discussion to conduct Athletic meet in the memory of Dr GG Garg.	5	All members	Oct 2 <sup>nd</sup> week 2022

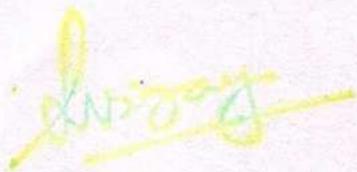
**Discuss/Resolution:**

1. Discussion was held at large regarding various sports activities to be conducted in the institute. The discussion includes of the preparation of first sports activity of the session i.e. sports week. Student's coordinators were made for various sports to be held in the sports week.
2. The discussion also include to conduct an Athletic meet separately after the sports week. The athletic meet will be conducted in the memory of Dr GG Garg.
3. No any other concern was raised by any member in the committee matter with the permission of chair.
4. The matter of preparation of sports teams in respect to intercollegiate sports to be organized by VMSBUTU was discussed in details.
5. The discussion was held to conduct Cricket and Basketball tournament for Inter College during summer in summer in 1<sup>st</sup> week of April to complete the sports schedule for the session.

Meeting concluded with vote of thanks to all present.

Copy to:

All actionee: for necessary action



Director  
Tula's Institute, Dehradun



Date: 06.09.2022

**NOTICE**

This is to inform you that 9<sup>th</sup> meeting of Alumni Committee will be held at Alumni office at 2:00 pm on 07.09. 2022. All the Members are requested to attend the meeting. Discussion of the meeting will be on the points given below.

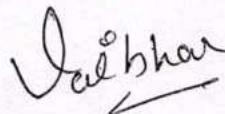
AL.C.09.01 Confirmation of points held in previous meeting.

AL.C.09.02 To decide date for the next Alumni Meet.

AL.C.09.03 Registration of final year students into Alumni Association

AL.C.09.04 To finalize the software for Alumni Data base management and networking service.

AL.C.09.05 Any other item with the permission of the chair.

  
(Chairperson)  
Alumni Committee

**Copy to:**

Registrar office  
Dean office  
Examination Control Room  
All HOD's

: For kind information please  
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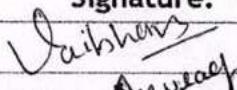
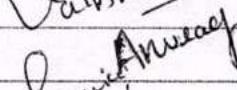
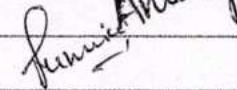
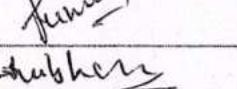
  
Director  
Tula's Institute, Dehradun

**Vision**

- To emerge as an academic centre producing world class professionals promoting innovation and research.

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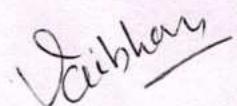
<b>Date/Time</b>	7 <sup>th</sup> September 2022/2:00PM	
<b>Venue:</b>	Alumni Office	
<b>Minutes taken by:</b>	Mr. Sunny Saini	
<b>Chairperson</b>	Mr. Vaibhav Kumar	
<b>Attendee:</b>	<b>Dept. &amp; Desig.</b>	<b>Signature:</b>
Mr. Vaibhav Kumar	Chairperson	
Mr. Anurag Bahuguna	Alumni Member	
Mr. Sunny Saini	Alumni Member	
Mr. Shubham Gupta	Student Member	
<b>Absent:</b>	<b>Reason</b>	
No one		

**Agenda:**

- AL.C.09.01 Confirmation of points held in previous meeting.
- AL.C.09.02 To decide date for the next Alumni Meet.
- AL.C.09.03 Registration of final year students in to Alumni Association
- AL.C.09.04 To finalize the software for Alumni Data base management and networking service.
- AL.C.09.05 Any other item with the permission of the chair.

<b>Discussion/Suggestion</b>	<b>Actions</b>		
	<b>No.</b>	<b>Actionee</b>	<b>Due Date</b>
The meeting started with the welcome address by chairperson of the committee. Item wise discussion is as			
AL.C.09.01 The discussion was held at large in all the point of the previous meeting as well as their follow up action and were confirmed	1	Mr. Sunny Saini	October 2022
AL.C.09.02 Discussion on conducting Alumni Meet For session 2022-23	2	All Member	November 2022
AL.C.09.03 Plan of action to start the registration process of Final year students into Alumni Association	3	Mr. Anurag Bahugna	Jaunuary2023

AL.C.09.04 Date of Presentation on software to be used for alumni data base management and networking services by various companies.	4	Mr. Shubham Gupta	December 2022
AL.C.09.05 No any other item was suggested/raised by any member of the committee	5	Mr. Sunny Saini	March 2023



(Chairperson)  
Alumni Committee



Director  
Tula's Institute, Dehradun

## 6<sup>th</sup> Meeting of Energy, Green & Environment Audit Committee (Minutes of Meetings)

Date/Time	12/02/2023/ 10:00AM	
Venue:	IQAC Room	
Minutes taken by:	Mr. Rahul negi	
Chairperson	(Dr. Nishant Saxena)	
Attendee:	Dept. & Designation	Signature
Dr. Nishant Saxena	Chairperson	
Mr. Abhishek Chakravorty	Member (EEE Dept)	
Mr Rahul Negi	Member (ECE Dept)	
Ms. Tanuja Uniyal	Member (Applied Science Dept)	
Ms. H.S Chauhan	Member (ECE Dept)	
Mr Prashant Raj	Student member	
Mr. Manish Yadav	Student member	

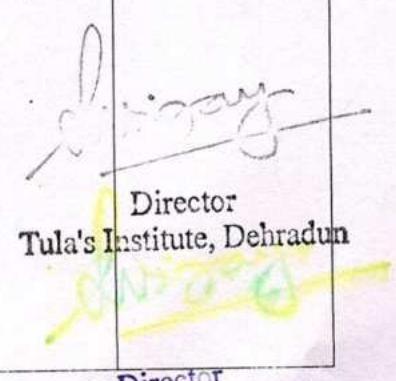
Absent:	Reason
None	

Agenda:
---------

- Review of action taken on the previous Minutes of 5<sup>th</sup> meeting of the Energy, Green & Environment audit
- Calculation of the total connected load( with addition newly built construction on E, F, G Block) of the institution through student teams (Session 2023-23)
- Review of the Electricity bills of the financial year 2022-23 and do the comparative study between the different parameters
- Review on the purchase of energy efficient lighting systems for the session 2022-23 and submission of energy saving proposals.
- Review and conduction of beyond the campus activities of cleanliness etc, for the session 2022-23.
- To conduct green and environment audit of the institute for the session 2022-23.
- Preparing proposal for the purchase of energy efficient systems.
- Calling the team of Quality Research Organization for the surveillance in Energy and green audit

Director  
Tula's Institute, Dehradun

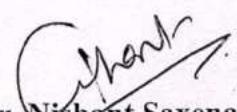
Director  
Actions  
Tula's Institute, Dehradun

	No.	Actionee	Due Date
1. Meeting of Energy, Green & Environment Audit Committee started with the welcome address of the chairperson. The agenda item wise discussions / resolutions are as follows:  The action taken on the various points of the previous were reviewed , discussed on its resolutions and minutes of previous meeting were confirmed		NA	NA
2. Discussion was held to calculate the total connected load of the institute (Block wise) by the student groups (3-members per group).  Pre final students of Electrical Department will be deployed for the load calculation.		Mr. Abhishek Chakravorty	10- March 2023
3. Discussion was held to analyse the electricity bills of current session ( 2022-23) and plot the month wise data of different characteristics like  i) Power factor variation ii) Electricity bill variation iii) Maximum demand iv) Load Factor v) Demand factor  Estimation of possible reasons behind the variations		Mr Rahul Negi	15- March 2023
4. The discussion was held for the purchase of energy efficient lighting systems and preparing energy saving proposals with exact calculation of payback period of device will be submitted for the next session		Mr Abhishek Chakravorty	10- March 2023
5. Discussion was held to review previously conducted more beyond the campus cleanliness and energy conservation activities and emphasize on conducting more such activities.		All members	NA
6. Discussion was held to conduct the green and environment audit of the institute with reference to the following points  i) Water Management ii) Waste management iii) Green campus ( List of Flora & Fauna & List of birds visited)		Ms Tanuja Uniyal	15- March 2023
Carbon footprints		 Director Tula's Institute, Dehradun	

7. Discussion was held to purchase and install energy efficient systems like Standalone Solar lighting system, occupancy sensors and sensor based urinal systems for the next financial year	Mr Abhishek Chakravorty	May-June 2023
8. Discussion was held to call the energy and green audit team of Quality Research organization for the surveillance and authorization of the reports by March-April 2023 as per completion of the above tasks	Mr Rahul Negi	20- March 2023

**Copy to:**

All actionee: for necessary action



Dr. Nishant Saxena  
(Chairperson)

Director  
Tula's Institute, Dehradun



Director  
Tula's Institute, Dehradun