

# TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (PHASE - III)

## Equity Action Plan

**Name of Institute:** Faculty of Engineering & Technology, Deenbandhu Chhotu Ram University of Science & Technology, Murthal, Sonapat

**Name of EAP Coordinator:** Dr. M.S. Narwal, Professor, Dept. of Mechanical Engineering

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Sl. No.	Activity	sub-activity/Action	Coordinator	Executing agency	Date & duration	Frequency	Indicator to measure outcome	Estimated Expenditure (in Rs.)
1.	To identify students who will require more academic support	<ul style="list-style-type: none"> <li>➤ Constitute a committee of 4-5 members from basic sciences and humanities/ communication/ English/ any other related department.</li> <li>➤ A test preferably House test will be conducted for 1<sup>st</sup> year students at departmental level.</li> <li>➤ Students scoring below 50% shall be considered for additional academic support.</li> <li>➤ Second assessment of the students who took additional academic support will be conducted with the similar difficulty level as the earlier test.</li> <li>➤ Students scoring below 50% in 2<sup>nd</sup> assessment will also likely require additional support.</li> </ul>	Prof. Manoj Duhan	Committee constituted for this purpose in liaison with Chairpersons of participating departments	7 Jan -26 April, 2019	Diagnostic tests and plans to be completed at the beginning of each semester; remedial measures to be carried out continuously thereafter	Percent of students transiting from First to Second year with all first year courses passed	50000.00
2.	To improve language competency, soft skills and confidence levels	<ul style="list-style-type: none"> <li>➤ A college can set up an English language lab where students can listen to tapes and use workbooks to improve their English, particularly spoken English.</li> <li>➤ Conducting regular English tutorials, covering both grammar and everyday English.</li> </ul>	Prof. Sujata Rana	Committee constituted for this purpose in liaison with Chairpersons of participating	7 Jan 2019 onwards	Continuous	Better transition rates for first and second year students	NIL

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		<ul style="list-style-type: none"> <li>➤ Opportunities for students to make presentations in the classes.</li> <li>➤ Guidance tools for teachers to transact with students that are culturally or linguistically less exposed to professional technical education/ by including English as part of the main syllabus.</li> </ul>		departments				
3.	Provide appropriate infrastructure for physically challenged students	<ul style="list-style-type: none"> <li>➤ Constitute a committee of student representatives and faculty member (preferably 1 from PD category).</li> <li>➤ Committee will prepare a report providing requirement of facilities like ramps, lifts, toilets (separate for male and female students and faculty), braille signages and auditory signals, tactile flooring, etc. in academic and hostel area for physically challenged students.</li> <li>➤ The gap in the requirement and available facilities will be put in the immediate BoG meeting for necessary actions.</li> </ul>	Sh. Balbir Singh Sheokand, Executive Engineer	XEN Office, DCRUST	7 Jan 2019 onwards	As required	Increased number of disabled students due to improved facilities	Expenditure will be borne from University funds
4.	A two-tier grievance redress mechanism (GRM)	<ul style="list-style-type: none"> <li>➤ Introduce, and publicise widely, a grievance redress mechanism (GRM) committee at the institution. The committee may have 4-5 members consisting of one female member.</li> <li>➤ Provide multiple channels for filing complaints. In addition to a hotline (telephone), an email address, complaints box, etc. to ensure anonymity should be shared with the students/ faculty.</li> <li>➤ The complaints to be resolved in 14 working days, and actions taken to be informed to the complainant. Any</li> </ul>	Dr. Raj Kumar, Dean Academic Affairs	GRM Committee, DCRUST	7 Jan 2019 onwards	Continuous	<p>Placing of GRO (Grievance Redressal Officer)</p> <p>Number of complaints received and time taken to address grievances</p> <p>Number of unsolved cases/ referred cases to SPIU</p>	NIL


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		unresolved or unsatisfactory case to be reported to the state level GRM for necessary action.						
5.	Appointing Student Mentors and Faculty Advisers for Students	<ul style="list-style-type: none"> <li>➤ Assign senior student as mentors for 6-8 junior students</li> <li>➤ Appoint Faculty Advisers for 10-15 student mentors</li> <li>➤ Faculty Advisers to guide the students and monitor their progress.</li> <li>➤ The Student mentor should meet minimum thrice in a week and faculty advisor once in a week.</li> <li>➤ FA may also keep in touch with parents and talk to them when a relevant problem arises.</li> <li>➤ Faculty should be given some professional training in mentoring and counseling to play this role.</li> </ul>	Prof. J.S.Saini, Dean FET	Dean FET in liaison with Chairpersons of Participating Departments	1 December 2018 onwards	Continuous	Satisfactory progress in implementation of the proposed activities and achievement of targets, based on the reports received from the mentors	NIL
<b>Total estimated budget required for Equity Action Plan (in Rs.)</b>								<b>50000.00</b>

  
27.2.2019  
EAP Coordinator

  
27/2/19  
Coordinator (TEQIP-III)

  
Nodal Officer (TEQIP-III)