



MIRPUR UNIVERSITY OF SCIENCE & TECHNOLOGY (MUST) MIRPUR (AZAD JAMMU & KASHMIR)

Department of Mechanical Engineering

MUST

Title:3rd Industrial Advisory Board (IAB) for Mechanical Engineering Department (MUST) Mirpur A. K

DEPARTMENT OF MECHANICAL ENGINEERING

Phone & Fax No: +925827-960036

MEETING ACTION FORM

Participants:

Engr. Dr. Khuram Pervez (Convener)

Chairman Mechanical Engineering Department, Mirpur
University of Science & Technology (MUST), Mirpur

Engr. Dr. Ejaz Bashir Janjua (External Member)

Dy. general Manager (Design)

Engr. Dr. Taqi Ahmed Cheema (Special Invitee)

Assistant Professor Mechanical Engg. Dept (GIKI)

Engr. Dr. Emad-ud-Din (Special Invitee)

Assistant Professor Mechanical Engg. Dept (NUST)

Engr. Muhammad Qamar (External Member)

Dy. general Manager (Design)

Engr. Muhammad Qamar (External Member)

Manager HVAC

Engr. Samran Akram (External Member)

Manager Production

Engr.Dr.Bilal Akram

Assistant Professor (MED) Mirpur University of Science &

Technology (MUST), Mirpur

Engr.Dr. Anser Bashir

Assistant Professor (MED) Mirpur University of Science &

Technology (MUST), Mirpur

Engr.Dr.Ghulam Qadir Ch.

Lecturer, Department of Mechanical Engineering, (MUST),

Mirpur

Person Taking Minutes:

Engr. Asad Munir

Lecturer, Mechanical Engineering Department, Mirpur
University of Science & Technology (MUST), Mirpur

Date of Meeting:

October 3rd, 2020

Actual Starting Time:

10:00AM

Actual Ending Time:

12: 15 PM

3rd Industrial Advisory Board (Minutes of Meeting)

Engr. Dr. Taufiqe Abbasi

Assistant Professor, Department of Mechanical Engineering,

(MUST), Mirpur

Engr. Asad Munir (Secretary)

Lecturer, Department of Mechanical Engineering, (MUST),
Mirpur

The 3rd meeting of Industrial Advisory Board (IAB) in pursuance of observation of Pakistan Engineering Council (PEC) regarding implementation of OBE system in Mechanical Engineering Department (MUST) Mirpur A.K was held on October 3rd, 2020 in the video conference room of MUST Mirpur. The meeting was chaired by Engr. Dr. Khuram Pervez Chairman Mechanical Engineering Department. The meeting started with the name of ALLAH ALMIGHTY. The details of meeting are as follows.

S. #	Agenda Item	Discussion Outcomes	Follow-up Needed	Delegated To
1	Welcome Address/ Purpose	The Chairman MED welcomed the participants, particularly the guests for taking time out of their busy schedule to attend the meeting. He also briefed them about the purpose of the meeting and informed all the participants about agenda of meeting. The Chairman asked the members to share their experience and expertise on the agenda of the meeting.	Participants
2	To identify opportunities for industry collaboration and commercialization of academic and co-curricular activities.	The industrial experts after a comprehensive discussion proposed following suggestions/recommendations <ul style="list-style-type: none"> • Development of departmental Engineering Development Board (EDB) which should collaborate with industries to grab industrial opportunities for its students. • To Promote co-curricular activities by conducting different technical competitions session wise. • Departmental (EDB) may manage frequent visits to industries to find out commercialization opportunities. • To conduct semester wise seminars/workshops regarding emerging industrial needs like updated software's by engaging departmental technical societies. 	Yes	All Participants
3	Development of appropriate mechanism for industrial visits &	The industrial experts proposed following recommendations regarding industrial visits and internship procedures. <ul style="list-style-type: none"> • Inclusion of technical member in the placement bureau to enhance the industrial collaboration effectiveness. 	Yes	All Participants

3rd Industrial Advisory Board (Minutes of Meeting)

<p>Review of Current Practices of internships procedure</p>	<ul style="list-style-type: none"> • At least two industrial visits should be made compulsory per year/semester. • Appointment of a dedicated faculty member as an Industrial Liaison Officer (ILO) for effective correspondence with industries. • To establish an evaluation committee for the evaluation of internship outcome of students. • Promote alumni linkages for the improvement of opportunities of industrial visits and internships. 		
<p>4 To discuss the current research themes and their relevance to emerging industry needs.</p>	<p>The advisory Board after comprehensive discussion proposed following recommendations.</p> <ul style="list-style-type: none"> • For final year projects (FYP) should be focused on the local industrial issues/requirements. • To improve the role of ORIC department for FYP with collaboration of industries. Also, there should be a strong liaison among ORIC offices of different universities for joint ventures regarding FYPs. • Inclusion of members having technical background in ORIC department. To address the multiple industrial needs technical members should be dedicated related to their expertise i.e. <ul style="list-style-type: none"> ▪ For Automotive industry, member of automotive background should be dedicated. ▪ For Textile industry, member of Textile background should be dedicated. • To formulate the alumni for research collaboration. 	<p>Yes</p>	<p>All Participants</p>
<p>5 Review and evaluation of strategic goals, plans, and new initiatives.</p>	<p>The industrial experts after a comprehensive discussion proposed following suggestions.</p> <ul style="list-style-type: none"> • To take initiatives for alumni by managing different events for alumni like Alumni annual dinner, establishment of different student clubs which links with alumni. • To activate departmental technical societies like ASHRAE, ASME which collaborates with alumni. • The experts suggested that data should be collected from the alumni who visit University during these events. 	<p>Yes</p>	<p>All Participants</p>
<p>6 Development of mechanism for Pre-job training for fresh graduates</p>	<p>The advisory board discussed the pre-job training mechanism in detail and respected members extended their following suggestions:</p> <ul style="list-style-type: none"> • The University should focus on arranging a job fair every year. • The department must conduct industrial advisory board (IAB) every year which promotes/strengthen the academia-industrial linkage. • The department must conduct some training sessions for final year students with different field experts which would train the students in followings aspects <ul style="list-style-type: none"> ▪ CV writing skills ▪ Interview skills ▪ Communication skills • The University's department such as placement bureau should invite different national/multinational companies for walk in interviews every year. 	<p>Yes</p>	<p>All Participants</p>

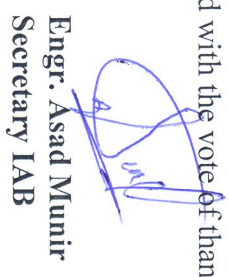
3rd Industrial Advisory Board (Minutes of Meeting)

7	Review of Curriculum and Current Practices The advisory board overviewed the current curriculum and proposed following suggestion regarding current practices. <ul style="list-style-type: none"> • Addition of contents in different subjects with consultation of alumni of industry based and MS/PhD relevant to their expertise. • To focus on technical standards of relevant subjects. • Number of Complex Engineering Problem (CEP) should related to the industry should be increased from the industry. At least 30% CEPs should be based on industrial problems. • The members showed their satisfaction over the employee and employer survey forms. 	Yes	All Participants
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At the end of the meeting it was principally agreed by all the board members over all suggestions/ Recommendations and ended with the vote of thanks to chair.



Engr. Dr. Khuram Pervez
 Chairman
 Department of Mechanical Engineering
 MUST, Mirpur A.K



Engr. Asad Munir
 Secretary IAB

Copy to:
 All Participants