



ARYA Institute of Engg. & Technology

(Affiliated to University of Rajasthan/RTU • Approved by AICTE, New Delhi)

S.P.-40, Kukas Industrial Area (RIICO) Jaipur-302 028

• Website : www.aryainstitutejpr.com

• Ph.: 0141- 5148801, 5148802, 5148803

• FAX : 01426-510040

Ref : AIET/IQAC/2017-2018/

Dated 19-July-2017

MEETING NOTICE

This is to inform all the members of **Internal Quality Assurance Committee** that the meeting of the Internal Quality Assurance Committee will be held on 24-July-2017 at 10:30 A.M. in Board Room. The agenda of the meeting shall as follows:

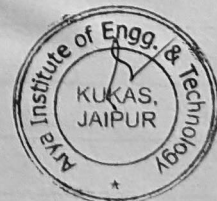
1. To confirm the minutes and action taken of previous meeting held on 15.01.2017.
2. Institute's Assessment and Accreditation by NAAC .
3. Review functioning of various committees overlooking students/faculty activities
4. To review the quality of academic curriculum, teaching methodology and other co-curricular and extracurricular activities commensurate with Vision, Mission and quality policy of the institute.
5. Assessment of Attainment of Course Outcomes for even Semester 2016-17
6. To examine and take remedial measures if any for the feedback received from all stake holders i.e. Students, Alumni, Employers and parents ,

Members of the committee are requested to attend the meeting as per schedule time. HODs will also be available for discussions if any during the meeting



Copy to:

1. All members
2. HOD of all Departments





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AIET/IQAC/2017-2018/M/

Dated 25.07.17

MINUTES OF MEETING

Meeting of Internal Quality Assurance Committee was held on 24-July-2017 in the Board Room of ARYA Institute of Engineering & Technology to chalk out various academic and other activities in AIET for odd Academic Semester session of Year 2017-18.

Members Present

1. Dr. R.C.Bansal
2. Dr. Arvind Agarwal
3. Dr. Surendra Sharma
4. Mr. Sandeep Jhamb
5. Mr. Pramod Shama
6. Mr. Raj Kumar Kaushik
7. Mr. Pawan Sain
8. Dr. Indu Gupta
9. Mr. Jitendra Prajapat
10. Mr. Abhay Purohit

Members Absent

1. Mr. Kamlesh Brahm Bhatt
2. Mr. Aditya Kukar
3. Ms. Ishita Thakur
4. Ms. Priyanka Tufchi

IQAC Coordinator welcomed the members.

AGENDA ITEMS

Agenda item 1 – To confirm the minutes and action taken of previous meeting.

The minutes and the action taken of the said Meeting of the Internal Quality Assurance Committee were discussed and found to be in order and hence confirmed.

Agenda Item 2 – Institute's Assessment and Accreditation by NAAC





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IQAC noticed with pride that RTU has adjudged AIET under Rank "A" category this year. This itself speaks volumes of the quality of teaching, infrastructural and cocurricular facilities being provided to its students in gaining due qualification and competence in the profession. The committee was, however, of the view that in order to achieve wider recognition and excellence it will be appreciable if the institute gets Assessed and Accredited for its amenities and facilities through NAAC. This would not only elevate out rank in QIV of RTU but also induce self-respect and confidence in perusing students.

Keeping this in view, the committee decided that the institute should register itself with NAAC along with IIQA application and necessary fee for initiating their A & A proceedings. IQAC Coordinator would function as NAAC coordinator as well.

Agenda Item 3 – Review functioning of various committees overlooking students/faculty activities

IQAC observed that various student/ faculty committees are functioning in the institute for the development. Role of following committees comes under reviewing/ maintaining/ developing quality aspect of the institute:

1. Academic Committee
2. Research Committee
3. Library Committee
4. Career Guidance Cell
5. Extracurricular Committee

These committees shall therefore function in close association of IQAC to achieve better results with mutual coordination with each other.

Agenda item 4 – To review the quality of academic curriculum, teaching methodology and other co-curricular and extracurricular activities commensurate with Vision, Mission and quality policy of the institute.

The committee reviewed the academic Calendar for odd Semester B. Tech/ M. Tech Courses circulated by RTU on its website. Heads of Department and members of Extracurricular Committee were also associated in the discussions to incorporate their tentative schedules of various activities during the session. After compiling information, the chairman of the committee suggested academic





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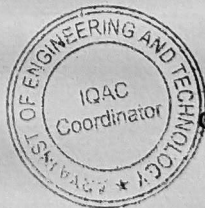
committee to prepare a tentative overall Academic calendar for odd Semester 2017-18 for circulation to departments for their feedback if any. HODs were advised to prepare their subject wise time table and lecture plan accordingly.

Agenda Item 5 – Assessment of Attainment of Course Outcomes for even Semester 2016-17

The committee reviewed the matrices prepared by the entire department in assessing the attainment of course outcomes prescribed by them on the basis of both direct methods of assessment through midterm and final examinations and also of the indirect method of feedback. The committee was satisfied that the attainment of level 2 was achieved in the college.

Agenda Item 6 – To examine and take remedial measures if any for the feedback received from all stake holders i.e. Students, Alumni, Employers and parents

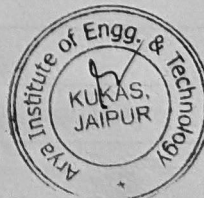
It was noted that student satisfaction feedback system is available on college website where the students/ employers and parents can provide feedback on the academic curriculum, syllabus and other courses/ activities of the college in a transparent and fearless way. It was observed that all the stake holders were by and large, satisfied with the facilities provided in the college. Never the less, college always remains in pursuit of improvements for the larger benefit of the students and in fulfilment of our vision and mission.

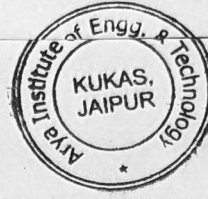


[Signature]
Coordinator
(IQAC)

Copy to:

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2. HOD of all Departments





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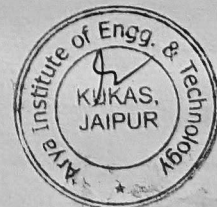
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Attendance Sheet (24.07.2017)

S. No.	Name of Members	Designation and Dept	Signature
1	Dr. R.C.Bansal	Principal	R.C. Bansal
2	Dr. Arvind Agarwal	Management Representative	Arvind Agarwal
3	Mr. Aditya Kukkar	Industry Representative	NOT PRESENT
4	Mr. Kamlesh Brahm Bhatt	Nominee from local Society	NOT PRESENT
5	Dr. Surendra Sharma	Director & IQAC Coordinator	Dr. Surendra Sharma
6	Mr. Abhay Purohit	Electronics and Communication	Abhay Purohit
7	Mr. Sandeep Jhamb	Mechanical Engineering	Sandeep Jhamb
8	Mr. Raj Kumar Kaushik	Electrical Engineering	Raj Kumar Kaushik
9	Mr. Pramod Shama	Computer Science and Engineering	Pramod Shama
10	Mr. Pawan Sain	Computer Science and Engineering	Pawan Sain
11	Dr. Indu Gupta	Department of First Year	Dr. Indu Gupta
12	Mr. Jitendra Prajapat	Sr. Account Officer	Jitendra Prajapat
13	Ms. Ishita Thakur	Student	NOT PRESENT
14	Ms. Priyanka Tufchi	Alumni	NOT PRESENT





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Action Taken Report of Internal Quality Assurance Cell Meeting held on 24.07.2017

S. No.	Agenda	Action Taken
1.	Institute's Assessment and Accreditation by NAAC	Reviewed and Confirmed
2.	Functioning of various committees	Reviewed and Confirmed
3.	Quality of academic curriculum, teaching methodology and other co curricular and extracurricular activities	Reviewed
4.	Assessment of Attainment of Course Outcomes	Reviewed and Confirmed
5.	Remedial measures for the feedback received from all stake holders	Reviewed

