

# 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

• Ph.: 0141- 5148801, 5148802, 5148803

• Website : [www.aryainstitutejpr.com](http://www.aryainstitutejpr.com)

• FAX : 01426-510040

Ref : AIET/IQAC/2018-2019/

Dated 19-July-2018


## 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 23-July-2018 at 11:30 A.M. in Board Room. The agenda of the meeting shall as follows:

1. To confirm the minutes and action taken of last meeting.
2. NAAC Proceedings.
3. To review if the quality of academic curriculum, teaching methodology and other co-curricular and extracurricular activities commensurate with Vision, Mission and quality policy of the institute?
4. Assessment of Attainment of Course Outcomes for even Semester 2017-18
5. 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



  
(Coordinator)



### Copy to:

1. All members
2. HOD of all Departments



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AIET/IQAC/2018-2019/M/

Dated 25.07.18

## **MINUTES OF MEETING**

Meeting of Internal Quality Assurance Committee was held on 23-July-2018 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 2018-19.

### **Members Present**

1. Dr. Yogesh Bhomia
2. Dr. Arvind Agarwal
3. Mr. Aditya Kukar
4. Dr. Surendra Sharma
5. Mr. Sandeep Jhamb
6. Mr. Pramod Shama
7. Mr. Pawan Sain
8. Mr. Kamlesh Brahm Bhatt
9. Mr. Raj Kumar Kaushik
10. Dr. Indu Gupta
11. Mr. Jitendra Prajapat
12. Mr. Abhay Purohit

### **Members Absent**

1. Ms. Surbhi Periwal
2. Mr. Mr. Rishabh Tiwari

Coordinator of IQAC welcomed the members.

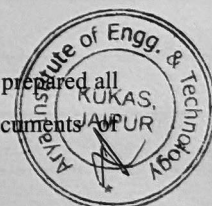
## **AGENDA ITEMS**

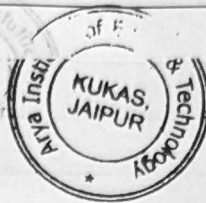
### **Agenda item 1 - To confirm the minutes and action taken of last meeting.**

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 - NAAC proceedings**

IQAC cell in association with all committees and the departments, prepared all details in the prescribed manner and limits, collected all documents





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academics, infrastructure, finances and co and extracurricular activities and uploaded on the institute portal.

*Action by : Registrar, all HODs, and Accounts department*

**Agenda item 3 - 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 committee to prepare a tentative overall Academic calendar for odd Semester 2018-19 was finalized for circulation to departments for their feedback if any. HODs were advised to prepare their subject wise time table and lecture plan accordingly.

*Action by : All members of Academic and department advisory committee*

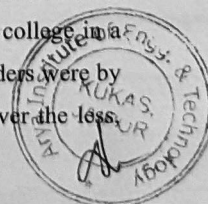
**Agenda Item 4 - Assessment of Attainment of Course Outcomes for even Semester 2017-18**

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.

*Action by : All HODs and Examination Department*

**Agenda Item 5 - 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,





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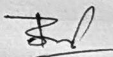
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college always remains in pursuit of improvements for the larger benefit of the students and in fulfilment of our vision/ mission.

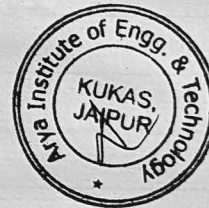
The meeting ended with formal vote of thanks to Chair.



  
Coordinator  
(IQAC)

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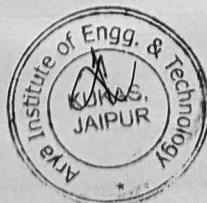
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## Attendance Sheet (23/07/2018)

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





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## **Action Taken Report of Internal Quality Assurance Cell Meeting held on 23.07.2018**

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

