ARYA Institute of Engg. & Technology (AIET)

(Affiliated to RTU | Approved by AICTE, New Delhi)

- SP-40, RIICO Industrial Area, RIICO-Kukas, Jaipur-302028
- Ph. 0141-2820700, 5148801
- www.aryainstitutejpr.com
- Toll Free: 1800 102 1044

Ref: AIET/IQAC/2022-23/04   **Date : 05-06-2023**
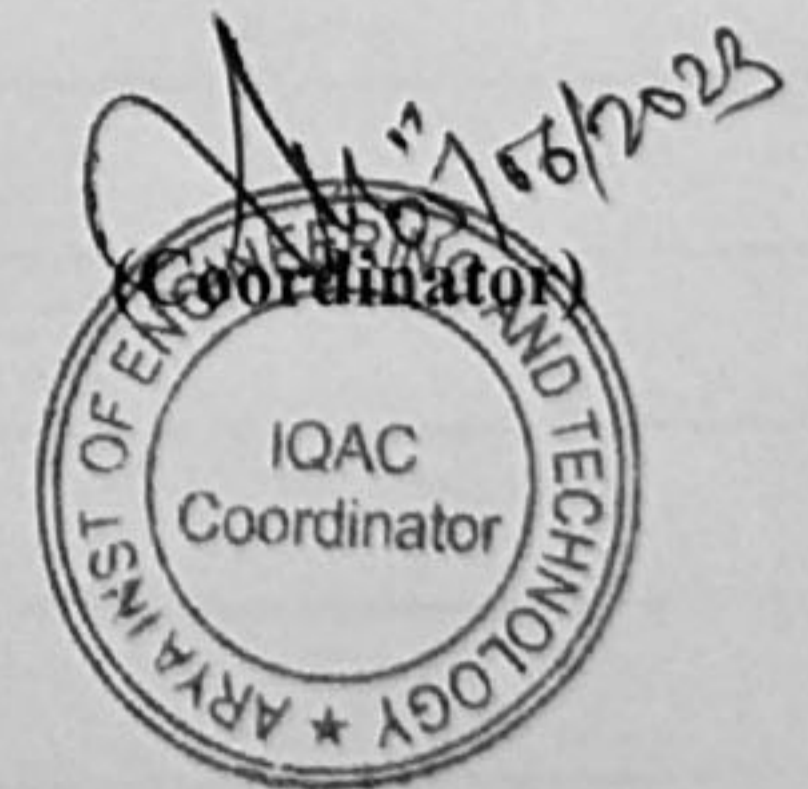
MEETING NOTICE

This is to inform all the members of **IQAC (Internal Quality Assurance Committee)** that the Meeting of the IQAC will be held on **10th June, 2023** at **10:30 A.M.** in Board Room. The agenda of the meeting shall as follow :

01. To confirm the minutes of last meeting.
02. To submit & review NAAC AQAR for the Session 2021-22.
03. To review MoUs / Tie-ups.
04. To review of Technical Event.
05. To plan various Academic Activities.
06. To review of AIR Lab Inauguration.
07. To enroll for Eat Right Campus Initiative.
08. To confirm the Professional Elective Subjects.
09. To review the Feedback Collection, Analysis & Action Taken.
10. To discuss Practical Training and Progress of Project Work of the Students.
11. To discuss Commencement of Odd Semester Classes.
12. To change the Name of the Institution.
13. Any other matter by permission.

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 :

- All Members
- HOD of all Departments

(Coordinator)

IQAC
Coordinator

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AIET/IQAC/2022-23/M/04   Date : 13-06-2023

MINUTES OF MEETING

Meeting of the **IQAC (Internal Quality Assurance Committee)** was held on 10th **June, 2023** 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 2022-23.

Members Present :

01. Dr. Himanshu Arora
02. Dr. Arvind Agarwal
03. Mr. Aditya Kukkar
04. Mr. Mukesh Jangid
05. Dr. Surendra Sharma
06. Ms. Disha Sachdeva
07. Mr. Keshav Parashar
08. Mr. Pawan Sen
09. Ms. Shilpi Mishra
10. Dr. Pramod Sharma
11. Mr. Sandeep Jhamb
12. Mr. Chirag Arora
13. Mr. Kapil Karadia
14. Dr. Indu Gupta
15. Mr. Ankit Agarwal
16. Mr. Jitendra Prajapat
17. Mr. Shubham Mahajan
18. Mr. Kshitiz Agarwal

The Coordinator of IQAC welcomed all the members.

AGENDA ITEMS

AGENDA – 01

To confirm the minutes of last meeting.

The minutes of the said Meeting of the IQAC were discussed and found to be in order and hence confirmed.

AGENDA - 02

To submit & review NAAC AQAR for the Session 2021-22.

Mr. Kshitiz Agarwal informed the Board Members that the NAAC's Annual Quality Assurance Report (AQAR) for the Session 2021-22 has been submitted successfully on 22.03.2023. This was the 4th Annual AQAR for the process of NAAC Accreditation. Further it has been advised to all the HODs to start compiling the data for the upcoming NAAC's 5th Annual AQAR.

AGENDA – 03

To review MoUs / Tie-ups.

The IQAC Coordinator informed that the Institute has recently entered into a MOU for e-Waste Management. This MOU signifies a collaborative effort between the Institute and an external entity to address the crucial issue of managing electronic waste responsibly. Through this partnership, the Institute aims to promote sustainable practices and contribute to the proper disposal and recycling of e-waste, thereby fostering environmental conservation and responsible resource management.

AGENDA - 04

To review of Technical Event.

The IQAC Coordinator informed that the Institute has successfully conducted an Internal Hackathon "KAVACH-2023". Further informed that 17 Team has participated in the event. The Hackathon was conducted to encourage Students and drive the Spirit of Competitive Programming among other Computer and Hardware Enthusiasts.

AGENDA – 05

To plan various Academic Activities.

The IQAC Coordinator instructed all the HODs to plan Academic Activities like FDP, Seminars, Expert Talk, Workshops, Technical Training, Conferences, Awareness Activities related to Career Guidance, Data Analysis, Cyber Security, Network Security, Python, Dev Ops, IPR etc. and submit tentative departmental activity calendar for the smooth conduction of the activities.

AGENDA – 06

To review of AIR Lab Inauguration.

During the meeting, the IQAC Coordinator shared exciting news with the members that the Prof. (Dr.) S. K. Singh, the Vice Chancellor of RTU, Kota, graced the Institute with his presence to inaugurate the Advanced Artificial Intelligence & Robotics (AIR) Lab. The event marked a significant milestone for the Institute, as this state-of-the-art facility is poised to become a hub of innovation and cutting-edge research in the fields of Artificial Intelligence and Robotics.

AGENDA – 07

To enroll for Eat Right Campus Initiative.

During the meeting IQAC Coordinator informed the importance of safe, healthy and sustainable food in the campus. Thereafter he advised to enroll for the "Eat Right Campus" Initiative led by FSSAI (Food Safety & Standard Authority of India) to improve the health of students and staff of the college.

AGENDA – 08

To confirm the Professional Elective Subject.

IQAC Coordinator directed the Academic Committee to verify and confirm the Professional Elective Subjects for the 6th and 8th Semesters in accordance with the RTU CBCS (Choice Based Credit System) Notice. The subject should be based on New Tech, Skill Development & Industry Oriented.

AGENDA – 09

To review the Feedback Collection, Analysis & Action Taken.

Academic Committee presented the Action Taken Report based on the Result Analysis and Feedback collected from the 4th, 6th and 8th Semester Students after 2nd Mid Term Test. Subsequently IQAC Coordinator reviewed the progression of the same and found the followings facts :

- Advanced and Slow Learners were identified.
- Motivational cum Guidance Session arranged for Advanced Learners through their respective Mentors.

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- Remedial Classes for the Slow Learners was progressing smoothly.

Head of the Academic Committee also highlighted that the 2nd Semester syllabus is progressing smoothly. However, some subjects seem to progressing slower than expected. In response, the IQAC Coordinator instructed the committee to address the issue before 2nd Mid Term Test.

AGENDA – 10

To discuss Practical Training and Progress of Project Work of the Students

During the meeting, there were discussion about the Practical Training and Progress of Project Work of the Students. Thereafter IQAC Coordinator directed Training & Placement Cell to identify the Industries / Institutions where 2nd, 4th & 6th Semester Students can undergo their Practical Training after the University Examinations.

Additionally, the IQAC Coordinator also reviewed the Project Work of the 8th Semester Students.

AGENDA – 11

To discuss Commencement of Odd Semester Classes.

During the meeting, the commencement of odd semester classes was discussed. The IQAC Coordinator directed the Academic Committee to prepare a detailed Institutional Academic Calendar before the commencement of the 1st, 3rd, 5th, and 7th semester classes. Additionally, the coordinator advised the committee to gather and provide all the necessary departmental requirements well in advance.

AGENDA – 12

To change the Name of the Institution.

During the meeting, IQAC Coordinator informed that the AICTE has approved the request for Change in the name of the Institute "Arya Institute of Engineering & Technology (AIET)" to "Arya College of Engineering (ACE)". Subsequently IQAC Coordinator informed the members that Institute initiate the application process for the 2nd Cycle of NAAC with the revised name "Arya College of Engineering (ACE)". He further added that IQAC will communicate the same with NAAC Officials ahead of commencing of 2nd Cycle of NAAC.

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The meeting ended with formal vote of thanks to Chair.

COORDINATOR (IQAC)

Copy to :

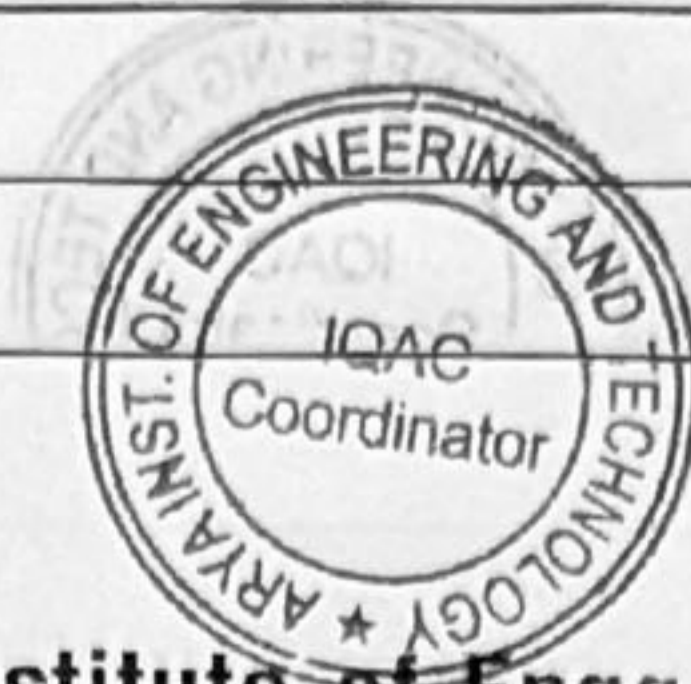1. All Members
2. HOD of all Departments

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Attendance Sheet (10-06-2023)

S.No.	Name of Member	Designation	Signature
01.	Dr. Himanshu Arora	Member Secretary	
02.	Dr. Arvind Agarwal	Management Representative	
03.	Mr. Aditya Kukkar	Member	
04.	Mr. Mukesh Jangid	Member	
05.	Dr. Surendra Sharma	Member	
06.	Ms. Disha Sachdeva	Member	
07.	Mr. Keshav Parashar	Member	
08.	Mr. Pawan Sen	Member	
09.	Ms. Shilpi Mishra	Member	
10.	Dr. Pramod Sharma	Member	
11.	Mr. Sandeep Jhamb	Member	
12.	Mr. Chirag Arora	Member	
13.	Mr. Kapil Karadia	Member	
14.	Dr. Indu Gupta	Member	
15.	Mr. Ankit Agarwal	Member	
16.	Mr. Jitendra Prajapat	Member	
17.	Mr. Shubham Mahajan	Member	
18.	Mr. Kshitiz Agarwal	IQAC Coordinator	

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Action Taken Report of Internal Quality Assurance Cell

Meeting held on 10.06.2023

S.No.	Agenda	Action Taken
01.	To submit & review NAAC AQAR for the Session 2021-22.	Submitted & Reviewed
02.	To review MoUs / Tie-ups.	Reviewed
03.	To review of Technical Event.	Reviewed
04.	To plan various Academic Activities.	Conducted
05.	To review of AIR Lab Inauguration.	Reviewed
06.	To enroll for Eat Right Campus Initiative.	Ongoing
07.	To confirm the Professional Elective Subjects.	Ongoing
08.	To review the Feedback Collection, Analysis & Action Taken.	Done
09.	To discuss Practical Training and Progress of Project Work of the Students.	Done
10.	To discuss Commencement of Odd Semester Classes.	Ongoing
11.	To change the Name of the Institution.	Ongoing