



POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

Minutes of the Eleventh meeting of Governing Council of Poornima Institute of Engineering & Technology Jaipur held at Sirohi Conference Hall, PIET Campus, Sitapura, Jaipur on Saturday, September 19, 2015.

The Eleventh meeting of the Governing Council (GC) of Poornima Institute of Engineering & Technology was held on Saturday, September 19, 2015 at 03.00 PM in the Sirohi Conference Room of PJF Headquarters, ISI-2, RIICO Institutional Area, Sitapura, Jaipur.

The following officials of Governing Council were present:

Dr. S.M. Seth	Chairman, GC
Shri Ashok Agarwal	Nominee of Principal Secretary, Technical Education of Rajasthan
Shri. Sanjeev Agarwal	Representative from Shanti Education Society (Academic)
Shri Shashikant Singhi	Representative from Shanti Education Society
Shri M.K.M. Shah	Representative from Shanti Education Society
Shri Hari Singh Shekawat	Representative from Shanti Education Society
Dr. Rakesh Duggal	Special Invitee
Dr. O.P. Sharma	Special Invitee
Dr. Rekha Nair	Special Invitee
Dr. Gautam Singh	Member, Faculty Representative
Shri Puneet Mathur	Member, Faculty Representative
Shri Rahul Singhi	Special Invitee
Dr. Ajay Kumar Bansal	Member Secretary, GC

Regional Officer (NWRO) AICTE, Representative from Regional Committee of AICTE, Representative from Technical Education Government of Rajasthan, Jodhpur, Prof. R.A. Gupta, Representative from Rajasthan Technical University, Prof. P. R. Sindhi Member, Academic Representative from the Region, Shri Manish Sharma Member, Industry representative from the Region, Dr. Manoj Gupta, Special Invitee, Smt. Renu Singhi, Representative from Shanti Education Society could not attend the meeting owing to unavoidable reasons/circumstances.

The following other invitees were also present:

Mr. Simranjeet Singh, Faculty, PIET
Dr. D.L. Suthar, Special Invitee

Item 11.1 Welcome by Member Secretary and Introduction of Members

At the outset, Dr. Ajay Kumar Bansal, Member Secretary, GC welcomed the Chairman, members of the Governing Council and special invitees. On request of Member Secretary, self introduction was given by all the members and invitees.

Item 11.2 Address by Chairman

Dr. S.M. Seth, Chairman, GC extended a warm welcome the GC members and invitees. In his brief address he praised the joint efforts made by everyone to bring PIET to a high level of performance and success. He hoped that the directions and suggestions provided by the Governing Council in the present meeting and in the coming years will further enhance the achievements of the institution. He expressed satisfaction on the steps being taken for further strengthening of various programs.

He also discussed the lack of public interest in Engineering Education in the current year and hoped that the directions provided and actions initiated by new government will increase the employment opportunities for engineering graduates in the coming years.

After the Chairman's address, the agenda items were taken up for discussion.

Item 11.3 To confirm the minutes of 10th G.C. meeting held on 23/09/14

The minutes of 10th meeting of GC held on, September 23, 2014 were circulated on October 29, 2014 to all the members. There were no comments on minutes.

The minutes were confirmed

Item 11.4 To report follow up actions on suggestions of the 10th Meeting.

The Member Secretary briefly informed about actions taken on suggestions of 10th Meeting of Governing Council. There was useful discussion and important suggestions were given on various points as follows:

Special Lectures by Experts

Members Secretary informed that a special format is prepared for submitting the report of special lectures conducted in PIET. He added that two students and concerned faculty from each section prepares a report of the SPL which consists of the information about the topic and the expert, number of students attended the session, feedback questions asked in the class, feedback by selected students, feedback by the concerned faculty and final remarks by HoD. In order to check the effectiveness of the lecture, the internal faculty members ask the questions related to SPL in the regular lectures. He added that the book titled "Foundations of Analog and Digital Electronic Circuits" authored by Prof. Anant Agarwal, which was recommended by Shri Ashok Agarwal, is available in PIET Library. The book is now used and referred by the faculty members and they found it very useful to provide the theoretical knowledge with practical applications.

Member Secretary informed that we have introduces one certificate course for the students of Civil Engineering Department as "AutoCAD".

Shri Ashok Agarwal suggested that the experienced senior faculties and the Campus Director of the college should teach the hard core subjects of first year and second year. He added that the more emphasis during the beginning of the semester should be on the basic concepts of the subject so that the students gets a fine recap of what all they have studied in their previous semesters and what all they are going to learn in the current semester. Member Secretary informed the GC about the planning of a subject, which includes Syllabus, Blown Up, Deployment, Zero Lecture, Approach Paper and classes on the Basic Concepts of the subject.

Member Secretary presented a list of Special Lectures conducted by all the departments of PIET during the academic session 2014-15. Shri. Sanjeev Agarwal appreciated the efforts being put in on the special lectures. He suggested that the faculties which are not comfortable with any topic must refer the video lectures and should also advise the students for the same.

The Chairman suggested that feedback must be taken from the students on weekly basis so that the difficult topics could be identified and special efforts can be made for the same to overcome the problem.

Clubs

Members Secretary informed that apart from various regular programs for increasing employability of the

students, the institute has constituted a mission program named PMTPO (Poornima Mission for Training Placement & Outreach). The objective of this mission program is to make the students employable and compatible according to market needs. It also provide an opportunity to interact with industry experts through Expert Talks, Motivational Lectures, Industry Institute Interaction, Workshops, Trainings and Problem based projects of industry. Under the operations of this Mission program PIET has signed and MoU with Infosys Ltd for Infosys campus connect program to bridge the gap between industry and academia. In order to prepare our students for placements, a special program is organized, Poornima Employability Enhancement Mission (PEEM). This program focuses on aptitude and logical reasoning, which are required for nearly all placement drives. The classes of PEEM are organized on weekly basis for Pre-Final Year students. He added that regular mock drives are conducted for the final year students and more focus is being given to the Hindi medium students to improve their language and communication skills.

Member Secretary added that for the improvement of communication skills the department of P-Proskep started up with an activity of role plays in which students have to perform plays which can be both in Hindi and English. He further added that such plays have decreased the stage fear of the students and significant improvement is reflected. Besides that, every student (according to his/her turn) has to speak about the lecture taught in the class for at least 5 minutes in front of the whole class. This would also help them to remove the fear of public speaking.

Shri Ashok Agarwal suggested that in order to remove the stage fear, the students should be called upon the board to solve the problem (numerical) and the hints could be provided by the faculty member. He added that this technique will also enhance the confidence of the students. He further added that GATE oriented lectures should also be carried out in the initial level from second year so that the student can decide their alternatives for further studies and growth. Member Secretary informed that some of the senior faculty members have prepared a Career Plan for a student of a specific branch. This Career Plan will be discussed with the students of first and second year, so that they can decide their targets and prepare a plan to achieve those targets.

Member Secretary added that for regular curriculum academic classes are organized for weak students and apart from regular teaching special numerical solving classes are carried out every day for the preparation of government exams & GATE etc. Chairman advised that a mock examination should be conducted for the students for GATE and an analysis should be done categorizing the marks scored by students taking coaching outside college and students studying in college.

Conferences

Member Secretary informed that PIET has organized an international conference ICRCWIP in the academic year 2014-15 and the recommendations were brought in the GC meeting. He added that PIET is in process of organizing three national conferences in conjunction with “The Smart City” Convergence-2016. Dr. Rakesh Duggal and Shri Sanjeev Agarwal suggested that the conference of importance and high standard should be regularly organized. Member Secretary added that Convergence will be organized every year.

With these discussions/suggestions, GC noted the progress of follow up actions on suggestions of the 10th GC meeting.

Item 11.5 To report important activities of Session 2014-15

Member Secretary, GC briefly informed about important activities of session 2014-15 with a PPT presentation covering following items:

- **Organizational structure and infrastructure**

- **Faculty and Staff-** Strength, Recruitments, Incentive programs, Training Programs etc.
- **Students-** Strength, Attendance & Debarring, University Results, Placements.
- **General-** ISTE Chapter, Events held and other achievements, new initiatives, Project Exhibition, “Prayogam, Aarohan, club activities.
- **Industry Institute Interaction-** Two Industry Institute Interactions have been organized by PIET for CS and IT branch and for ECE, EE and Civil branches. More than 25 Jaipur based organization were participated in the event. The objective of the event was to identify and bridge the gap between industry and academia.

Shri Ashok Agarwal suggested that due to sudden downfall in the results of first and second year, more focus should be made on the first year and second year students and the senior faculty members should teach the core difficult subjects which consist of numerical problems and derivations.

Shri Sanjeev Agarwal suggested that the recruitment process of faculty members should be made more precise focusing on the communication skills as well as on the technical knowledge of the candidate. He added that the research & development area must be promoted but not at the cost of teaching.

Dr. O.P. Sharma suggested that if any activity related to entrepreneurship or any other similar activity is carried out for the betterment of the students, it should be coordinated with other colleges of the foundation to ensure optimal benefits.

Chairman suggested that more focus should be made on the students of CSE & ECE for the placement related activities in IT sector and simultaneously for Civil and Electrical students for ensuring proper development of field oriented skills.

Members appreciated the status & progress achieved.

GC noted the report the activities of session 2014-15.

Item 11.6 To consider important activities of Session 2015-16

Member Secretary informed about important activities of session 2015-16 with a PPT presentation covering students strength and intake of session 2015-16, faculty strength for session 2015-16 & new recruitments, promotion/increment and retention of faculty members, pre-placement and placement activities, quality improvement initiative program, conferences and seminar organization, promotion of R&D and consultancy activity, industry institute interaction and opportunities for summer training, NBA accreditation, entrepreneurship development cell and Wipro mission 10X learning center. Member secretary informed the Governing Council that Department of Civil Engineering is also applying for NBA accreditation for its B.Tech Program.

During his presentation, Member Secretary informed that a number of companies came for placement drive for the third passed out batch of PIET and approx. 70% students have been placed.

Member Secretary stated that PIET is desirous of starting Entrepreneurship Promotion and Student Incubation activities within its campus. In this connection it is signing an MoU with StartUp Oasis, A joint initiative of RIICO and CIIE, on Thursday, September 24, 2015. This MoU will help to create an entrepreneurial environment and ecosystem in the campus leading to greater output of entrepreneurs and startups from the institution.

Members appreciated the progress and activities of session 2015-16.

Item 11.7 Finance

Item 11.7.1- To consider the report on the expenditure for the financial year 2014-15

Sh. M. K. M. Shah explained the expenses report for the session 2014-15 amounting to unaudited figure of Rs. 961.03 lakhs out of revised figure of total receipts of Rs. 994.08 lakhs for the session 2014-15. He also

presented income heads and expenses heads which are as follows: fees (Tuition fees, Development fees) income, consultancy income, academic building expenses, laboratories/ computing center, salary, faculty/staff development, library, services, student activities, medical services (administration, security & landscaping), miscellaneous expenses and any other unspecified expenses.

GC noted the report of receipts and payments for session 2014-15.

Item 11.7.2- To consider and approve the budget for the financial year 2015-16

Shri M.K.M Shah presented budget of college for financial year 2014-15 with total receipts as Rs. 995.00 lacs and total payments as Rs. 983.00 lacs. He also presented departmental budget of total Rs. 13.14 lakhs for six departments.

GC approved the budget for session 2015-16.

Item 11.8 To consider important Issues & Challenges for Session 2015-16

Sustaining good quality in ever increasing competitive environment.

Current status of admission in Engineering institution

Employability of Engineering graduates

New directions for growth

Research & development

Dr. D.L. Suthar suggested that the plagiarism of the paper and thesis by the faculty members and students must be checked at institutional level before submitting to any conference or journals. For this purpose, College can purchase plagiarism checker software.

Dr. O.P. Sharma suggested that a detailed syllabus with objective and action of placement preparation process should be made by the senior experienced faculties and should be circulated to the students of final year and pre final year at the beginning of 5th/ 7th semester.

Shri Rahul Singhi suggested that the report of all the activities carried out in the college must be uploaded on the social media pages of the college to increase the hits on networking side.

Dr. Rekha Nair suggested that the students who are academically sound must be taken through the process of mock drives from the second semester itself so that they get the taste of placement activity and start their own preparation in right directions.

The Chairman suggested working on the measures like skill development, certificate courses etc. for increasing the employability of engineering graduates and in the field of research.

Members appreciated the growth & achievements.

Item 11.9 Any other matter with the permission of the Chair

There was no additional item.

Item 11.10 Vote of Thanks

Dr. Ajay Kumar Bansal, Member Secretary thanked the members and the invitees for their presence and valuable contributions. Member Secretary also proposed a vote of thanks to the chair.

The meeting was adjourned after Poornima Gaan by a group of students of Poornima Institute of Engineering & Technology. It was followed up with a group photograph.

Dr. Ajay Kumar Bansal
Member Secretary