



# POORNIMA

## INSTITUTE OF ENGINEERING & TECHNOLOGY

Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • Accredited by NAAC and NBA

### NOTICE

A meeting of Internal Quality Assurance Cell (IQAC) will be held on 14 Feb, 2020 at 3:00 P.M. in Conference Room, Admin Block, Poornima Institute of Engineering and Technology.

All the members are requested to attend the meeting.

**Convener (IQAC)**

**(Dr. Gautam Singh)**

**Dated: 12.02.2020**

### AGENDA

**Agenda Item: 01:** To confirm MoM of 6<sup>th</sup> IQAC, a meeting held on 30 November, 2019 in Conference Hall, PIET.

(Soft copy of last minutes is available with the coordinator (Annexure-I))

**Agenda Item: 02:** To present the Action Taken Report (ATR) of IQAC Meeting dated 30 November, 2019.

**Agenda Item: 03:** To review of visit of compliance of NBA for Computer Science Engineering Department.

**Agenda Item: 04:** To Consider proposal of celebration of Science Day on 28/02/20

**Agenda Item: 05:** To consider review and suggest improvements for different practices to enhance employability skill enrichment and quality of student projects along with students participations.

**Agenda Item: 06:** To Consider review the existing of teaching practices and suggest further improvements.

**Agenda Item: 07:** To consider proposal and suggestions regarding field project/internship.

**Agenda Item: 08:** To consider reports of workshops on different topics for first year students.

**Agenda Item: 09:** To consider report of SwachhtaPakhwara (16-31 Dec.2019)

**Agenda Item: 10:** To consider review work of International conferences.

**Agenda Item: 11:** Any other item with the permission of the chair

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### Minutes of Seventh Meeting of IQAC

The seventh Meeting of IQAC was held on 14 Feb, 2020 at 3.00 PM at Conference Room PIET.

The meeting was presided by Dr. Dinesh Goyal, Director and IQAC chairman. The following agenda were transacted in the meeting. The following members attended the meeting.

#### Present:

S.No.	Name	Designation
01	Dr. Dinesh Goyal, Director	Chairperson
02	Mr. Pushendra Mudgal, Assistant Director (PF)	Management Representative
03	Dr. Gautam Singh, Professor & Registrar	Convenor
04	Dr. Puneet Mathur, Sr. Administrative Officer	Member
05	Dr. Mukesh Chandra, Sr. Administrative Officer	Member
06	Dr. Pran Nath Dadhich, Professor (Civil Engineering)	Member
07	Dr. Sama Jain, Associate Professor (Chemistry)	Member
08	Mr. Deepak Moud, Assistant Professor (Computer Engineering)	Member
09	Ms. Mamta Sakpal, Assistant Professor (Computer Engineering)	Member
10	Mr. Manish Singhal, Assistant Professor (Electronics & Comm. Engineering)	Member
11	Dr. Pooja Gupta, Associate Professor (Civil Engineering)	Member
12	Ms. Priyanka Sharma, Assistant Professor (Electronics & Comm. Engineering)	Member
13	Mrs. Pooja Sharma, Assistant Professor (I Year Department)	Member
12	Mr. Akshansh Sharma, CS, III Year	Student Representative
13	Mr. Shubham Godika, Software Engineer, Metacube, Jaipur	Alumni Representative
14	Mr. Akhilesh Natani, Director, Appcino Technologies Pvt. Ltd., Jaipur	Industrialists/ stakeholders
15	Mr. Puneet Mittal, Co-Founder & CEO, Pratham Software, Jaipur	Industrialists/ stakeholders
16	Mr. Damodar Lal Sharma, P.A. to Director	Member, Office Staff

**Note: Mr. Mr. Abhishek Sharma and Mr. Puneet Mittal could not attend the meeting.**



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S.No.	Agenda	Outcomes
1.	To confirm MoM of 6 <sup>th</sup> IQAC, a meeting held on 30 November, 2019 in Conference Hall, PIET.	Resolved to recommend that minutes of IQAC meeting dated 30 November, 2019 are confirmed and members agreed to it.
2.	To present the Action Taken Report (ATR) of IQAC Meeting dated 30 November, 2019.	The convener briefly discussed the actions taken on the meeting held on 30 November, 2019 and commented to adhere to the points discussed in the meetings.
3.	To review the presentation of HoD (Mr. Deepak Moud) to visit of compliance of NBA for Computer Science Engineering Department.	Recommended that proposal of Department of Computer Science Engineering should be taken into notice for the compliance of NBA and
4.	To Consider proposal of celebration of Science Day on 28/02/20	The proposal was accepted to take necessary actions and members gave their consent.
5.	To consider report of international conference organized by department Computer Science Engineering of PIET held on 14-15 Dec-2019	IQAC members expressed their satisfaction on report of international conference.
6.	To consider review and suggest improvements for different practices to enhance employability, skill enrichment and quality of student projects along with students participations.	IQAC members expressed their satisfaction on initiatives taken by the institute for employability, skill enrichment and quality of student projects.
7.	To Consider review the existing of teaching practices and suggest further improvements.	Recommended that some suggestions given for improvements should be reviewed for effective management of academics.
8.	To consider proposal and suggestions regarding field project/internship	Resolved to recommend that proposal that the performance was satisfactory and members checked the reports prepared by depts.
9.	To consider reports of workshops on different topics for first year students.	IQAC members suggested that the feedback was satisfactory and considered the report for approval.



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<b>10.</b>	To consider report of Swachhta Pakhwara (16-31 Dec.2019)	IQAC members expressed their satisfaction on workshop on Swachhta Pakhwara.
<b>11.</b>	To consider review work of International conferences jointly organized by (I Year., Electrical Engineering, Electronics and Communication and Civil Engineering) of PIET.	IQAC members expressed their satisfaction on progress of work of International conferences and gave their valuable suggestions for the future implementations.



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### Action Taken Report with respect to IQAC meeting dated 30 November, 2019

S.No.	Resolution	Action Taken
1.	The Convener of IQAC circulated MoM of 6 <sup>th</sup> meeting to all the members for their comments. As there no comments, it was declared by the chairman, IQAC the minutes are confirmed and approved	Members were informed about the conduction and to prepare the report.
2.	The convener briefly discussed the action taken on the meeting held on 30 November, 2019. There was useful discussion and important suggestions were given on various points.	Actions were reviewed by the members.
3.	Computer Science Engineering and Technology department is going for NBA compliance. Head of Computer Science Engineering department put their proposal of NBA compliance work in house.	Suggestions and recommendations were approved to take necessary actions so that the process may be done effectively.
4.	After discussion on event's report, members express their satisfaction on inter-college debate competition (Manthan-2019).	Recorded that any other action was not expected.
5.	Examination Department was present summary of I mid-term Examination I semester. IQAC Members expressed their satisfaction on report of examination department.	Some suggestions are accepted. Recorded any other action was not expected.
6.	To review the presentations comprising current status and future plan of following departments: <ul style="list-style-type: none"> <li>(i) First Year</li> <li>(ii) Computer science Engineering.</li> <li>(iii) Civil Engineering.</li> <li>(iv) Electrical Engineering</li> <li>(v) Electronics and Communication Engineering</li> </ul>	Presentations were given on the desired points. Recorded any other action was not expected.
7.	IQAC members expressed satisfaction on report of annual	Suggestions and



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	Fest (Kalanidhi-2019) and prize distribution among the students.	recommendations were approved to take necessary action.
8.	Resolved to recommend that the performance was satisfactory. However faculties should improve their functioning in light suggestions provided by IQAC, especially for supplement classroom education with innovative online content.	It was observed that faculty members had started working on suggested by IQAC. No further action was expected from them.
9.	Convener of workshop present report of workshop, IQAC member found satisfactory result.	Recorded any other action was not expected.
10.	HOD of Civil Engineering Department present the progress of work. IQAC member expressed satisfaction on NBA work and waiting for visit of NBA.	Recorded any other action was not expected.
11.	The conveners of International conferences present progress of work. Member expressed full satisfaction on work related to International Conferences.	Recorded any other action was not expected.

**The meeting ended with vote of thanks.**

**Convener (IQAC)**

**(Dr. Gautam Singh)**

**Chairman (IQAC)**

**(Dr. Dinesh Goyal)**