



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 26May, 2020at 3:00PM at online mode
All the members are requested to attend the meeting.

Convener (IQAC)

(Dr. Gautam Singh)

Dated: 20.05.2020

AGENDA

Agenda Item: 01: To confirm MoM of 7th IQAC, a meeting held on 14 Feb, 2020in 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 22 Feb, 2020.

Agenda Item: 03:To Consider reports of online classes during lockdown through Goole meet and ZOOM.

Agenda Item: 04: To Consider reports of even semester II mid- term online examinations during Lockdown.

Agenda Item: 05:To consider reports of webinar/workshops and online FDP during Lockdown.

Agenda Item: 06:To Consider reports of International conferences held on from 20th march -2020

Agenda Item: 07:To consider new Guidelines for Academic year -2020-21

Agenda Item: 08:To consider proposal of conferences/workshop/seminar for academic year -2020-21

Agenda Item: 09:To consider video lecture recording by every faculty member in their concerning subject.

Agenda Item: 10: To review of work from home of all faculty member.

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



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Minutes of VIII Meeting of IQAC

The eighth 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. Pushpendra 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 7 th IQAC, a meeting held on 14 Feb, 2020 in Conference Hall, PIET.	Resolved to recommend that minutes of IQAC meeting dated 14 Feb, 2020 are confirmed.
2.	To present the Action Taken Report (ATR) of IQAC Meeting dated 14 Feb, 2020.	The convener briefly discussed the actions taken on the meeting held on 14 Feb, 2020.
3.	To Consider reports of online classes during lockdown through Google meet and ZOOM.	Members expressed satisfaction on initiatives taken by departments for course coverage through online classes and reviewed the process.
4.	To Consider reports of even semester II mid-term online examinations during Lockdown.	IQAC members could observe the process of Examination department to conduct II mid-term examinations of Even semester through online mode.
5.	To consider reports of webinar/workshops and online FDP during Lockdown.	IQAC members expressed their satisfaction on conduct of webinar/workshop and online FDP. Members accepted proposal of more webinar/workshop and FDP for enhancement of knowledge and quality.
6.	To Consider reports of International conferences held on from 20-21 March -2020.	Members noticed and gave viewpoints related to international conferences held on 20-21 March-2020 through online mode research paper presentation.
7.	To consider new Guidelines for Academic year -2020-21	After presentation of heads of all department regarding planning of upcoming semester and effect of COVID-19. Resolved to recommend that the presentations were satisfactory and suggested to work upon the certain other points.
8.	To consider proposal of conferences/workshop/seminar for academic year -2020-21	Members expressed satisfaction on proposal of Conferences/Workshop/seminars for academic year 2020-21. Resolved to give the proposal of research activities for better academic results and performances.



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9.	To consider video lecture recording by every faculty member in their concerning subject.	The proposal of recording of video lecture from every faculty members for improve teaching learning process was taken under consideration and consent was given for this.
10.	To review of work from home of all faculty member.	Resolved to recommend that performance was satisfactory. However faculties should improve their functioning in light of suggestions provided by IQAC members, especially for supplementing online classes education with innovative online content.



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Action Taken Report with respect to IQAC meeting dated 14 Feb, 2020

S.No.	Resolution	Action Taken
1.	The Convener of IQAC circulated MoM of 7 th 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	Recorded any other action was not expected.
2.	The convener briefly discussed the action taken on the meeting held on 14 Feb, 2020. There was useful discussion and important suggestions were given on various points.	Recorded some suggestions are recommended for implementations.
3.	HoD(Mr. Deepak Moud)of Computer science Engineering present progress report of NBA compliance visit on Feb-2020. Members were analyses preparedness and gave him some important suggestions.	Preparedness of the dept. was reviewed through the report by the members. Suggestions and recommendations are approved to take necessary action.
4.	Institute has celebrate Science Day in every year at department level, in this regard department organized different sessions of activities like Quiz, Presentations, debate etc.	Recorded that any other action was not expected and examined the report.
5.	HoD of all departments present their progress status regarding quality of projects of students and discussed in house, how to improvement employability, skill enrichment. Following department discuss their future plan: Computer Science Engineering Civil Engineering Electrical Engineering Electronics and Communication Engineering	Some suggestions were accepted for the improvement in academics and skill enhancement through a proper coordination.
6.	Members Expressed their satisfaction on review the existing of teaching practices and suggest further improvements. It is basic need that always try for best.	Recorded any other action was not expected.
7.	All department head proposed some changes regarding	Suggestions and



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	summer internship and final year project for quality improvement. Departments try to get more project grant from agencies. Members express their satisfaction on suggestions recommendations.	recommendations were approved to take necessary actions. The departments made efforts for the same.
8.	HoD first year (Dr. Sama Jain) was presents reports of workshop for first year students. Members expressed their satisfaction on reports of workshops.	Recorded any other action was not expected.
9.	Convener of workshop present report of workshop, IQAC members found satisfactory result.	Recorded any other action was not expected.
10.	Dr. Gautam Singh present report of “SwachhtaPakhwara” conducted by institute under guidelines of AICTE and RTU. Members expressed their satisfaction on report.	Recorded any other action was not expected.
11.	Presented a progress report of International conferences which will be held on 20-21 March 2020-21. Members expressed satisfaction on progress of work of 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)