



POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

Minutes of Third Meeting of IQAC

The Third Meeting of IQAC was held on 17 January, 2019 at 3.00 PM at Conference Room PIET. 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	Mr. Kamal Kishor Choure, Assistant Professor (Electronics & Comm. Engineering)	Member
12	Mr. Manish Sharma, Assistant Professor (Electrical Engineering)	Member
13	Mrs. Pooja Sharma, Assistant Professor (I year Department)	Member
12	Mr. Abhishek Sharma, Civil, 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

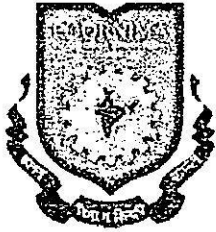
Note: Mr. Kamal Kishor Choure, and Mr. Abhishek Sharma could not attend the meeting.



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S.No.	Agenda	Outcomes
1.	To confirm MoM of 2 nd IQAC meeting held on 15 December, 2018	Resolved to recommend that minutes of IQAC meeting dated 15 December, 2018 are confirmed.
2.	To present the Action Taken Report (ATR) of IQAC Meeting dated 15 December, 2018.	The convener briefly discussed the action taken on the meeting held on 15 December, 2018 and gave suggestions for the same.
3.	A discussion on reports of Academic Audit & Administrative at department level.	IQAC members expressed their satisfaction on academic audits reports carried by IQAC for session 2018-19 with help of external members and suggested to take all corrective measures.
4.	Different time slots were to allot the time slots to all the Departments for power point presentations on Semester Closing Report, strengths, achievements, best practices and future plans, and schedule to be given in ANNEXURE 1.	IQAC members took a notice of it and expressed their satisfaction on this initiative which had already been taken for improvement in semester closing report, achievements, best practices and future plans.
5.	Implementation of ERP is mandatory for all teaching and non-teaching staff.	Members reviewed the functioning of ERP implementation at PIET and declared to make it a mandatory process.
6.	To consider and approve the proposal of workshop/seminars/conference on quality related themes and promotion of academic quality related activities of the institution during academic year 2018-19.	Recommendations and suggestions were accepted by IQAC members for workshop/seminars/conferences. This helped in the approval of the activities related to research and learning.
7.	To decide the mode of ensuring the credibility of teaching, learning, evaluation examination process through regular academic, administrative and physical audits on annual basis.	IQAC members expressed their satisfaction on reports on audits and recommend to implement the same throughout the career.
8.	To Consider the proposal of annual fest 'AAROHAN' (a Technical and cultural annual fest)	IQAC members expressed their satisfaction on annual fest and gave approval with the clear directions for the smooth conduction of the tech. cum sports fest.



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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. Kamal Kishor Choure, and Mr. Abhishek Sharma could not attend the meeting.

