



# POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

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

## Minutes of 21<sup>st</sup> Meeting of IQAC

The 21<sup>th</sup> Meeting of IQAC was held on 30 September 2023 (Saturday) at 2.00 p.m. in the Sirohi Hall, Admin Block, Poornima Institute of Engineering and Technology, Jaipur

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

S.No.	Name	Designation
1.	Dr. Dinesh Goyal, Director/Principal	Chairman
2.	Mr. Jai Sharma	Management Representative
3.	Dr. Gautam Singh, Professor & Registrar	Convener
4.	Dr. Mukesh Chandra, Professor	Coordinator, IQAC
5.	Dr. Sama Jain, Professor (HoD, Applied Science and Humanities)	Member
6.	Dr. Priya Mathur Professor(Precident, IIC)	Member
7.	Dr. Anil Kumar, Professor (HoD, Computer Science Engineering)	Member
8.	Dr. Budhesh Kanwar, Professor (HoD, AI & DS)	Member
9.	Dr. Amit Shrivastava, Professor (HoD, Electrical Engineering)	Member
10.	Mr. Udit Mamodiya, Assistant Professor, HoD, IDEA lab	Member
11.	Mr. Mukul Nama, Assistant Professor (HoD, Civil Engineering)	Member
12.	Mr. Rajendra Singh, Assistant Professor (ERP Coordinator)	Member
13.	Dr. Sonia Kaur Bansal, Professor (NEP 2020 Co- Coordinator)	Member
14.	Dr. Ajay Maurya, Professor (PBIC)	Member
15.	Ms. Saloni Mittal CSE(III Year)	Student Representative
16.	Ms. Himani Sharma CSE (II Year)	Student Representative
17.	Mr. Ankit Kumawat, A3logics India Pvt. Ltd, Sitapura Jaipur	Alumni Representative
18.	Mr. Yogesh Agarwal, Global Head, L&D , WIPRO, Jaipur	Industrialists/stakeholders
19.	Mr. Anil Pilonia, Managing Director, Salesforce Consulting at Horizontal Digital, Jaipur, India	Expert from Academia
20.	Prof. (Dr.) Kapil Sharma, Professor, Department of Mathematics South Asian University, New Delhi	Expert from Academia
21.	Dr. Manoj Kumar, Professor, DTU New Delhi	Expert from Academia
22.	Dr. Neelima Gupta, Professor, University of Rajasthan	Expert from Academia
23.	Mr. Dinesh Sharma	Member, Office Staff

Note: Dr. Manoj Kumar, Ms. Himani Sharma, Prof. Dr. Kapil Sharma and Dr. Neelima Gupta could not attend the meeting.



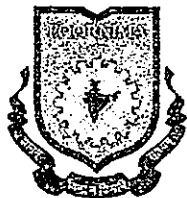
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S.No.	Agenda	Outcomes
1	To confirm MoM of 20 <sup>th</sup> IQAC meeting held on 16 <sup>th</sup> May, 2023 (Friday) in Conference Hall, PIET.	It was recommended that minutes of IQAC meeting dated on 16 <sup>th</sup> May, 2023 (Friday) to be confirmed.
2	To present the Action Taken Report (ATR) of 20 <sup>th</sup> IQAC Meeting dated 16 <sup>th</sup> May, 2023.	The convener of IQAC briefly discussed the action taken on the 16 <sup>th</sup> IQAC meeting held on 16 <sup>th</sup> May, 2023.
3	To Consider audited statements of Poomima Institute of Engineering and Technology for financial year 2022-2023.	IQAC members expressed their satisfaction on audited statements of institute for financial year 2022-2023 related to the availability of funds for the academic activities and development of institute.
4	Review of faculty course files and subject preparedness as per Outcome Based Education (OBE) for odd semester 2023-24.	IQAC members expressed their satisfaction with some suggestions on faculty course diary and subject preparedness for odd semester 2023-24
5	To review innovative methods and preparation for semester planning in academic, course and extracurricular activities with PAC.	The Members of IQAC discussed with PAC of the departments and expressed satisfaction with some important suggestions.
6	To present report on FDP for faculty members organized by IQAC.	The members of the IQAC expressed their contentment on FDP organised in July 2023 and put forth a few suggestions for new subjects to be included in the forthcoming Faculty Development Programs (FDPs).
7	To present report on the faculty and staff members' felicitation program, held on Teacher's Day (5 <sup>th</sup> September 2022).	The IQAC Members acknowledged the detailed report and praised the institute for its efforts in acknowledging and honoring the achievements of faculty and staff members.
8	To present a detailed report on the Student Orientation Programme for newly enrolled students.	The IQAC Members were pleased with the 3 week student orientation program for newly enrolled students as per AICTE guidelines and assessed the activities
9	To consider report of Feedback Analysis Report of 2022-23	The IQAC has examined the Feedback Analysis report for the session 2022-23 and has provided directives for the implementation of necessary actions.
10	To assess the proposal for enhancing the infrastructure.	The proposal on infrastructure augmentation, in accordance with the institute's requirements, was approved by the members of the IQAC,
11	To present placement reports of final year students of academic year 2022-23.	The IQAC members were satisfied with the placement reports of the final year students for the academic year 2022-23. Furthermore, they acknowledged the performance of the training and placement cell.
12	To consider proposal of conferences/workshop/seminar for academic year -2023-24	The IQAC has approved the proposal for conferences, workshops, and seminars for the academic year 2023-24, along with providing some valuable suggestions.



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13	To review and analyse the feedback from stakeholders for quality academic processes in session 2023-24	The IQAC team critically examined and analysed the feedback being taken by Heads of Departments from Various stakeholders.
14	To review preparation for AQAR 2022-23 and 2nd Cycle of NAAC accreditation	The IQAC has carefully reviewed the preparations for the AQAR 2022-23 and the upcoming second cycle of NAAC accreditation. They have expressed satisfaction with the efforts made and advised for expediting the same, so that AQAR & IQA can be submitted in March/April 2024
15	To review Academic and Administrative Audit 2022-23	The IQAC thoroughly reviewed the Academic and Administrative Audit for the year 2022-23 conducted by external experts and expressed satisfaction with the results.



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