



# POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

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



## Minutes of 27<sup>th</sup> Meeting of IQAC

The 27<sup>th</sup> Meeting of the Internal Quality Assurance Cell (IQAC) took place on March 18, 2025 (Tuesday) at 2:00 p.m. in Sirohi Hall (IQAC Board Room), located in the Admin Block of Poornima Institute of Engineering and Technology, Jaipur. Dr. Dinesh Goyal, the Director and Chairman of IQAC, presided over the meeting. The agenda was distributed to the attendees, which included the following members.

S. No.	Name	Designation
1.	Dr. Dinesh Goyal, Director/Principal	Chairman
2.	Mr. Jai Sharma	Management Representative
3.	Dr. Balwan	Registrar
4.	Dr. Mukesh Chandra, Professor	Coordinator, IQAC
5.	Dr. Shruti Thapar, Associate Professor	Co-Coordinator, IQAC
6.	Dr. Sama Jain, Professor (HoD, Applied Science and Humanities)	Member
7.	Dr. Rekha Rani Agarwal, Professor (OBE Coordinator)	Member
8.	Dr. Anil Kumar, Professor (HoD, Computer Science Engineering)	Member
9.	Dr. Budesh Kanwar, Professor (HoD, AI & DS)	Member
10.	Dr. Amit Shrivastava, Professor (HoD, Electrical Engineering)	Member
11.	Dr. Payal Bansal, Professor (HoD, IoT & IDEA Lab)	Member
12.	Mr. Ashok Kumar, Assistant Professor (Proctor)	Member
13.	Mr. Rajendra Singh, Assistant Professor (ERP Coordinator)	Member
14.	Dr. Sonia Kaur Bansal, Professor (NEP 2020 Coordinator)	Member
15.	Ms. Sakshi Khandelwal CSE (III Year)	Student Representative
16.	Mr. Anag Agarwal 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 Pilania, Managing Director, Salesforce Consulting at Horizontal Digital, Jaipur, India	Expert from Academia
20.	Prof. Lava Bhargava, Professor, Dept. of Electronics & Communication Engg., MNIT, Jaipur	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: Prof. Lava Bhargava, Mr. Anil Pilania, Mr. Anag Agarwal and Dr. Manoj Kumar could not attend the meeting.



# POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

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



S. No.	Agenda	Outcome
1	To confirm MoM of 26 <sup>th</sup> IQAC meeting held on 24 <sup>th</sup> December, 2024 (Tuesday) at Sirohi Hall in admin block of Poornima Institute of Engineering and Technology, Jaipur.	The minutes from the IQAC meeting held on 24 <sup>th</sup> December, 2024 (Tuesday) were confirmed.
2	To present the Action Taken Report (ATR) for the 26 <sup>th</sup> IQAC Meeting, which took place on 24 <sup>th</sup> December, 2024 (Tuesday).	The IQAC coordinator provided a brief overview of the actions taken following the 26 <sup>th</sup> IQAC meeting, which took place on 24 <sup>th</sup> December, 2024 (Tuesday).
3	<b>UGC Autonomous Status Application</b> <ul style="list-style-type: none"><li>o Planning and Strategy for UGC Autonomous Status application after the final result declaration of NAAC Accreditation.</li></ul>	The IQAC discussed and formulated a strategic plan for initiating the application for UGC Autonomous Status subsequent to receiving NAAC accreditation. Key results from the meeting encompassed the formation of a dedicated team, an evaluation of eligibility criteria, the collection of necessary documentation, and the development of a timeline to ensure timely submission.
4	<b>Review of action taken on Feedback Analysis</b> <ul style="list-style-type: none"><li>o To review action taken based on feedback analysis from stakeholders for the Odd Semester 2024-25.</li></ul>	The IQAC assessed the responses to stakeholder feedback for the Odd Semester of 2024-25. The discussion identified areas for improvement, corrective actions taken, and modifications to course delivery and content. The committee emphasized the significance of acknowledging positive feedback and the necessity for ongoing evaluation and enhancement of academic processes to boost student learning and satisfaction.
5	<b>Departmental Academic Audit</b> <ul style="list-style-type: none"><li>o To analyse the academic audit reports of various departments.</li></ul>	The IQAC conducted a thorough review and assessment of the academic audit reports from different departments to evaluate the quality of academic processes. This evaluation aimed to pinpoint areas needing improvement and to ensure adherence to established academic standards. Suggestions for enhancement were provided, emphasizing the need to refine teaching methodologies, enhance curriculum delivery, and improve the monitoring of student performance.



# POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

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



6	<p><b>Academic Planning for Even Semester 2024-25</b></p> <ul style="list-style-type: none"><li>○ To review aims to align planning with DAB (Departmental Advisory Board) and PAC (Program Assessment Committee) frameworks by evaluating goals, strategies, and faculty alignment.</li></ul>	<p>The IQAC conducted a comprehensive assessment of both institutional and departmental objectives to ensure alignment with the suggestions provided by the Departmental Advisory Board (DAB) and the Program Advisory Committee (PAC). Significant results of this evaluation included the clarification of goals related to outcome-based education, the enhancement of strategic planning, the alignment of faculty responsibilities with program outcomes, and the strengthening of collaboration among the IQAC, DAB, and PAC to facilitate continuous improvement.</p>
7	<p><b>Faculty and Staff Development Review</b></p> <ul style="list-style-type: none"><li>○ To review faculty and staff participation in FDPs, conferences, workshops, and seminars.</li></ul>	<p>The IQAC assessed the participation of faculty and staff in Faculty Development Programs (FDPs), along with their involvement in conferences, workshops, and seminars. It conveyed satisfaction with their engagement and suggested ongoing participation to enhance quality improvement.</p>
8	<p><b>Extension and Outreach Activities</b></p> <ul style="list-style-type: none"><li>○ To review extension and outreach activities conducted by NSS unit of PIET.</li></ul>	<p>The Internal Quality Assurance Cell (IQAC) evaluated the extension and outreach initiatives carried out by the National Service Scheme (NSS) unit of PIET. The contributions were commended, and it was suggested to increase student participation while ensuring that the activities are in harmony with societal requirements and the goals of the institution.</p>
	<p><b>Special Initiatives and Events</b></p> <ul style="list-style-type: none"><li>○ To consider a proposal for a degree distribution program (mini convocation).</li><li>○ To present a report on the annual fest, AAROHAN 2024-25.</li></ul>	<p>The IQAC considered the proposal for organizing a degree distribution program (mini convocation) and recommended proceeding with detailed planning and coordination. A report on the annual festival, AAROHAN 2024-25, was presented and received positive feedback. The committee recognized the event's successful execution and recommended documenting best practices for future events.</p>



# POORNIMA

INSTITUTE OF ENGINEERING & TECHNOLOGY

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



## Attendance

The 27<sup>th</sup> meeting of the Internal Quality Assurance Cell (IQAC) held on March 18, 2025, at 2:00 p.m. in Sirohi Hall, located in the Admin Block of Poornima Institute of Engineering and Technology in Jaipur. This meeting was focused on enhancing educational quality and the institution's overall performance, with the participation of the following members.

S. No.	Name	Designation	Signature
1	Dr. Dinesh Goyal, Director/Principal	Chairman	
2	Mr. Jai Sharma	Management Representative	
3	Dr. Balwan	Registrar	
4	Dr. Mukesh Chandra, Professor	Coordinator, IQAC	
5	Dr. Shruti Thapar, Associate Professor	Co-Coordinator, IQAC	
6	Dr. Sama Jain, Professor (HoD, Applied Science and Humanities)	Member	
7	Dr. Rekha Rani Agarwal, Professor (OBE Coordinator)	Member	
8	Dr. Anil Kumar, Professor (HoD, Computer Science Engineering)	Member	
9	Dr. Budesh Kanwar, Professor (HoD, AI & DS)	Member	
10	Dr. Amit Shrivastava, Professor (HoD, Electrical Engineering)	Member	
11	Dr. Payal Bansal, Professor (HoD, IoT & IDEA Lab)	Member	
12	Mr. Ashok Kumar, Assistant Professor (Proctor)	Member	
13	Mr. Rajendra Singh, Assistant Professor (ERP Coordinator)	Member	
14	Dr. Sonia Kaur Bansal, Professor (NEP 2020 Coordinator)	Member	
15	Ms. Sakshi Khandelwal CSE (III Year)	Student Representative	
16	Mr. Anag Agarwal 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. Lava Bhargava, Professor, Dept. of Electronics & Communication Engg., MNIT, Jaipur	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	