

ARYA Institute of Engg. & Technology

(Affiliated to University of Rajasthan)

• Approved by AICTE, New Delhi)

S.P.-40, Kukas Industrial Area (RIICO) Jaipur-302 028

• Website : www.aryainstitutejpr.com

• Ph.: 0141- 5148801, 5148802, 5148803

• FAX : 01426-510040

Ref.: AIET/BOG/2005/01

Date-: 09/07/2005

To,

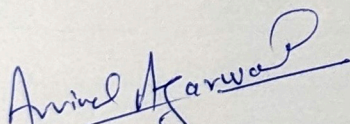
All Governing Body Members,

Arya Institute of Engg. & Technology,

Kukas, Jaipur.

MEETING NOTICE

This is to inform you that the First meeting of Board of Governors of Arya Institute of Engg. & Technology (AIET) will be held on **20th July 2005 (Wednesday)** at AIET S.P.-40, Kukas Industrial Area (RIICO) Jaipur - 302028 at **2:00 pm**. You are requested to attend the meeting as scheduled above. A Copy of Agenda has been enclosed herewith for your kind perusal.


(Dr. Arvind Agarwal)

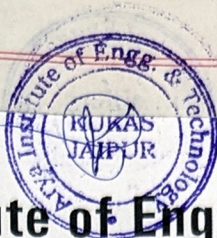
Chairman, Board of Governors,

Arya Institute of Engg. & Technology

CC to : All Governing Body Member

Encl.: A Copy of Agenda





ARYA Institute of Engg. & Technology

(Affiliated to University of Rajasthan)

• Approved by AICTE, New Delhi)

S.P.-40, Kukas Industrial Area (RIICO) Jaipur-302 028

• Website : www.aryainstitutejpr.com

• Ph.: 0141- 5148801, 5148802, 5148803

• FAX : 01426-510040

Agenda of the 1st meeting of Board of Governors

Date: - 20th July 2005

Time: - 2:00 pm.

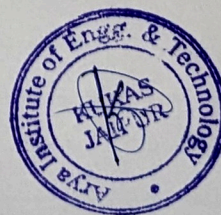
Welcome Note

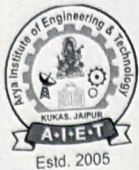
By Chairman

Brief Report about college

By Member Secretary

- Agenda Point – 1:** To approve / change the posts / designations given by the society to the Board of Governors.
- Agenda Point – 2:** To discuss about new members to be introduced to the board of governors as per power given by the society.
- Agenda Point – 3:** To discuss fulfillment of the conditions of AICTE mentioned in their approval letter dated 21st June 2005
- Agenda Point – 4:** Recruitment of the Faculty.
- Agenda Point – 5:** Visit of University of Rajasthan Team.
- Agenda Point – 6:** Approval for service rules for the faculty & staff
- Agenda point – 7:** Approval for the budget for the year 2005-06 for the College.
- Agenda point – 8:** Approval for creating Administrative posts to run the college smoothly.
- Agenda Point – 9:** Any other matters by permission.





ARYA Institute of Engg. & Technology

(Affiliated to University of Rajasthan)

Approved by AICTE, New Delhi)

S.P.-40, Kukas Industrial Area (RIICO) Jaipur-302 028

Website : www.aryainstitutejpr.com

Ph.: 0141- 5148801, 5148802, 5148803

FAX : 01426-510040

Ref.: - AIET/BOG/M/2005-01

Date:- 20-07-2005

Minutes of the meeting of the Governing Body of Arya Institute of Engg. & Technology held on 20th July 2005 at 2:00 pm at S.P.-40, Kukas Industrial Area (RIICO) Jaipur and following were attended the meeting: -

Members present

1. Dr. Arvind Agarwal – Chairman
2. Prof. Damodar Sharma (Principal) – Member Secretary
3. Er. Anurag Agarwal – Executive Member
4. Dr. Puja Agarwal – Executive Member
5. Dr. Surendra Sharma – Member faculty
6. Mr. B.P. Gupta – Industrial Member
7. Dr. Nidhi Jain – Member faculty

Members Absent

1. Nominee of AICTE
2. Nominee of State Govt.
3. Nominee of Affiliating University

The welcome note was delivered by the Chairman Dr. Arvind Agarwal and then he introduced all the members of the Board of Governors with each other.

Member Secretary gave a brief report about college and Agenda of the meeting was put forward.

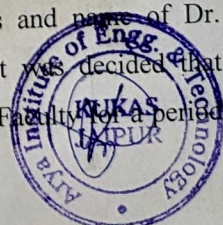
The Following points were discussed as per agenda and approved unanimously:

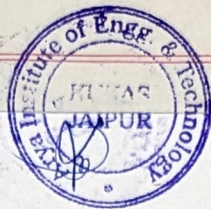
1. Item No. BOG/01/01 – Designations of the Members of The Board of Governors

It was decided that the designations suggested by the Society will not be changed and Board approved unanimously same designations with immediate effect.

2. Item No. BOG/01/02 – New Member for Board of Governors

Discussion was done regarding the requirement of new Board members and name of Dr. Mukesh Sharma was suggested. After discussion among the members it was decided that Mr Mukesh Sharma may be added on the Board of Governors as Member Faculty for a period of 3 years.





Member Secretary was instructed to circulate a notice in this regard and both the new member may be informed separately also.

3. **Item No. BOG/01/03 – Fulfillment of Conditions of AICTE**

The Member Secretary explained the current position of the college with regard to fulfillment of the conditions imposed by AICTE in its approval letter dated 21st June 2005. Also the admissions have been done as per the norms of the AICTE. Further, the college will follow the academic calendar of the University of Rajasthan, Jaipur as asked by the AICTE. A compliance report for the conditions imposed is to be sent to AICTE latest by 31st August 2005 as per the approval letter and the Principal is hereby authorized to do the needful in this regards.

4. **Item No. BOG/01/04 - Recruitment of faculty**

It was further discussed and decided that the recruitment process of the faculty members of the Institute should be completed up to 15.09.2005 for which necessary advertisement in the newspaper may be published at the earliest. Interview dates may be fixed by the Chairman and Principal after the meeting and in consultation with the concerned subject experts.

5. **Item No. BOG/01/05 – Visit of team of University of Rajasthan**

It was decided that Chairman along with Member secretary may decide a date for a meeting with all HODs for fulfillment of the requirement of the visiting team of University of Rajasthan.

6. **Item No. BOG/01/06 – Service Rules and Incentives**

The Service Rules proposed were approved by the BOG with a direction to circulate the same amongst the faculty and staff of college so as to guide them right from day one for giving their best in their respective work areas.

Maintenance of student's records, Problem solving of students were suggested by the BOG as other criteria for incentives to faculty members.

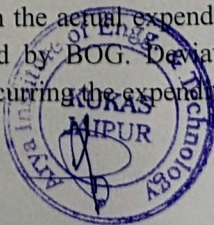
Attitude of readiness for all kinds of tasks assigned was suggested as another criterion for incentive to staff.

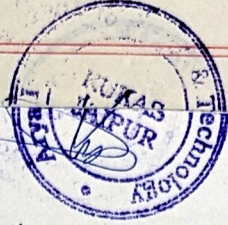
7. **Item No. BOG/01/07 – Budget for the financial year 2005-06**

Budget as placed before the BOG was discussed. Member Secretary explained the highlights of the budget. After discussion the budget was approved.

Also the expenditure incurred, within the budget presented for the year 2005-06, till the date of meeting was approved by the BOG.

It was further decided that the deviations in the actual expenditure from Budgeted expenditure upto 10% may be considered as approved by BOG. Deviation in excess of 10% shall be authorized by the chairman at the time of incurring the expenditure.





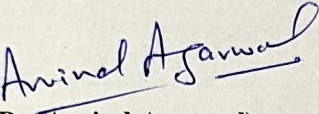
8. Item No. BOG/01/08 – Administrative posts

The list of administrative posts to be created for the smooth functioning of the college was presented to the members with complete justification of each post. The same was approved by the Board Members unanimously.

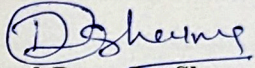
After discussion following officials were appointed unanimously on administrative posts as under:

- | | |
|-------------------|-----------------------|
| 1. Registrar | : Dr. Surendra Sharma |
| 2. Estate Manager | : Mr. Naveen Jha |
| 3. Accounts Head | : Mr. R. K. Saini |

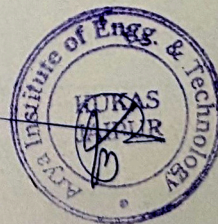
The meeting ended with a vote of thanks to the chair.


(Dr. Arvind Agarwal)

Chairman


(Prof. Damodar Sharma)

Member Secretary





ARYA Institute of Engg. & Technology

(Affiliated to University of Rajasthan)

Approved by AICTE, New Delhi)

S.P.-40, Kukas Industrial Area (RIICO) Jaipur-302 028

Website : www.aryainstitutejpr.com

Ph.: 0141- 5148801, 5148802, 5148803

FAX : 01426-510040.

Board of Governors Meeting – 20th July 2005

Member Attendance sheet

S. No.	Name of Member	Designation	Signature
1	Dr. Arvind Agarwal	Chairman	<i>Arvind Agarwal</i>
2	Er. Anurag Agarwal	Executive Member	<i>Anurag</i>
3	Dr. Puja Agarwal	Executive Member	<i>Puja Agarwal</i>
4	Dr. Surendra Sharma	Member	<i>[Signature]</i>
5	Mr. B.P. Gupta	Member – an Industrialist	<i>B.P. Gupta</i>
6	Dr. Nidhi Jain	Member Faculty	<i>Nidhi</i>
7	Nominee of AICTE	Member - Nominee	—
8	Nominee of State Govt.	Member - Nominee	—
9	Nominee of Affiliating University	Member – Nominee	—
10	Prof. Damodar Sharma	Member Secretary	<i>D. Sharma</i>

