



# 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

• Ph.: 0141- 5148801, 5148802, 5148803

• Website : [www.aryainstitutejpr.com](http://www.aryainstitutejpr.com)

• FAX : 01426-510040

Ref.: AIET/BOG/2005/02

Date-: 20/10/2005

To,

All Governing Body Members,

Arya Institute of Engg. & Technology,

Kukas, Jaipur.

## MEETING NOTICE

This is to inform you that the Second meeting of Board of Governors of Arya Institute of Engg. & Technology (AIET) will be held on **5<sup>th</sup> November 2005 (Saturday)** 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.

(Prof. Damodar Sharma)

Member Secretary, Board of Governors,

Arya Institute of Engg. & Technology

CC to : All Governing Body Member

Encl.: A Copy of Agenda





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## Agenda of the 2<sup>nd</sup> meeting

Of

## Board of Governors

Date :- 05<sup>th</sup> Nov. 2005

Time: - 2:00 pm

Welcome Note

By Chairman

Brief report about college

By Member Secretary

**AGENDA Point – 1:** Confirmation of the minutes of the last Board of Governors (BOG) meeting held on 20<sup>th</sup> July 2005.

**AGENDA Point - 2:** To consider the Action Taken Report on the minutes of the last BOG meeting held on 20<sup>th</sup> July 2005.

**AGENDA Point -3:** To discuss the proposal for Delegation of Financial Powers.

**AGENDA Point - 4:** To discuss the Proposal for starting the electrical branch and MBA course in the College from the session 2006-07.

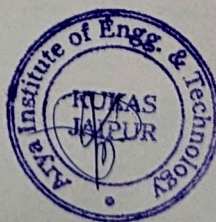
**AGENDA Point - 5:** To discuss proposal for the latest infrastructural plans for new LT- Block

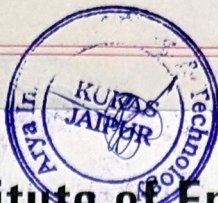
**AGENDA Point – 6:** To discuss the proposal to authorize Principal to constitute committees for various purposes for smooth functioning of the college.

**AGENDA Point – 7:** To discuss the proposal for a faculty development program to be organized in December 2005.

**AGENDA Point -8:** To discuss the proposal for organizing the Annual function in March -2006.

**AGENDA Point -9:** Any other matters by permission of the chair.





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## MINUTES OF MEETING OF BOG

Minutes of meeting of the Board of Governors of Arya Institute of Engg. & Technology held on 5<sup>th</sup> November 2005 at S.P.-40, Kukas Industrial Area (RIICO) Jaipur at 2:00 pm.

The following Members were **present**:

1. Dr. Arvind Agarwal – Chairman
2. Er. Anurag Agarwal – Executive Member
3. Dr. Puja Agarwal – Executive Member
4. Dr. Surendra Sharma – Member
5. Mr. B.P. Gupta –Industrial Member
6. Dr. Nidhi Jain – Member Faculty
7. Dr Mukesh Sharma – Member Faculty
8. Prof. Damodar Sharma – Members Secretary

### **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.

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:

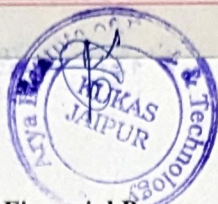
### **1. Item No. BOG/02/01 - Confirmation of Minutes**

The minutes of the last meeting of the Board of Governors held on 20<sup>th</sup> July 2005 was presented to all the members present. This was confirmed by all the members of the last meeting.

### **2. Item No. BOG/02/02 – Confirmation of Action Taken Report**

The Action taken report of the meeting of the Board of Governors held on 20<sup>th</sup> July 2005 was confirmed by the members present after discussions.





**3. Item No. BOG/02/03 – Delegation of Financial Powers**

It has been discussed & decided unanimously to delegate the financial power for smooth running of the institute along with various department.

The financial powers has been delegated with immediate effect as under:

S.No.	Designation	Power for Single Bill (Rs. in '000)	Monthly limit (Rs. in '000)
1.	Principal	30	75
2.	HOD's	5	15

**4. Item No. BOG/02/04 – Addition of Electrical Engineering Branch & MBA Course**

The proposal for starting the Electrical Engineering branch and MBA course as additional course in the college has been put forward to the members and after thorough discussions it has been decided unanimously to apply to AICTE for additional courses i.e. Electrical Engineering and MBA with an annual intake of 60 seats in the institute from the next session i.e.2006-07

**5. Item No. BOG/02/05 - Infrastructural Developments**

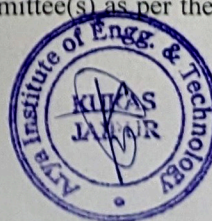
Discussion regarding Infrastructural Developments required for next session was done and it has been decided to assign the job of infrastructural developments to the Estate Manager in the supervision of the Chairman and the Member Secretary.

Further it has been decided to authorize to member secretary to identify the major contractors for various requirements and assign the work to them on behalf of the institute.

Further, Chairman was suggested to allocate appropriate budget for construction of building while suggesting budget for the financial year 2006-07.

**6. Item No BOG/02/06 - Power to constitute committees**

It has been discussed & decided unanimously to authorized to the principal of the institute to constitute Institutional / Departmental Committee (s) / Sub Committee(s) as per the requirement in consultation with HODs from time to time.





**7. Item No BOG/O2/07 – Faculty Development Program**

The importance of Faculty Development Program was discussed and Board found that it is a good way to improve the teaching methodologies and communication skills of the faculty. A unanimous approval was accorded to conduct the faculty development program from time to time.

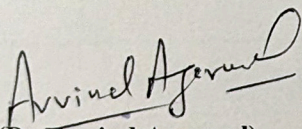
**8. Item No BOG/O2/08 – Annual Function**

Approval was accorded for organizing Annual Function of the college so that the achievements of the students in various fields could be acknowledged and it would also provide the platform for showcasing the talent among the students in extra-curricular and also give a welcome break from academics to them.

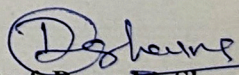
It was further directed that the expenditure on the function should be managed from within the budget approved for the financial year 2005-06.

The Chairman and the Member Secretary were authorized to finalise the date for the annual function of the college.

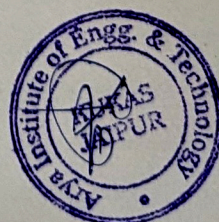
The meeting ended with a vote of thanks to the chair.

  
(Dr. Arvind Agarwal)

**Chairman**

  
(Prof. Damodar Sharma)

**Member Secretary**





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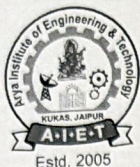
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## Board of Governors Meeting – 5<sup>th</sup> November 2005

### 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	Prof. Surendra Sharma	Member	<i>[Signature]</i>
5	Mr. B.P. Gupta	Member – an Industrialist	<i>B Gupta</i>
6	Nominee of AICTE	Member - Nominee	—
7	Nominee of State Govt.	Member - Nominee	—
8	Nominee of Affiliating University	Member – Nominee	—
9	Dr. Nidhi Jain	Member – Faculty	<i>Nidhi</i>
10	Dr. Mukesh Sharma	Member – Faculty	<i>[Signature]</i>
11	Prof. Damodar Sharma	Member Secretary	<i>D Sharma</i>





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## Action Taken Report of I Meeting Held on 20<sup>th</sup> July 2005

S. No.	Agenda Point	Action Taken	By	Status
1	4	Recruitment of faculty	Chairman, Principal and Vice Principal	Done
2	5	Meeting with HODs for discussion regarding visit of Team of Govt. of Rajasthan	Chairman and Principal	Done
3	6	Notice for Service Rules & Incentive Scheme	Principal	Done

