



# ARYA Institute of Engg. & Technology

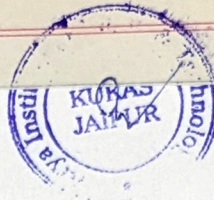
(Affiliated to University of Rajasthan/RTU • Approved by AICTE, New Delhi)

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/2014/21

Date: 06-08-2014

To

All Governing Body Members,

Arya Institute of Engg. & Technology,

Kukas, Jaipur

## MEETING NOTICE

This is to inform you that 21<sup>st</sup> meeting of Board of Governors of Arya Institute of Engg. & Technology (AIET) will be held on **25<sup>th</sup> August, 2014** at AIET S.P. – 40, Kukas Industrial Area (RIICO), Jaipur at **11:30 AM**. You are requested to attend the meeting as scheduled above. A copy of Agenda has been enclosed herewith for your kind perusal.

(Prof. M.L. Gupta)

Member Secretary, Board of Governors,  
Arya Institute of Engg. & Technology

CC to : All Governing Body Members







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## Agenda of the 21<sup>st</sup> meeting

of

### Board of Governors

**Date:** 25<sup>th</sup> August, 2014

**Time:** 11:30 am

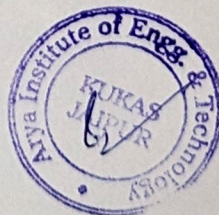
**Welcome Note**

**By Chairman**

**Brief report about college**

**By Member Secretary**

- AGENDA Point -1:** To Confirm the minutes of the 20<sup>th</sup> meeting of the Board of Governors held on 18<sup>th</sup> March, 2014.
- AGENDA Point -2:** To confirm the Action Taken Report of the meeting of the Board of Governors held on 18<sup>th</sup> March, 2014..
- AGENDA Point -3:** To present the proposal about the Scholarship to the students on merit cum means basis.
- AGENDA Point -4:** To discuss about the upcoming National Level Technical Fest "Shradhanjali" and Freshers' Day.
- AGENDA Point -6:** Review of service conditions, leave rules, promotional policy, recruitment policy, award and incentive policy
- AGENDA Point- 7:** Approval of latest study leave
- AGENDA Point- 8:** Approval of sponsorship for attending conference / training
- AGENDA Point- 9:** Any other matter by permission







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## MINUTES OF BOARD OF GOVERNORS MEETING

Minutes of the Meeting of the Board of Governors of Arya Institute of Engg. & Technology held on 25<sup>th</sup> August, 2014 at S.P.-40, Kukas Industrial Area (RIICO) Jaipur at 11:30 am.

The following members were **present**:

1. Dr. Arvind Agarwal – Chairman
2. Er. Anurag Agarwal – Executive Member
3. Dr. Puja Agarwal – Executive Member
4. Prof. Surendra Sharma – Member
5. Mr. B.P. Gupta – Industrial Member
6. Mr. Deepak Sharma – Member Faculty
7. Ms. Gundeep Kaur – Member Faculty
8. Mr. Jitendra Prajapat – Member Accounts officer
9. Prof. M.L. Gupta – Member Secretary

The welcome note was delivered by the Chairman Dr. Arvind Agarwal.

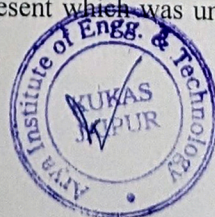
The Following points were discussed as per agenda and passed unanimously :

### **1. Item No. BOG/14/01 – Confirmation of Minutes**

The minutes of the last meeting of the Board of Governors held on 18<sup>th</sup> March, 2014 were presented to all the members present. It was confirmed by all the members unanimously.

### **2. Item No. BOG/14/02 – Confirmation of Action Taken Report.**

The Action taken report of the meeting of the Board of Governors held on 18<sup>th</sup> March, 2014 was put forward to the members present which was unanimously confirmed after discussion by all the members.







**3. Item No.BOG/14/03 – To present the proposal about the Scholarship to the students on merit cum means basis.**

The member Secretary present the proposal before the Members present for granting scholarship to the students on merit cum means basis to the students of the Institute. After thorough discussions, the Members has approved the Scholarship to the students on merit cum means basis.

**4. Item No.BOG/14/04 – To discuss about the upcoming National Level Technical Fest “Shradhanjali” and Freshers’ Day.**

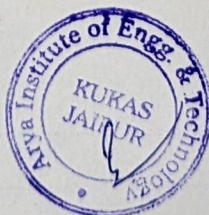
It has been discussed regarding the upcoming National Level Technical Fest “Shradhanjali” and Freshers’ Day of the Institute proposed to be organized in the month of September, 2014. During the discussions, it has been decided that the Principal of the Institute will ensure the success of these event and necessary requirement for the same may be communicated to the management at the earliest.

**5. Item No.BOG/14/05 – Review of service conditions, leave rules, promotional policy, recruitment policy, award and incentive policy**

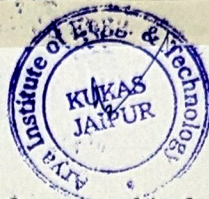
It has been decided to amend some rules to provide more benefits to the faculty and staff. In this regard, the service conditions, leave rules, promotional policy, recruitment policy, award and incentive policy are discussed thoroughly and some amendments has been made in the rules. The same has been approved unanimously.

**6. Item No.BOG/14/06 – Approval of latest study leave**

The applications of the faculty members for study leave have been put up before the Governing Body members and after discussion the applications have been approved for study leave.



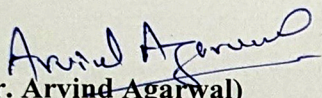





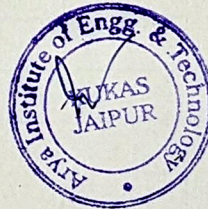
**7. Item No.BOG/14/07 – Approval of sponsorship for attending conference / training**

The applications of faculty members for attending conference and technical training has been put up for the institute's sponsorship. The same have been discussed thoroughly and it has been decided that for the faculty development and students benefit, the same should be approved. Thereafter, all the applications for sponsorship have been approved unanimously.

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

  
(Dr. Arvind Agarwal)  
Chairman

  
(Prof. M.L. Gupta)  
Member Secretary







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## Board of Governors Meeting – 25<sup>th</sup> August, 2014

### Attendance Sheet

S.No.	Name of Member	Designation	Signature
1.	Dr. Arvind Agarwal	Chairman	
2.	Er. Anurag Agarwal	Executive Member	
3.	Dr. Puja Agarwal	Executive Member	
4.	Prof. Surendra Sharma	Member	
5.	Mr. B.P. Gupta	Member – Social Activist	
6.	Er. Jasbir Singh	Member – Industrialist	
7.	CA Ravindra Shah	Member – Chartered Accountant	Absent
8.	Ms. Gundeep Kaur	Member – Faculty	
9.	Mr. Deepak Sharma	Member – Faculty	
10.	Mr. Jitendra Prajapat	Member – Accounts Officer	
11.	Prof. M.L. Gupta	Member Secretary	







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## Action Taken Report

### Board of Governors Meeting held on 18<sup>th</sup> March, 2014

S. No.	Agenda Point	Action	By	Status
1	4	Faculty recruitment list	Prof. M.L. Gupta	Done
2	6	Upgradation of sports facilities	Dr. Arvind Agarwal	Ongoing

