ARYA College of Engineering (ACE)

Previously Known as Arya Institute of Engineering & Technology (AIET)

(Affiliated to RTU
Approved by AICTE, New Delhi)

REAP Code : 1011

- **Main Campus, SP-40, RIICO Industrial Area, Delhi Road**
  Kukas, Jaipur - 302028 | Tel Ph. 0141-2820700

- www.aryacollegejpr.com
- Toll Free : 1800 102 1044

Ref: AIET/BOG/2024/40

Date: 08-01-2024

To,

All Governing Body Members,

Arya College of Engineering (ACE)
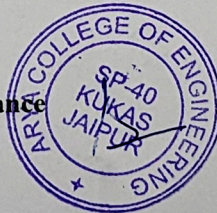
Kukas, Jaipur

<u>MEETING NOTICE</u>

This is to inform you that **40th meeting of Board of Governors of Arya College of Engineering (ACE)** will be held on **17th January, 2024 at SP-40, Kukas Industrial Area (RIICO), Jaipur** at **11:45 AM.** You are requested to attend the meeting as scheduled above.

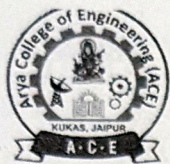A copy of Agenda has been enclosed herewith for your kind perusal.

(Dr. Himanshu Arora)

Member Secretary, Board of Governance

Arya College of Engineering

CC to: All Governing Body Members

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Agenda of the 40th Meeting
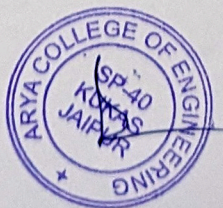## of
Board of Governors

Date: 17th January, 2024

Welcome Note

Brief report about Society

Time: 11:45 am

By Chairman

By Member Secretary

AGENDA Point - 01	:	To Confirm the Minutes of the 39th meeting of the Board of Governors held on 12th July, 2023.
AGENDA Point - 02	:	To confirm the Action Taken Report of the meeting of the Board of Governors held on 12th July, 2023.
AGENDA Point - 03	:	To present the Budget for the FY 2024-25.
AGENDA Point - 04	:	Audit of the Accounts for the FY 2023-24.
AGENDA Point - 05	:	To plan Strategy for upcoming Admissions.
AGENDA Point - 06	:	To present the proposal of Students Scholarships for the Session 2024-25.
AGENDA Point - 07	:	To plan Augmentation & Renovation of College Buildings.
AGENDA Point - 08	:	Introduction of New ERP System.
AGENDA Point - 09	:	To continue AICTE EOA for AY 2024-25.
AGENDA Point - 10	:	To Increase in Intake.
AGENDA Point - 11	:	To Reduction in Intake.
AGENDA Point - 12	:	To Change of Institution Name in Bank Account.
AGENDA Point - 13	:	Recruitment of New Faculty.
AGENDA Point - 14	:	Any other matter by permission

Ref.: AIET/BOG/M/2024/40

Date: 19-01-2024

MINUTES OF BOARD OF GOVERNORS MEETING

Minutes of the Meeting of the Board of Governors of Arya College of Engineering (ACE) held on **17th January, 2024 at SP-40, Kukas Industrial Area (RIICO), Jaipur** at 11:30 am.

The following members were present :

01.	Dr. Arvind Agarwal	:	Chairman
02.	Dr. Puja Agarwal	:	Executive Member
03.	Ms. Komal Chauhan	:	Member – Social Activist
04.	Er. Jasbir Singh	:	Member – Industrialist
05.	CA Ravindra Shah	:	Member – Chartered Accountant
06.	Dr. Surendra Sharma	:	Member – Faculty
07.	Mr. Kshitiz Agarwal	:	Member – Faculty
08.	Dr. Pramod Sharma	:	Member – Faculty
09.	Mr. Rajesh Jaiswal	:	Member – Faculty
10.	Mr. Jitendra Prajapat	:	Member – Accounts Officer
11.	Dr. Himanshu Arora	:	Member Secretary

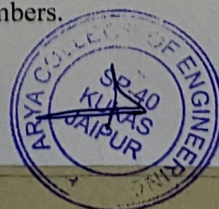The welcome note was delivered by the Chairman Dr. Arvind Agarwal.

The Following points were discussed as per agenda and passed unanimously :
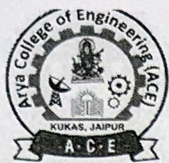
1. **Item No. BOG/40/01 – Confirmation of Minutes.**

   The minutes of the last meeting of the Board of Governors held on 12th July, 2023 were presented to all the members present. It was confirmed by all the members unanimously.

2. **Item No. BOG/40/02 – Confirmation of Action Taken Report.**

   The Action taken report of the meeting of the Board of Governors held on 12th July 2023 was put forward to the members present which was unanimously confirmed after discussion by all the members.

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3. **Item No. BOG/40/03 – To present the budget for the FY 2024-25.**

The following budget of the institute for the financial year 2024-25 has been put up by the Chairman before the Governing body and after thorough discussions it has been passed unanimously as under:-
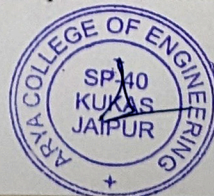
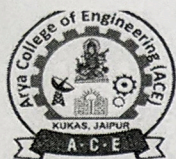### PROPOSED BUDGET FOR THE FINANCIAL YEAR 2024-25

Departments / Head	CS & Cyber	Civil	IT	ECE & EE	ME	AIDS & CSAI	1st Year	T&P Cell	Library	Admin	Total
Infrastructure & Others Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	170.00	170.00
Lab Equipments	20.00	2.00	5.00	4.00	4.00	5.00	7.00	0.00	0.00	5.00	52.00
Lab Expenses & R&D Labs.	12.00	3.00	5.00	3.00	3.00	4.00	5.00	0.00	0.00	0.00	35.00
Tour & Travelling	3.50	1.00	1.50	1.00	1.00	1.50	1.00	6.00	0.00	3.00	19.50
Library	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00	0.00	12.00
Training & Placements	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28.00	0.00	0.00	28.00
Conference & Seminars	6.00	2.00	2.50	2.00	2.00	3.00	2.00	0.00	0.00	0.00	19.50
Gardening Exp & Green Initiative	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.00	7.00
Waste Mgmt & Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.00	7.00
Others Expenditure	17.00	3.00	3.00	3.00	3.00	5.00	5.00	3.00	3.00	17.00	62.00
TOTAL	**58.50**	**11.00**	**7.00**	**13.00**	**13.00**	**18.50**	**20.00**	**37.00**	**15.00**	**209.00**	**412.00**

4. **Item No. BOG/40/04 – Audit of the Accounts for the FY 2023-24.**

It has been discussed in respect of the audit of the accounts of the Institute. Thereafter, it has been decided to audit the accounts of the Institute from authorized Chartered Accountant M/s Ravindra Shah & Associates, Alwar.

It has been decided to authorize Dr. Arvind Agarwal, Chairman of the Institute to sign and submit all the required accounts documents before the Chartered Accountant for audit purpose in time and the Accounts Department should instruct to ensure time bound audit of the Institute's accounts.

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5. **Item No. BOG/40/05 – To plan Strategy for upcoming Admissions.**

    Discussions were held regarding the upcoming admissions. It was advised that the Principal should assemble a dedicated team to develop and implement effective admission strategies for the 2024-25 session. He also advised to focus on the core branches, as the admissions are decreasing in these branches from past few years.

6. **Item No. BOG/40/06 – To present the proposal of Students Scholarships.**

    During the meeting, the Member Secretary presented a proposal to award scholarships based on merit and means. He explained that only deserving students, determined by their academic performance and economic background, would be eligible for this assistance. This initiative aims to support students in achieving their educational and academic goals. After thorough discussion, the Members unanimously approved the proposal.

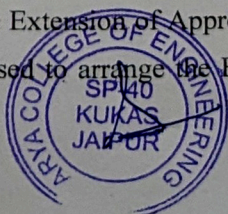7. **Item No. BOG/40/07 – To plan Augmentation & Renovation of College Buildings.**

    The discussion focused on the augmentation and renovation of college buildings. The Chairman pointed out that the growing number of hostel students requires additional rooms. He also highlighted the need for maintenance and renovations of existing infrastructure. Consequently, he instructed that the augmentation and renovation work should be planned during the lean period of academics and completed before the new session begins.

8. **Item No. BOG/40/08 – Introduction of New ERP System.**

    During the meeting, the introduction of a new ERP system was discussed. The Member Secretary advised to upgrade to the new ERP system as the institution is planning for expansion and improved automation of college practices. He also advised that the upgrade should be completed before the commencement of the upcoming session.

9. **Item No. BOG/40/09 – To continue AICTE EOA for AY 2024-25.**

    It has been discussed regarding the Processing of AICTE EOA. Thereafter the Principal was advised to compile all the Institutional Data and supporting documents required to be submit to the AICTE for the Extension of Approval (EOA) for the Session 2024-25. The Principal was further advised to arrange the Fund towards the Processing Fee for the same.

10. **Item No. BOG/40/10 – To Increase in Intake.**

During the meeting, the increase in student intake was discussed. The Member Secretary highlighted the growing demand for the Computer Science & Engineering (Artificial Intelligence) program. Thereafter, he suggested to increase the current intake from 60 seats to 120 seats and update the same to all relevant regulatory bodies.

11. **Item No. BOG/40/11 – To Reduction in Intake.**

During the meeting, the reduction in student intake was discussed. The Member Secretary stated that, due to vacant seats in the Mechanical Engineering and Civil Engineering branches, the college plans to reduce the intake from 60 seats to 30 seats in both branches. Thereafter, he advised to complete the required formalities and update the same to all relevant regulatory bodies.
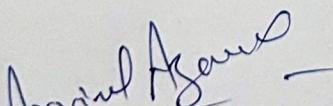
12. **Item No. BOG/40/12 – To Change of Institution Name in Bank Account.**
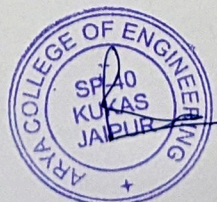
During the meeting, the change of the institution's name in the bank account was discussed. The Chairman advised that the bank account name needs to be updated to reflect the institution's new name, Arya College of Engineering (ACE), from the previous name, Arya Institute of Engineering & Technology (AIET). He also instructed that this change should be communicated to all relevant regulatory bodies.
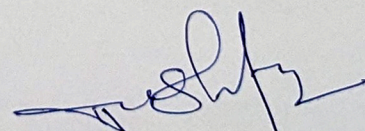
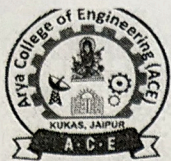13. **Item No. BOG/40/13 – Recruitment of New Faculty.**

During the meeting, the recruitment of new faculty members was discussed. The Chairman instructed the Member Secretary, in collaboration with the Recruitment Committee, to conduct a thorough review of vacant positions across all departments and to initiate the recruitment process well before the new session begins. This approach is intended to ensure the smooth and efficient functioning of the institution.

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

(Dr. Arvind Agarwal)
Chairman

(Dr. Himanshu Arora)
Member Secretary

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Attendance Sheet

Board of Governors Meeting – 17th January, 2024

S.No.	Name of Member	Designation	Signature
1	Dr. Arvind Agarwal	Chairman	
2	Dr. Puja Agarwal	Executive Member	
3	Ms. Komal Chauhan	Member – Social Activist	
4	Er. Jasbir Singh	Member – Industrialist	
5	CA Ravindra Shah	Member – Chartered Accountant	
6	Dr. Surendra Sharma	Member – Faculty	
7	Mr. Kshitiz Agarwal	Member – Faculty	
8	Dr. Pramod Sharma	Member – Faculty	
9	Mr. Rajesh Jaiswal	Member – Faculty	
10	Regional Officer, AICTE	Nominee Member – AICTE Rep.	
11	Director – Technical Education	Nominee Member – State Govt.	
12	Dr. Ashok Sharma Associate Professor – EE Dept.	Nominee Member – RTU, Kota	
13	Mr. Jitendra Prajapat	Member – Accounts Officer	
14	Dr. Himanshu Arora	Member Secretary	

Action Taken Report

Board of Governors Meeting held on 12th July, 2023

S.No.	Agenda Point	Action	Reviewed By	Status
01.	03	To apply for Autonomy at Arya College of Engineering.	Dr. Arvind Agarwal	Ongoing
02.	04	Utilization of Budget for the Financial Year 2022-23.	Dr. Arvind Agarwal	Submitted
03.	05	To discuss regarding Annual Appraisal.	Dr. Arvind Agarwal	Done
04.	06	To apply for the NAAC 2nd Cycle.	Dr. Arvind Agarwal	Applied
05.	07	To plan the upcoming Events.	Dr. Himanshu Arora	Done
06.	08	To present the proposal of Students Scholarships.	Dr. Himanshu Arora	Presented
07.	09	Approval of Institutional Policies.	Dr. Arvind Agarwal	Approved