



REAP Code : 1011

ARYA College of Engineering (ACE)

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

(Affiliated to RTU
Approved by AICTE, New Delhi)• 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: ACE/IQAC/2023-24/03

Date : 05-03-2024

MEETING NOTICE

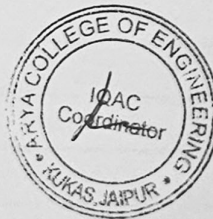
This is to inform all the members of IQAC (Internal Quality Assurance Cell) that the Meeting of the IQAC will be held on **11th March, 2024** at **11:45 A.M.** in Board Room. The agenda of the meeting shall as follow :

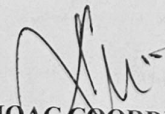
01. To confirm the minutes of last meeting.
02. Preparation of SSR for NAAC Accreditation (Cycle-II).
03. Review of Regular Classes, and Effective Curriculum Planning.
04. Planning of Mid-Term Test - I.
05. Recruitment of Teaching & Non-Teaching Staff.
06. Review of Green, Energy & Environment Audit.
07. Present Placement Report.
08. Planning for QIV Ranking.
09. Revision of the CSE Department's Mission.
10. Any other matter by permission.

Members of the committee are requested to attend the meeting as per schedule time. HODs will also be available for discussions if any during the meeting

Copy to :

- All Members
- HOD of all Departments




IQAC COORDINATOR



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ACE/IQAC/2023-24/M/03

Date : 13-03-2024

MINUTES OF MEETING

Meeting of the IQAC (Internal Quality Assurance Cell) was held on 11th March, 2024 in the Board Room of ARYA College of Engineering to chalk out various academic and other activities in ACE for Academic Session of Year 2023-24.

Members Present :

01. Dr. Himanshu Arora
02. Dr. Arvind Agarwal
03. Mr. Aditya Kukkar
04. Mr. Mukesh Jangid
05. Dr. Surendra Sharma
06. Ms. Disha Sachdeva
07. Mr. Keshav Parashar
08. Mr. Sandeep Jhamb
09. Ms. Shilpi Mishra
10. Dr. Pramod Sharma
11. Mr. Pawan Sen
12. Mr. Chirag Arora
13. Ms. Abha Sharma
14. Mr. Atul Soni
15. Mr. Jitendra Prajapat
16. Dr. Ashutosh Sharma
17. Mr. Kshitiz Agarwal

The IQAC Coordinator welcomed all the members.

AGENDA ITEMS

AGENDA – 01

To confirm the minutes of last meeting.

The minutes of the said Meeting of the IQAC were discussed and found to be in order and hence confirmed.





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AGENDA – 02

Preparation of SSR for NAAC Accreditation (Cycle-II).

The IQAC Coordinator discussed the preparation of SSR. He informed the members that our IQAC has been approved and the SSR has to submit within 45 days. He further requested all faculty and staff members to be involved in the extensive SSR preparation process. All criteria in-charges were directed to collect and compile the required data for their respective metrics.

AGENDA – 03

Review of Regular Classes, and Effective Curriculum Planning.

The IQAC Coordinator reviewed the regular classes, and effective curriculum planning. Furthermore it has been found all the classes are running regularly, and coverage of syllabus is progressing as per the weekly report and academic calendar schedule.

AGENDA – 04

Planning of Mid-Term Test - I.

The IQAC Coordinator discussed regarding the Mid-Term Test of even semester students. Thereafter, he advised all the HODs to ensure the completion of the syllabus and planning of first Mid-Term Test for 2nd, 4th, & 6th semester students accordingly.

AGENDA – 05

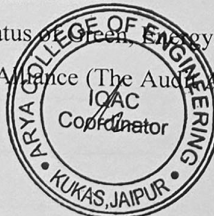
Recruitment of Teaching & Non-Teaching Staff.

The Chairman addressed the agenda for the vacant positions of Teaching and Non-Teaching Staff in the departments. The Chairman instructed the Recruitment Committee to conduct a thorough review of these vacant positions across the departments. Further he advised to initiate the Recruitment Process for the Session 2024-25 to ensure the smooth functioning of the institution.

AGENDA – 06

Review of Green, Energy & Environment Audit.

The IQAC Coordinator reviewed the status of Green, Energy, & Environment Audit. Further, he informed all the members that EHS Agency (The Audit Agency) has successfully audited





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the college & its practices and presented the Audit Certificate for Green, Energy, & Environment.

AGENDA – 07

Present Placement Report.

The IQAC Coordinator directed the TPO to compile all the campus placement details for the odd semester students and prepare a detailed report on the current progress and plans for the next semester.

AGENDA – 08

Planning for QIV Ranking.

The IQAC Coordinator discussed on the planning and preparation required for the RTU QIV Ranking. He advised all HODs to collect and compile the necessary data to ensure the smooth and efficient completion of the ranking process.

AGENDA – 09

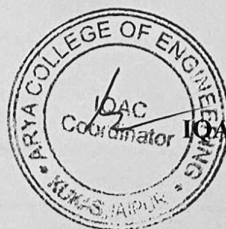
Revision of the CSE Department's Mission.

The IQAC Coordinator informed the members that the Academic Committee recommended revising the mission of the CSE Department based on the NBA Peer Team's suggestions. He then presented the revised mission, which was found to be well aligned with the institution's and CSE department vision. All members unanimously approved the same.

The meeting ended with formal vote of thanks to Chair.

Copy to :

1. All Members
2. HOD of all Departments




IQAC COORDINATOR



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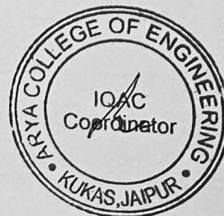
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Attendance Sheet (11-03-2024)

S.No.	Name of Member	Designation	Signature
01.	Dr. Himanshu Arora	Chairman	
02.	Dr. Arvind Agarwal	Management Representative	
03.	Mr. Aditya Kukkar	Member	
04.	Mr. Mukesh Jangid	Member	
05.	Dr. Surendra Sharma	Member	
06.	Ms. Disha Sachdeva	Member	
07.	Mr. Keshav Parashar	Member	
08.	Mr. Sandeep Jhamb	Member	
09.	Ms. Shilpi Mishra	Member	
10.	Dr. Pramod Sharma	Member	
11.	Mr. Pawan Sen	Member	
12.	Mr. Chirag Arora	Member	
13.	Ms. Abha Sharma	Member	
14.	Mr. Atul Soni	Member	
15.	Mr. Jitendra Prajapat	Member	
16.	Dr. Ashutosh Sharma	Member	
17.	Mr. Kshitiz Agarwal	IQAC Coordinator	





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Action Taken Report of Internal Quality Assurance Cell

Meeting held on 11.03.2024

S.No.	Agenda No.	Agenda	Action Taken
01.	02	Preparation of SSR for NAAC Accreditation (Cycle-II).	SSR Submitted
02.	03	Review of Regular Classes, and Effective Curriculum Planning.	Done
03.	04	Planning of Mid-Term Test - I.	Done
04.	05	Recruitment of Teaching & Non-Teaching Staff.	Recruited
05.	06	Review of Green, Energy & Environment Audit.	Done
06.	07	Present Placement Report.	Presented
07.	08	Planning for QIV Ranking.	Ongoing
08.	09	Revision of the CSE Department's Mission.	Approved

