



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/2024-25/01

Date : 02-09-2024

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 **09th September, 2024 at 10:30 A.M.** in Board Room.

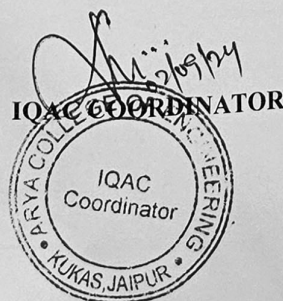
The agenda of the meeting shall as follow :

01. To confirm the minutes of last meeting.
02. Changes in IQAC Members.
03. Review of Regular Classes, and Effective Curriculum Planning.
04. Review of Code of Conduct & Code of Ethics.
05. Review of NAAC Peer Team Inspection & Report.
06. Planning of Deemed-to-be-University Status.
07. Preparation of NBA Accreditation.
08. Planning of CRT Program.
09. Planning of Add-on Certificate Course.
10. Planning of various Institutional Activities.
11. Planning of Development Programs for the Teaching & Non-Teaching Staff.
12. Planning of Mid-Term Test – I.
13. Review the Revised Mission of CSE Department.
14. Planning of Feedback on Facilities.
15. 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
- Heads of the Respective Committee





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ACE/IQAC/2024-25/M/01

Date : 11-09-2024

MINUTES OF MEETING

Meeting of the IQAC (Internal Quality Assurance Cell) was held on 09th September, 2024 in the Board Room of ARYA College of Engineering to chalk out various academic and other activities in ACE for the Academic Session 2024-25.

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. Shivam Verma
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. Mr. Kshitiz Agarwal

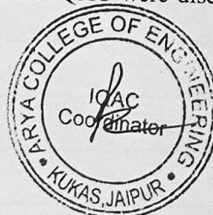
The IQAC Coordinator welcomed all the members.

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

Changes in IQAC Members.

The IQAC Coordinator informed the members that Mr. Ashutosh Sharma will be stepping down from his roles as TPO and IQAC Member due to personal reasons. To ensure a smooth transition, Dr. Tanuj Manglani was nominated and unanimously approved by the members. The updated list of IQAC members was shared with all committee members for reference.

AGENDA – 03

Review of Regular Classes, and Effective Curriculum Planning.

The IQAC Coordinator conducted a review of the regular classes and curriculum planning. It was observed that all classes are being conducted as scheduled, with syllabus coverage progressing smoothly in alignment with the weekly reports and the academic calendar. The IQAC Coordinator emphasized the importance of maintaining this momentum to ensure academic excellence.

AGENDA – 04

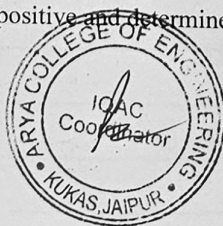
Review of Code of Conduct & Code of Ethics.

It was observed that all the students are under the supervision of their respective mentors and are adhering to the college's standard code of conduct and ethics. This includes strict compliance with anti-ragging policies, adherence to the dress code, mandatory wearing of ID cards, regulated mobile phone usage, and following green campus guidelines. The IQAC Coordinator emphasized the need for continuous monitoring to maintain discipline and a positive campus environment.

AGENDA – 05

Review of NAAC Peer Team Inspection & Report.

The IQAC Coordinator presented the NAAC Peer Team Report, highlighting the college's strengths, weaknesses, and areas for improvement. He encouraged all members to view the identified weaknesses and improvement areas as opportunities for growth and to actively work towards addressing them with a positive and determined approach.





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AGENDA – 06

Planning of Deemed-to-be-University Status.

The IQAC Coordinator shared that the college is planning for Deemed-to-be-University status as part of its Long Term Goal 2024-34. He highlighted its significance, benefits, and impact on institutional growth. The discussion covered eligibility criteria, regulatory approvals, and the college's current progress. He encouraged stakeholders to share their insights and suggestions to support this initiative and ensure its successful implementation.

AGENDA – 07

Compliance of NBA Accreditation.

The IQAC Coordinator informed that the NBA Accreditation process is underway and urged the respective Heads of Departments to expedite the necessary preparations. He emphasized the importance of focusing on the compliance report and ensuring that all required standards are met within the stipulated timeline.

AGENDA – 08

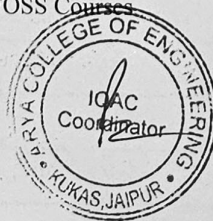
Planning of CRT Program.

The IQAC Coordinator discussed the planning of the Campus Recruitment Training (CRT) program and instructed the T&P Cell to identify a suitable company to conduct a structured CRT program for the 2025 batch. It was emphasized that this initiative would equip students with essential skills, align them with industry expectations, and enhance their placement prospects.

AGENDA – 09

Planning of Add-on Certificate Course.

The IQAC Coordinator discussed the implementation of Add-on Certificate Courses for students of the 3rd, 5th, and 7th semesters. He instructed the HODs to plan and schedule Add-on Certificate Courses and submit the proposed schedule for seamless execution. He also reviewed the status of MOOC, and FOSS Courses.





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AGENDA – 10

Planning of various Institutional Activities.

The IQAC Coordinator discussed about the planning of various Activities for the odd semester. Thereafter, he instructed HODs to plan and schedule activities like Seminars, Conferences, Workshops, Expert Talk, Add-on Courses, Technical Training, Industrial Visits, Survey Camps, Career Guidance Sessions, IPR Awareness Programs, Extension Activities, Alumni Meet, Sports Events, Cultural Programs, Commemorative Days & other Extra-Curricular Activities and submit tentative activity calendar for the smooth conduction of these activities. Further, he instructed to collect post-event feedback from the stakeholders to evaluate the program's impact and anticipate future expectations.

AGENDA – 11

Planning of Development Programs for the Teaching & Non-Teaching Staff.

The IQAC Coordinator advised all HODs to plan development programs on emerging technologies to enhance the knowledge and skills of both teaching and non-teaching staff. Additionally, he requested the Principal and HODs to organize a CBC to further improve the teaching skills.

AGENDA – 12

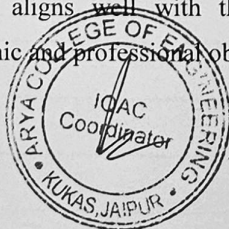
Planning of Mid-Term Test - I.

The IQAC Coordinator discussed regarding the first Mid-Term Test. Further, he advised all the HODs to complete required syllabus timely and planning of first Mid-Term Test for odd semester students accordingly.

AGENDA – 13

Review the Revised Mission of CSE Department.

As part of the NBA Accreditation preparation, the revised Mission of the CSE Department was reviewed. The IQAC Coordinator stated that, based on stakeholder feedback and suggestions, the updated mission aligns well with the institution's mission, ensuring consistency and relevance in academic and professional objectives.





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AGENDA – 14

Planning of Feedback on Facilities.

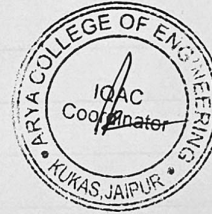
The IQAC Coordinator directed all Committee Heads to collect feedback from relevant stakeholders on facilities and related services to enhance their quality and effectiveness. He further instructed them to take necessary measures to address concerns and ensure continuous improvement.

The meeting ended with formal vote of thanks to Chair.


IQAC COORDINATOR

Copy to :

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2. HOD of all Departments
3. Heads of the Respective Committee





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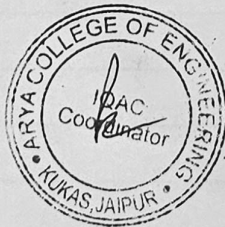
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Attendance Sheet (09-09-2024)

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. Shivam Verma	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 09.09.2024

S.No.	Agenda No.	Agenda	Action Taken
01.	02	Changes in IQAC Members.	Done
02.	03	Review of Regular Classes, and Effective Curriculum Planning.	Done
03.	04	Review of Code of Conduct & Code of Ethics.	Done
04.	05	Review of NAAC Peer Team Inspection & Report.	Ongoing
05.	06	Planning of Deemed-to-be-University Status.	Ongoing
06.	07	Preparation of NBA Accreditation.	Ongoing
07.	08	Planning of CRT Program.	Ongoing
08.	09	Planning of Add-on Certificate Course.	Done
09.	10	Planning of various Institutional Activities.	Ongoing
10.	11	Planning of Development Programs for the Teaching & Non-Teaching Staff.	Ongoing
11.	12	Planning of Mid-Term Test – I.	Done
12.	13	Review the Revised Mission of CSE Department.	Reviewed

