



Swami Keshvanand Institute

of Technology, Management & Gramothan

(An Autonomous Institute Affiliated to Rajasthan Technical University, Kota)
(Accredited by NAAC with A++ Grade & UG Engineering Programs by NBA)

818-3
2024.25

SKIT/IQAC/2024-25/10

Date: 08.03.2025

NOTICE

The 17th meeting of the Internal Quality Assurance Cell (IQAC) has been scheduled as per following details:

Date & Day: 10th March, 2025 (Monday)

Time: 01:30 PM onwards

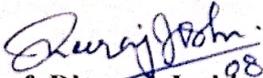
Venue: Birma Board Room (Vikram Sarabhai Block)

Agenda:

1. To review the action items of the previous meeting.
2. To discuss the feedbacks received and experiences gained from visit of NBA experts held during 28 Feb-02 March, 2025 in the ECE department.
3. To review the implementation of UGC guidelines for Autonomous Institutes
4. To discuss efforts made by departments/Incubation Cell regarding Industry-MOUs so as to enhance students' compatibility for placements as per NEP-2020.
5. To discuss mapping of course/lecture plans with Blooms Level (BL) so as to facilitate course instructor/paper setter in paper-setting and ensuring delivery of complex-engineering problems.
6. To sensitize the departments regarding new format of NBA-SAR (*comprising of 11 POs and other changes in marks distribution and number of criteria*).
7. To discuss the quality of reports of various co/extra-curricular events submitted by departments to the NAAC office for AQAR.
8. Any other item with permission of the Chair.

All the members of IQAC are requested to make it convenient to attend the meeting.

Prof. S.L. Surana (Director, Academics) is also requested to join as special invitee in the meeting and share his expert inputs/suggestions to improve the teaching-learning processes(TLPs).


Prof. Dheeraj Joshi
Coordinator-IQAC
08.03.2025

Copy to:

Director, Director (Academics), Principal, Registrar, Dean, Head-OFA, Head-OSA, All HoD's
IQAC members, IQAC File



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Internal Quality Assurance Cell

SKIT/ IQAC/2024-25/11

Date: 18.03.2025

Minutes of Meeting

With reference to SKIT/IQAC/2024-25/10, a meeting of the Internal Quality Assurance Cell (IQAC) was held on March 10th, 2025 at 01:30 PM in the Birma Board Room, Vikram Sarabhai Block.

The following IQAC members participated in the meeting (*Please refer Annexure-I*):

1. Prof. Ramesh Kumar Pachar (Chairman-IQAC)
2. Prof.S.L.Surana (Director-Academics as Special Invitee)
3. Mrs. Rachna Meel (Management Representative)
4. Prof. R. K. Jain (Member-IQAC)
5. Prof. Dheeraj Joshi (Coordinator-IQAC)
6. Prof. Praveen Kumar Jain (Co-Coordinator-IQAC)
7. Prof. Rishi Vyas (Co-Coordinator-IQAC)
8. Prof. Anil Choudhary (Member-IQAC)
9. Prof. Mehul Mahrishi (Member-IQAC)
10. Prof. Mukesh Arora (Member-IQAC)
11. Prof. Sangeeta Vyas (Member-IQAC)
12. Prof. Sarfaraz Nawaz (Member-IQAC)
13. Prof. D.K.Sharma (Member-IQAC)
14. Prof. Rohit Mukherjee (Member-IQAC)
15. Prof. Ona Ladiwal (Member-IQAC)
16. Prof. Amber Srivastava (Member-IQAC)
17. Mr. Milind Sharma (Student)
18. Mr. Sanket Sharma (Alumni)

Members granted leave of absence:

1. Dr. K.R.Soni (External Peer Team Member)
2. Prof. Dilip Sharma (External Peer Team Member)
3. Mr. Ronak Singhavi (Industry Person)
4. Mr. Jyoti Prakash Sharma (Parent)



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Minutes of meetings recorded by Prof. Rishi Vyas are as follows:

S. No.	Agenda Items	Highlights/ Observations/Discussion Outcome
1	To review the action items of the previous meeting.	The action items of the previous meeting held on October 10, 2024 were reviewed and approved.
2	To discuss the feedback received and experiences gained from the visit of NBA experts held during 28 Feb.-02 Mar, 2025 in the ECE Department	<p>Prof. Mukesh Arora, HOD-ECE informed the house that visit of NBA expert team for accreditation of B.Tech. Program of Electronics and Communication Engineering visit was quite successful and external experts appreciated our various TLPs especially related to OBE and student centric initiatives.</p> <p>However, some gaps were identified by them which need remedial action by department (and Institute) in coming sessions. The major feedback was concerned with the following areas:</p> <ul style="list-style-type: none">• The Research & Development activities in the department need strengthening, with emphasis on publishing in reputed journals and enhancing collaborative and funded research initiatives. The team also highlighted the need for faculty to engage more actively in Faculty Development Programs (FDPs), workshops, and conferences, to stay updated with evolving academic and industry trends.• In terms of Industry Interaction, the experts noted a lack of industry-linked final-year projects and minimal consultancy work. It was recommended that the department enhance its engagement with industries through joint projects, guest lectures, and real-world exposure for students.• Alumni engagement was found to be limited and unstructured. The team recommended developing a systematic approach to involve alumni in mentoring, technical talks, and placement support to leverage their expertise and professional network.• Regarding student outcomes and placements, the low placement percentage in core ECE sectors was a concern. The department is advised to take focused steps toward bridging the gap between academic curriculum and industry requirements, enabling better opportunities for students in core domains.• In the domain of academic processes & quality assurance, the team suggested implementing peer-review mechanisms for internal academic audits and



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		<p>strengthening the process for Program Outcomes (POs) assessment and attainment.</p> <p>The house discussed the causes and suggested the action items for the improvement of performance in these areas.</p>
3	To review the implementation of UGC guidelines for Autonomous Institutes.	Prof. S.L. Surana briefed the house regarding the guidelines of UGC and institute's latest regulations for autonomous batch of B.Tech., M.Tech. and MBA.
4	To discuss efforts made by departments/Incubation cell regarding Industry-MOU's so as to enhance students' compatibility for placements as per NEP-2020.	<ul style="list-style-type: none"> • Prof. Mukesh Kumar Arora shared the list of Industry-MOU's carried out in this academic year. • The Chairman, prof. Ramesh Pachar advised that Institute has to attempt for more number of relevant MoUs (with industries of repute) in the coming session. • At the same time all department HODs were also advised by him to intensify the efforts in projects, seminar and hands-on-experience based activities at department level so that students are engaged are industry-ready and compatible for placements.
5	To discuss mapping of course/lecture plans with Bloom Level (BL) so as to facilitate course instructor/paper setter in the paper-setting and ensuring delivery of complex-engineering problems.	<ul style="list-style-type: none"> • Prof. Dheeraj Joshi presented his feedback on the review of the assessment of question papers of last sessions available in Main Exam cell. He advised that question papers should be properly checked by HOD/DPAQIC member/vetting committee to ensure that there are no typo errors and quality and difficulty level are as per OBE philosophy. He also referred that departments should look into proper compliance of the check list/format for review of question paper and sample answer sheets as shared to all HODs by IQAC. • Prof. S.L. Surana recommended incorporating the mapping of course topics with appropriate Bloom's Taxonomy levels to guide paper setters in designing balanced and outcome-based question papers. • The committee also discussed and approved the integration of complex engineering problems during lecture delivery to enhance students' analytical and problem-solving skills in alignment with program objectives.
6	To sensitize the departments regarding new format of NBA-SAR (comprising of 11 POs and other	<ul style="list-style-type: none"> • Prof. Dheeraj Joshi presented the new format of SAR. The house acknowledged the importance of disseminating detailed information about the revised NBA Self-Assessment Report (SAR) format, which now includes 11 Program Outcomes (POs) in alignment with the updated Outcome-Based Education (OBE) framework. It was



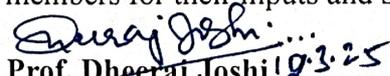
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	changes in marks distribution and number of criteria).	<p>noted that the marks distribution and number of accreditation criteria have also undergone significant changes.</p> <ul style="list-style-type: none">• Prof. S.L. Surana shared that a lot of focus has been laid upon on Sustainable Development Goals (SDGs) in the new SAR. He advised that departments and institute should properly map their TLPs/courses in alignment of the 17 SDGs and efforts should be made for fulfilment of the same.• It was agreed that a comprehensive orientation/workshop will be organized for all departments in coming session to ensure a clear understanding of the revised structure, expectations, and documentation requirements. This will help in aligning departmental practices with the new guidelines and facilitate smooth preparation for future accreditation cycles.• Departments were advised to review and update their internal processes, course files, PO-PSO mapping, and assessment strategies in accordance with the new SAR format.
7	To discuss the quality of reports of various co-extra-curricular events submitted by departments to the NAAC office for AQAR.	<p>Prof. Rishi Vyas raised concerns regarding the quality and consistency of reports submitted by various departments for co- and extra-curricular events intended for inclusion in the NAAC Annual Quality Assurance Report (AQAR).</p> <p>It was agreed that a standardized report format along with necessary guidelines will be shared with all stakeholders to ensure uniformity, completeness, and alignment with NAAC documentation requirements.</p>
8	Any other item with permission of the chair	<p>Prof. Rishi Vyas informed the house regarding the submission of institute's information for the NIRF on Jan 20, 2025 and for AISHE on Feb 14, 2025.</p>

The meeting ended with the closing remarks of the Chairman. He extended his gratitude to all the members for their inputs and support.


Prof. Dheeraj Joshi 12/3/25
Coordinator-IQAC

Copy to:

Director, Director (Academics), Principal, Registrar, Dean, Head-OFA, Head-OSA

All HoD's, All the member of IQAC, IQAC File, Website I/c



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Annexure-I.
(w.r.t. MOM dated 10.3.25)

Internal Quality Assurance Cell

Attendance: IQAC Meeting held on 10.03.2025

S. No.	Name (Designation /Role)	Signature
1.	Prof. Ramesh Kumar Pachar (Principal & Chairman-IQAC)	
2.	Ms. Rachna Meel (Registrar & Management Representative)	
3.	Prof. R. K. Jain (Dean & Member-IQAC)	
4.	Prof. Dheeraj Joshi (HOD-ME & Coordinator-IQAC)	
5.	Prof. Praveen Kumar Jain (Co-Coordinator-IQAC)	
6.	Prof. Rishi Vyas (Co-Coordinator-IQAC)	
7.	Prof. Anil Chaudhary (HOD-IT & Member-IQAC)	
8.	Prof. Mehul Mahrishi (HOD-CSE & Member-IQAC)	
9.	Prof. Mukesh Arora (Head, OFA, & Member-IQAC)	
10.	Prof. Sangeeta Vyas (Head, OSA & Member-IQAC)	
11.	Prof. Sarfaraz Nawaz (HOD-EE & Member-IQAC)	
12.	Prof. D.K. Sharma (HOD-CE & Member-IQAC)	
13.	Prof. Rohit Mukherjee (Incharge-I Yr. & Member-IQAC)	
14.	Prof. Ona Ladiwal (HOD-DMS & Member-IQAC)	
15.	Prof. Amber Srivastava (Head, T & P Cell & Member-IQAC)	
16.	Dr. K.R.Soni (Professor (Retd.), Deptt. of Physics, MNIT, External Peer team Member)	NOT AVAILABLE
17.	Prof. Dilip Sharma (Professor, Mech. Engg. Deptt., MNIT, External Peer team Member)	NOT AVAILABLE
18.	Mr. Milind Sharma (Student)	
19.	Mr. Sanket Sharma (Alumni)	
20.	Mr. Ronak Singhavi (Industry person)	NOT AVAILABLE
21.	Mr. Jyoti Prakash Sharma (Parent)	NOT AVAILABLE
22.	Prof. S. L. Swana (Dir-Acad)	