



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)

SKIT/IQAC/2025-26/12

Date: 17th June, 2026

NOTICE

The 22nd meeting of the Internal Quality Assurance Cell (IQAC) has been scheduled as per following details:

Date & Day: 20.06.2026 (Saturday)

Time: 01:30 PM onwards

Venue: Birma Board Room (Academic Block)

Agenda:

1. To review the action items of the last IQAC meeting.
2. To discuss the preparations of ME and EE Deptt regarding forthcoming NBA visits.
3. To discuss the action taken reports by departments on the academic audits.
4. To discuss teaching-learning planning of departments as per the academic calendar for session 2026-27.
5. Any other item with permission of Chair.

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


17/6/2026.
Prof. Dheeraj Joshi
Coordinator-IQAC

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/2025-26/13

Date: 23.06.2026

Minutes of 22nd IQAC Meeting held on June 20, 2026

With reference to the notice SKIT/IQAC/2025-26/12, dated 17.06.2026, 22nd meeting of the Internal Quality Assurance Cell (IQAC) was held on 20th June, 2026 (Saturday) at 01:30 pm in the, Birma Board Room, Academic Block.

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

1. Dr. S.L.Surana (Director-Academics)
2. Dr. Ramesh Kumar Pachar (Principal) (Chairman-IQAC)
3. Mrs. Rachna Meel (Registrar) (Management Representative-IQAC)
4. Dr. R. K. Jain (Dean) (Member-IQAC)
5. Dr. Dheeraj Joshi (Coordinator-IQAC)
6. Dr. B.L.Sharma (HOD-CE) (Member-IQAC)
7. Dr. Mehul Mahrishi (HOD-CSE)
8. Dr. Praveen Kumar Jain (HOD-ECE) (Member-IQAC)
9. Dr. Ankush Tandon (HOD-EE) (Member-IQAC)
10. Dr. Vipin Jain (HOD-IT) (Member-IQAC)
11. Dr. Sangeeta Gupta (I/C B.Tech I Yr) (Member-IQAC)
12. Dr. Virendra Swaroop Sangtani (Head-OFA) (Member-IQAC)
13. Dr. Neha Purohit (Head, OSA) (Member-IQAC)
14. Dr. Savita Choudhary (Head-DMS) (Member-IQAC)
15. Dr. Amber Srivastava (Head, T & P Cell) (Member-IQAC)
16. Dr. Dilip Sharma (Prof-HAG, ME Deptt, MNIT) (External Peer Member)
17. Mr. Abhishek Puri (CBO, Thrillophilla, Jaipur) (Alumnus)
18. Ms. Avani Chaudhary (II Yr. B.Tech-EE) (Student)
19. Mr. Ronak Singhavi (Auriga IT Consulting Pvt. Ltd.) (Industry Person)
20. Mr. Dharmendra Chaudhary (DNO, CMHO Office, Jaipur) (Parent)



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Minutes of meeting as per the discussions and deliberations between members are as follows:

S. No.	Agenda Items	Discussions & Outcome
1.	To review the action items of the previous meeting.	The action items of the previous meeting held on 20.02.2026 were reviewed and approved by the members.
2.	To discuss the preparations of ME and EE Deptt regarding forthcoming NBA visits.	- Dr. Praveen Kumar Jain, NBA Coordinator informed the house as per communications with NBA office, the NBA visit in Mechanical Engg. and Electrical Engg. Departments is proposed in the month of August. As a result, all necessary preparations have to be reviewed and finalized prior to the visit. - Dr. Ankush Tandon, HOD-EE shared that all documents and files as per SAR report have been updated till date for the visit. In Criterion-4 some updation is in progress in the light of result declared recently. - Prof. Dheeraj Joshi also shared the progress of the Mech. Engg. Department in the light of coming NBA visit. As informed by him, the course files and laboratory manuals of odd semester are in process of updation as per session 2026-27. Other criteria are also being thoroughly analyzed and updated by the department for good exhibition to NBA experts during the visit. - It was decided that Dir(Acad.) and peer team will look into the department NBA preparations through PPT presentations in the month of July. The necessary changes and modifications, if required, will be advised for improvement accordingly.
3.	To discuss the action taken reports by departments on the academic audits.	- Dr. Virendra Swaroop Sangtani, Head, OFA shared in the house that all departments have sent their action taken reports in compliance of the Even Semester academic audits conducted by Dir (Acad), Principal, Dean, OFA & IQAC in the month of March, 2026. - The observations and feedback received during the review indicated that the departments are performing satisfactorily in most of the TLPs and NBA criteria. However, certain areas require further strengthening, proper documentation, and continuous improvement to ensure quality assurance. These have been analyzed by the



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		departments in their action taken reports and it is expected that shortcomings will be addressed soon in coming session.
4.	To discuss teaching-learning planning of departments as per the academic calendar for session 2026-27.	• Director(Academics) requested the respective HODs to ensure that load distribution and course plans of different courses are finalized and reviewed as per academic calendar 2026-27. • The departments should, in particular, focus on tools and techniques to enhance students' learning through classroom interactions, projects, seminars, laboratory experiences and ICT based tools. • Further, all machines, equipment and software should be updated before commencement of the classes. • He also pointed out that as already discussed in the last AMC meeting held on 04.05.2026 the results of students particularly in courses such as Mathematics, Physics, Basic Electrical & Electronics Engg., Strength of Materials, DME etc. are low and hence departments should lay special attention and focus to improve the same in coming session.
5.	Any other item with permission of Chair.	• As there was no other point to discuss, the meeting ended with thanks to the Chair.


Prof. Dheeraj Joshi
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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22nd Meeting of the Internal Quality Assurance Cell (IQAC)

Date & Day: 20.06.2026 (Saturday)

Time: 01:30 PM onwards

Venue: Birma Board Room (Academic Block)

ATTENDANCE SHEET

S.No.	Name (Role/Designation)	Signature
1.	Dr. S. L. Surana, Director (Academics)	<i>S. L. Surana</i>
2.	Dr. Ramesh Kumar Pachar (Chairman-IQAC)	<i>R. K. Pachar</i>
3.	Ms. Rachna Meel (Registrar)	<i>Rachna</i>
4.	Dr. R. K. Jain (Dean)	<i>R. K. Jain</i>
5.	Dr. Dheeraj Joshi (Coordinator-IQAC)	<i>Dheeraj Joshi</i>
6.	Dr. B.L.Sharma (HOD-CE)	<i>B.L.Sharma</i>
7.	Dr. Mehul Mahrishi (HOD-CSE)	<i>Mehul Mahrishi</i>
8.	Dr. Praveen Kumar Jain (HOD-ECE)	<i>Praveen Kumar Jain</i>
9.	Dr. Ankush Tandon (HOD-EE)	<i>Ankush Tandon</i>
10.	Dr. Vipin Jain (HOD-IT)	<i>Vipin Jain</i>
11.	Dr. Sangeeta Gupta (I/C B.Tech I Year)	<i>Sangeeta Gupta</i>
12.	Dr. Neha Purohit (Head, OSA)	<i>Neha Purohit</i>
13.	Dr. Virendra Swaroop Sangtani (Head, OFA)	<i>Virendra Swaroop Sangtani</i>
14.	Dr. Savita Choudhary (Head-DMS)	<i>Savita Choudhary</i>
15.	Dr. Amber Srivastava (Head, T & P Cell)	<i>Amber Srivastava</i>
16.	Dr. Dilip Sharma (Prof-HAG, ME Deptt, MNIT, Jaipur)	<i>Dilip Sharma</i>



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17.	Mr. Abhishek Puri (CBO, Thrillophilla, Jaipur)	
18.	Ms. Avani Chaudhary (Student, II Yr. B.Tech-EE)	
19.	Mr. Ronak Singhavi (Auriga IT Consulting Pvt. Ltd.)	
20.	Mr. Dharmendra Chaudhary (DNO, CMHO Office, Jaipur)	