Minutes of the 3rd meeting of the Board of Governors of Swami Keshvanand Institute of Technology, Management & Gramothan, Jaipur held on 04-10-2025 (Saturday) at 11:00 am in the Board Room, Ground Floor, Dhanvantri Block, SKIT M&G, Jaipur

Attendance Sheet

S.No.	Name of Member	Position	Signature
1.	Shri Surja Ram Meel	Chairman	
2.	Shri Anil Bafna	Vice Chairman	Anil Bafna
3.	Shri Jaipal Singh Meel Director, SKIT M & G	Member	
4.	Mrs. Rachna Meel Registrar, SKIT M & G	Member	
5.	Prof. S. L. Surana Director (Academics), SKIT M & G	Member	S. L. Surana
6.	Prof. Ramesh Kumar Pachar Principal, SKIT M & G	Member Secretary	
7.	Prof. R. K. Jain Dean, SKIT M & G	Member	
8.	Dr. Sangeeta Gupta Associate Professor & I/c. first year B.Tech	Member	
9.	Mr. B. S. Sharma Deputy Registrar SKIT M & G, Jaipur	Member	
10.	Shri I. C. Agarwal Chairman, Genus Power Infras. Ltd. (Educationist/ Industrialist to be nominated by the Management)	Member	—
11.	State Government Nominee to be nominated by the State Government	Member	—
12.	Prof. Vivek Pandey University Nominee Rajasthan Technical University, Kota	Member	

Minutes of the 3rd meeting of the Board of Governors of Swami Keshvanand Institute of Technology, Management &Gramothan, Jaipur held on Saturday, October 04, 2025 at 11.00 am in the Board Room, Ground Floor, Dhanvantari Block, SKIT, Jaipur

The member secretary extended a warm welcome to all BOG members and briefed about the agenda of this meeting.

Agenda No. 3.1:	**Confirmation of minutes of BOG meeting held on 02-12-2024.**
	The minutes of the 2nd meeting of the Board of Governors (BOG), held on 02.12.2024, were circulated to all members. The members discussed the action taken on the agenda items of the previous meeting. As no comments were received from the members, the minutes were considered confirmed and approved.
Agenda No. 3.2:	**To approve the minutes of 3rd Academic Council Meeting held on 31-05-2025.**
	The minutes of the 3rd meeting of the Academic Council held on 31.05.2025 were circulated to all members. As no comments were received, the minutes were taken as confirmed and approved.
Agenda No.3.3:	**To approve the minor corrections in the resolution on agenda item 3.3 of 3rd meeting of Academic Council held on 31-05-2025**
	With reference to agenda item 3.3 of the 3rd Academic Council meeting, where the introduction of minor specialization in Artificial Intelligence & Machine Learning (AIML) and Robotics in UG engineering programs was resolved, it is approved to replace the term **"Minor Specialization"** with **"Minor Degree"** as per AICTE norms.
Agenda No. 3.4:	**To approve the minutes of 2nd meeting of Finance Committee held on 14.05.2025.**
	The minutes of the 2nd meeting of the Finance Committee held on 14.05.2025 were circulated to all members. Since no comments were received, the minutes were taken as confirmed and approved.
Agenda No. 3.5:	**To inform about the NBA accreditation status of B.Tech programs in Electronics and Communication Engineering & Information Technology.**
	Director (Academics) informed the members about the NBA re-accreditation of B.Tech programs in **Electronics and Communication Engineering** and **Information Technology**, valid up to **30.06.2028**.
Agenda No. 3.6:	**To inform the status of upcoming NBA Expert Team visit for renewal of accreditation of B.Tech program in Mechanical Engineering.**
	Director (Academics) informed the members about the submission of SAR for accreditation of the B.Tech (Mechanical Engineering) program. The tentative dates for the expert team visit and the department's preparedness were shared. **Proposed visit dates:** 1. 22.08.2025 2. 29.08.2025 3. 12.09.2025

	4. 03.10.2025 5. 10.10.2025
Agenda No. 3.7:	**To inform about the examination committee for the academic year 2025-2026.**
	Dr. Ramesh Kumar Pachar informed about the constitution of the Examination Committee for the academic year 2025–26. The committee will function as per the Examination Manual approved by the Academic Council in its 2nd meeting on 16.11.2024 and submit its recommendations to the Principal, whose decision shall be final.
Agenda No. 3.8:	**To inform about the promotion of the employees through the Career Advancement Scheme (CAS) for the session 2024-25.**
	Dr. R. K. Jain updated the members about the implementation and status of the Career Advancement Scheme (CAS) for the session 2024–25.
Agenda No. 3.9:	**To inform about the recruitment of new faculty & other staff members according to vacancies for the academic session 2025-26.**
	Dr. Ramesh Kumar Pachar informed the members about the ongoing recruitment process for faculty and staff in accordance with existing and anticipated vacancies for the academic session 2025–26. Recruitment will primarily address requirements of the CSE/IT departments in accordance with institutional norms and regulatory guidelines. The members noted the information and agreed to initiate recruitment at the earliest.
Agenda No. 3.10:	**To inform about the extension of two Center of Excellence in the area of Transportation Engineering and Internet of Things (IOT).**
	Dr. Ramesh Kumar Pachar informed that the tenure of the existing Centers of Excellence in **Transportation Engineering** and **Internet of Things (IoT)** has been renewed by RTU Kota for **three years**. The members appreciated the performance of both CoEs and emphasized strengthening interdisciplinary research, industry linkages, and student involvement.
Agenda No. 3.11:	**To discuss and approval of strategic plan of the Institute.**
	The members reviewed the draft of Strategic Plan of the Institute outlining the vision, mission, and key development goals related to academic excellence, research, infrastructure, industry collaboration, faculty development, and student skill enhancement. Members provided constructive suggestions for strengthening measurable outcomes and implementation timelines. After deliberation, the committee expressed satisfaction with the proposed Strategic Plan.
Agenda No. 3.12:	**To inform about the approval of increase in intake in B.Tech. in Computer Science and Engineering (Artificial Intelligence) for the session 2025-26.**

	Ms. Rachna Meel informed that approval has been granted to increase the intake in **B.Tech (CSE–Artificial Intelligence)** from **120 to 240** for the academic session 2025–26. Members also approved the following increase in intake and also new PG program from the academic session 2026–27:

Program	Existing Intake	Proposed Intake (from AY 2026-27)
B.Tech. (Computer Science and Engineering–Artificial Intelligence)	240	360
B.Tech. (Electronics and Communication Engineering)	90	120
M.Tech. (Transportation Engineering)	18	12
M.Tech. (Power System)	18	12
M.Tech. (Renewable Energy)	18	12
M.Tech. (Structural Engineering)	New	12

	The members appreciated that the increase in intake and introduction of the new PG program will enhance academic capacity and student opportunities.
Agenda No. 3.13:	**To inform about the constitution of IQAC for the session 2025-26.**
	Dr. R. K. Jain informed that the IQAC has been reconstituted for 2025–26 as per NAAC guidelines, including members from management, faculty, administration, students, alumni, and external bodies. The committee appreciated the reconstitution and emphasized the importance of IQAC in ensuring quality assurance and accreditation compliance.
Agenda No. 3.14:	**To inform about the administrative responsibilities assigned to faculty members for the session 2025-26.**
	Shri Jaipal Meel informed that administrative responsibilities have been allocated to faculty members based on expertise and institutional requirements for efficient functioning. Members appreciated the systematic delegation promoting accountability and coordination.
Agenda No. 3.15:	**To review the delegation of financial power for various administrative posts.**
	The following delegation of financial powers was approved:

Administrative post	Delegation power
Director	Unlimited
Principal	Unlimited
Registrar	Unlimited
Dean	1,00,000/-
Departmental Heads	50,000/-

Agenda No. 3.16:	**To inform about installation of new DG set and the status of construction of new building.**
	Shri Jaipal Meel informed that a **500 KVA DG set** has been installed to ensure uninterrupted power supply. Construction of the new building is progressing as per schedule, with civil and structural work nearing completion. The facility is expected to be functional in the upcoming academic session.
Agenda No. 3.17:	**Any other matter with the permission of the Chair.**
	a. Presentations of departmental Academic Plans and 90-day priorities were held from 10.09.2025 to 13.09.2025 by newly appointed HoDs.

	Members appreciated the initiative and recommended continuation. b. Information was shared regarding the establishment of a new Centre of Excellence in Artificial Intelligence approved by RTU Kota. c. The incentive policy for staff was presented by Dr. R. K. Jain. Members appreciated and recommended implementation from session 2025–26. d. The importance of NABL accreditation of Civil Engineering laboratories was highlighted; it was decided to apply at the earliest. e. Fee structure of the Institute was discussed; it was decided to write to the Government for revision of the fee structure. f. It was decided to pursue permanent affiliation from RTU Kota and send a formal request.

As there was no other item for discussion, the meeting ended with a vote of thanks to the chair