Swami Keshvanand Institute of Technology, Management & Gramothan

Internal Quality Assurance Cell

SKIT/IQAC/2022-23/05

August 30, 2022

NOTICE

A meeting of Internal Quality Assurance Cell (IQAC) is scheduled on September 09, 2022 to address the following agenda items:

- 1. Review of previous meeting's action items.
- 2. To record the NAAC A++ grade received by the Institute and review the marks obtained in each metric.
- 3. Status of NAAC-AQAR and QIV report
- 4. Status of preparations for NBA Accreditation of UG programs of CS, EE, CE and PG program of DMS
- 5. Aspects of the Institute's application for Autonomous status.
- 6. To record the approval of new B.Tech. program in Computer Science & Engineering (IoT)
- 7. Progress of DRS roll-out activities
- 8. Hybrid Teaching Learning process
- 9. Feedback report submitted by various offices
- 10. Review of the quality of academic events

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

Venue: Internal Quality Assurance Cell, Vikram Sarabhai Block

Time: 11:00 am

Dr. Anil Chaudhary Coordinator-IQAC

Copy to:

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

Swami Keshvanand Institute of Technology, Management & Gramothan

Internal Quality Assurance Cell

SKIT/ IQAC/2022-23/ 06

September 12, 2022

Minutes of Meeting

With reference to SKIT/IQAC/2022-23/05, A meeting of the Internal Quality Assurance Cell (IQAC) was held on September 09, 2022 at 11:00 am in the Internal Quality Assurance Cell (Vikram Sarabhai Block).

The following IQAC members participated:

- 1. Prof.(Dr.) S. L. Surana, Director (Academics)
- 2. Prof.(Dr.) Ramesh Kumar Pachar (Chairperson-IQAC)
- 3. Mrs. Rachna Meel (Registrar)
- 4. Prof.(Dr.) R. K. Jain, Dean
- 5. Prof.(Dr.) Anil Choudhary (Coordinator-IQAC)
- 6. Prof.(Dr.) Praveen Kumar Jain
- 7. Prof. (Dr.) Rishi Vyas
- 8. Prof.(Dr.) Mukesh Kumar Gupta
- 9. Prof. (Dr.) Sangeeta Vyas
- 10. Prof.(Dr.) Dheeraj Joshi
- 11. Dr. Sarfaraz Nawaz
- 12. Prof. (Dr.) D. K. Sharma
- 13. Prof.(Dr.) Rohit Mukherjee
- 14. Dr. Atul Gupta
- 15. Mr. Kailash Soni
- 16. Mr. Milind Sharma
- 17. Mr. Sanket Sharma
- 18. Mr. Ronak Singhavi
- 19. Mr. Jyoti Prakash Sharma

Members granted leave of absence:

- 1. Prof.(Dr.) Amber Srivastava
- 2. Prof.(Dr.) Mukesh Arora

Minutes of meetings recorded by: Dr. Rishi Vyas

S. No.	Agenda Items	Highlights/ Observation/Discussion points
1	Review of previous meeting's action items	Previous meetings action items were discussed and it was resolved to close all the previous action items at the earliest as follows: • Creation of NAAC baseline • The meeting was informed that the old DRS server is replaced with a new one and it is functional.
2.	To record the NAAC A++ grade received by the Institute and review the marks obtained in each metric.	Chairperson, IQAC shared the suggestion given by the peer team in the exit meeting of NAAC peer team and marks received in each metric. Committee discussed the areas which require immediate attention.
3.	Status of NAAC-AQAR and QIV report	Prof. Praveen Jain and Prof. Rishi Vyas shared the status of preparation of NAAC-AQAR report for the session 2021-22. It was pointed out that the examination results and audit report are pending for the year 2021-2022 which are required for submission of NAAC-AQAR. Prof. Praveen Jain shared the status of the QIV report for submission to RTU.
4.	Status of preparations for NBA Accreditation of UG programs of CS, EE, CE and PG program of DMS	Prof. Praveen Jain shared the NBA application status of UG programs of CS, EE, CE and PG program (MBA) for NBA accreditation.
5	Aspects of the Institute's application for Autonomous status.	Prof. R.K. Jain initiated the discussion regarding the Institute's application for Autonomous status. The requirements in the form of constitution of BoS, preparation of syllabus and examination scheme was noted.

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6.	To record the approval of a new B.Tech. program in Computer Science & Engineering (IoT).	The chairperson, IQAC informed the members about AICTE approval of the B.Tech. program in Computer Science & Engineering (IoT) with an initial intake of 60 students.
7	Progress of DRS roll- out activities	 It was felt that DRS roll out progress is not satisfactory. Some technical and functional issues were raised by some of the members, it was decided that for technical issues DRS roll out team will look into it. As far as functional issues are concerned may be discussed on one to one basis with Coordinator IQAC.
8	Hybrid Teaching Learning process	 In line with the emerging teaching learning process, Hybrid Teaching Learning framework is becoming popular and is being adapted by leading institutions including ours. It was informed to house that AICTE may come with an initiative where they can declare top 100 hybrid teaching adapted institutions with one of the IT Company which had conducted web session for AICTE affiliated colleges. Microsoft hybrid teaching learning framework was also discussed, details of this framework are here: https://edujourney.microsoft.com/hed/etf-hed/SKIT
9.	Feedback report submitted by various office	The feedback reports prepared by Office of Student Affairs, Officer of Faculty Affairs, Alumni Cell, Training and Placement cell were discussed and suitable actions were proposed. It is also proposed to extend the existing infrastructure available for sports.
10.	Review of the quality of academic events	The report of FDPs/Workshops/Conferences organized by the institute during the last three months was discussed and the quality of all events were found satisfactory.

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11.	Other points	Director Academics, Dr. S. L. Surana asked to undergo brainstorming discussions regarding the recent result and feedback of IT accreditation. IT department had a DPAQIC meet for the same followings are the take away which may be useful for upcoming NBA accreditation: General observation
		· Complex engineering problems need to be addressed
		 Attainments are too high Faculty interaction with the outside world needs attention
		Improper mapping of CO-PO needs attention
		· No IPR
		· Collaboration with industry needs attention
		· Sponsored govt. projects need attention
		· OBE awareness is satisfactory
		Strengths
		· Academic ambiance is excellent
		· Excellent student support system
		 Conducive environment for academics, and extracurricular activities
		Faculty, classrooms, and COE are the strengths
		 4 faculty members are Ph.D. And one is Ph.D. in the assessment period
		Salary as per the scale and benefits like PF
		 Some industry connections and professional bodies
		 Technical magazine is published with students' participation.

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

Dr. Anil Chaudhary

Coordinator-IQAC

Copy to:

Director

Director (Academics)

Principal

Registrar

Dean, Head-OFA, Head-OSA

All HoD's

All the member of IQAC

IQAC File

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Swami Keshvanand Institute of Technology, Management & Gramothan

Internal Quality Assurance Cell

Attendance: IQAC Meeting held on 09.09.2022

Name	Signature
Prof.(Dr.) S. L. Surana, Director (Academics)	Zh Zurana,
Prof.(Dr.) Ramesh Kumar Pachar (Chairperson-IQAC)	
Mrs. Rachna Meel (Registrar)	a Byl
Prof.(Dr.) Anil Chaudhary (Coordinator-IQAC)	Sulms
Prof.(Dr.) Praveen Kumar Jain	(Payal)
Prof. (Dr.) Rishi Vyas	Kightys
Prof.(Dr.) R. K. Jain	Fulari
Prof.(Dr.) Mukesh Kumar Gupta	and a
Prof.(Dr.) Mukesh Arora	ABSENT
Prof. (Dr.) Sangeeta Vyas	geen.
Prof.(Dr.) Dheeraj Joshi	3
Dr. Sarfaraz Nawaz	s(h_
Prof. (Dr.) D.K. Sharma	Pan
Prof.(Dr.) Rohit Mukherjee	Ary
Prof.(Dr.) Amber Srivastava	ABSENT
Dr. Atul Gupta	Ata
Mr. Kailash Soni	de.
Mr. Milind Sharma	Makang
Mr. Sanket Sharma	forlist
Mr. Ronak Singhavi	Tony
Mr. Jyoti Prakash Sharma	C. P. James

Dr. Anil Chaudhary Coordinator-IQAC