MINUTES OF GOVERNING BODY

Minutes-

Members present –

Mr. RS Vyas ,Foundation Director and Trustee, Techno India NJR Institute of Technology, Udaipur

Mr. Lalit Yagnik – Industry Mentor, Techno India NJR Institute of Technology, Udaipur

Prof. Pankaj Kumar Porwal –Principal , Techno India NJR Institute of Technology, Udaipur

Prof. Pradeep Chhawchharia – Director(Research), Techno India NJR Institute of Technology, Udaipur

Prof. Prasun Chakrabarti , Adjunct Professor, Techno India NJR Institute of Technology, Udaipur

Venue – Board Room , Techno India NJR

Date – 12/09/2016

Agenda

Feedback from students, faculties, employers, parents and alumni as well as results for the Academic Year 2015-16 were collected and analyzed by the HODs of various departments and presented to the Governing Council for discussions and suitable actions. The reports are given as below –

Student feedback

Part A (Student's Feedback on Faculty Performance during the classroom and labs for 2015-16)

The institute conducts student feedback on academic level and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

(1).Feedback was collected from students and based on their answers the following charts were prepared to analyse the results.

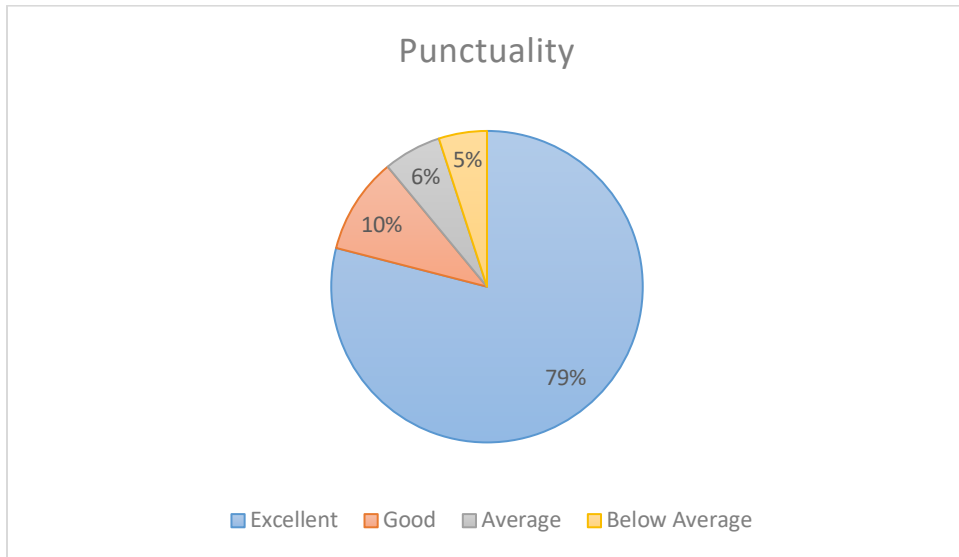**Question 1 in the feedback form: Is teacher always punctual in coming to your class?**

Figure 1: In-class Punctuality

Majority of the students are satisfied with the punctuality of teachers.

Question 2 in the feedback form: Does the teacher come well prepared for lecture in your class?
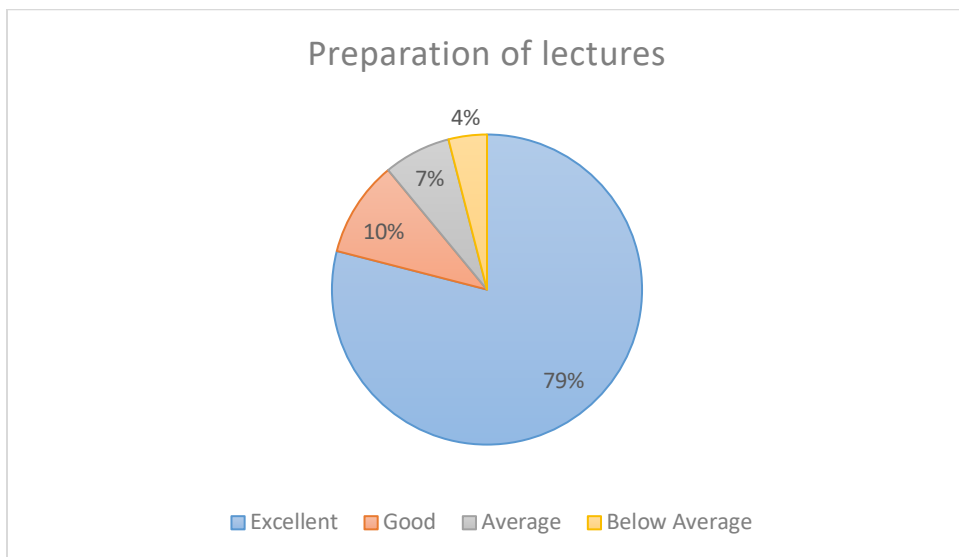

Figure 2: Preparation of lectures

Analysis of figure 2 shows that majority of the faculties come well prepared in the class.

Question 3 in the feedback form: Does the teacher make efforts in teaching and explanation?
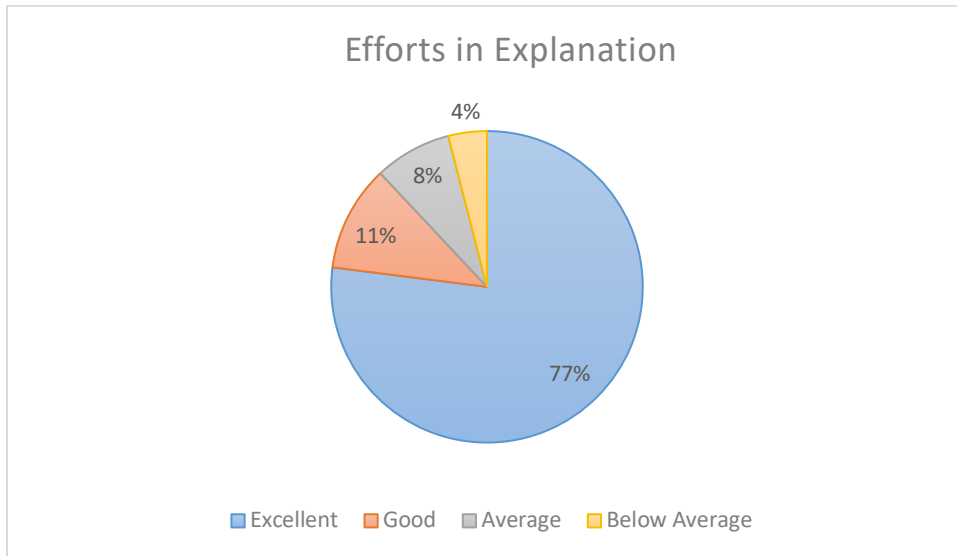

Figure 3: Assessment of Examination

Majority of the students are satisfied with the teachings their faculties offer.

Question 4 in the feedback form: Do you understand what the teacher is teaching?
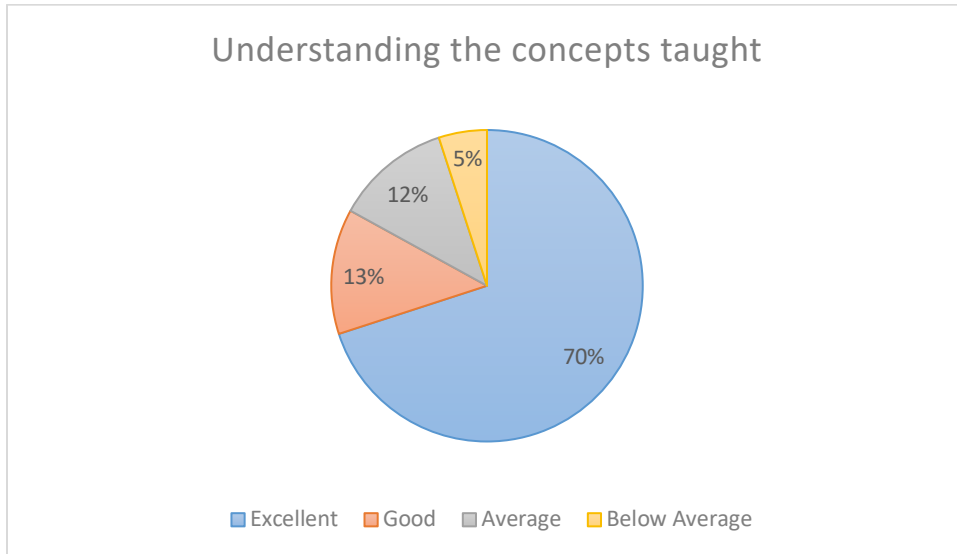

Figure 4: Understanding the concepts taught

Faculties give their best to make students understand the concepts and most of the students are satisfied with the delivering of content.

Question 5 in the feedback form: Do you feel comfortable asking question to teacher?
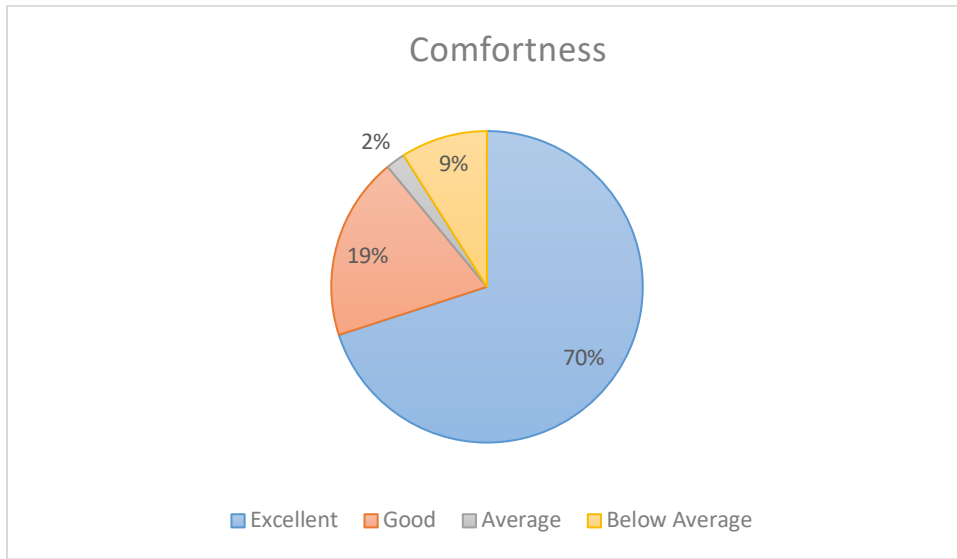

Figure 5: Comfortness

Analysis of figure 5 shows that most of the students feel comfortable to ask doubts.

Question 6 in the feedback form: For the teacher's subject how much marks do you expect out of 100
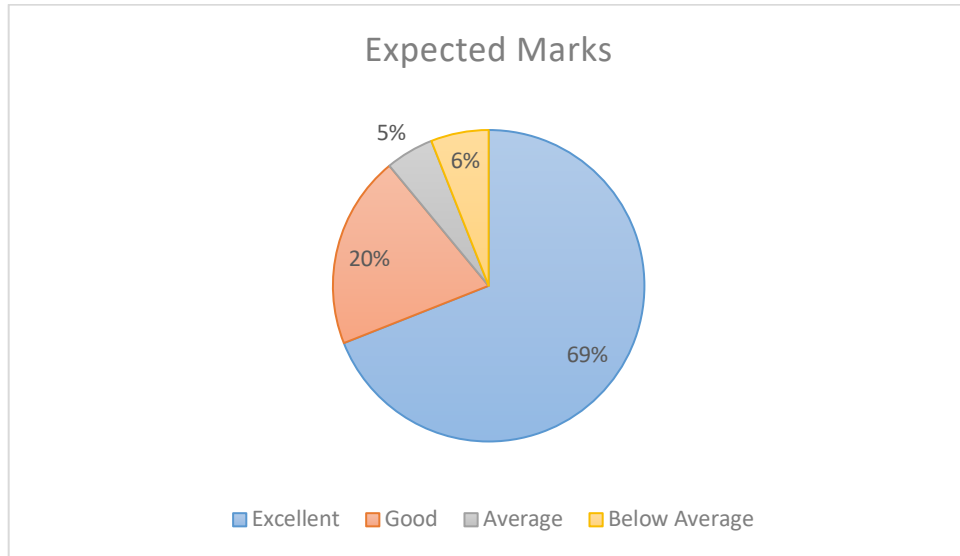

Figure 6: Expected Marks

Analysis of figure 6 shows that majority of the students expect good marks in their respective subjects.

Question 7 in the feedback form: Are the equipment in the lab enough and in working conditions?
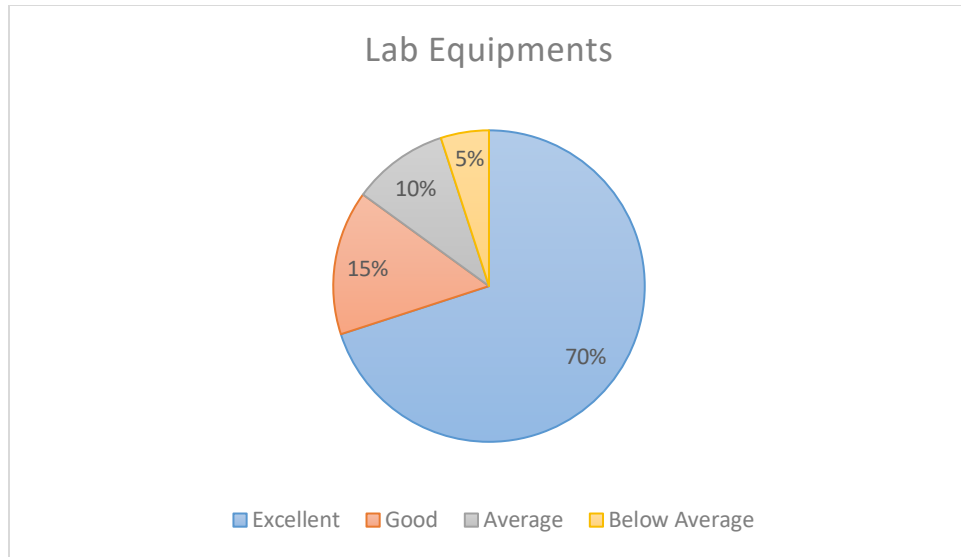
Figure 7: Lab Equipments

Analysis of figure 7 shows that the labs are up to date and all the equipments are in working conditions.

Question 8 in the feedback form: Is the lab in-charge explaining the experiment properly?
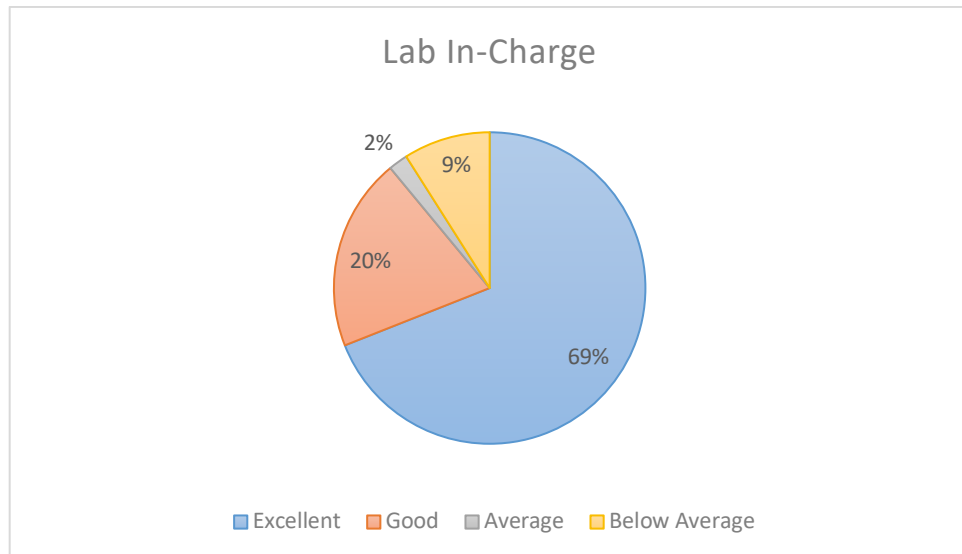

Figure 8: Lab In-charge

Analysis of figure 8 shows that the students are satisfied with the lab in-charges.

Part B (Student's Feedback on Curriculum for the year 2015-16)

The institute conducts student feedback on academic level and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

(1).Feedback was collected from students and based on their answers the following charts were prepared to analyse the results.

Question No 1 in feedback form: Activities leading to Placement/Entrepreneurship/Lifelong learning/Field Projects and Internship
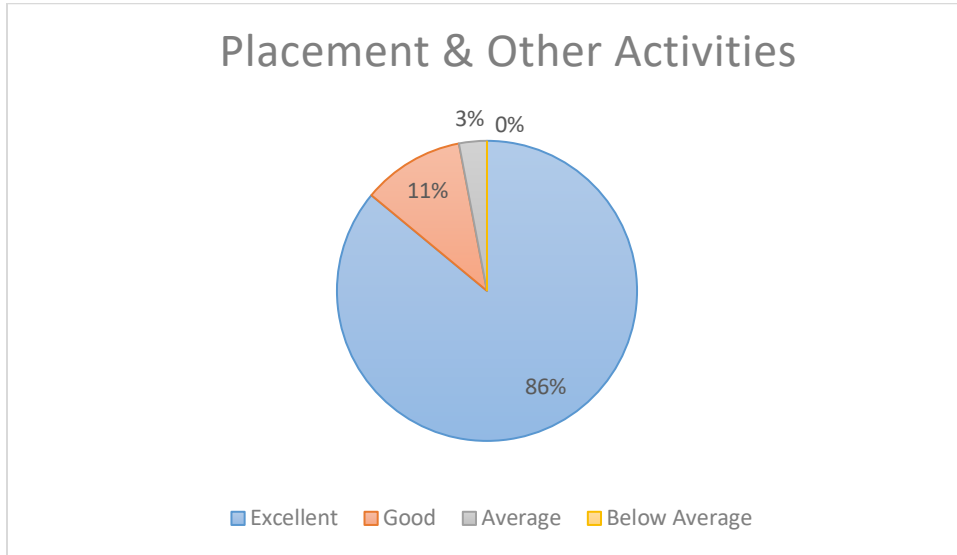

Figure 1: Placement & Other activities

The institute has a dedicated training and placement cell that takes care of activities leading to Placement, Entrepreneurship, Lifelong learning, Field Projects, and Internship. As per the analysis of figure 1, majority of the students were satisfied with the activities.

Question No 2 in feedback form: Motivation and exposure to Co-Curricular/Extra-Curricular Activities in the Institute
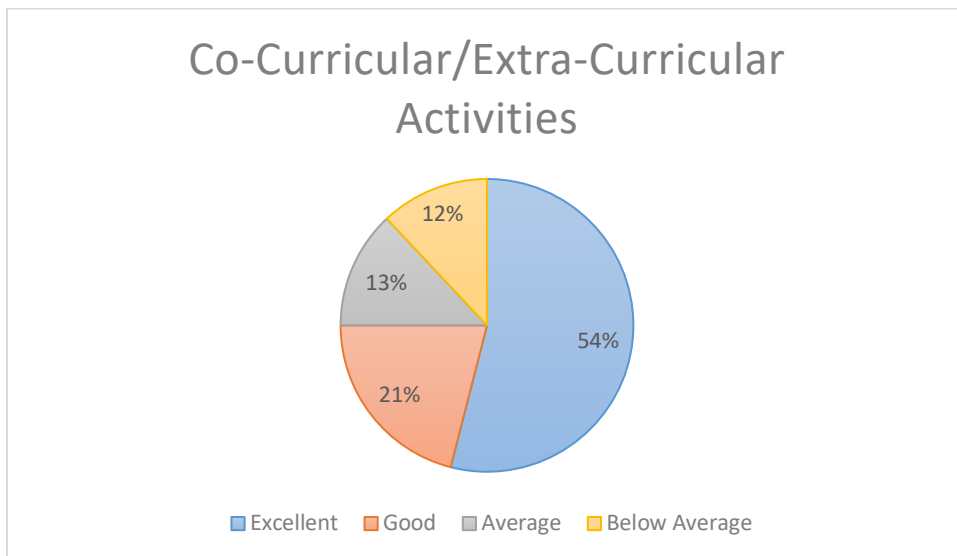

Figure 2: Co-Curricular/Extra-Curricular Activities

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

Majority of the students were satisfied while few suggested to add more activities during the academic session.

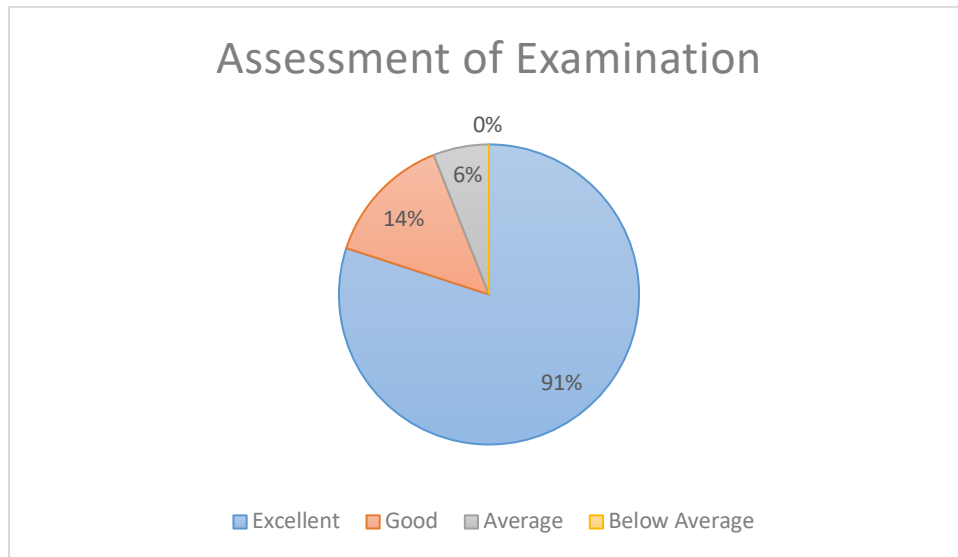**Question No 3 in feedback form: Assessment of examination at Institute Level**

Figure 3: Assessment of Examination

The institute adopts a transparent and systematically assessment of the students based on class interaction, assignments, quizzes, performance in labs and mid-term exams. Almost all the students were satisfied with the methodology and transparency of the institute level assessment.

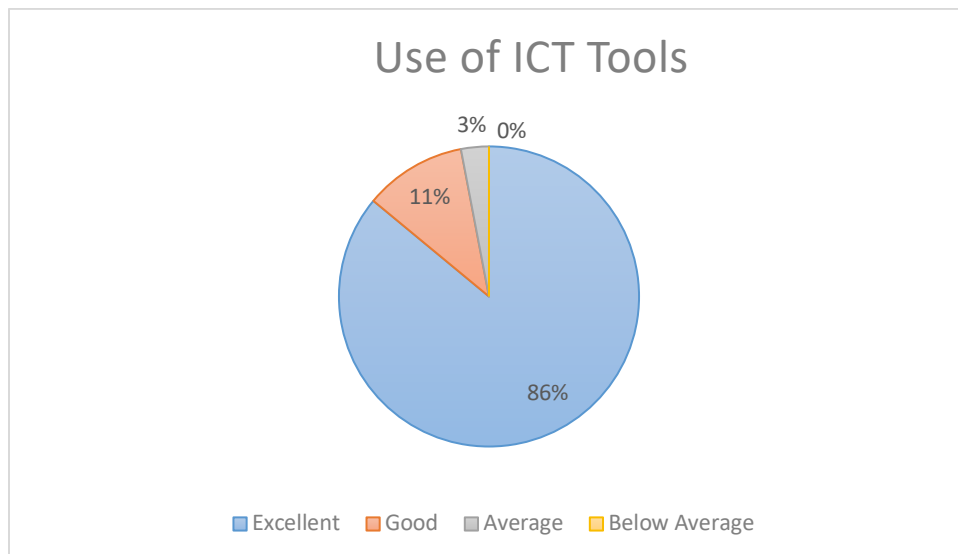**Question No 4 in feedback form: Does the faculty use ICT Tools for teaching?**

Figure 4: Use of ICT Tools

The institute has several smart classrooms and all faculty adopt ICT based teaching pedagogy. As per student feedback all faculty efficiently used ICT tools during their teaching in the class.

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

Question No 5 in feedback form: Is the faculty successful in improving your understanding of concepts and principles in the subject?
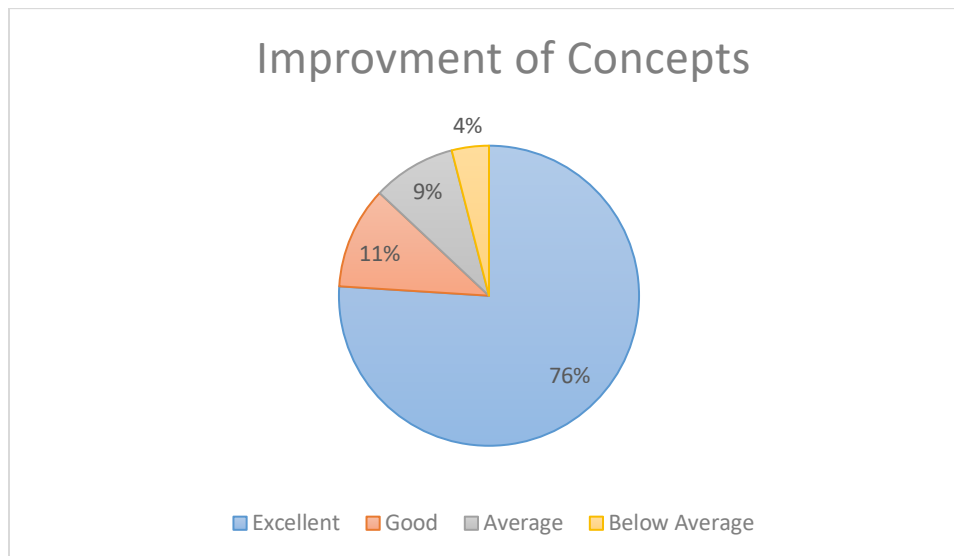

Figure 5: Improvement of Concepts

As per figure 5, majority of the students were satisfied with the performance of the faculty towards development of their concepts and principles in the subject.

Action taken : Feedback was taken at the end of each semester for the 2015-16 academic year. The observation based on the feedback are as follows:

1. To request the Governing Council to enhance beyond the syllabus activities which includes industry trainings, professional certification, internship, and industrial tour to prepare students for future ready jobs.
2. To enhance Co-Curricular/Extra-Curricular activities.

Faculty Feedback

Faculty's Feedback on Curriculum for the year 2015-16

The institute conducts faculty feedback on institute facilities and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1).The feedback form included 4 questions related to syllabus transactions and the same was analysed using the above 4-point scale. Feedback was collected from faculties and based on their answers the following charts were prepared to analyze the results.

Question No 1 in feedback form: The book/journals etc. prescribed/listed as reference materials are relevant, updated and cover the entire syllabus
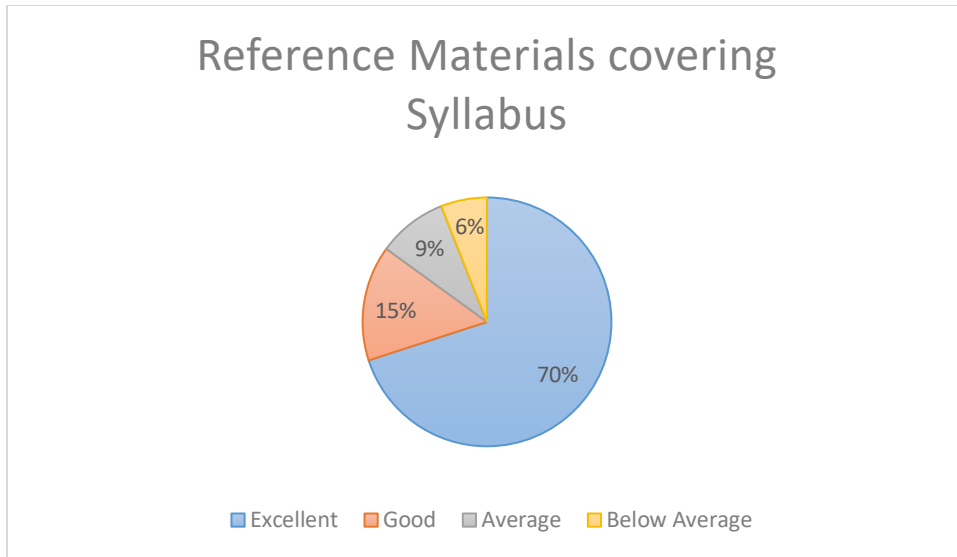
Figure 1: Reference Materials covering syllabus

Analysis of figure 1 shows that majority of faculty were satisfied with the reference materials to be relevant updated and entire syllabus coverage.

Question No 2 in feedback form: The courses/syllabi of the subjects taught by me increased my interest, knowledge, and perspective in the subject area.
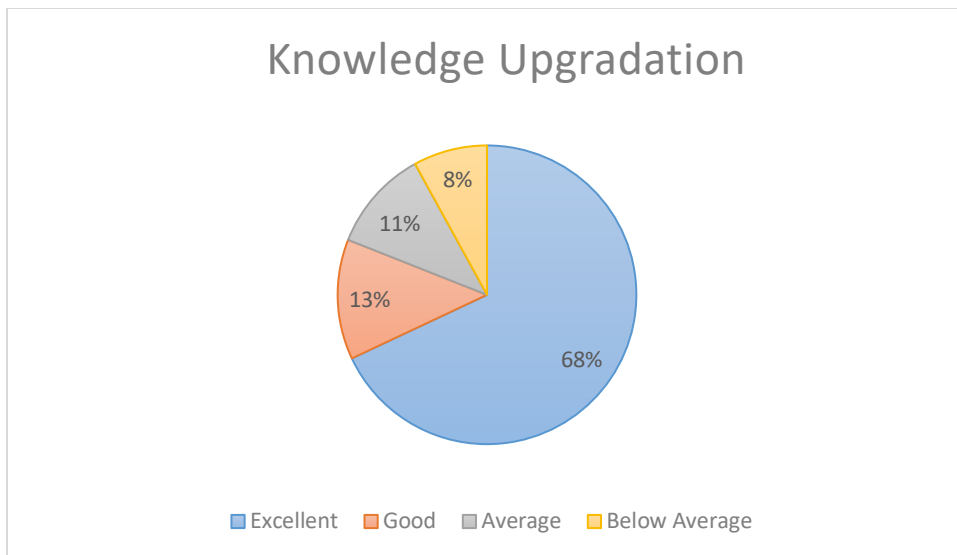

Figure 2: Knowledge Upgradation

Analysis of figure 2 shows that even though majority of the faculty members were satisfied with the syllabus content still to update their domain knowledge, they used to pursue industry certification, trainings, MOOC sessions, FDP and STTP.

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

Question No 3 in feedback form: The curriculum has given me full freedom to adopt new techniques/strategies of teaching such as group discussions, seminar presentations and learner's participation.
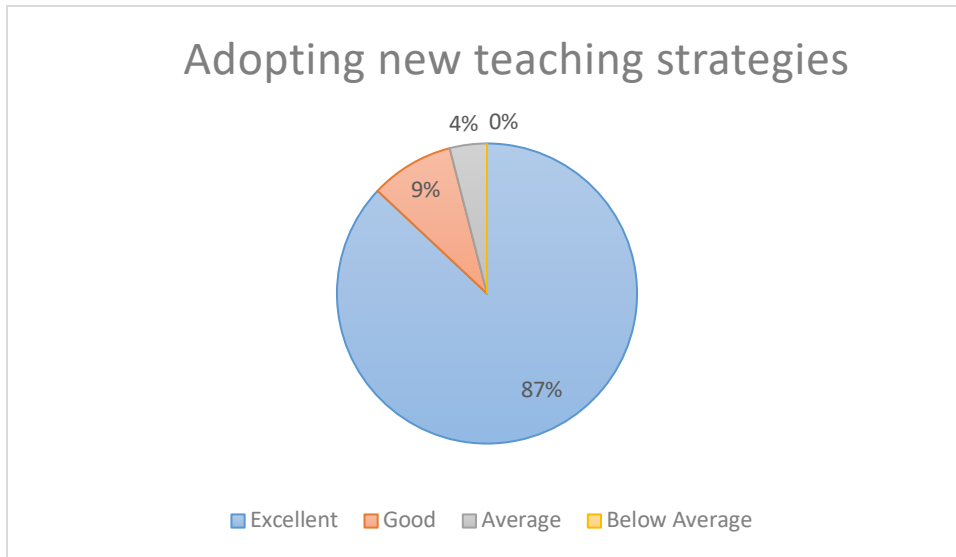

Figure 3: Adopting new teaching strategies

The faculties have full freedom to conduct the classes as per their autonomy. Apart from the syllabus coverage they used to conduct interactive sessions, online sessions by subject matter experts from academia and industry, group discussions, seminars.

Question No 4 in feedback form: I **have the freedom to adopt new techniques/strategies of testing and assessment of students.**
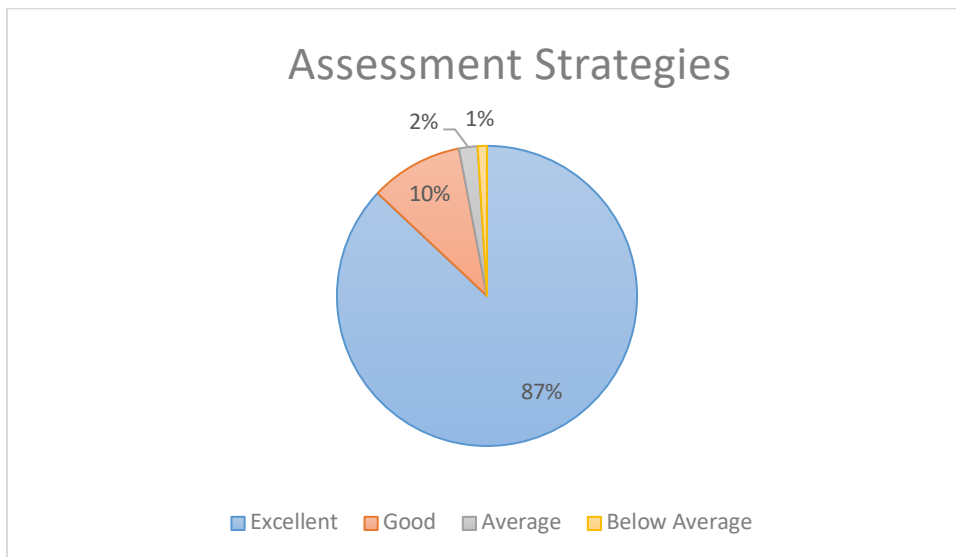

Figure 4: Assessment Strategies

The faculty members assessed the students based on class performance, viva-voce, industry project performance, internship performance. Apart from these the students were assessed in assignments and midterms.

Question No 5 in feedback form: ICT facilities in the college are adequate and satisfactory.
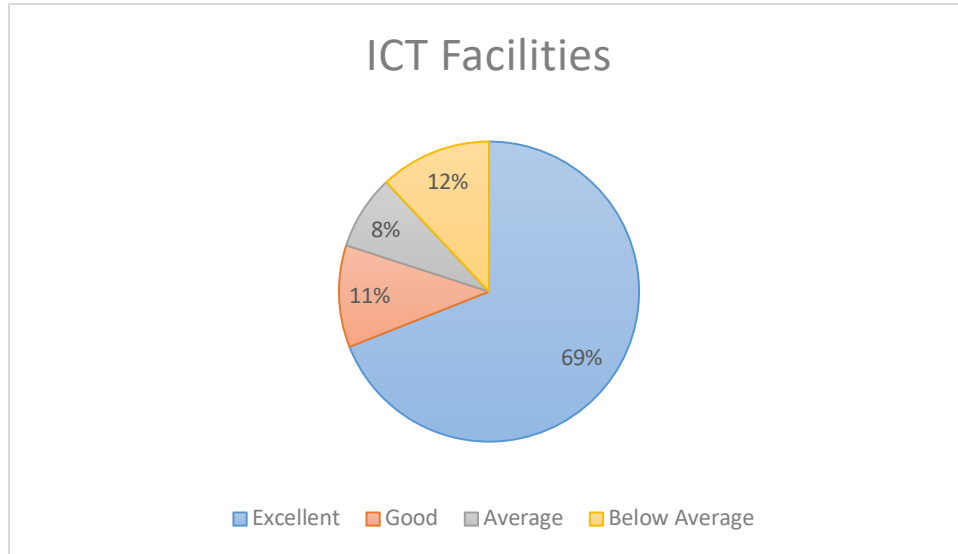

Figure 5: ICT Facilities

As per analysis of figure 5, there is some scope to enhance the ICT facilities in the institute.

Question No 6 in feedback form: Faculty Room is adequate and available in the Institute.
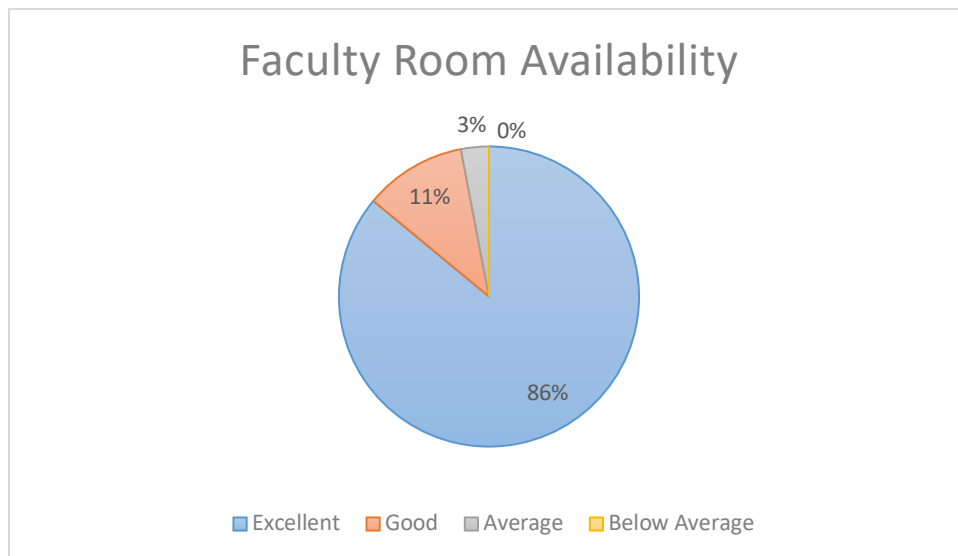

Figure 6: Faculty Room Availability

As per analysis of figure 6, the infrastructure of institute is as per the AICTE norms and there is adequate room for faculties.

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

Action taken: Feedback was taken at the end of each semester for the 2015-16 academic year. The observation based on the feedback are as follows:

To request the governing council to increase number of e-Journals in the library and the institute procured several books.

Parents feedback

Parents' Feedback on Curriculum for the year 2015-16

The institute conducts Parents' feedback on institute facilities and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1).Feedback was collected from Parents and based on their answers the following charts were prepared to analyse the results.

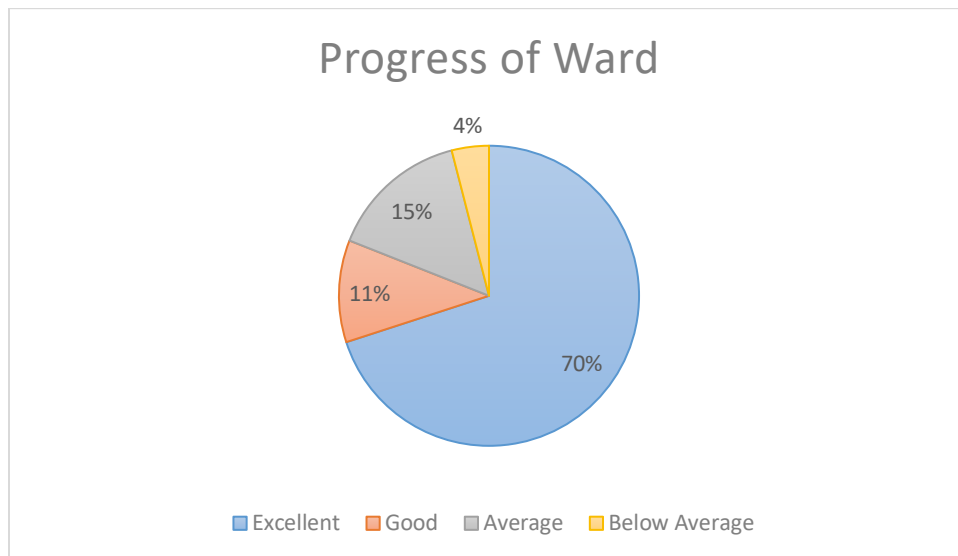**Question No 1 in feedback form: Are you happy with the progress of your ward in academics?**

Figure 1: Progress of Ward

Analysis of figure 1 shows that majority of the parents were satisfied with the progress of their wards in academics.

Question No 2 in feedback form: How do you rate the infrastructural facilities provided by the institute?
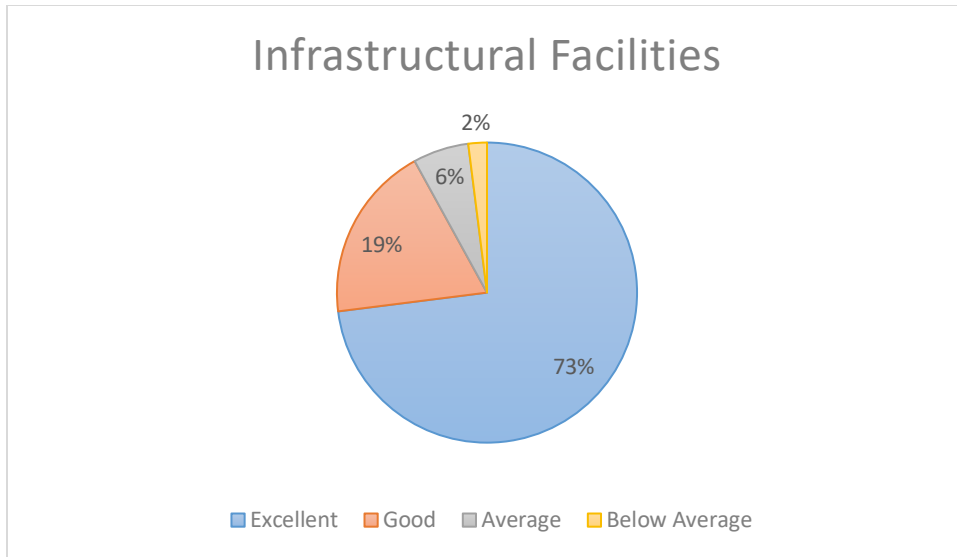
Figure 2: Infrastructural Facilities

Analysis of figure 2 shows that majority of the parents were satisfied with the infrastructure facilities.

Question No 3 in feedback form: Are you happy with the curricular (Add-on Courses/Seminar/Guest Expert Lectures) & Extra-Curricular Activities organized by the Institute?
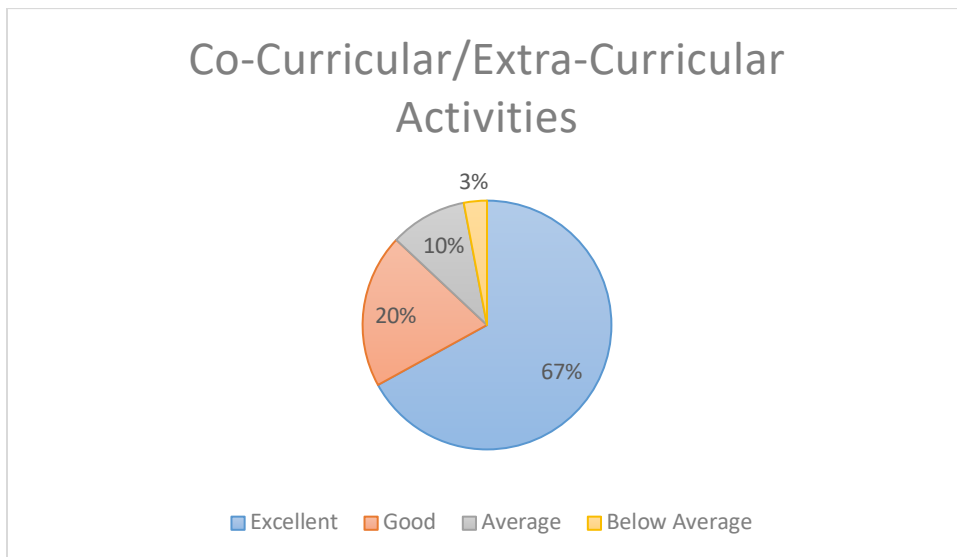

Figure 3: Co-Curricular/Extra-Curricular Activities

Since the institute mainly focuses on academic activities, still few parents suggested to increase co-curricular/extra-curricular activities for the students to make them versatile.

Question No 4 in feedback form: Are you satisfied with the Administration of institute?
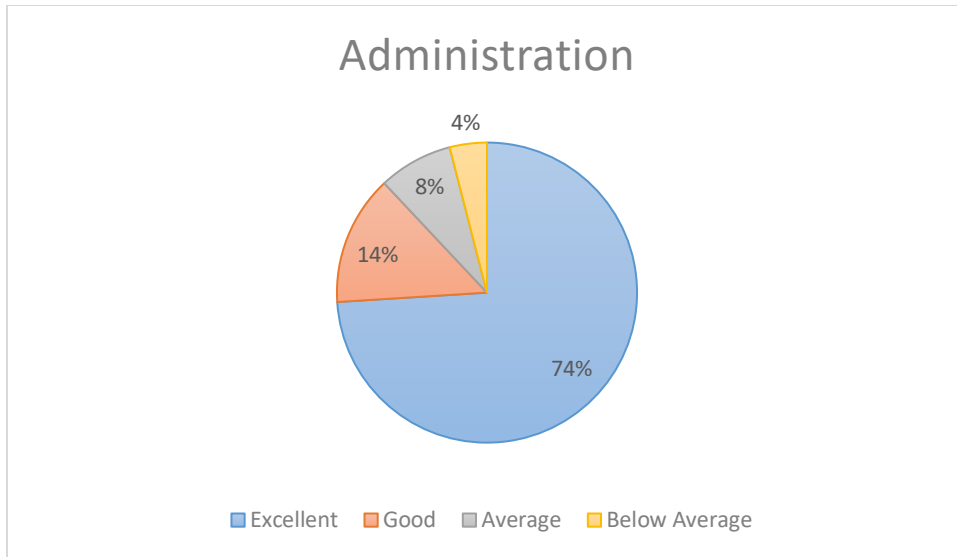
Figure 4: Administration

Parents were glad with the institute administrative policy.

Question No 5 in feedback form: Are you satisfied with the student's discipline of the Institute?
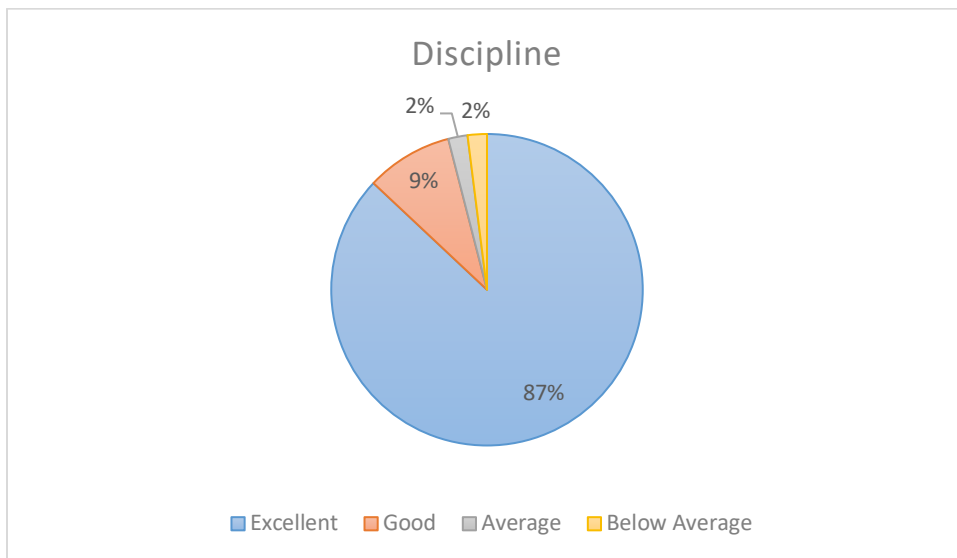

Figure 5: Discipline

Discipline is one of the pillars of the institute. The faculties effectively conducted mentoring programs and as a result the students were extremely disciplined.

Question No 6 in feedback form: Does your ward/Institute regularly inform you about his/her performance?
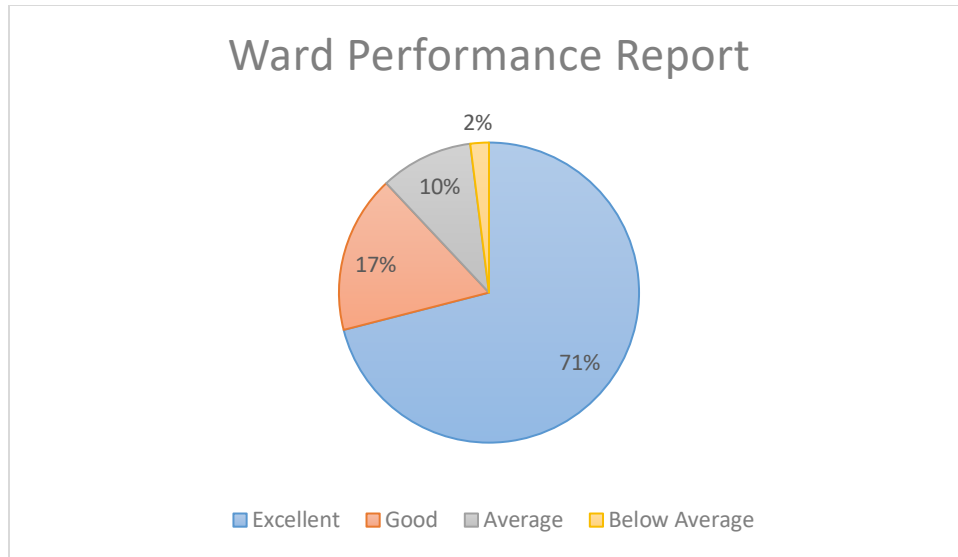
Figure 6: Ward Performance Report

Even though regular Parent-Teacher meetings were conducted still few parents suggested to increase the frequency of the meeting on their ward performance.

Action taken : Feedback was taken at the end of each semester for the 2015-16 academic year. The observation based on the feedback are as follows:

1. To enhance Co-Curricular/Extra-Curricular activities and institute initiated few activities accordingly.
2. Parents suggested to reduce class timings but the institute turned down the request keeping in mind industry requirements.

Employer Feedback

Employer's Feedback on Curriculum for the year 2015-16

The institute conducts Employer's feedback on institute facilities and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1).Feedback was collected from employer and based on their answers the following charts were prepared to analyse the results.

Question No 1 in feedback form: Academic knowledge of the students

For Techno India NJR Institute of Technology

पंकज पोरवाल
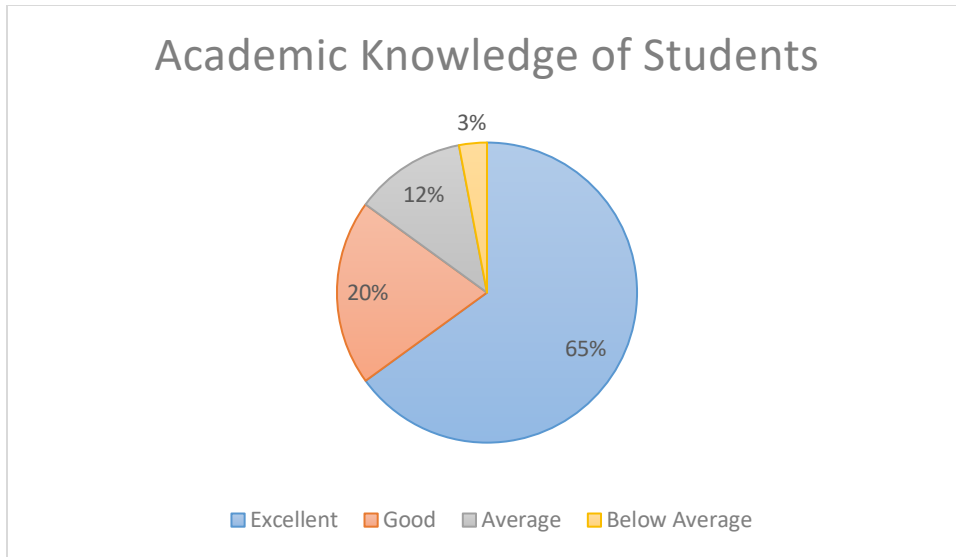
Dr. Pankaj Kumar Porwal
(Principal)

Figure 1: Academic Knowledge of Students

Majority of the employers were satisfied with the academic knowledge of students and some gave a suggestion to increase the number of beyond the syllabus activities whereby the students will be accustomed with the latest technology.

Question No 2 in feedback form: Syllabus is suitable for Employability and is need based and as per current trends in market
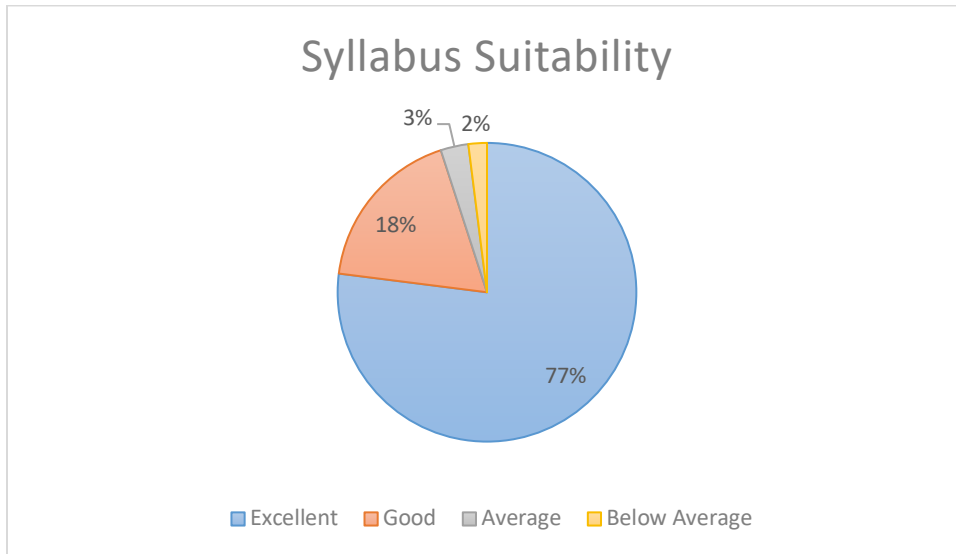

Figure 2: Syllabus Suitability

Employers were highly satisfied with the syllabus content as the syllabus is industry oriented.

Question No 3 in feedback form: Ability of the employee to apply the concepts of engineering to workplace

For Techno India NJR Institute of Technology

पंकज पोरवाल

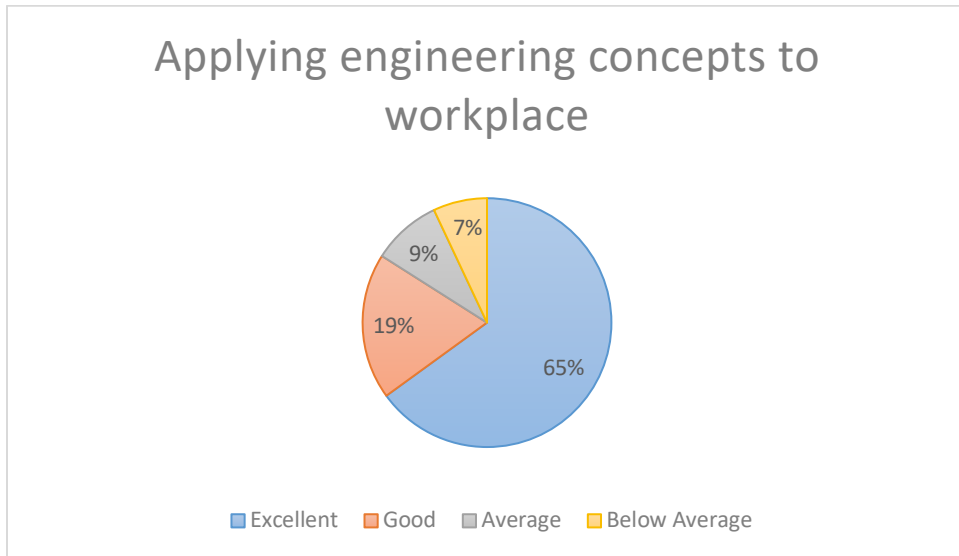Dr. Pankaj Kumar Porwal
(Principal)

Figure 3: Applying engineering concepts to workplace

As per the analysis of figure 3, the employers were satisfied with the students' innovative skills but have suggested to teach them some soft skills.

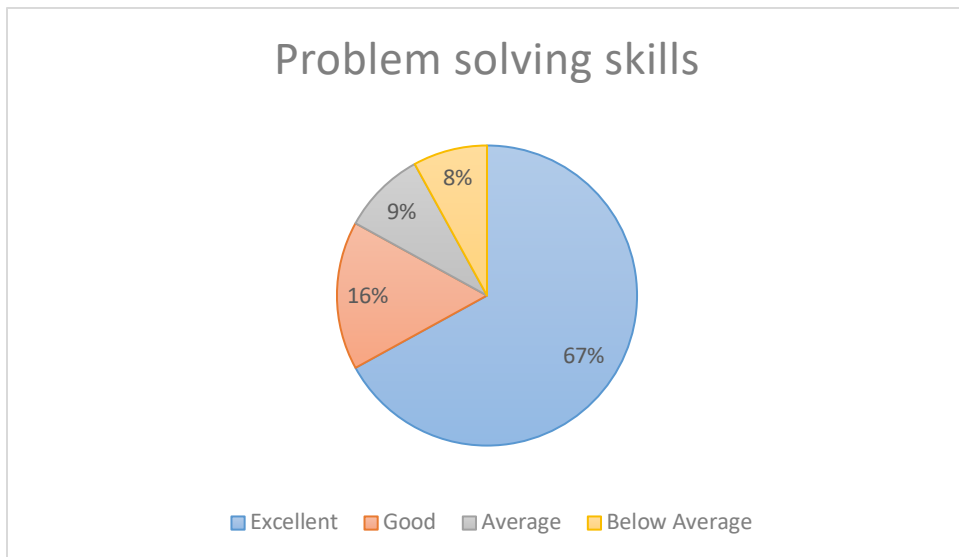**Question No 4 in feedback form: Ability of the employee to identify, formulate, interpret, analyse, and solve problems**

Figure 4: Problem Solving Skills

Employers suggested there can be a little bit improvement in analytical and reasoning skills of the students.

Question No 5 in feedback form: Ability of the employee to communicate
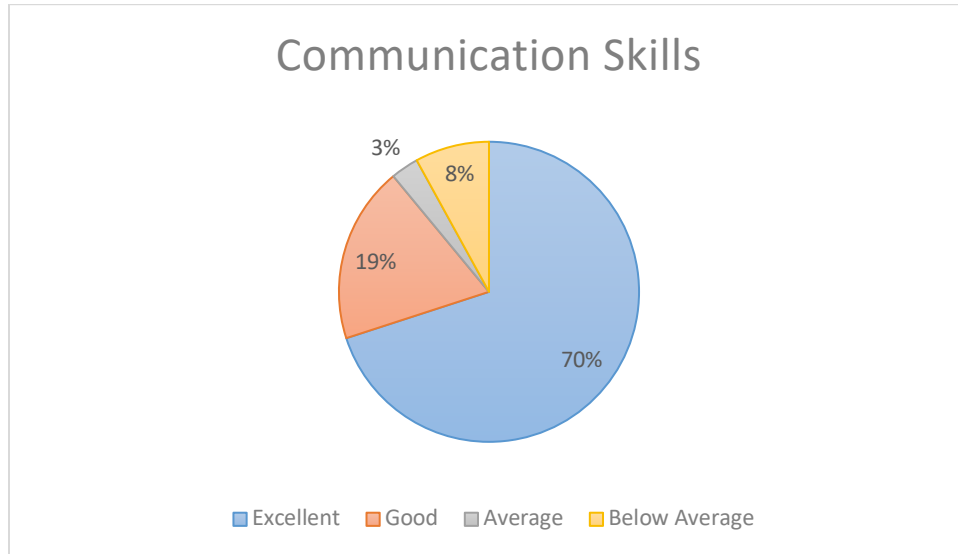

Figure 5: Communication Skills

Employers were satisfied with the communication skills of the students but still there can be a scope of improvement.

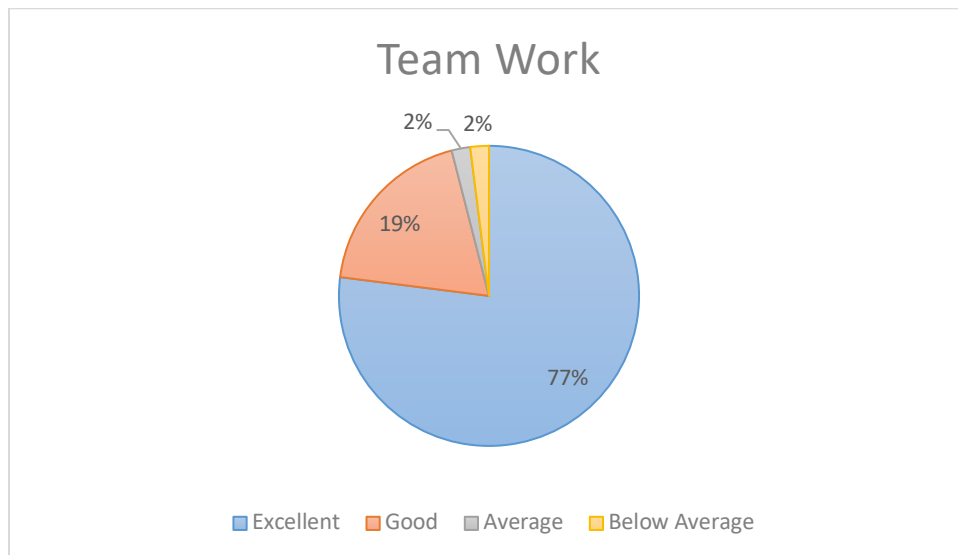**Question No 6 in feedback form: Ability to work in a team**

Figure 6: Team Work

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

Employers were satisfied with the performance of the students as the students participate in many hackathons and hence have developed the ability to work in a team.

Action taken : Feedback was taken at the end of each semester for the 2015-16 academic year. The observation based on the feedback are as follows:

1. Employers suggested to add few more value-added courses to increase the employability of the students. Institute added few courses.
2. Employers expressed their views on incorporating the leadership and soft skills courses for the students.Immediately the institute conducted several soft skill sessions.
3. There is a need to teach the students some analytical skills and reasoning aptitude. The Quantitative Aptitude was being taught beyond institute normal timings.

Alumni Feedback

Alumni's Feedback on Curriculum for the year 2015-16

The institute conducts Alumni's feedback on institute facilities and syllabus transaction. The rating is normally given on a scale of 1 to 4 based on the aspects: Excellent (4), Good (3), Average (2) and Below Average (1).Feedback was collected from alumni and based on their answers the following charts were prepared to analyse the results.

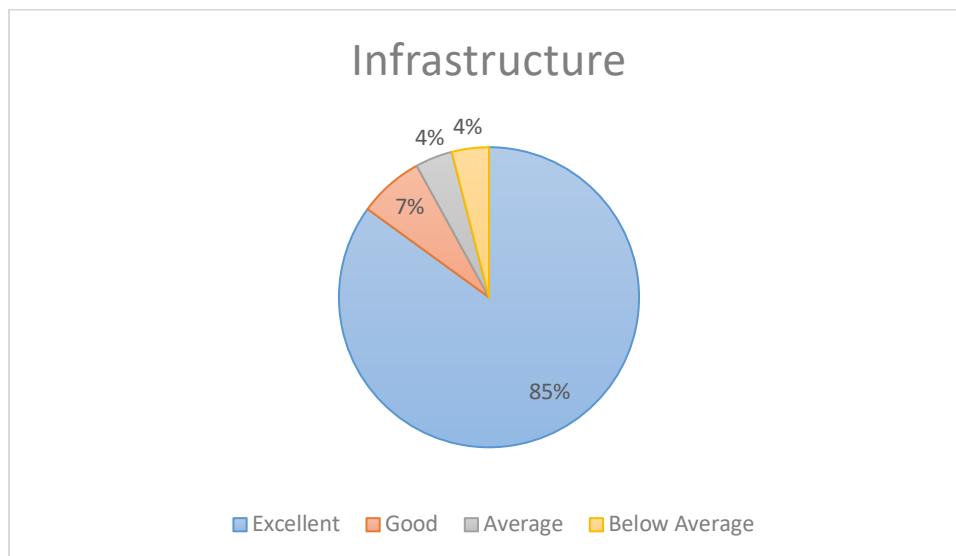**Question No 1 in feedback form: How do you find overall infrastructure at the Institute?**

Figure 1: Infrastructure

Analysis of figure 1 shows that most of the alumni were extremely satisfied with the infrastructure and the infrastructure is well maintained.

Question No 2 and 3 in feedback form: How do you rate Syllabus in preparing you for a Job/Higher Studies?
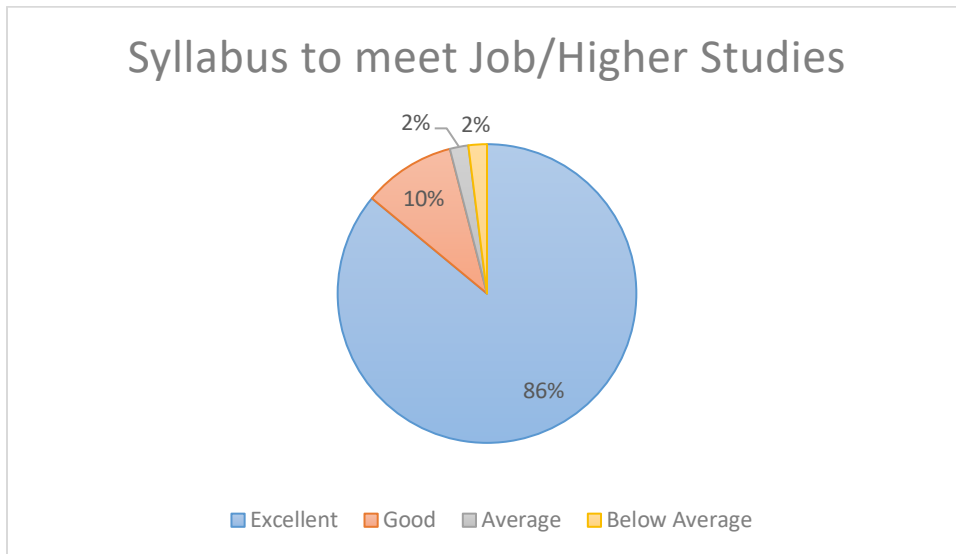
Syllabus to meet Job/Higher Studies

Figure 2: Syllabus to meet Job/Higher Studies

Analysis of figure 2 shows that the alumni were really satisfied by the syllabus and the syllabus is industry oriented and effective for higher studies as well.

Question No 4 in feedback form: Did you attend industry training/internship to prepare for industry job?
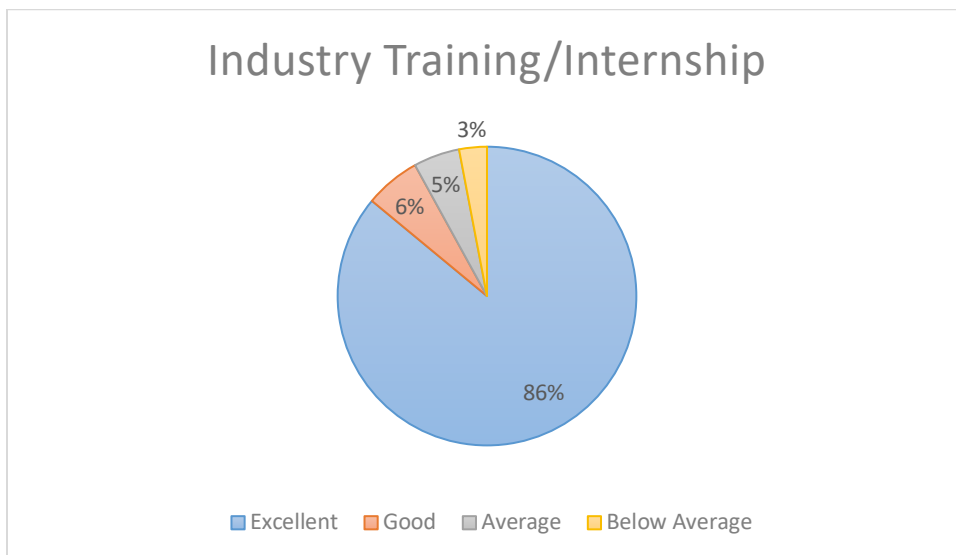
Industry Training/Internship

Figure 3: Industry Training/Internship for Job

One of the best practices of the institute is that all the students rigorously undergo industry training, professional certification, internship to make them for industry job.

For Techno India NJR Institute of Technology

पंकज पोरवाल

Dr. Pankaj Kumar Porwal
(Principal)

Question No 5 in feedback form: Rate the various curricular, co-curricular and extra-curricular activities, during your course of study, in the Institute.
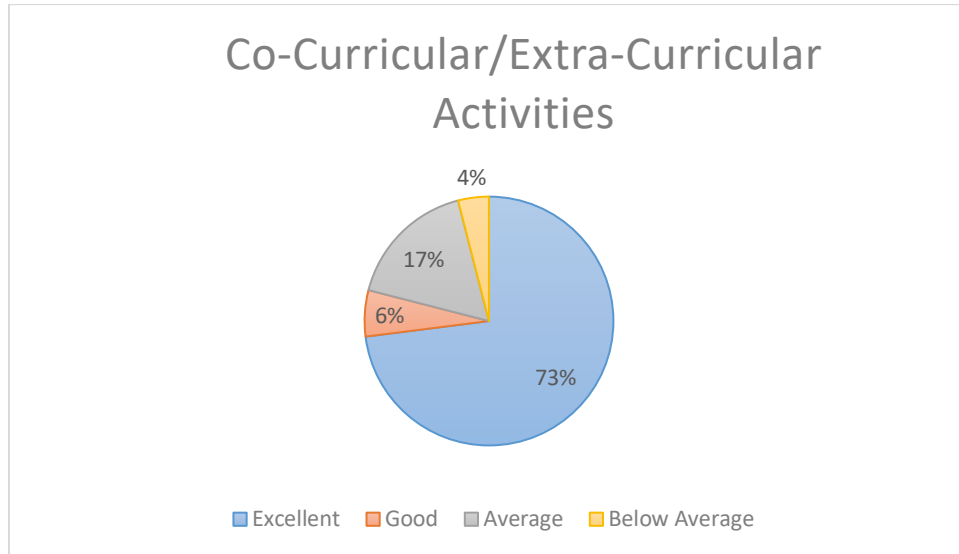

Figure 4: Co-Curricular/Extra-Curricular Activity

Some of the alumni were satisfied with the Co-Curricular/Extra-Curricular activity conducted by the institute.

Action takien : Feedback was taken at the end of each semester for the 2015-16 academic year. The observation based on the feedback are as follows:

1. To enhance beyond the syllabus activates. Accordingly many industry oriented trainings and certifications were organised.
2. To increase Co-Curricular/Extra-Curricular activity conducted by the institute. The institute acted promptly.

Result Analysis

CE – 	The pass percentage of the students in subjects Hydraulics & Hydraulics Machine , Strength of Materials-II and Advance Engg. Mathematics was low..

CSE – 	The performance in all the subjects were satisfactory.

ECE – 	The performance in all the subjects were satisfactory.

EE- 	The pass percentage of the students in subjects Mechanics and Electronic Devices and Circuits was poor.

EEE- 	The pass percentage of the students in subject Circuit Analysis and Synthesis was not satisfactory.

IT- 	The performance in all the subjects were satisfactory.

ME- 	The pass percentage of the students in subjects Strength of Materials and Engineering

Thermodynamics was below average.

Action taken based on aforesaid result analysis

1. The faculties (Mr Nishant Sharma , Kunal Motwani and Dr Payal Jain) were asked to explain the reason for poor performance. Moreover the Principal told them to take extra classes for the students having backlog.

2. The faculties (Mr Gopal Choudhury and Mr Yashwant Soni) were called and the Head of the Department scrutinized their course files and result analysis of Midterms). Remedial classes for backlog students were suggested.

3. The faculty Mr Irfan Ali was called by the Principal and he was asked to explain the reason. Also the Head told him to give a mini demo lecture and based on some suggestions were given for improvement.

4. Mr Deepak Paliwal and Mr Eshan Habib were told to improve the teaching pedagogy by the Principal.

5. The Principal encouraged and appreciated those faculties having good feedback.

पंकज पोरवाल
TECHNO INDIA NJR INSTITUTE OF TECHNOLOGY

For Techno India NJR Institute of Technology
पंकज पोरवाल
Dr. Pankaj Kumar Porwal
(Principal)