



# TECHNO INDIA NJR INSTITUTE OF TECHNOLOGY

Approved by AICTE & Affiliated to Rajasthan Technical University

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## 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 – 08/11/2018**

### **Agenda**

Feedback from students, faculties, employers, parents and alumni as well as results for the Academic Year 2017-18 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 2017-18)**

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 (1).

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Dr. Pankaj Kumar Porwal  
(Principal)

Feedback was collected from students and based on their answers the following charts were prepared to analyze the results.

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

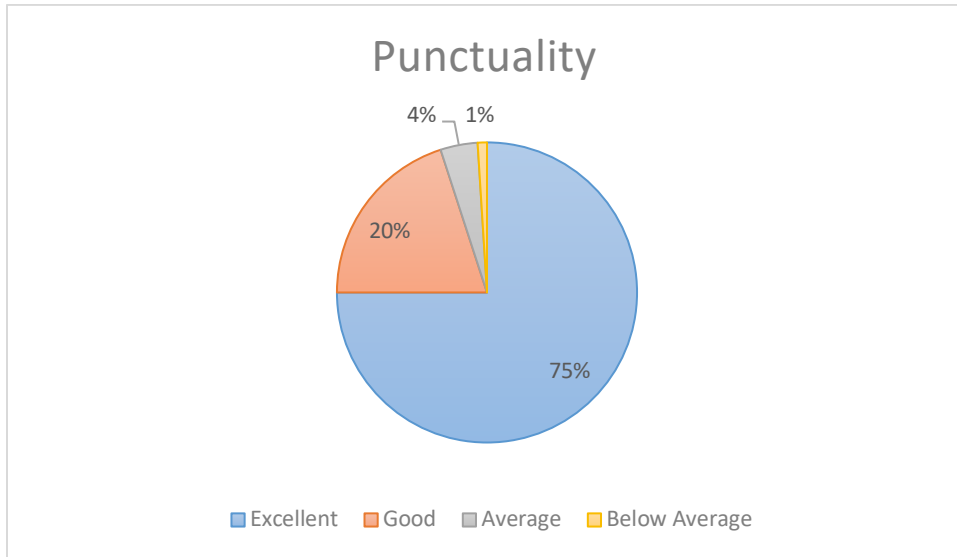


Figure 1: In-class Punctuality

Analysis of figure 1 shows that the faculties are always on time and the students are satisfied with the faculty's punctuality.

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

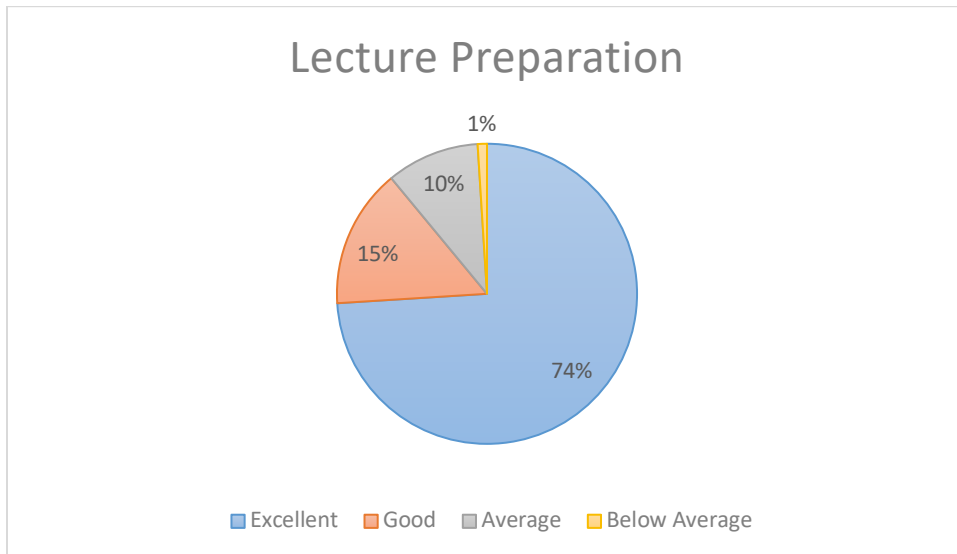


Figure 2: Lecture Preparation

Analysis of figure 2 shows that faculties are always well prepared for the classes.

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

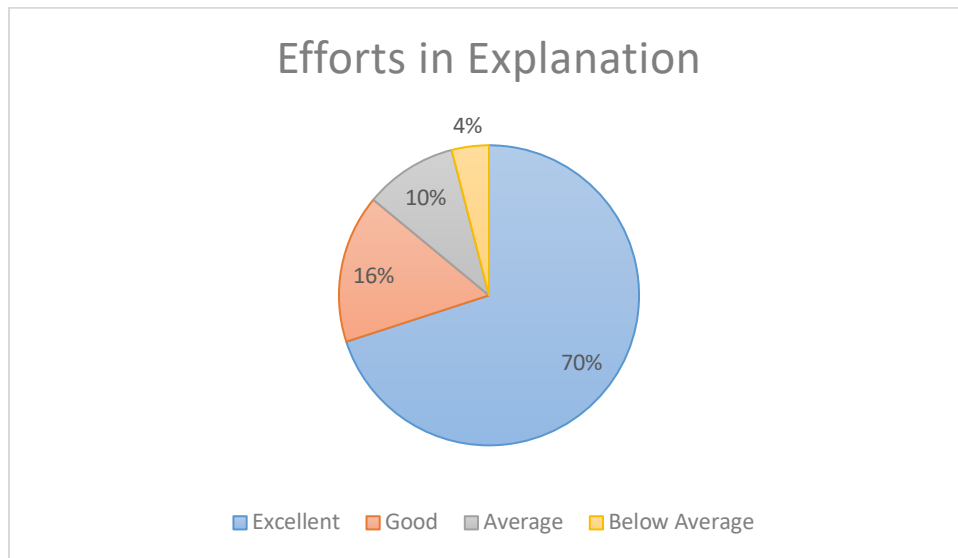


Figure 3: Efforts in explanation

Analysis of figure 3 shows that majority of the students are satisfied with the efforts their teachers put in.

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

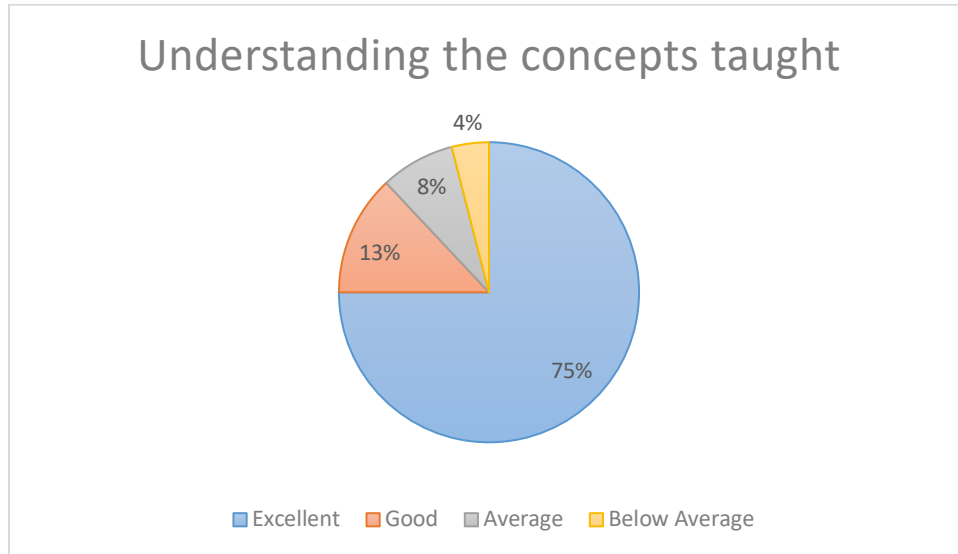


Figure 4: Understanding the concepts taught

Analysis of figure 4 shows that majority of the students understand the concepts taught in the classes.

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

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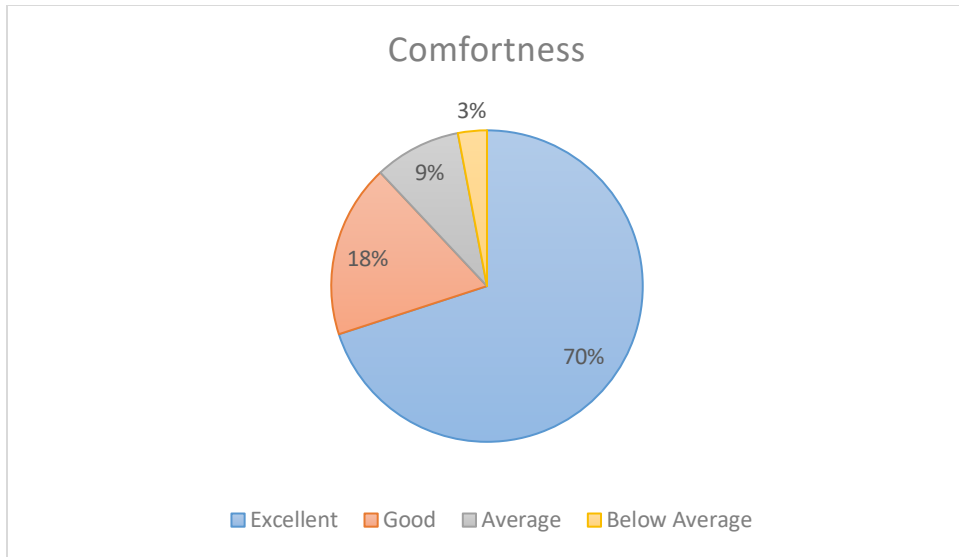


Figure 5: Comfortness

Analysis of figure 5 shows that most of the students are comfortable with their teachers to ask doubts.

**Question 6 in the feedback form: Fir his/her subject how much marks do you expect out of 100**

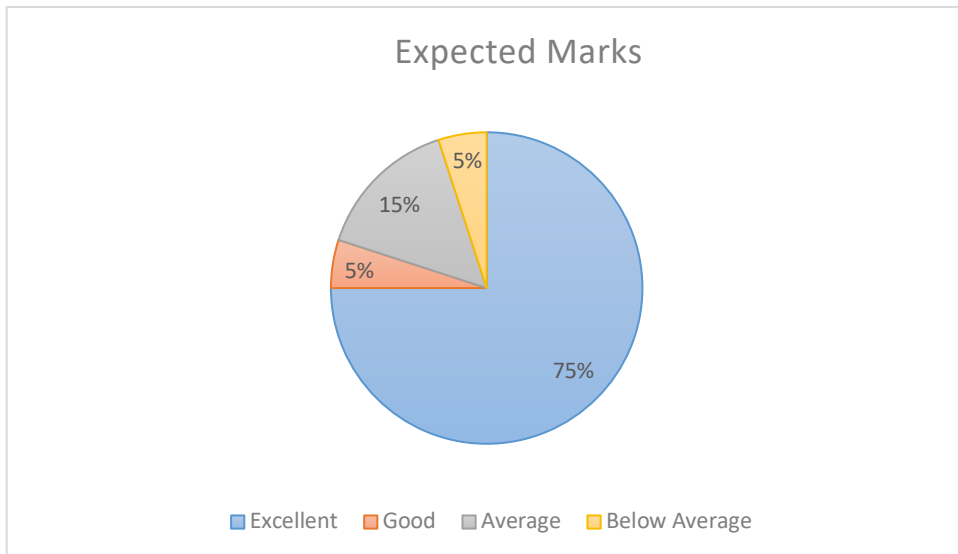


Figure 6: Expected Marks

Analysis of figure 6 shows that most 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?**

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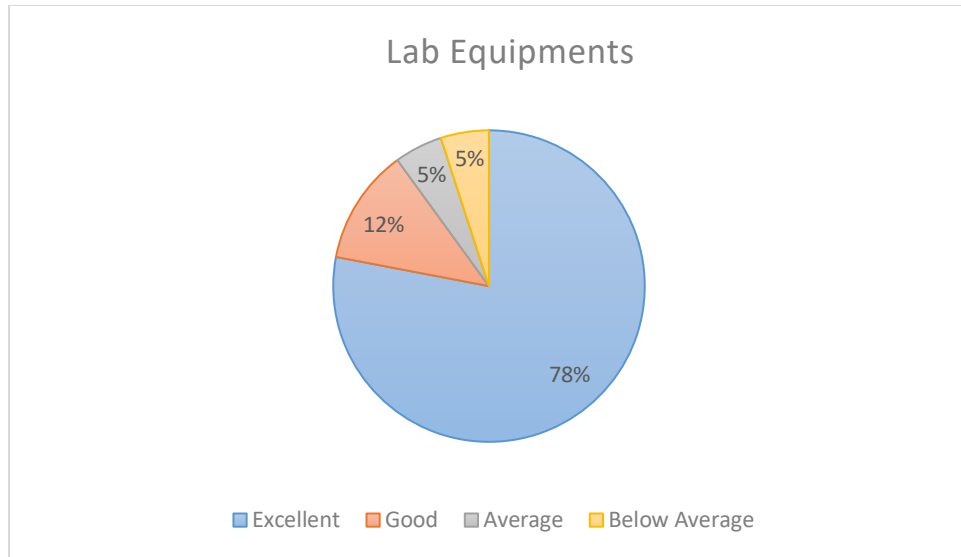


Figure 7: Lab Equipments

Analysis of figure 7 shows that majority of the students are satisfied with the labs equipments.

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

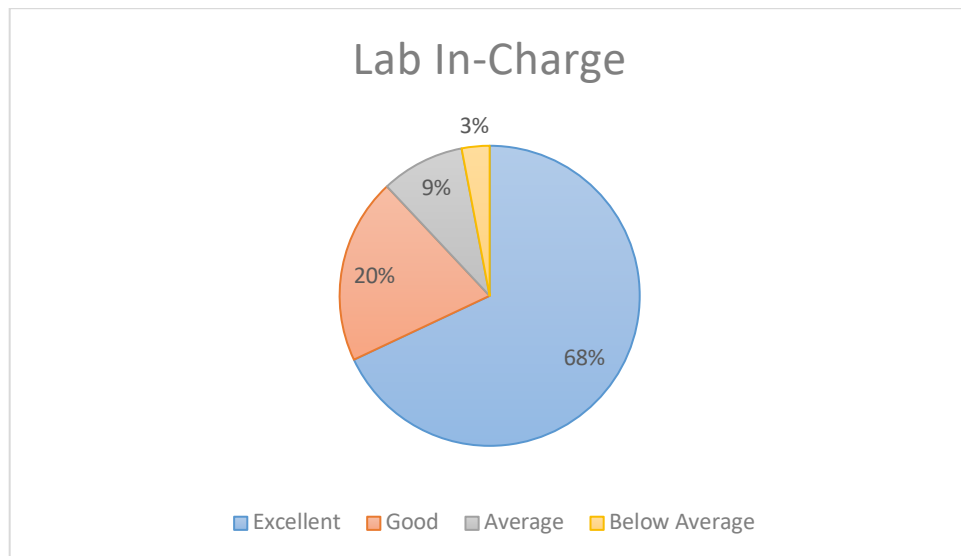


Figure 8: Lab In-charge

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 2017-18)**

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 (1).

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 (Principal)

Feedback was collected from students and based on their answers the following charts were prepared to analyze the results.

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

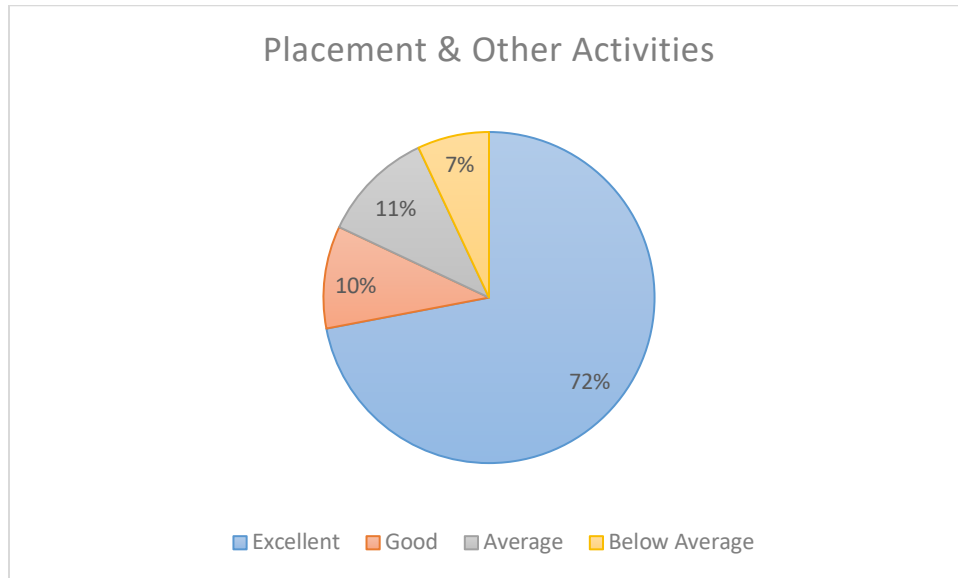


Figure 1: Placement & Other activities

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, 82% of students were satisfied with the activities.

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

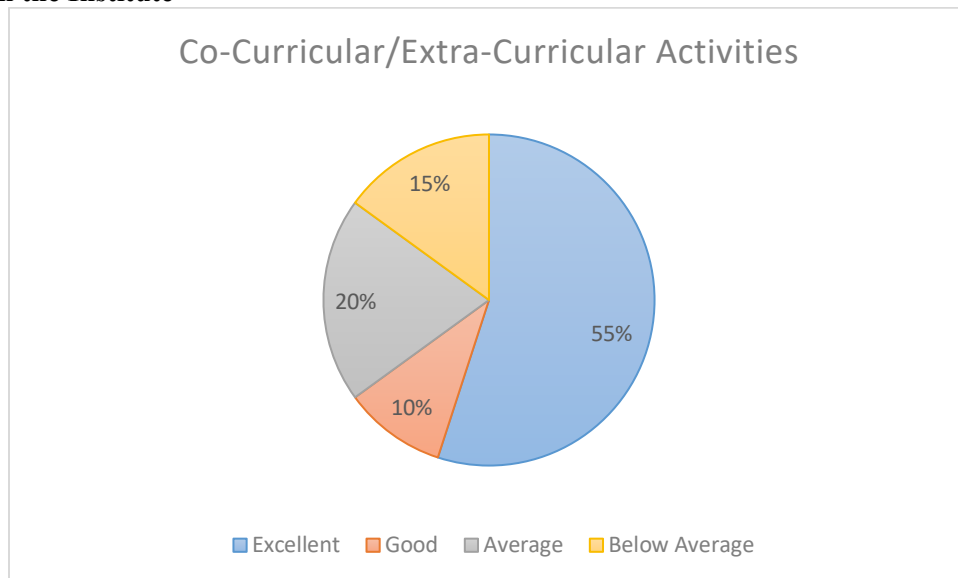


Figure 2: Co-Curricular/Extra-Curricular Activities

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Though the institute mainly focuses on academic activities, still some co-curricular activities were conducted and as a result 65% 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**

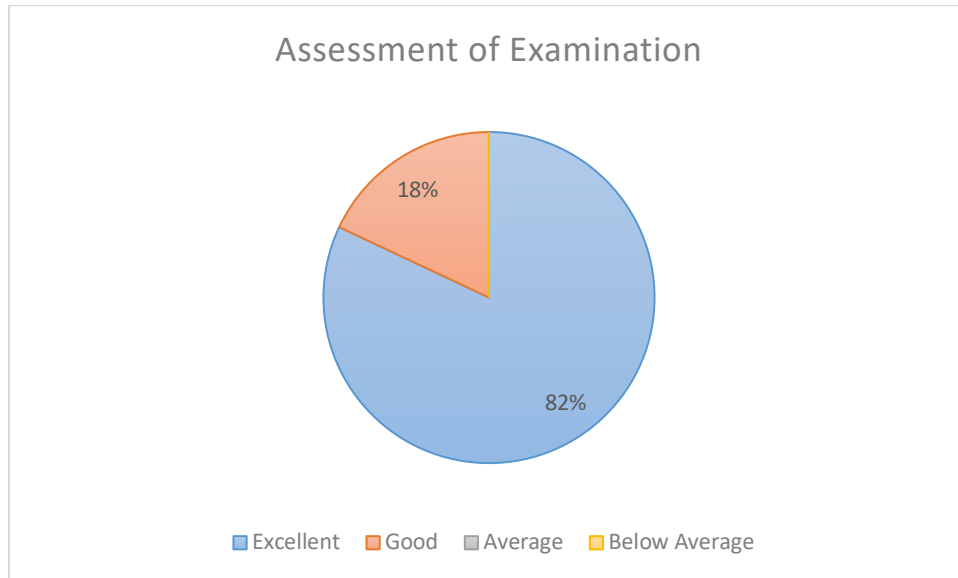


Figure 3: Assessment of Examination

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?**

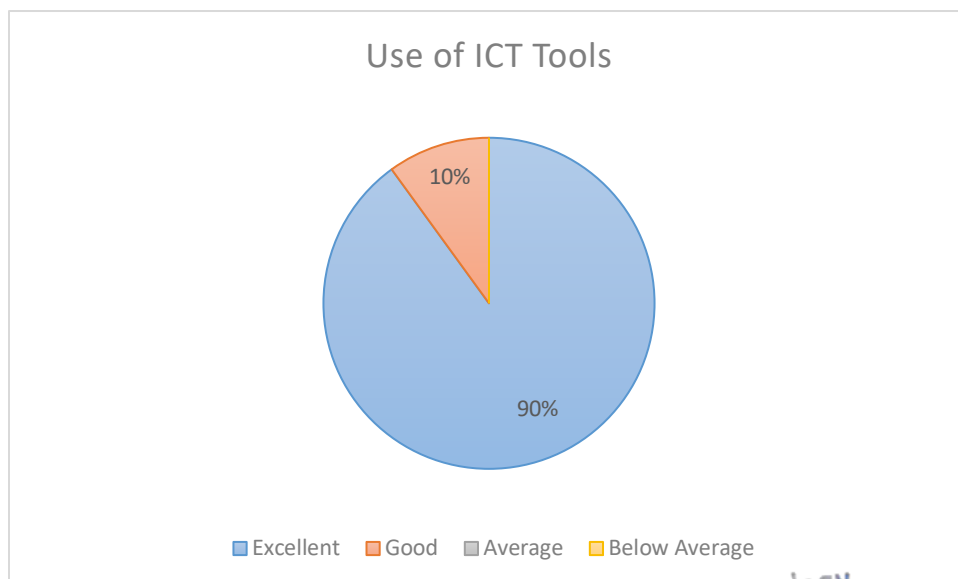


Figure 4: Use of ICT Tools

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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.

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

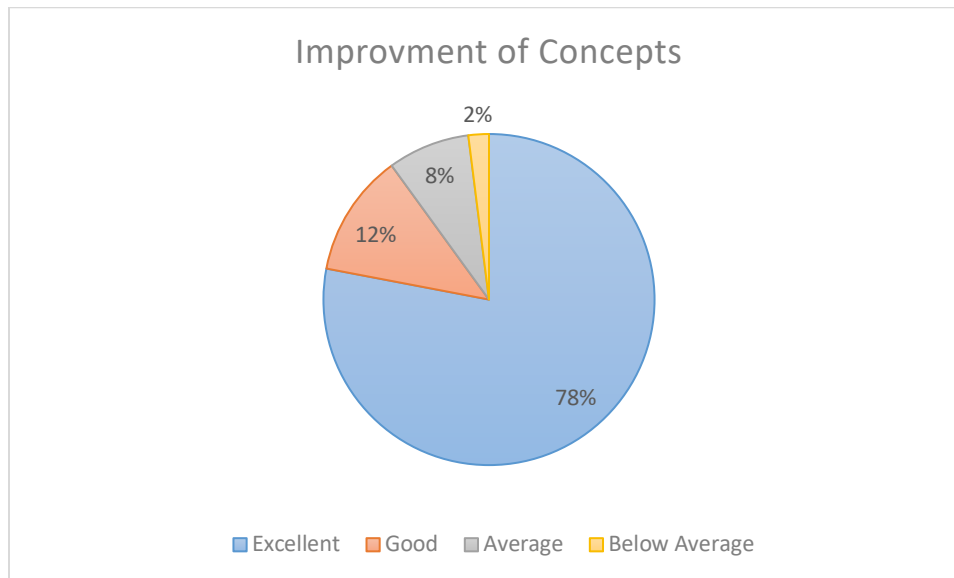


Figure 5: Improvement of Concepts

As per figure 5, 90% 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 2017-18 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 request the Governing Council to increase number of text and reference books in library.
3. To enhance Co-Curricular/Extra-Curricular activities.

## **Faculty Feedback**

### **Faculty's Feedback on Curriculum for the year 2017-18**

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.

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

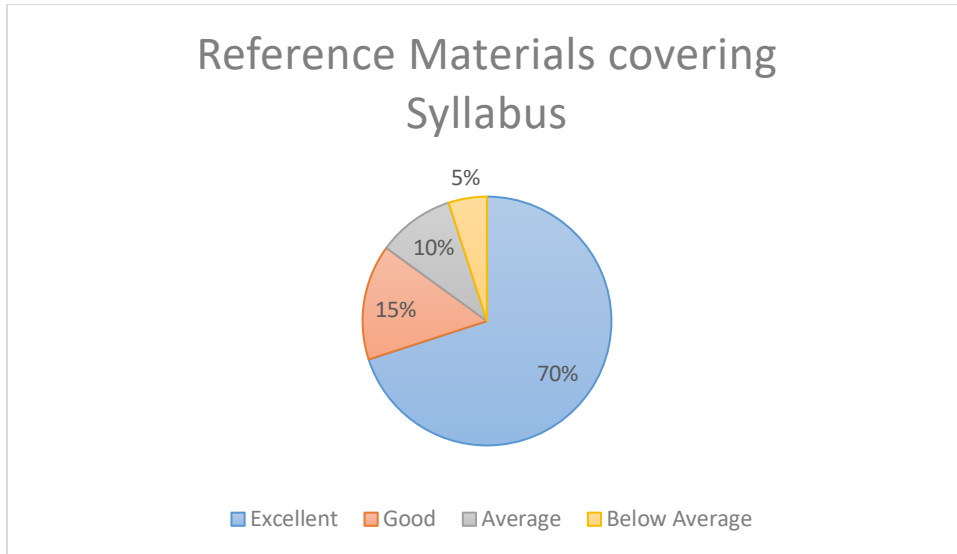


Figure 1: Reference Materials covering syllabus

Few faculties suggested to increase the reference materials in library.

**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.**

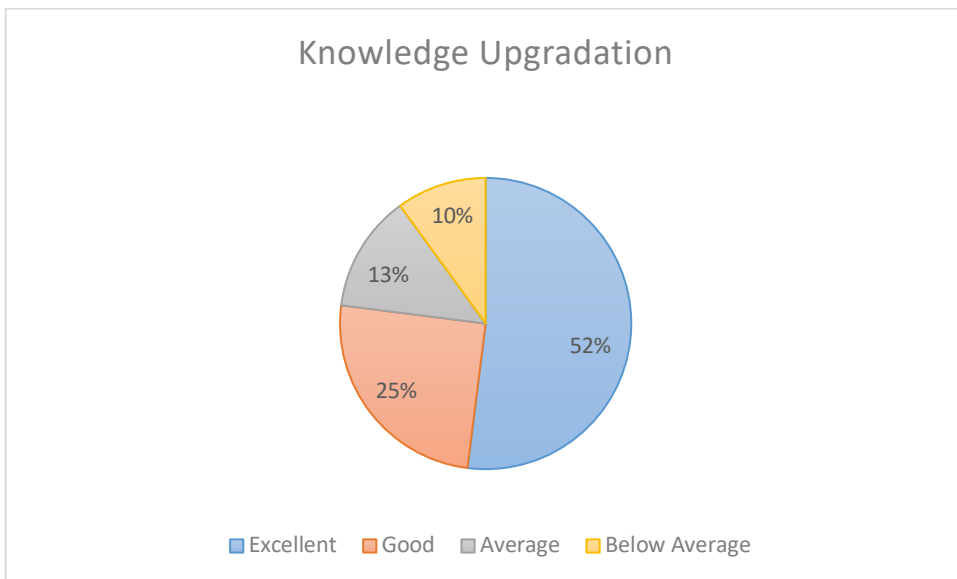


Figure 2: Knowledge Upgradation

Analysis of figure 2 shows that the faculty members were not much satisfied with the syllabus content

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**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.**

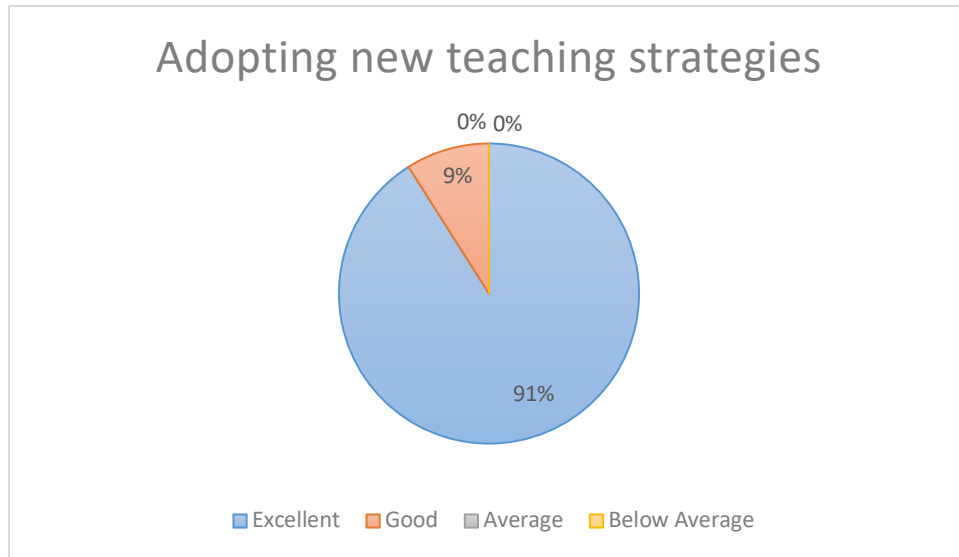


Figure 3: Adopting new teaching strategies

The faculties are extremely efficient to teach the students on the basis of latest strategies which they have learned from attending MOOC courses, FDP, STTP.

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

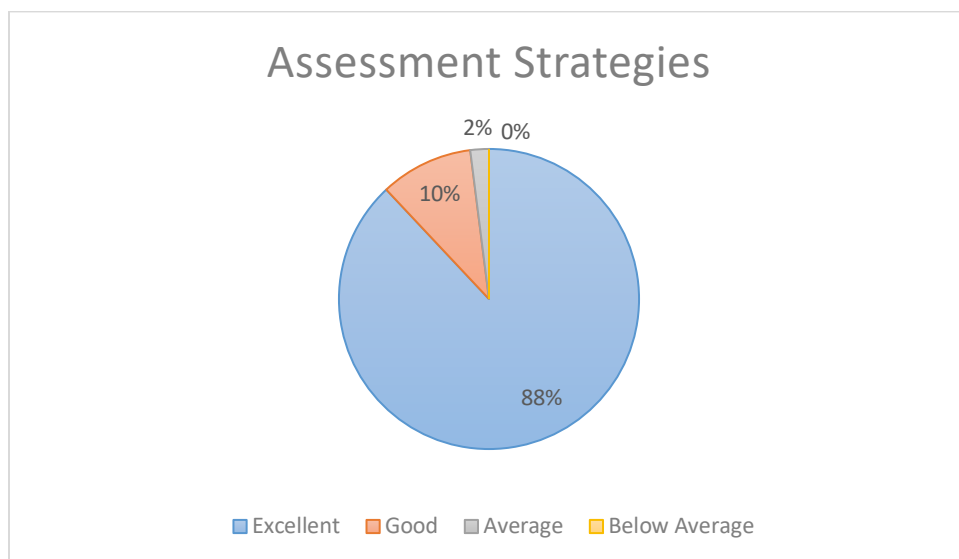


Figure 4: Assessment Strategies

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The faculty members keep on assessing 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.**

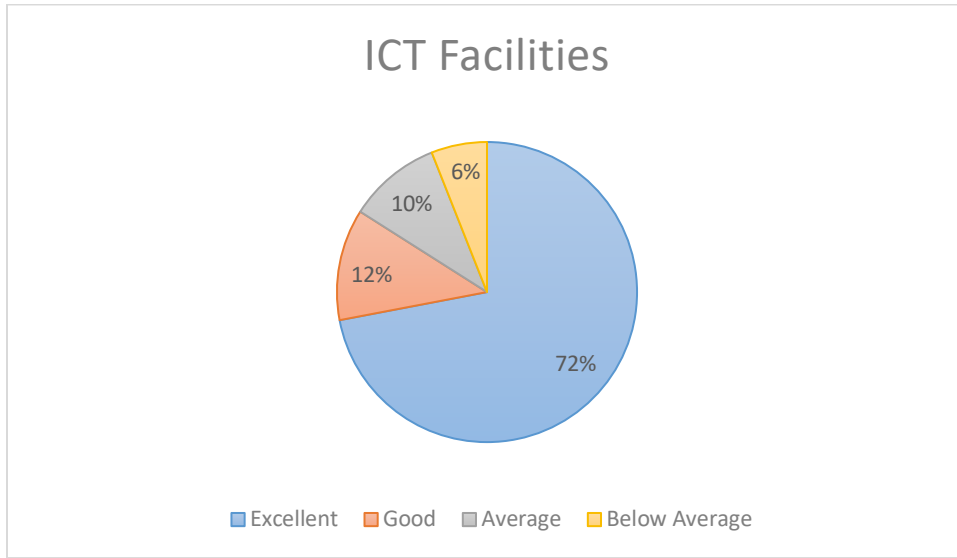


Figure 5: ICT Facilities

As per analysis of figure 5, majority of the faculty members used ICT facilities in the class, however there is still a need for improvement.

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

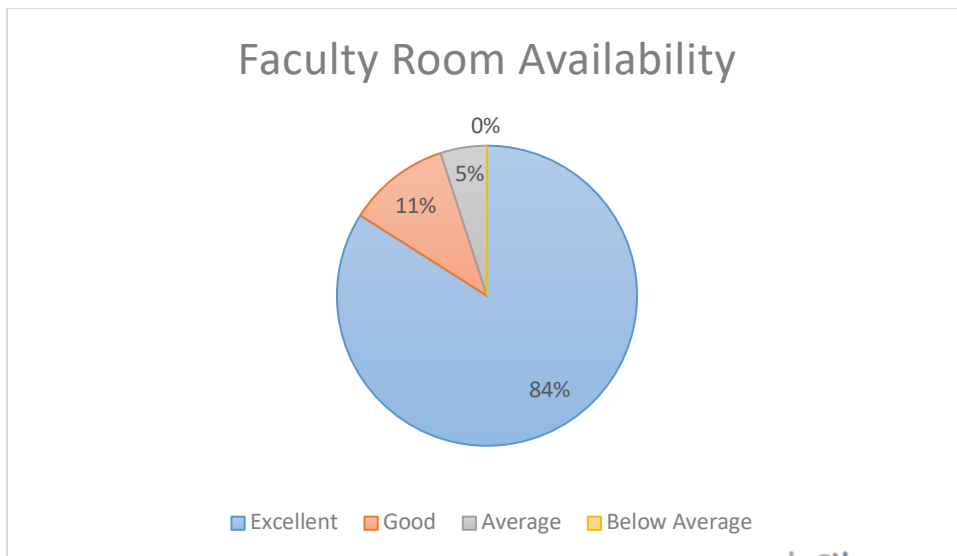


Figure 6: Faculty Room Availability

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

**Action taken :** Feedback was taken at the end of each semester for the 2017-18 academic year. The observation based on the feedback are as follows:

1. To request the governing council to increase number of e-Journals in the library.
2. Faculty feedback on the various aspects on curriculum such as Design, sequence, Subject-Content, and its relevance shows that syllabus prescribed by the RTU is organized. However, the institute gives stress on beyond the syllabus activities like industry projects, professional training, certification, and SME lectures.
3. As faculties were not satisfied with syllabus as per RTU, hence they updated their domain knowledge, they used to pursue industry certification, trainings, MOOC sessions, FDP and STTP.

### Parents feedback

#### Parents' Feedback on Curriculum for the year 2017-18

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?**

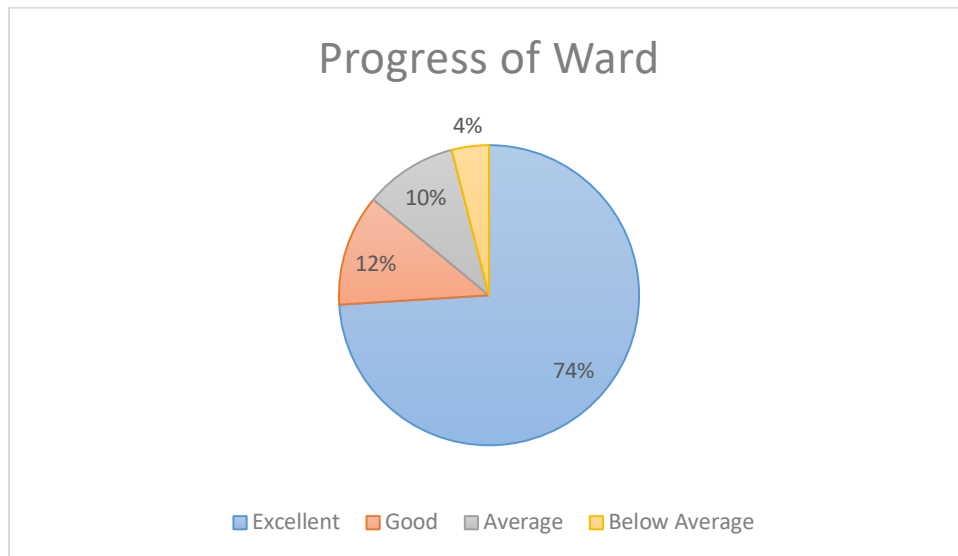


Figure 1: Progress of Ward

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

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

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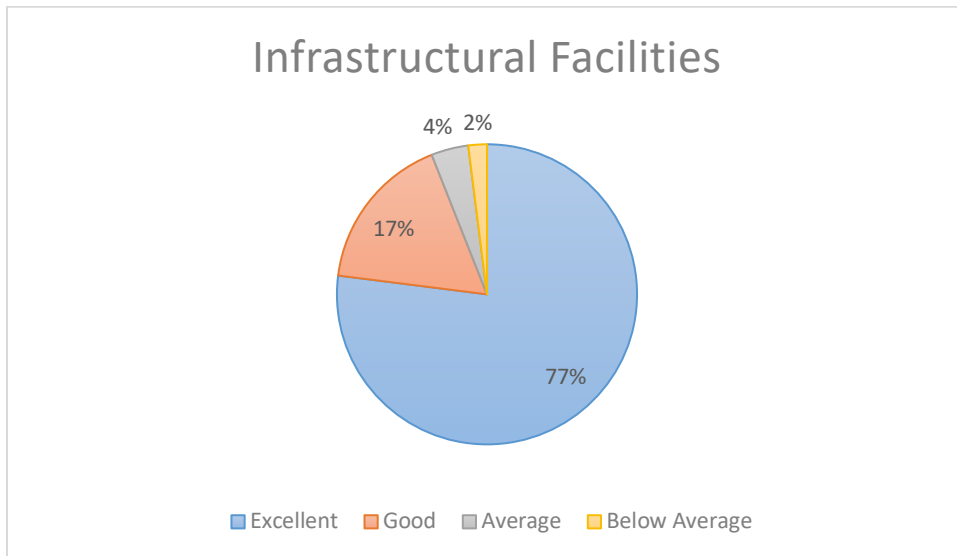


Figure 2: Infrastructural Facilities

Analysis of figure 2 shows that the parents were quiet satisfied with the infrastructure and the facilities. But few parents were not satisfied with canteen infrastructure.

**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?**

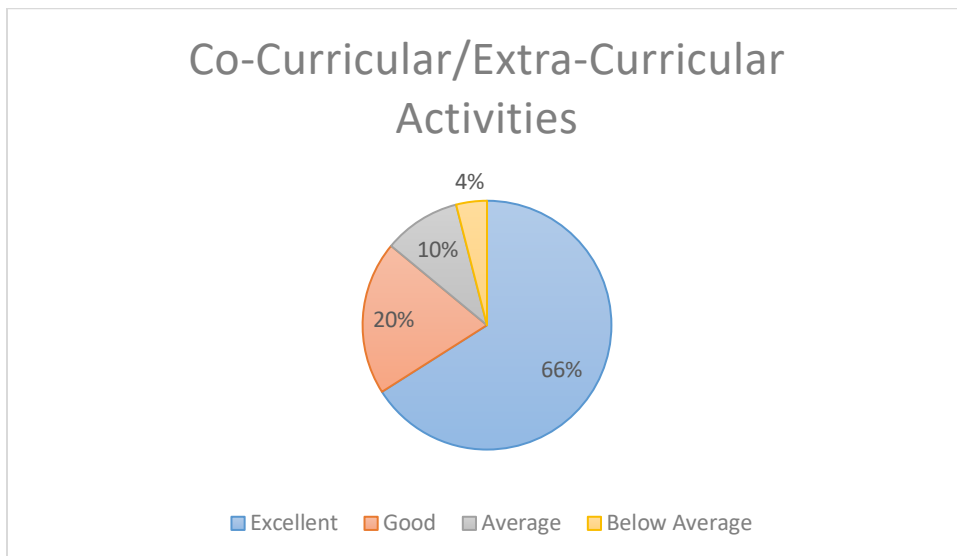


Figure 3: Co-Curricular/Extra-Curricular Activities

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

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**Question No 4 in feedback form: Are you satisfied with the Administration of Institute?**

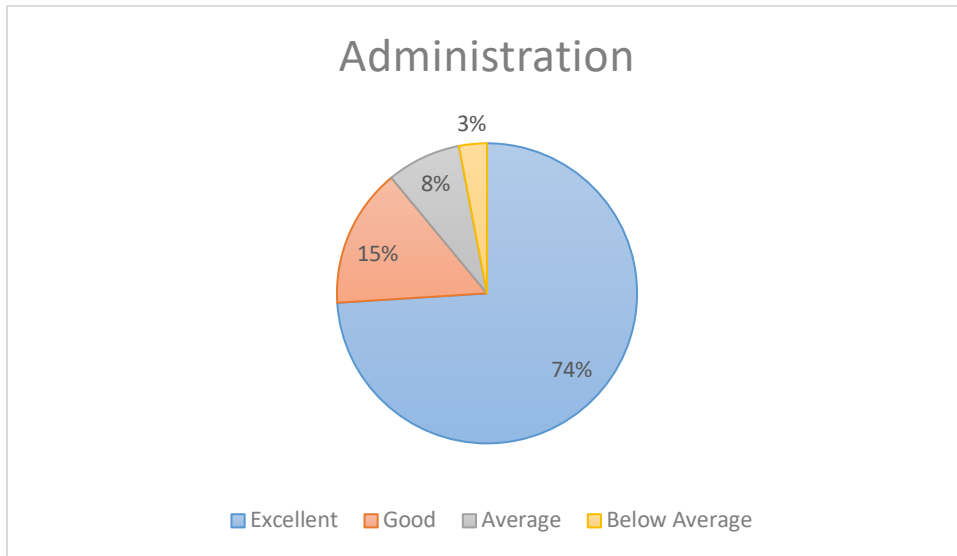


Figure 4: Administration

The institute has a well organized administrative policy.

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

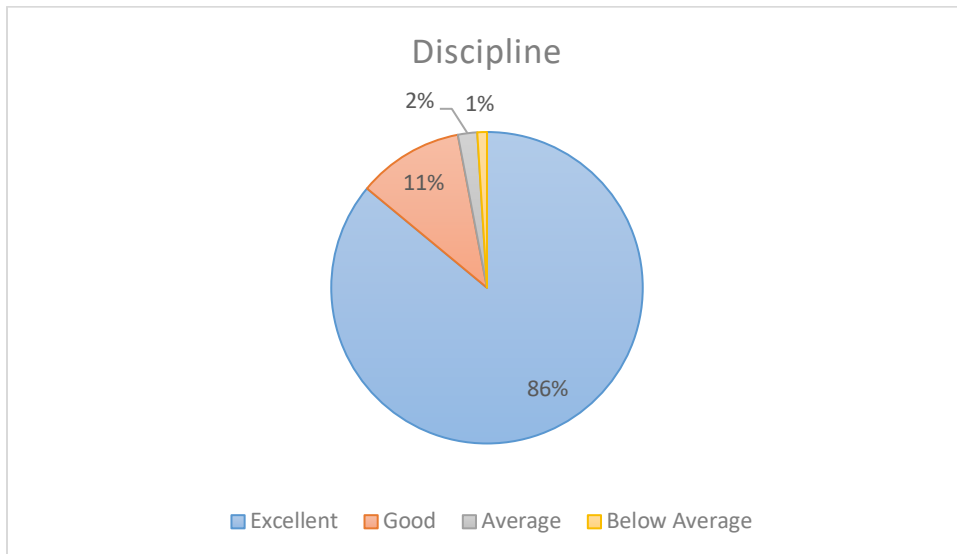


Figure 5: Discipline

Discipline is the main pillar of the institute. The faculties effectively conducted mentoring programs and as a result the students were extremely disciplined. Very rare cases arrived in disciplinary committee.

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

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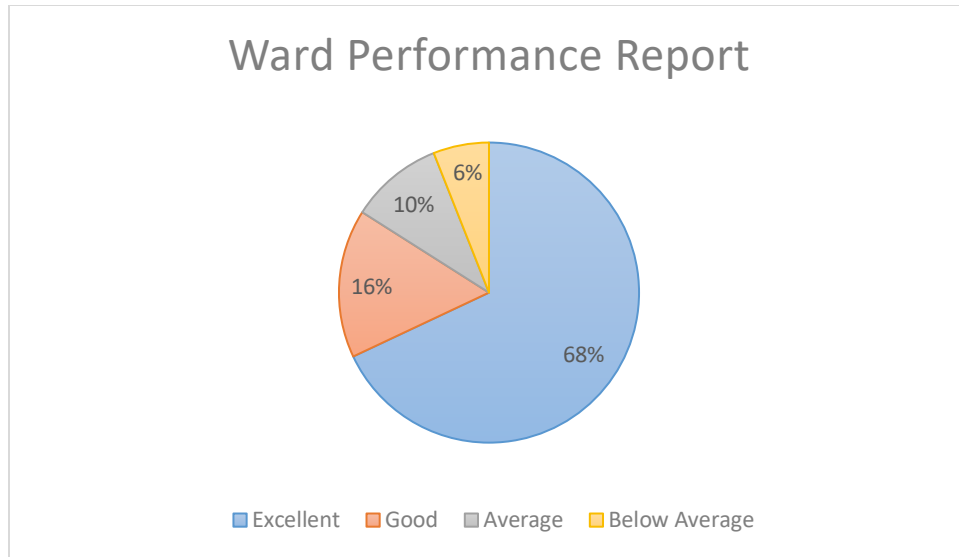


Figure 6: Ward Performance Report

Normally it was observed that the wards informed regularly about their performance to their parents.

**Action taken :** Feedback was taken at the end of each semester for the 2017-18 academic year. The observation based on the feedback are as follows:

1. Parents suggested to increase the frequency of Parent-teacher meetings on their ward performance.
2. As per parents suggestions, the canteens were renovated.

### Employer feedback

#### Employer’s Feedback on Curriculum for the year 2017-18

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**

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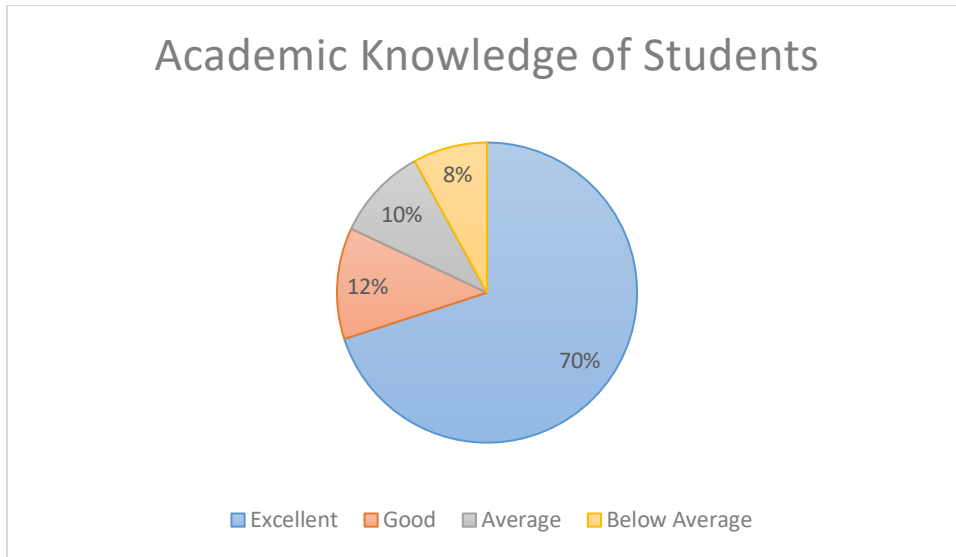


Figure 1: Academic Knowledge of Students

It was observed that some of the students were not updated with the latest technologies. As a result, the employers gave suggestions to increase the number of certification courses and trainings for the students.

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

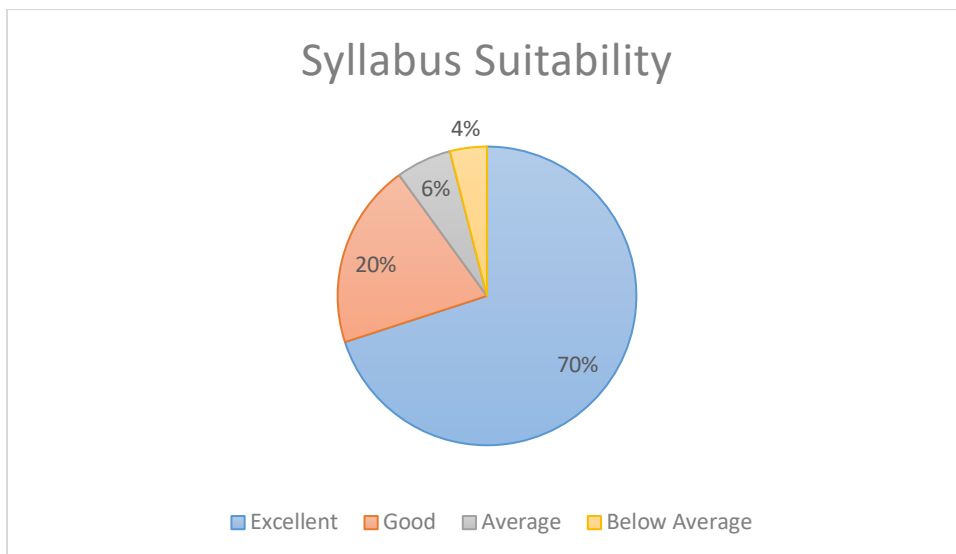


Figure 2: Syllabus Suitability

The institute has to follow the syllabus as prescribed by affiliating university (RTU Kota). If there is any gap, then the institute should take adequate measures in order to make the students industry ready.

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

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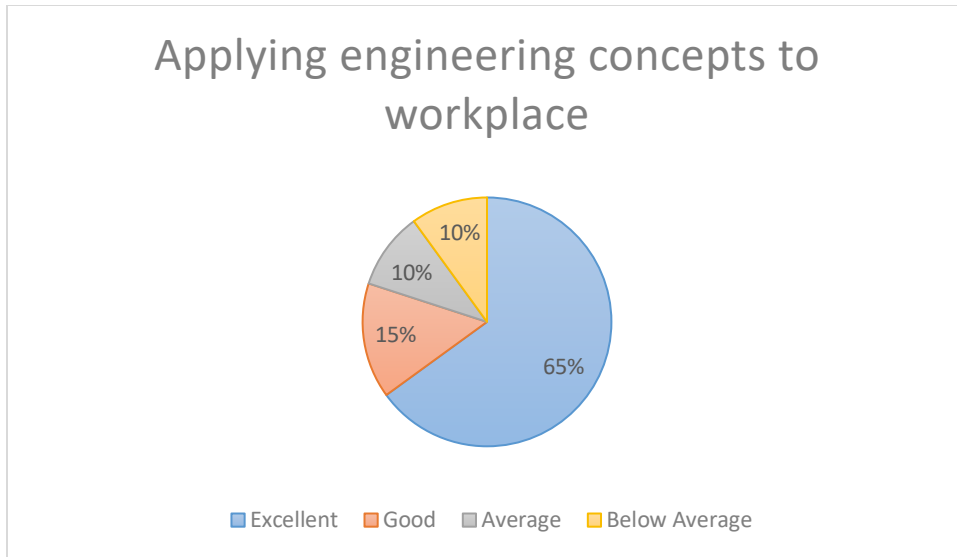


Figure 3: Applying engineering concepts to workplace

As per the analysis of figure 3, the employers expressed their views to give stress on innovative skills to workplace. They hence suggested to include leadership and soft skills.

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

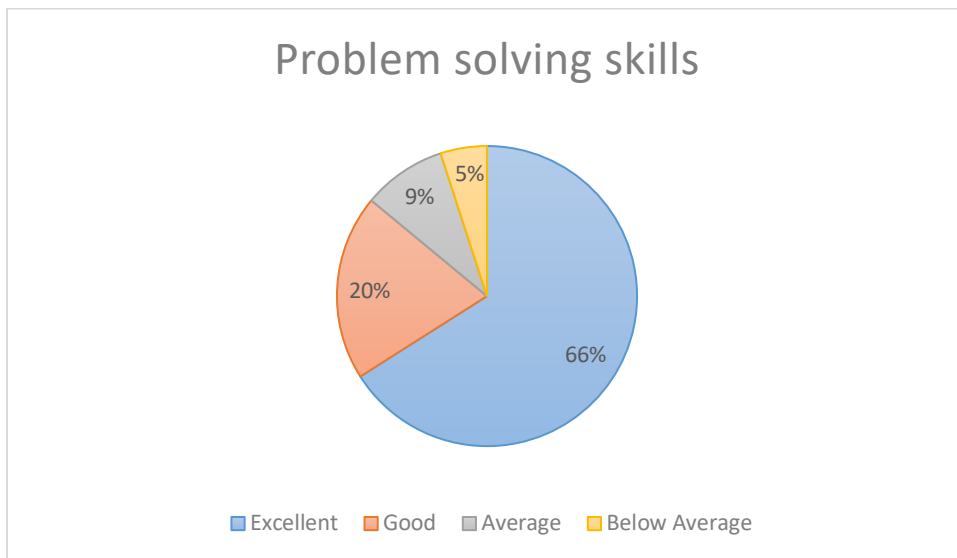


Figure 4: Problem Solving Skills

Employers suggested to focus on solving real life problems by increasing their reasoning and analytical skills.

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

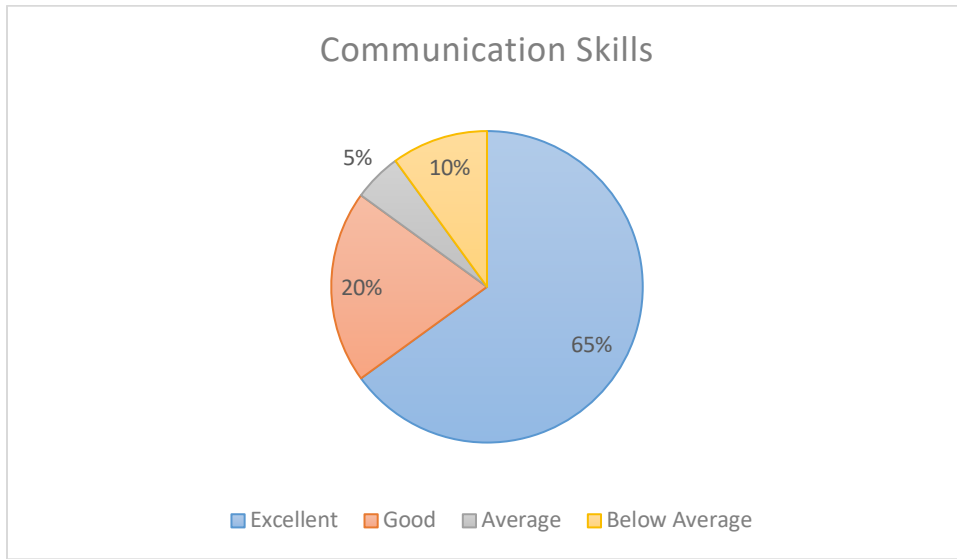


Figure 5: Communication Skills

The communication skill is a very important subject and hence it should be taught in all the years for all the branches.

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

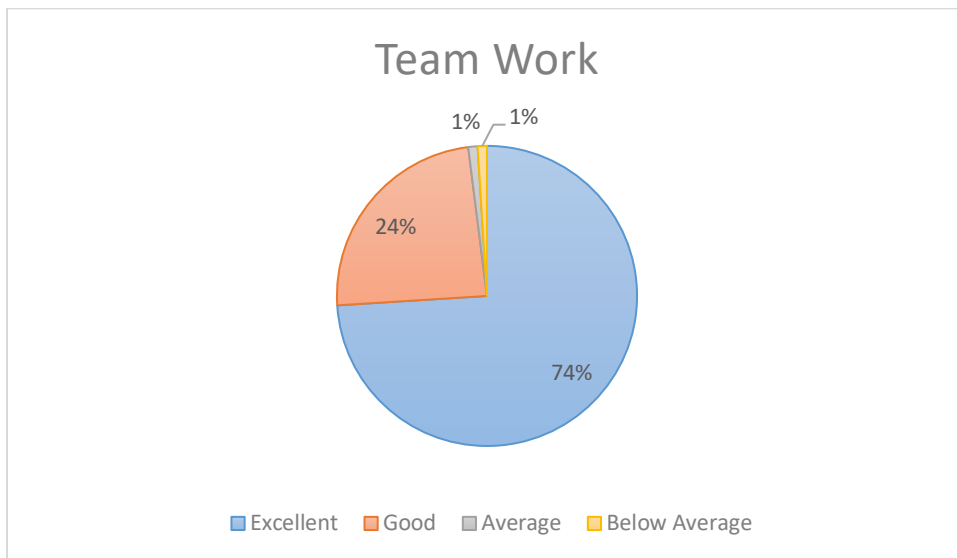


Figure 6: Team Work

The employers were extremely satisfied with the team work of the students.

**Action taken :** Feedback was taken at the end of each semester for the 2017-18 academic year. The observation based on the feedback are as follows:

1. There is a need to teach the students some analytical skills and reasoning attitude.

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- Employers suggested to teach business reports preparation, presentation skills, email writing, corporate culture, and ethics.
- Employers suggested to add few more value-added courses to increase the employability of the students.
- Employers expressed their views on incorporating the leadership and soft skills courses for the students.

## Parents feedback

### Parents' Feedback on Curriculum for the year 2017-18

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?**

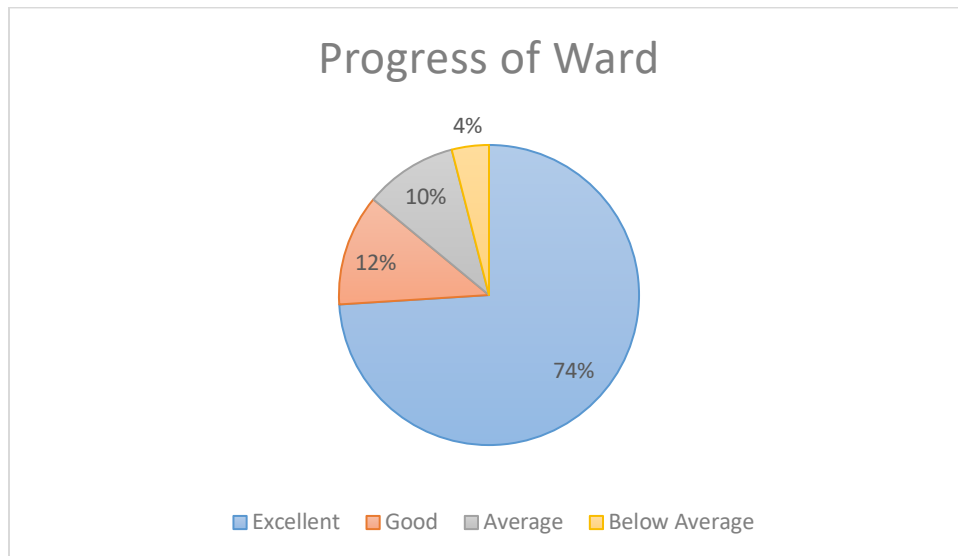


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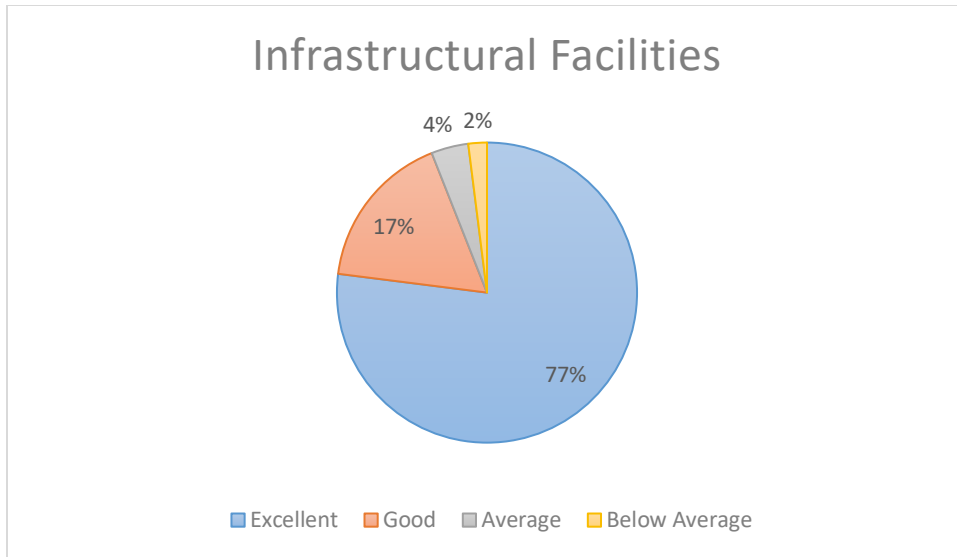


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Analysis of figure 2 shows that the parents were quiet satisfied with the infrastructure and the facilities.

**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?**

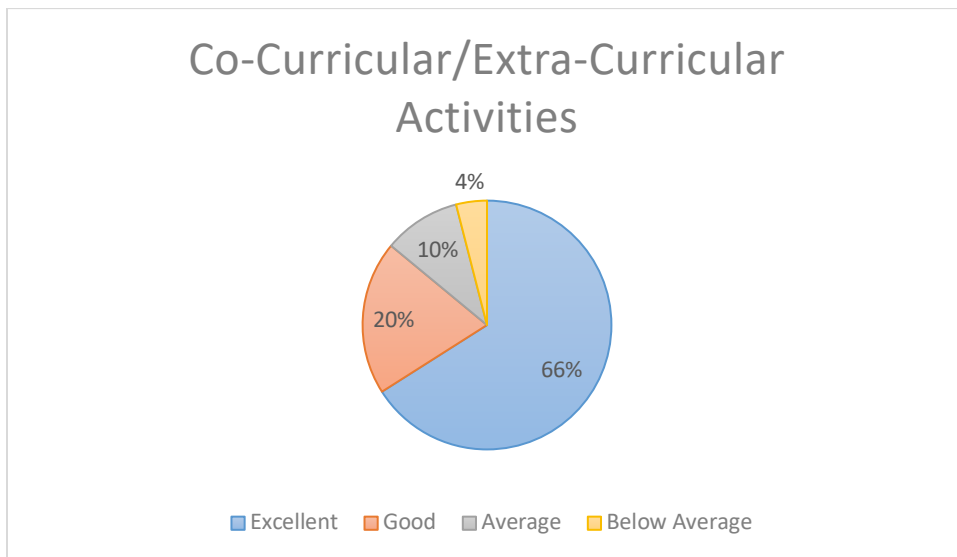


Figure 3: Co-Curricular/Extra-Curricular Activities

Since the institute mainly focuses on academic activities, 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?**

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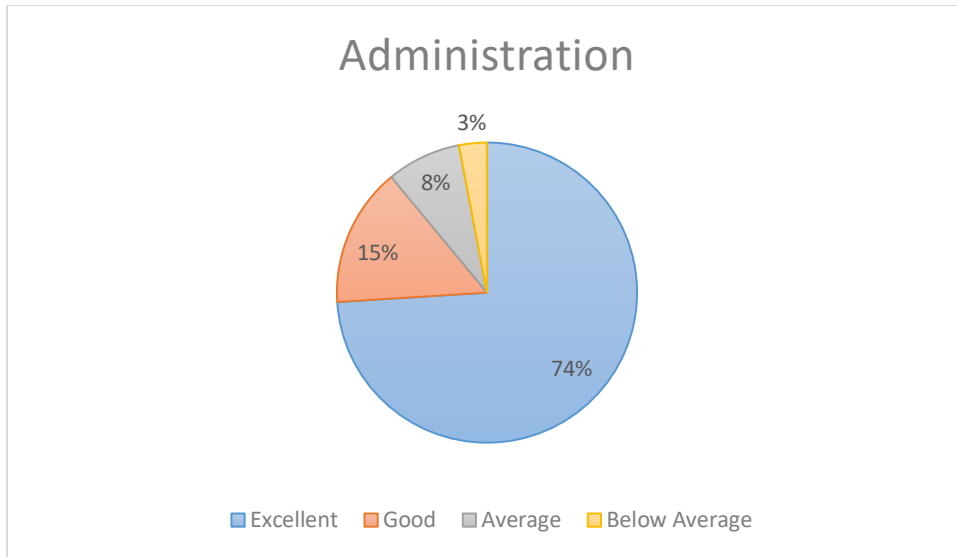


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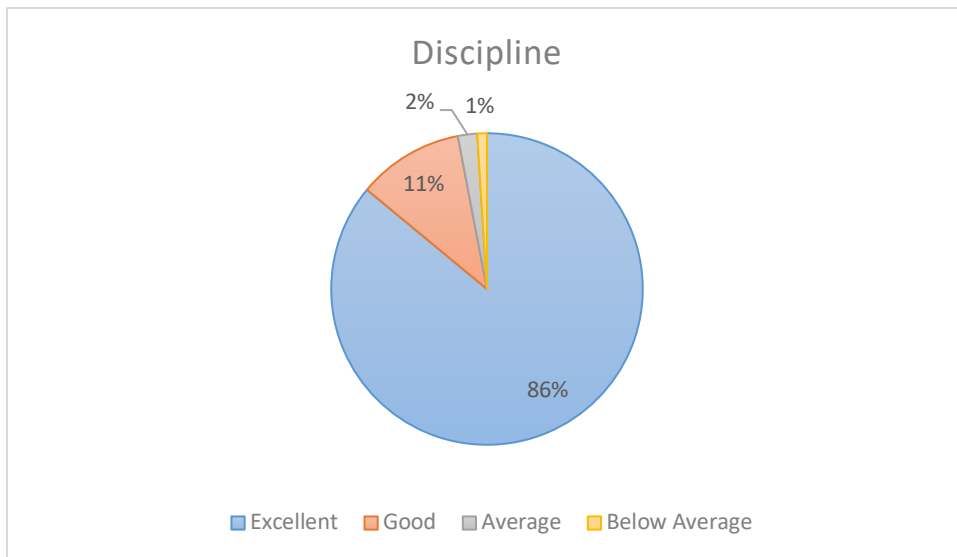


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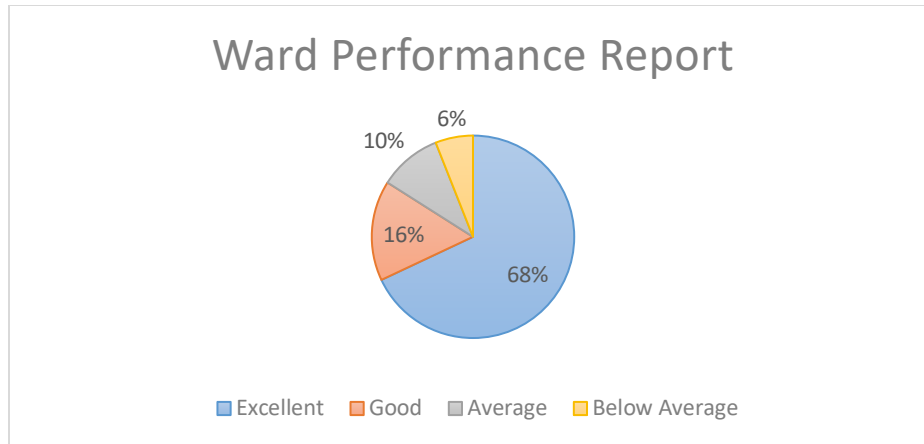


Figure 6: Ward Performance Report

Normally it was observed that the wards informed regularly about their performance to their parents.

**Action taken :** Feedback was taken at the end of each semester for the 2017-18 academic year. The observation based on the feedback are as follows:

1. Parents suggested to increase the frequency of Parent-teacher meetings on their ward performance.
2. Parents suggested to reduce class load. But keeping in mind the industry requirement, the institute did not encourage such request.

### Employer Feedback

#### Employer’s Feedback on Curriculum for the year 2017-18

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**

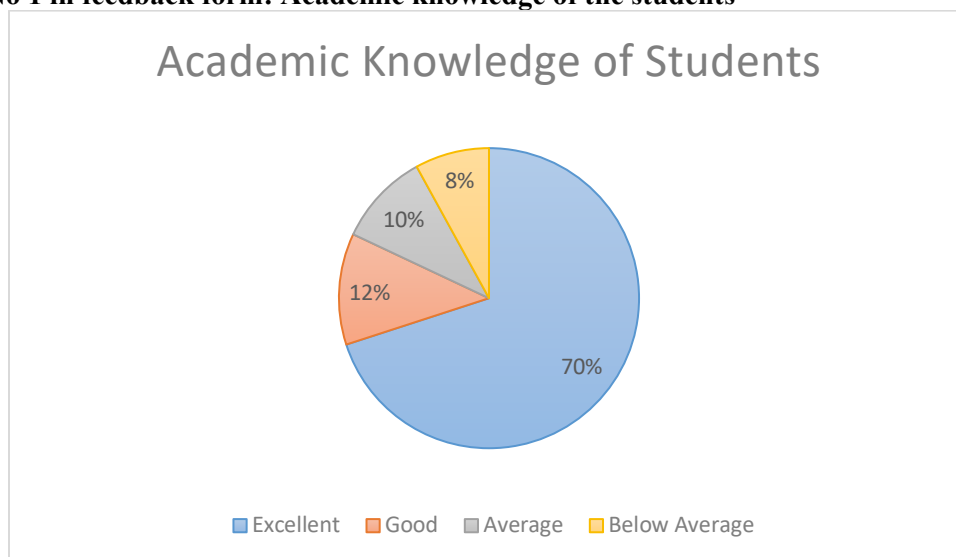


Figure 1: Academic Knowledge of Students

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It was observed that some of the students were not updated with the latest technologies. As a result, the employers gave suggestions to increase the number of certification courses and trainings for the students.

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

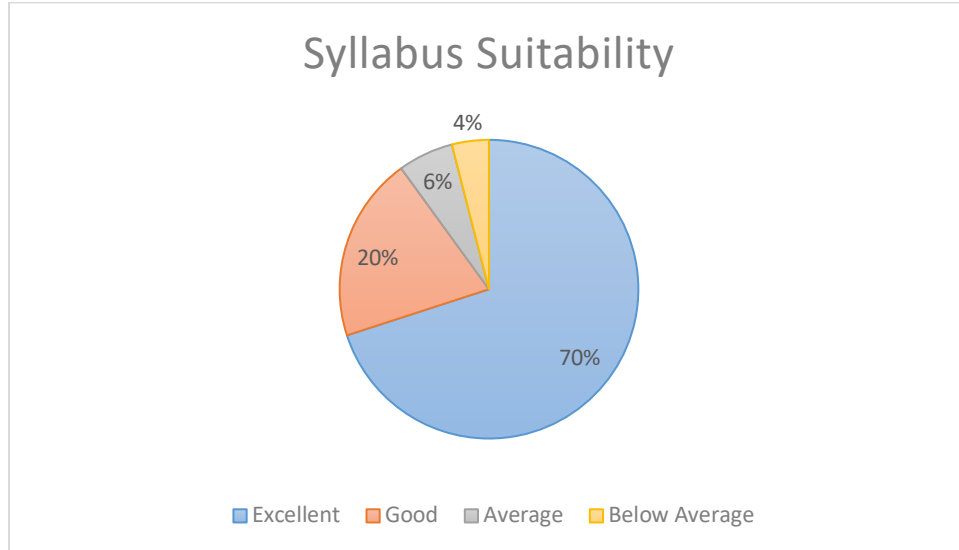


Figure 2: Syllabus Suitability

The institute has to follow the syllabus as prescribed by affiliating university (RTU Kota). If there is any gap, then the institute should take adequate measures in order to make the students industry ready.

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

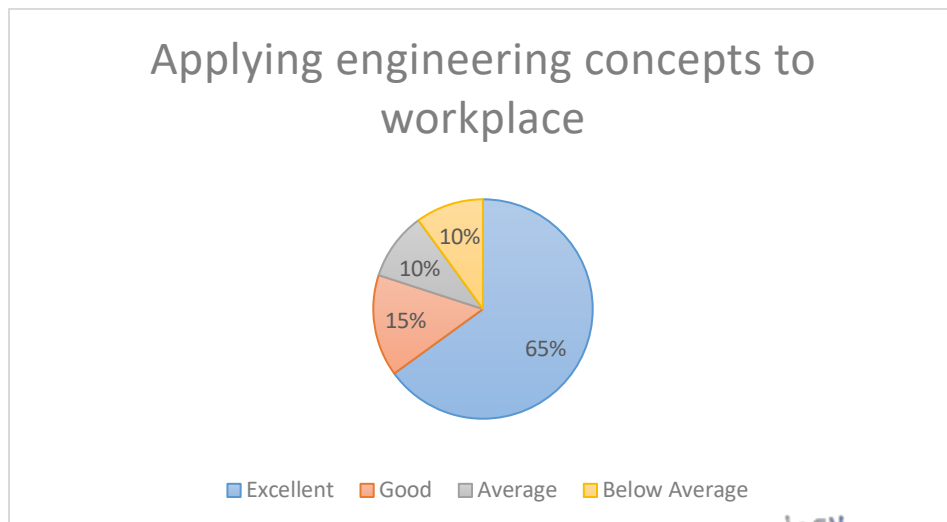


Figure 3: Applying engineering concepts to workplace

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As per the analysis of figure 3, the employers expressed their views to give stress on innovative skills to workplace. They hence suggested to include leadership and soft skills.

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

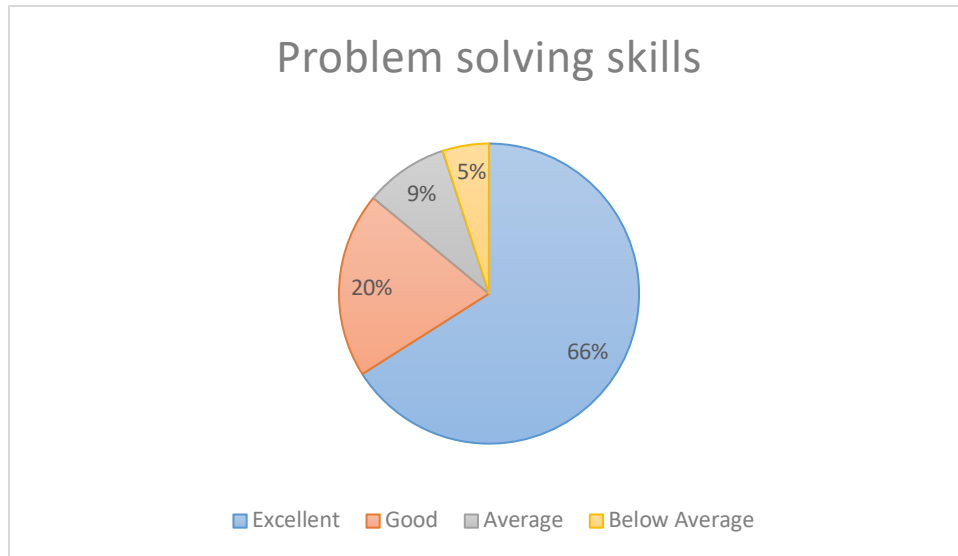


Figure 4: Problem Solving Skills

Employers suggested to focus on solving real life problems by increasing their reasoning and analytical skills.

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

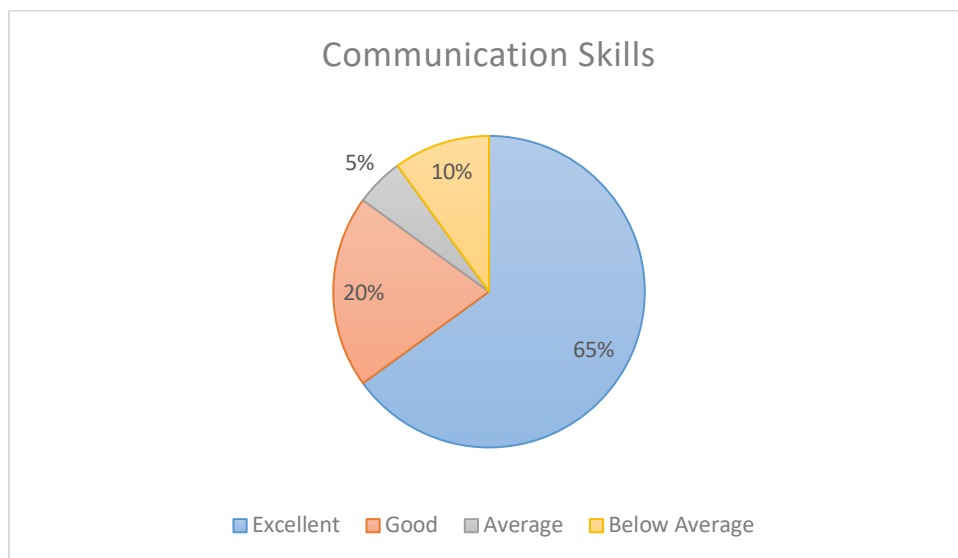


Figure 5: Communication Skills

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The communication skill is a very important subject and hence it should be taught in all the years for all the branches.

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

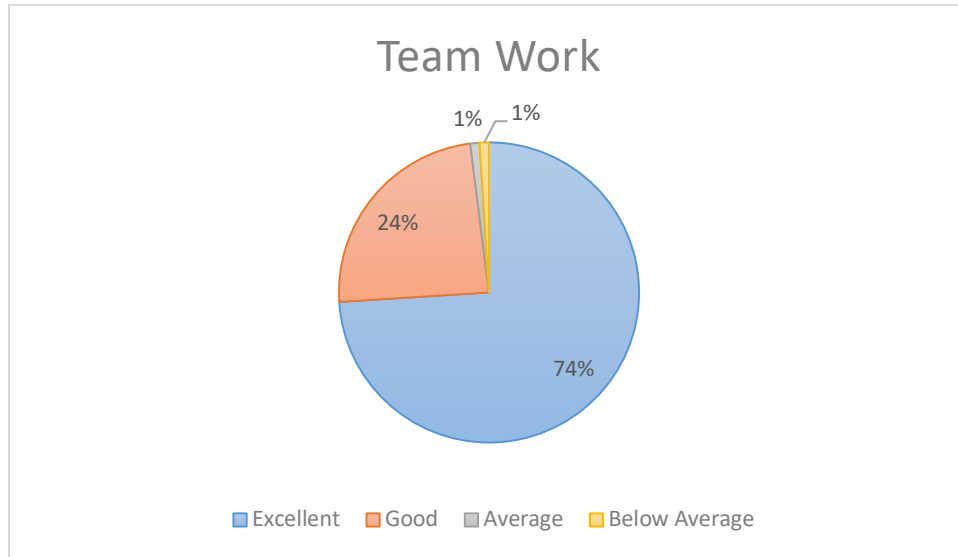


Figure 6: Team Work

The employers were extremely satisfied with the team work of the students.

**Action taken :** Feedback was taken at the end of each semester for the 2017-18 academic year. The observation based on the feedback are as follows:

1. There is a need to teach the students some analytical skills and reasoning aptitude.
2. Employers suggested to teach business reports preparation, presentation skills, email writing, corporate culture, and ethics.
3. Employers suggested to add few more value-added courses to increase the employability of the students.
4. Employers expressed their views on incorporating the leadership and soft skills courses for the students.

**Alumni Feedback**

**Alumni's Feedback on Curriculum for the year 2017-18**

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?**

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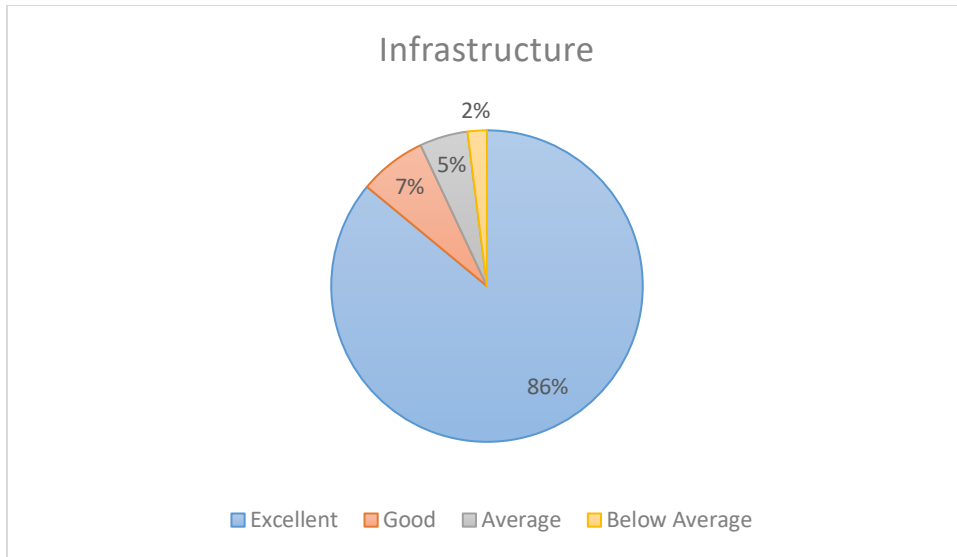


Figure 1: Infrastructure

Analysis of figure 1 shows that majority of the alumni were extremely satisfied with the infrastructure provided by the institute.

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

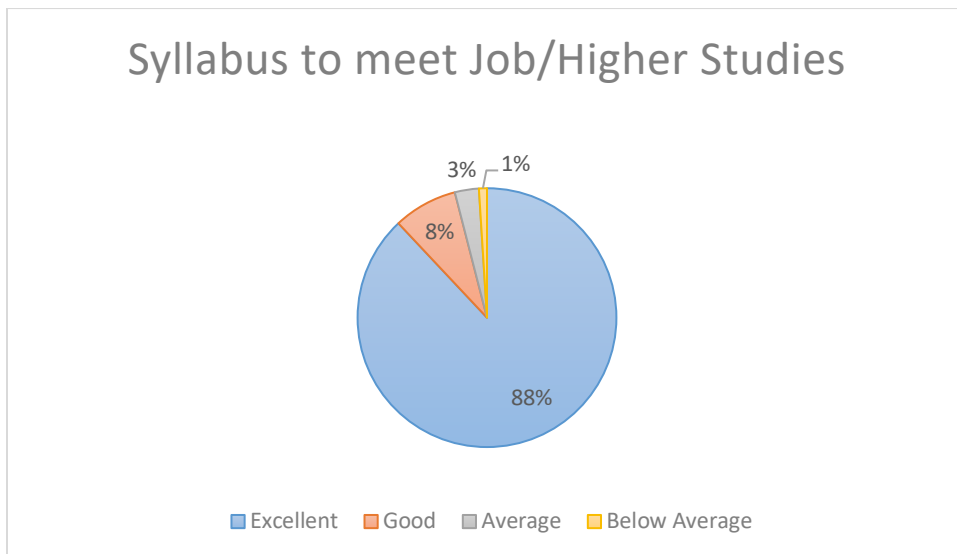


Figure 2: Syllabus to meet Job/Higher Studies

Analysis of figure 2 shows that even though majority of the alumni were satisfied with the syllabus content still to make the student industry ready/higher studies, they should pursue industry certification, trainings, and MOOC sessions.

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

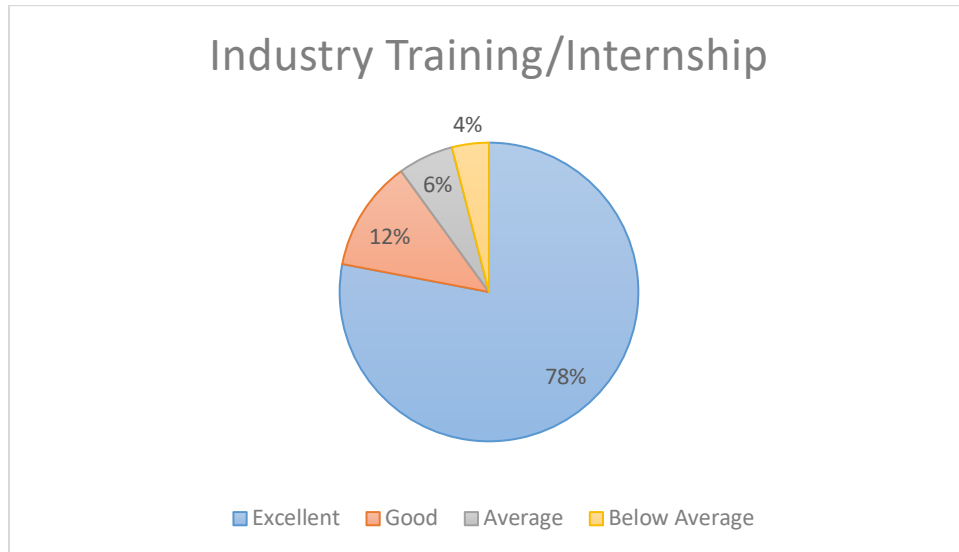


Figure 3: Industry Training/Internship for Job

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.

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

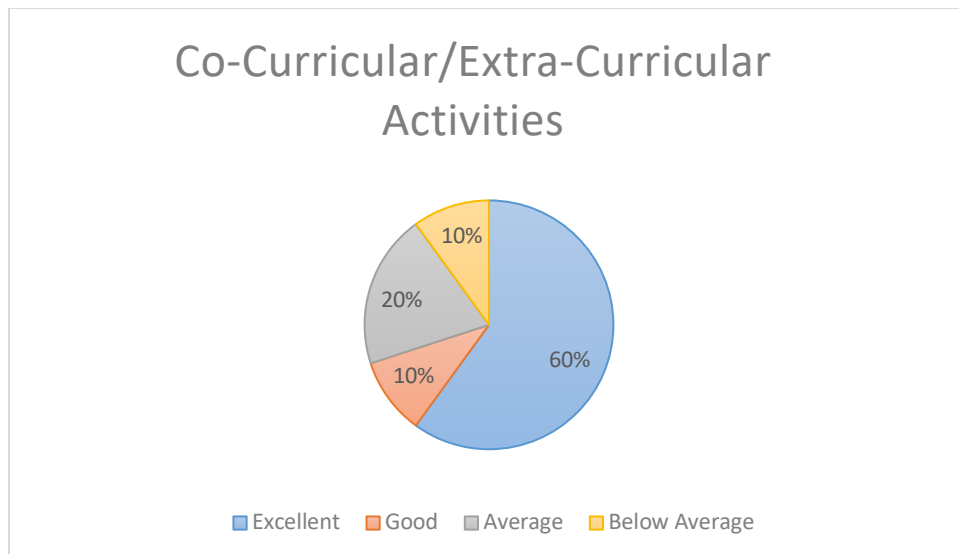


Figure 4: Co-Curricular/Extra-Curricular Activity

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

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**Action taken :** Feedback was taken at the end of each semester for the 2017-18 academic year. The observation based on the feedback are as follows:

1. Increase the extra-curricular activities
2. To establish the art lab for students.
3. To enhance beyond the syllabus activities.

### **Result Analysis**

CE – The pass percentage of the students in subjects Design of Steel Structures –I 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 Electronics Devices & Circuits, Advanced Engineering Mathematics-I and Analog Electronics was low.

EEE- The performance in all the subjects were satisfactory.

IT- The performance in all the subjects were satisfactory.

ME- The pass percentage of the students in subject Heat Transfer was low.

### **Action taken based on aforesaid result analysis**

1. The faculty Mr Rakesh Yadav was asked to give a demo lecture by the HOD and also his course files were scrutinized.
2. Mr Yashwant Soni and Dr Kirti Kurdiya were told to improve the teaching pedagogy. They were also asked to show their course files to the Principal.
3. Mr Rahul Ojha was warned. His course files were also scrutinized.

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