



TECHNO INDIA NJR INSTITUTE OF TECHNOLOGY

Approved by AICTE & Affiliated to Rajasthan Technical University

www.technonjr.org

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MINUTES OF IQAC MEETING HELD AT 11 AM ON 30th December 2021

Participants (Present):

Mr. RS Vyas	Dr. Yasmin Ali
Dr. Pankaj Porwal	Mr. Lokesh Malviya
Dr. Prasun Chakrabarti	Mr. Gaurav Kumawat
Dr. Jitendra Shreemali	Dr. Nitin Kothari
Mr. Aaditya Maheshwari	Mr. Jitendra Choubisa

Participants (Not Present):

Mr. Neeraj Pandya	Mr. KK Sharma
Mr. Rajkumar Soni	Mr. Jayant Pancholi

AGENDA

1. Review of course completion in all departments. All departments to identify students needing added help so extra classes can be organized for them
2. Review of content development on Techno LMS
3. Review of feedback from: (a) Students; (b) Parents; (c) Alumni; & (d) Employers
4. Discuss NBA Accreditation for CSE Department at Techno India NJR
5. Plan for internal process audit at Techno to assess preparedness for NAAC Assessment AQAR
6. Faculty & student training needs at all departments
7. Faculty feedback on various tools used for online classes
8. Requirement of studio / recording room for recording classes
9. Research project / Innovation Project submission this semester and future academic plan
10. Any other item with permission from IQAC Chairman, Dr. Pankaj Porwal

Summary of Discussions/Decisions:

1. Leave of absence was granted to the members absent.
2. All departments provided an update on their course completion during the ongoing odd semester. Because of difficulty reported by students during online classes, being held on account of Covid-19, in understanding Mathematics problems the course completion is lagging. Extra classes will be allotted to Mathematics, so student understanding and course completion do not suffer. All departments' coordinators to ensure that adequate time is provided for course revision after completion and slow learners identified for additional counseling/help.
3. LMS: LMS Content development is in progress.
 - a. The following were recommended by IQAC for consideration by faculty for content development:
 - i. Reference books - Link if available/ Title
 - ii. Self recorded videos of 10 hours for each subject. 20 videos of 30 minutes each.
 - iii. Suggested Certificate courses on the subject- NPTEL, AICTE, Swayam , EdX, Coursera and others.
 - iv. Suggested and edited YouTube and other videos.
 - v. Best Notes of a students. / Faculty Notes.
 - vi. RTU papers of earlier years.
 - vii. Quiz/MCQ questions.
 - b. First year students are yet to be brought on the LMS portal. First year coordinators to send the list to Aaditya Maheshwari for doing so. Dr.Yasmin to ensure the same.
 - c. To improve the LMS and enhance its usability, shuffle feature to be incorporated at individual chapter level along with feature for pdf attachment.
4. Feedback received from (a) Students; (b) Parents; (c) Alumni; and (d) Employers reviewed and the following action items were agreed upon for immediate focus:

- a. Greater focus to be placed on mentoring students to help them address their weaknesses & build on their strengths;
 - b. College will consider adding additional sports/games facilities for students asap and minimize use of college bus facilities by non-bus-card holders;
 - c. College will provide added training for students considering higher studies. Also, closer interaction with Alumni will be ensured so as to get their inputs for improvement more regularly; and
 - d. Identify trainings to build leadership and managerial strengths among students;
5. Work on NBA accreditation has started. Details of data required will be communicated to departments since NAAC accreditation process is already underway.
 6. Review meetings for NAAC to assess on NAAC assessment preparedness and schedule an internal audit before SSR is filed.
 7. As 'Coursera for Campus' is now closed, all departments asked to explore other avenues of skill development and also ensure that every department has, at least, one faculty proficient in use of ICT/programming language(s).
 8. All departments reported reduced student participation during online classes. Students will be informed that they can come to college for doubts/clarifications since notices for reopening of schools are now out. Social distancing & safety norms will be ensured for students coming to college;
 9. Studio & recording room is ready. Schedule for each department to be prepared starting with Mechanical department;

The meeting concluded with Vote of Thanks.

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



MINUTES OF IQAC MEETING HELD AT 11 AM ON 24th January 2022

Participants (Present):

Mr. RS Vyas, Director
Dr.Pankaj Porwal , Principal
Dr. Prasun Chakrabarti , Provost
Mr Yogendra Singh Solanki ,IQAC Coordinator
Mr.Aaditya Maheshwari ,Head Industry Projects
Dr Prakash Bahrani, Dept of EE
Mr.Lokesh Malviya, Dept of ME
Mr.Gaurav Kumawat, Dept of CSE
Mr Abhishek Sharma ,Dept of ME
Mr.Jitendra Choubisa ,Dept of CE

Participants (Not Present):

Mr. K K Sharma
Mr. Jayant Pancholi

AGENDA

A detailed discussion took place on the AQAR report of NAAC based on the following criteria activities held in 2021-22

- Curricular Aspects
- Teaching-learning and evaluation
- Research, innovations and extension
- Infrastructure and learning resources
- Student support and progression
- Governance, leadership and management
- Institutional values and best practices

The Action Taken Report of the IQAC meetings in 2021-22 was placed and discussed(Annex).

The meeting concluded with Vote of thanks.

Annex

ACTION TAKEN REPORT BASED ON THE FIRST TWO IQAC MEETINGS IN 2020-21

<u>Sr.No.</u>	<u>Agenda in the IQAC meeting</u>	<u>Action Taken</u>
1	Discuss NBA Accreditation for CSE Department at Techno India NJR	The NBA accreditation work for CSE branch has been completed and on 8 th March 2021, the institute has submitted the application for NBA accreditation for the CSE programme
2	Plan for internal process audit at Techno to assess preparedness for NAAC Assessment	Internal audit and CO-PO-PSO monitoring had been strengthened
3	LMS content to be developed	The following work has been done – <ul style="list-style-type: none">• Reference books - Link if available/ Title• Self recorded videos of 10 hours for each subject. 20 videos of 30 minutes each.• Suggested Certificate courses on the subject- NPTEL, AICTE, Swayam , EdX, Coursera and others.• Suggested and edited YouTube and other videos.• Best Notes of a students. / Faculty Notes.

		<ul style="list-style-type: none"> • RTU papers of earlier years. • Quiz/MCQ questions
4	Recording in Digital studio to be initiated	The faculties of all departments recorded their videos in digital studio.
5	NAAC progress to be monitored	The NAAC AQAR report 2020-21 submitted successfully.
6	Laboratory work to be given priority	The institute not only conducts labs meticulously but also arrange additional beyond the syllabus trainings/certifications in advanced technologies and map the content to existing RTU lab syllabi
7	Feedback & Improvement	Feedback will be collect from all the stakeholder and will present the analysis before the IQAC in next meeting.
8	Student Support and Community Outreach Program	A detailed action plan will be developed to achieve the set objectives. This plan may include activities such as faculty development, student support services, research initiatives, and community outreach programs.

For Techno India NJR Institute of Technology
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