

Minutes Civil Department Faculty Meeting

(Session 2016-17)

Meeting attended by:	ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma, Kushal Paliwal		
Date:	20/June/2016		
Time:	12:00 pm		
Agenda Topic#1: Subject distribution and finalization of Time Table of odd semester			Deadline/ Remarks
Note: Based on faculty's interest and their expertise, subjects and labs have been assigned to all faculties.			
Following subjects distribution work were finalized.			
Subject Distribution:			
III Sem	V Sem	VII Sem	
CEM : Jayant Sharma	TOS - II : Dr. Pankaj Kumar Porwal	DSS-I: Jayant Sharma	
EG : Mohit Sharma	EE-I : Sangeeta Choudhary	WRE: Sangeeta Choudhary	
CT : Nishant Sharma	Survey-II: Kunal Motwani	DCS: Kunal Motwani	
AEM : Payal Jain	BD : Khushal Paliwal	TE: Mohit Sharma	
FM : Sangeeta Choudhary	Geotech-I : Nishant Sharma	ATE: R.L. Bansal	
SOM-I : Kunal Motwani	GIT : Mr. Gagan Somani		
Agenda Topic#2: Lab Requirements			
Material Requirement was decided for GTE and Survey Lab <ul style="list-style-type: none"> Repairing of instruments for GTE Lab was decided Sheet requirements for Building drawing lab 			
Agenda Topic#3: Preparation of Course File & LAB Manual			
Faculties have to prepare their respective file and lab manual including following documents:- COURSE FILE – Syllabus Lecture plan (In a column target date or date of teaching can be included) Notes Assignments Mid Term question paper and solution with marking scheme List of Marks obtained by students in midterm exams List of important questions, provided to students Solution of last year RTU question paper Any other relevant material			

LAB MANUAL – Syllabus Notes regarding theoretical concepts involved for conducting lab Manual 20-30 Viva questions of each experiment Practical importance of results obtained from the experiments Practical score sheet	
Agenda Topic#4: Additional Skills courses for students	Labs are assigned in the time table
Following labs are added to time table for making student industry ready AutoCAD for 2nd Year Student 3ds max for 3rd Year students & Staad Pro for 4th Year students	

Minutes Civil Department Faculty Meeting

(Session 2016-17)

Meeting attended by:		ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma, Kushal Paliwal		
Date:		12/Nov/2016		
Time:		02:30 pm		
Agenda Topic#1: Syllabus Completion Status of for <u>odd</u> semester				Deadline/ Remarks
Note: Faculties have submitted their course files along with course completion status as per following table-				
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	CEM	Jayant Sharma	5 units completed	None
2	EG	Mohit Sharma	5 units completed	None
3	CT	Nishant Sharma	4 units completed	Requires 10 lectures
4	AEM	Payal Jain	4 units completed	Requires 10 lectures
5	FM	Sangeeta Choudhary	3.5 units completed	Requires 15 lectures
6	SOM-I	Kunal Motwani	3.5 units completed	Requires 15 lectures
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	TOS - II	Dr. Pankaj Kumar Porwal	5 units completed	None
2	EE-I	Sangeeta Choudhary	5 units completed	None
3	Survey-II	Kunal Motwani	4 units completed	Requires 10 lectures
4	BD	Khushal Paliwal	4 units completed	Requires 10 lectures
5	Geotech-I	Nishant Sharma	3.5 units completed	Requires 15 lectures
6	GIT	Mr. Gagan Somani	3.5 units completed	Requires 15 lectures
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	DSS - I	Jayant Sharma	4 units completed	Requires 10 lectures
2	WRE	Sangeeta Choudhary	4 units completed	Requires 10 lectures
3	DCS	Kunal Motwani	4 units completed	Requires 10 lectures
4	TE	Mohit Sharma	4 units completed	Requires 10 lectures
5	ATE	R.L Bansal	3.5 units completed	Requires 15 lectures
Agenda Topic#2: Additional Competencies: GATE Exam prep				
Assigning Faculties for GATE classes				

Minutes Civil Department Faculty Meeting

(Session 2016-17)

Meeting attended by:	ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma, Kushal Paliwal	
Date:	3/1/2017	
Time:	10:30 am	
Agenda Topic#1: Subject distribution and finalization of Time Table of even semester		Deadline/ Remarks
Note: Based on faculty's interest and their expertise, subjects and labs have been assigned to all faculties.		
A meeting was held to discuss about subjects distribution of even semesters according to expertise of faculties. Laboratory requirements were also discussed in this meeting. Following subjects distribution work were finalized.		
Subject Distribution:		
IV Sem	VI Sem	VIII Sem
Survey-I : Jayant Sharma	DCS-I : Dr. Pankaj Kumar Porwal	DSS-II Jayant Sharma
QSV : Mohit Sharma	EE-II : Sangeeta Choudhary	ADF Sangeeta Choudhary
CT : Nishant Sharma	TOS-II : Kunal Motwani	PPCM Kunal Motwani
Building Planning : Divya Sharma	TE-I : Khushal Paliwal	WRE-II Mohit Sharma
HHM : Sangeeta Choudhary	Geotech-II : Nishant Sharma	QSV R.L. Bansal
SOM-II : Kunal Motwani	RS and GIS : Mr. Gagan Somani	
Agenda Topic#2: Lab Requirements		
Material Requirement was decided for CT and MT Lab <ul style="list-style-type: none"> 1 bag cement, 10 kg aggregates for Concrete Technology lab 10 piece of 20mm steel rod with 1m length and specimen for izod and charpy test. 		
Agenda Topic#3: Preparation of Course File & LAB Manual		
Faculties have to prepare their respective file and lab manual including following documents:- COURSE FILE – Syllabus Lecture plan (In a column target date or date of teaching can be included) Notes Assignments Mid Term		

question paper and solution with marking scheme List of Marks obtained by students in midterm exams List of important questions, provided to students Solution of last year RTU question paper Any other relevant material LAB MANUAL – Syllabus Notes regarding theoretical concepts involved for conducting lab Manual 20-30 Viva questions of each experiment Practical importance of results obtained from the experiments Practical score sheet	
Agenda Topic#4: Additional Skills for students	Labs are assigned in the time table
Following labs are added to time table for making student industry ready AutoCAD for 2nd Year Student Revit for 3rd Year students Staad Pro for 4th Year students	

Minutes Civil Department Faculty Meeting

(Session 2016-17)

Meeting attended by:		ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma, Kushal Paliwal		
Date:		12/March/2017		
Time:		02:30 pm		
Agenda Topic#1: Syllabus Completion Status of for <u>even</u> semester				Deadline/ Remarks
Note: Faculties have submitted their course files along with course completion status as per following table-				
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	Survey-I	Jayant Sharma	4 units completed	Requires 10 lectures
2	QSV	Mohit Sharma	5 units completed	None
3	CT	Nishant Sharma	5 units completed	None
4	BP	Divya Sharma	5 units completed	None
5	HHM	Sangeeta Choudhary	3.5 units completed	Requires 15 lectures
6	SOM-II	Kunal Motwani	3.5 units completed	Requires 15 lectures
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	TOS - II	Dr. Pankaj Kumar Porwal	4 units completed	Requires 10 lectures
2	EE-II	Sangeeta Choudhary	4 units completed	Requires 10 lectures
3	DCS-I	Dr. Pankaj Kumar Porwal	4 units completed	Requires 10 lectures
4	TE-I	Khushal Paliwal	4 units completed	Requires 10 lectures
5	Geotech-II	Nishant Sharma	3.5 units completed	Requires 15 lectures
6	RS and GIS	Mr. Gagan Somani	5 units completed	None
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	DSS-II	Jayant Sharma	4 units completed	Requires 10 lectures
2	ADF	Sangeeta Choudhary	4 units completed	Requires 10 lectures
3	PPCM	Kunal Motwani	4 units completed	Requires 10 lectures
4	WRE-II	Mohit Sharma	4 units completed	Requires 10 lectures
Agenda Topic#2: Additional Competencies: GATE Exam prep				
Assigning Faculties for GATE classes				

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2017-18)

Minutes of Meeting Held on 2/5/2017 at 2:30 pm.

Agenda: Discussion about Summer Training and Practical exam for II and III year

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma and Neelam Mali.

A meeting was held to discuss about Practical Exam Schedule, summer training for II year, III year. Placement Group was created in II year and III year on the basis of student's marks. Special combined technical classes were planned for Placement group of II and III year on suggestion of Pankaj Sir for increasing the knowledge level of students. Training about Staad pro, Estimation and Market survey of building material were discussed. Following schedule were finalized in meeting.

- Geotech Practical – 10/5/17
- RMT Practical – 11/5/17

1.) Staad Pro Training (12 days)

(Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Nishant Sharma)

S.No.	Date	Content of Training
1	12/5/17	1.) Basic rules of structure design 2.) Load calculation(dead load, live load, seismic load and wind load) 3.) Role of IS code for building design(IS 456, 875 –III) 4.) Staad pro practice
2	13/5/17	Modelling of Hostel Building and Analysis
3	15/5/17	RCC Design of building
4	16/5/17	Manual footing design
5	17/5/17	Manual footing design
6	18/5/17	Column layout and footing detail plan in Auto cad
7	19/5/17	Column layout and footing detail plan in Auto cad
8	20/5/17	Classification of beams and column of staad pro
9	22/5/17	RCC Detailing of Beams and Columns in Auto Cad
10	23/5/17	RCC Detailing of Beams and Columns in Auto Cad
11	24/5/17	RCC Detailing of Beams and Columns in Auto Cad
12	25/5/17	Slab Detail Plan

2.) Estimation for Hostel Building (12 days)

(Dr. Pankaj Kumar Porwal, Nishit Jain, Jayant Sharma, Ayushi Vyas)

		Content
1	29 may -1 June	Bar Bending Schedule: - Footing, Column, Beam, Slab

2	2 June -6 June	Quantity Survey and Valuation: -Concrete, Steel, Plaster, Paint, Brick work, Flooring, Sanitary work, Electricity and finishing work
3	7 June –10 June	Project Planning Management on primavera

- RCC Practical - 12/6/17
- EE Practical - 13/6/17

3.) 4 days (14/6/17 to 17/6/17) **Market Survey** for Building Materials (cement, sand, aggregate, brick, wood, steel, sanitary, marble, tiles)

4.) Combined **Technical Classes** for II and III year for 20 days only for **Placement Group**.

Subject	Faculty
SOM	Kunal Motwani
HHM	Neelam Mali
Survey	Jayant Sharma
CEM	Nishant Sharma

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2017-18)

Minutes of Meeting Held on 10/8/2017 at 12:00 pm.

Agenda No. 1: Discussion about Subject Distribution for Odd Semester

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma and Neelam Mali.

III Sem	V Sem	VII Sem
CEM : Jayant Sharma	TOS - II : Dr. Pankaj K. Porwal	DSS-I: Jayant Sharma
EG : Mohit Sharma	EE-I : Sangeeta Choudhary	WRE: Sangeeta Choudhary
CT : Nishant Sharma	Survey-II: Kunal Motwani	DCS: Kunal Motwani
AEM : Payal Jain	BD : Khushal Paliwal	TE: Mohit Sharma
FM : Sangeeta Choudhary	Geotech-I : Nishant Sharma	ATE: Neelam Mali
SOM-I : Kunal Motwani	GIT : Neelam Mali	

Agenda No. 2: Additional Skills for students

Labs are added to time table for making student industry ready AutoCAD for 2nd Year
Student Revit for 3rd Year students Staad Pro for 4th Year students.

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2017-18)

Minutes of Meeting Held on 11/12/2017 at 12:00 pm.

Agenda No. 1: Discussion about Subject Completion

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Kunal Motwani, Mohit Sharma, Jayant Sharma, Nishant Sharma and Neelam Mali.

III Sem		V Sem		VII Sem	
CEM : Jayant Sharma	5 Units Completed	TOS - II : Dr. Pankaj K. Porwal	5 Units Completed	DSS-I: Jayant Sharma	4 Units Completed
EG : Mohit Sharma	5 Units Completed	EE-I : Sangeeta Choudhary	5 Units Completed	WRE: Sangeeta Choudhary	4 Units Completed
CT : Nishant Sharma	5 Units Completed	Survey-II: Kunal Motwani	5 Units Completed	DCS: Kunal Motwani	3.5 Units Completed
AEM : Payal Jain	4 Units Completed	BD : Khushal Paliwal	5 Units Completed	TE: Mohit Sharma	4 Units Completed
FM : Sangeeta Choudhary	4 Units Completed	Geotech-I : Nishant Sharma	5 Units Completed	ATE: Neelam Mali	4 Units Completed
SOM-I : Kunal Motwani	4 Units Completed	GIT : Neelam Mali	4 Units Completed		

Agenda No. 2: Additional Skills for students:

Planning survey camp for II Year Student in the winter training.

Several Activities including:

Total station, Concrete Mix,

Triangulation Contouring,

Profile & Cross-sectional Levelling Estimation & Valuation,

Total Station Column Layout,

Plane Table Survey.

Minutes Civil Department Faculty Meeting

(Session 2017-18)

Meeting attended by:	ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Jayant Sharma, Nishant Sharma, Jitendra Choubisa, Rakesh Yadav, Nishit Jain	
Date:	24/Dec/2017	
Time:	2:00 pm	
Agenda Topic#1: Subject distribution and finalization of Time Table of even semester		Deadline/ Remarks
Note: Based on faculty's interest and their expertise, subjects and labs have been assigned to all faculties.		
Following subjects distribution work were finalized.		
Subject Distribution:		
IV Sem	VI Sem	VIII Sem
SOM-II : Sangeeta Choudhary	TOS-II: Dr. Pankaj Porwal	WRE-II: Sangeeta Choudhary
CT : Nishant Sharma	GTE-II: Nishant Sharma	DSS-II : Rakesh Yadav
HHM: Jitendra Choubisa	EE-II : Sangeeta Choudhary	PPCM : Nishant Sharma
Surveying-I : Jayant Sharma	DCS-I: Rakesh Yadav	ERCD: Rakesh Sharma
Building Planning : Divya Sharma	TE-I: Jayant Sharma	
Quantity Surveying : Rakesh Yadav	RS&GIS: Nishit Jain	
Agenda Topic#2: Extra Skill classes introduced		
<ul style="list-style-type: none"> • 3DS Max for students of 2nd & 3rd Year. • Surveying camp completion till 01 January. 		
Agenda Topic#3: Preparation of Course File & LAB Manual		
Faculties have to prepare their respective file and lab manual including following documents:- COURSE FILE – Syllabus Lecture plan (In a column target date or date of teaching can be included) Notes Assignments Mid Term question paper and solution with marking scheme List of Marks obtained by students in midterm exams List of important questions, provided to students Solution of last year RTU question paper Any other relevant material		

<u>LAB MANUAL</u> – Syllabus Notes regarding theoretical concepts involved for conducting lab Manual 20-30 Viva questions of each experiment Practical importance of results obtained from the experiments Practical score sheet	
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Minutes Civil Department Faculty Meeting

(Session 2017-18)

Meeting attended by:		ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Jayant Sharma, Nishant Sharma, Jitendra Choubisa, Rakesh Yadav, Nishit Jain, Bhupendra Purohit											
Date:		24/Mar/2018											
Time:		2:00 pm											
Agenda Topic#1: Syllabus Completion of even semester													
Deadline/ Remarks													
Subject Distribution:													
IV Sem		VI Sem		VIII Sem									
SOM-II	4 Units Completed	TOS-II	3.5 Units Completed	WRE-II	4 Units Completed								
CT	5 Units Completed	GTE-II	4 Units Completed	DSS-II	4 Units Completed								
HHM	4.5 Units Completed	EE-II	4 Units Completed	PPCM	4 Units Completed								
Surveying-I	4 Units Completed	DCS-I:	3.5 Units Completed	ERCD	4 Units Completed								
Building P.	5 Units Completed	TE-I	5 Units Completed										
Quantity Surveying	5 Units Completed	RS&GIS	5 Units Completed										
An extra 10-15 Lecture are required by faculties to complete the lectures.													
Agenda Topic#2: Summer Training Survey Camp Discussion													
Following Trainings were finalized for camp:													
<table><tr><td>Concrete Mix</td></tr><tr><td>3DS Max</td></tr><tr><td>Estimation</td></tr><tr><td>Staad Pro</td></tr><tr><td>Total Station</td></tr><tr><td>Profile levelling</td></tr><tr><td>Contouring</td></tr><tr><td>Estimation</td></tr></table>						Concrete Mix	3DS Max	Estimation	Staad Pro	Total Station	Profile levelling	Contouring	Estimation
Concrete Mix													
3DS Max													
Estimation													
Staad Pro													
Total Station													
Profile levelling													
Contouring													
Estimation													
Attendance sheet preparation was assigned to Bhupendra Purohit.													
Agenda Topic#3: Lab Requirements for survey camp is done:													
1. Flags & stands for triangulation task is needed.													
2. Repairing of instrument must have to be carried out.													

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2018-19)

Minutes of Meeting Held on 2/5/2018 at 12:00 pm.

Agenda No.1: Discussion about Summer Training & Staad Pro Classes.

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.

1	A meeting was held to discuss about Practical Exam Schedule, summer training for II year, III year.
2	Placement Group was created in II year and III year on the basis of student's marks.
3	Special combined technical classes were planned for Placement group of II and III year on suggestion of Pankaj Sir for increasing the knowledge level of students.
4	Training about Staad pro
5	Estimation and Market survey of building material were discussed. Following schedule were finalized in meeting.
6	A meeting was held to discuss about Practical Exam Schedule, summer training for II year, III year.
7	Placement Group was created in II year and III year on the basis of student's marks.
8	Special combined technical classes were planned for Placement group of II and III year on suggestion of Pankaj Sir for increasing the knowledge level of students.

Agenda No.2: Subject distribution for odd semesters:

III SEM	V SEM	VII SEM
AEM-I : Payal Jain	TOS - II : Nishant Sharma	DSS-I: Rakesh Yadav
TC : Hitkaran Ranawat	EE-I : Sangeeta Choudhary	WRE: Sangeeta Choudhary
EM : Sangeeta Choudhary	Survey-II: Bharat Suthar	DCS: Bharat Suthar
SURVEY : Payal Jain	BD : Rakesh Yadav	TE: Jitendra Choubisa
FM : Jitendra Choubisa	Geotech-I : Nishant Sharma	ATE: Bharat Suthar
BMC : Nishant Sharma	GIT : Nishit Jain	
EG: Bhupendra Purohit		

Agenda No.3: Time table preparation for upcoming semester was assigned to Mr Nishant Sharma

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2018-19)

Minutes of Meeting Held on 22/11/2018 at 1:00 pm.

Agenda No.1: Discussion about Winter Survey Training.

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.

1.	Winter Survey Camp	Batch 2016	3-Dec-18	Whole of the class (III Yr.)	Total Station
					Profile levelling
					Contouring
					Estimation
					Market Survey
					Traffic Studies

Agenda No.2: Subject completion for odd semesters:

III SEM		V SEM		VII SEM	
AEM-I : Payal Jain	4 Units Completed	TOS - II : Nishant Sharma	4 Units Completed	DSS-I: Rakesh Yadav	4 Units Completed
TC : Hitkaran Ranawat	5 Units Completed	EE-I : Sangeeta Choudhary	4 Units Completed	WRE: Sangeeta Choudhary	4 Units Completed
EM : Sangeeta Choudhary	5 Units Completed	Survey-II: Bharat Suthar	4 Units Completed	DCS: Bharat Suthar	4 Units Completed
SURVEY : Payal Jain	4 Units Completed	BD : Rakesh Yadav	4 Units Completed	TE: Jitendra Choubisa	5 Units Completed
FM : Jitendra Choubisa	4 Units Completed	Geotech-I : Nishant Sharma	4 Units Completed	ATE: Bharat Suthar	5 Units Completed
BMC : Nishant Sharma	5 Units Completed	GIT : Nishit Jain	5 Units Completed		
EG: Bhupendra Purohit	5 Units Completed				

Agenda No.3: Time table preparation for upcoming semester was assigned to Mr Nishant Sharma

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2018-19)

Minutes of Meeting Held on 24/12/2018 at 10:00 am.

Agenda #1: Time table Preparation & Subject Assignment for even semester

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.

IV SEM Time Table:

Day/Time	8:00-9:00	9:00-10:00	10:00-11:00	11:00-12:00	12:00-12:30	12:30 - 3:00
Monday	QSV	Survey-I	HHM	CT	L U N C H	MT Lab (C1)
						HHM Lab (C2)
Tuesday	SOM-II	Survey-I	QSV	HHM		CT Lab (C1)
						MT Lab (C2)
Wednesday	SOM-II	Survey-I	Building Planning			Building Drawing Lab (C1)
						Auto Cad Lab (C2)
Thursday	QSV	Survey-I	CT	HHM		Survey Lab (C1)
						CT Lab (C2)
Friday	CT	SOM-II	Building Planning			Auto Cad Lab (C1)
						Building Drawing Lab (C2)
Saturday	QSV	CT	SOM-II	HHM		HHM Lab (C1)
						Survey Lab (C2)

VI SEM Time Table:

Day/Time	8:00-9:00	9:00-10:00	10:00-11:00	11:00-12:00	12:00-12:30	12:30-1:30	1:30-3:00
Monday	RS and GIS	TOS-II	Geotech-II	EE-II	L U N C H	QA	
Tuesday	Geotech-II	TOS-II	Revit Lab			Geotech lab	
			RMT lab			3DS MAX Lab	
Wednesday	TE-I	TOS-II	DCS-I			RS and GIS	TE-I
Thursday	EE-II	TOS-II	Geotech-II	DCS-I		3DS MAX Lab	
						Geotech lab	
Friday	TE-I	TOS-II	RMT lab			RS and GIS	TE-I
			Revit Lab				
Saturday	RS and GIS	TE-I	Geotech-II	EE-II		DCS-I	Site visit

VIII SEM Time Table:

Day/Time	10:00-11:00	11:00-12:00	12:00-12:30	12:30-1:30	1:30-3:00
Monday	ADF	DSS-II	L U	PPCM	WRE-II
Tuesday	ADF	PPCM		DSS-II	WRE-II
Wednesday	WRE-II	ADF		DSS-II	PPCM
Thursday	PPCM	DSS-II		WRE-II	ADF
Friday	WRE-II	ADF		DSS-II	PPCM

Saturday	WRE-II	ADF	N C H	DSS-II	PPCM
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Agenda #2: Introduction of software classes for student:

1. AutoCAD Lab was finalised for the IV SEM students.
2. 3ds max & Revit Lab was made final for VI SEM Students.

Agenda #3: Preparation of Attendance portal was assigned to Mr. Jitendra Choubisa & Nishant Sharma.

Agenda 4#: Labs were assigned to all the faculties in order to take care of them regarding the cleaning and any enquiry related to instrument.

Lab Assignment was down in following ways:

Lab Name	Name Of Assigned Faculty
Design Lab	RAKESH YADAV
BIM Lab	BHUPENDRA PUROHIT
Survey Lab	JITENDRA CHOUBISA
Building Drawing Lab	BHARAT SUTHAR
RMT & CT Lab	NISHANT SHARMA
MT Lab	JITENDRA CHOUBISA
HHM Lab	BHARAT SUTHAR
GTE Lab	NISHNAT SHARMA

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(Session 2018-19)

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Date:		12/March/2019		
Time:		02:30 pm		
Agenda Topic#1: Syllabus Completion Status of for <u>even</u> semester				Deadline/ Remarks
Note: Faculties have submitted their course files along with course completion status as per following table-				
S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	Survey-I	Nishant Sharma	4 units completed	Requires 10 lectures
2	QSV	Rakesh Yadav	5 units completed	None
3	CT	Rakesh Yadav	5 units completed	None
4	Building Planning	Divya Sharma	5 units completed	None
5	HHM	Jitendra Choubisa	3.5 units completed	Requires 15 lectures
6	SOM-II	Sangeeta Choudhary	3.5 units completed	Requires 15 lectures
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S.No	Name of Subject	Name Of Faculty	Course Status	Remarks
1	DSS-II	Rakesh Yadav	4 units completed	Requires 10 lectures
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Agenda Topic#2: Additional Competencies: GATE Exam prep				
Assigning Faculties for GATE classes				
Subjects Included in GATE Preparation				Faculty Assigned
Geotechnical Engineering				NISHANT SHARMA
Fluid Mechanics				Jitendra Choubisa
SOM & EE				Sangeeta Choudhary

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2019-20)

Minutes of Meeting Held on 2/5/2019 at 10:00 am.

Agenda #1: Time table Preparation & Subject Assignment for Odd semester

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.

Subject Assignment was done as follows:

1. II Year III SEM

AEM	Dr. Payal Jain
FM	Jitendra Choubisa
BMC	Rakesh Yadav
Engg. Geology	Bhupendra Purohit
Survey	Nishant Sharma
EM	Bharat Suthar
TC	Hitkaran Singh Ranawat

2. III Year V SEM

CTE	Bharat Suthar
WRE	Dr. Sangeeta Choudhary
SA-I	Dr. Pankaj Kumar Porwal
DCS-I	Rakesh Yadav
Geotech	Dr. Sangeeta Choudhary
Town Planning	Shantanu Sharma
RRS	Nishant Sharma

3. IV Year VIII Sem

DCS-II	Bharat Suthar
WRE-I	Dr. Sangeeta Choudhary
DSS-I	Rakesh Yadav
TE-II	Jitendra Choubisa
RWSS	Bhupendra Purohit
ANM	Nishant Sharma

Agenda #2: AutoCAD Lab was introduced for IV SEM students to get a more practice over the software.

Agenda #3: Nishant Sharma was assigned for the preparation of time table on the portal.

Agenda #4: 3ds max Lab was introduced to III Year students for modelling purpose.

Agenda #5: Staad pro lab is planned for III Year for making students industry ready.


Staad Pro Course content:

1. Introduction to StaadPro
2. Structural Modeling
3. Material Constants and Section Properties
4. Member Specifications and Supports
5. Loads
6. Performing Analysis
7. Post Processing & Report Creation
8. Analysis Case Studies / Workshops

3ds Max Course content:

1. Use the Interface
2. Use Selection and Transformation Tools
3. Create and Modify Mesh Objects
4. Create and Modify Poly Objects
5. Import AutoCAD 2D Files and Model in Max
6. Organize AutoCAD Files Using Layers and Plines
7. Import Plines from AutoCAD Files to Create 3D Objects in Max
8. Use Standard Lights
9. Create a Night View Using Photometric Lights
10. Create Daylight Systems
11. Add and Modify Cameras
12. Create a Basic Animation
13. Create, Get, Modify, and Save Materials
14. Import a 3D Object from AutoCAD to Assign Materials, Add Backgrounds, and Render.

Agenda #6: Performance letter of students were sent to parents of IV & III Year students. Sample attached

		TECHNO INDIA NJR		INSTITUTE OF TECHNOLOGY	
Department of Civil Engineering					
Performance Report					
Date: 01/06/2019					
Name of Student : NALIN MEHTA					
Academic Report:					
	I Sem Result	II Sem Result	III Sem Result	Aggregate percentage till III Sem	Total Number of backlogs
Percentage	66.3	59	54	59.77	6
Back	0	2	4		
Attendance Record:					
	I Sem	II Sem	III Sem	IV Sem	
Attendance (in %)	90	76	90	67	
Attendance Record of Summer Training in 2018					
Auto Level	Concrete Mix Design	3DS Max	Estimation	Staad Pro	Auto CAD

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2019-20)

Minutes of Meeting Held on 12/12/2019 at 10:00 am.

Agenda #1: Subject Completion status for Odd semester

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.

For III SEM:

S.No	Name of Subject	Course Status	Remarks
1	AEM	4 units completed	Requires 10 lectures
2	FM	4 units completed	Requires 10 lectures
3	BMC	5 units completed	None
4	EG	5 units completed	None
5	SURVEY	4 units completed	Requires 10 lectures
6	EM	3.5 units completed	Requires 15 lectures
7	TC	5 units completed	None

For V SEM:

S.No	Name of Subject	Course Status	Remarks
1	CTE	4 units completed	Requires 5 lectures
2	WRE	4 units completed	Requires 5 lectures
3	SA-I	4 units completed	Requires 8 lectures
4	DCS-I	5 units completed	None
5	GTE	4 units completed	Requires 8 lectures
6	TP	5 units completed	None

For VIII SEM:

S.No	Name of Subject	Course Status	Remarks
1	DCS-II	4 units completed	Requires 10 lectures
2	WRE-I	4 units completed	Requires 10 lectures
3	DSS-I	4 units completed	Requires 10 lectures
4	TE-II	5 units completed	None
5	RWSS	5 units completed	None
6	ANM	4 units completed	Requires 5 lectures

Agenda #2: Planning Survey Camp for III Year Students at Sanchi Group Construction Site.

Following activities were finalized for survey camp.

1	Winter Survey Camp	Batch 2017	1-Dec-19	III Year (Batch 2017)	Estimation
					Total Station
					Profile levelling
					Contouring
					Estimation

Minutes Civil Department Faculty Meeting

(Session 2019-20)

Meeting attended by:	ADMINISTRATOR : Dr. Pankaj Kumar Porwal COORDINATOR: Sangeeta Choudhary Faculty: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.				
	Date: 22/Dec/2019				
	Time: 12:00 pm				
Agenda Topic#1: Subject distribution and finalization of Time Table of <u>even</u> semester					
Note: Based on faculty’s interest and their expertise, subjects and labs have been assigned to all faculties.					
Following subjects distribution work were finalized.					
Subject Distribution:					
IV Sem		VI Sem		VIII Sem	
Basic Electronics	Yogendra Solanki	DSS	Rakesh Yadav	DSS-II	Bharat Suthar
AEM	Dr. Payal Jain	EE	Dr. Sangeeta Choudhary	EQ	Rakesh Yadav
CT	Nishant Sharma	SA-II	Nishant Sharma	PPCM	Lokesh Puri Goswami
Building Planning	Lokesh Puri Goswami	WSA	Bharat Suthar	WRE-II	Dr. Sangeeta Choudhary
Hydraulics Engg.	Nishant Sharma	SWM	Lokesh Puri Goswami		
SOM	Dr. Sangeeta Choudhary	GIS & RS	Bhupendra Purohit		
MEFA	Shambhu Choubisa	Estimating & Costing	Jitendra Choubisa		

Agenda Topic#2: Lab Requirements	
Material Requirement was decided for GTE and Survey Lab <ul style="list-style-type: none"> Repairing of instruments for GTE Lab was decided <p>Sheet requirements for Building drawing lab</p>	
Agenda Topic#3: Preparation of Course File & LAB Manual	
<p>Faculties have to prepare their respective file and lab manual including following documents:-</p> <p><u>COURSE FILE</u> – Syllabus Lecture plan (In a column target date or date of teaching can be included) Notes Assignments Mid Term question paper and solution with marking scheme List of Marks obtained by students in midterm exams List of important questions, provided to students Solution of last year RTU question paper Any other relevant material</p> <p><u>LAB MANUAL</u> – 1. Syllabus Notes regarding theoretical concepts involved for conducting lab 2. Manual 20-30 Viva questions of each experiment 3. Practical importance of results obtained from the experiments 4. Practical score sheet</p>	
Agenda Topic#4: Additional Skills courses for students	Labs are assigned in the time table
<p>Following labs are added to time table for making student industry ready</p> <p>AutoCAD for 2nd Year Student 3ds max for 3rd Year students & Staad Pro for 4th Year students</p>	

Techno India NJR Institute of Technology, Udaipur

Department of Civil Engineering

(Session 2019-20)

Minutes of Meeting Held on 2/3/2020 at 12:00 pm.

Attended by: Dr. Pankaj Kumar Porwal, Sangeeta Choudhary, Jitendra Choubisa, Bharat Suthar, Nishant Sharma, Rakesh Yadav & Bhupendra Purohit.

Agenda #1: Online Class time table preparation:

Following Time table was arranged for online Classes:

III SEM					
	09:00-9:40	9:50-10:30	10:30-11:10	11:20-12:00	12:00-12:40
MON	EG (BP)	SURVEY (NS)	EM (BS)	FM (JC)	TC (HSR)
TUE	EG (BP)	SURVEY (NS)	EM (BS) CE+ME	FM (JC)	TC (HSR)
WED	EG (BP)	SURVEY (NS)	EM (BS) CE+ME	FM (JC)	TC (HSR)
THU	BMC (RY)	SURVEY (NS)	EM (BS) CE+ME	FM (JC)	TC (HSR)
FRI	BMC (RY)	SURVEY (NS)	EM (BS) CE+ME	FM (JC)	TC (HSR)
SAT	BMC (RY)	SURVEY (NS)	EM (BS)	FM (JC)	TC (HSR)

VII SEM				
	9:40 - 10:20	10:30 - 11:10	11:20 - 12:00	12:00 - 12:40
MON	TE (BS)	ETABS (JC)	Practical Training(RY)	VA (HSR)
TUE	TE (BS)	ETABS (JC)	Practical Training(RY)	Professional Practices (LP)
WED	TE (BS)	ETABS (JC)	Practical Training(RY)	VA (HSR)
THU	EE & DM (BP)	ETABS (JC)	TE (BS)	Professional Practices (LP)
FRI	TE (BS)	ETABS (JC)	EE & DM (BP)	VA (HSR)
SAT	EE & DM (BP)	ETABS (JC)	TE (BS)	Professional Practices (LP)

V SEM				
	09:00-9:40	9:50-10:30	10:40-11:20	11:30-12:10
MON	SA (BS)	DCS (RY)	RRH (LP)	CTE (BP)
TUE	SA (BS)	DCS (RY)	RRH (LP)	CTE (BP)
WED	GTE (NS)	DCS (RY)	RRH (LP)	CTE (BP)
THU	GTE (NS)	WRE (JC)	GIT (BP)	DCS (RY)
FRI	GIT (BP)	WRE (JC)	TP (LP)	SA (BS)
SAT	GTE (NS)	WRE (JC)	TP (LP)	GIT (BP)

Agenda #2: New Software Etabs is introduced for IV Year & II Year students to have a deeper knowledge of structural engineering and its application.

Lesson plan of **etabs** is as follows:

1. An Overview of etabs, SAP 2000, SAFE and STAAD Foundation
2. Installation and Overview to UI of etabs
3. Simple Beam analysis & Design
4. Simple Beam analysis & Design
5. DRAWING: Grid & Story setup
6. DRAWING: Import settings from staad and CAD
7. DRAWING: Creating materials, sections & Assigning.
8. DRAWING: Creating beams, floors, column
9. DRAWING: Creating walls and Assigning Loads to members
10. LOADS: Assigning Wind Load and Earthquake load
11. ANALYSIS: Assigning restraints. Analysis of structure
12. ANALYSIS: Learn to study the analysis sheets and graphs
13. DESIGN: Preferences of material and Results
14. DESIGN: Studying Result
15. DESIGN: Shear wall Design
16. DESIGN: Composite Column & Beam design
17. DETAILING: Producing Detailing of structure
18. Design of foundation through Staad Foundation Staad Foundation
19. Design of foundation through SAFE
20. Design of Staircase etabs 1
21. Design of Staircase etabs 2
22. Design of Steel truss etabs 1
23. Design of Steel truss etabs 2
24. Revision and Wrap Up