
 ARAVALI INSTITUTE OF TECHNICAL STUDIES Approved by AICTE & Affiliated to RTU, BTER An ISO 9001 : 2015 Certified Engineering College Udaipur, Rajasthan	INSTITUTION RECORDS	Ref : AITS/IQAC/2019-20/ 002
	ACADEMIC YEAR : 2019-20	DATE : 25.03.2020 PAGE : 1-3

Minutes of 2nd IQAC Meeting

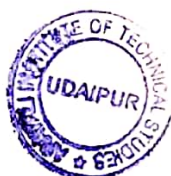
Item No.	Agenda Point	Discussion/Suggestion	Responsibility
1.	To review and confirm the 1st IQAC meeting held on 24.01.2020	Previous meeting was review & confirmed.	Chairman, IQAC
2.	Action Taken report on the proposal of 1 st IQAC meeting	Noted	IQAC Member
3.	To Schedule all classes on online platform while working from home as per instructions from University and Government due to COVID-19 pandemic	All classes schedule should be conduct online mode due COVID-19 pandemic as per government order. HOD (CSE), & HOD (ME) Suggested for taking Online Classes on Zoom/Google Meet Platform. Other's HOD suggested Webex for online classes. Regular Attendance mechanism during online classes discussed.	All HOD
4.	To Discuss about Faculty Training on ICT tools	Training on ICT tools for faculties & students was discussed. It is suggested that a 2 days online training will be provided by CSE department on using ICT Tools.	HOD (CSE)
5.	To Review Course Coverage – Implemented	70-80% course covered in Offline mode but remaining syllabus to be covered through online mode.	All HOD
5.	Any other contents permitted by chairman	NIL	NIL



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Item No. 2 : Action Taken Report on the Proposal of 1st IQAC Meeting held on 24.01.2020

Item No.	Agenda Point	Action Taken
1.	Role of quality Assurance Cell in academic Year 2019-20	Mission & Vision of IQAC finalized. Function & strategy have planned as per NAAC guidelines.
2.	To seek suggestion for improving the quality of various sections/programmes of the institute	Enterprenuership Activity Conducted. Final years Student were motivated for paper publication and improved research writing skills.
3.	To Plan for Adoption of various innovation in teaching and learning process with the faculty	Teaching Innovative Method was implemented. Online Classess were conducted by all department.
4.	To plan roadmap of conference, workshops and industrial visits for students in current academic year	National Conference on " Recent Advancements in Machine & Space Technologies (RAMST2020)" organised on 21-22 February, 2020.



Minutes of 2nd IQAC Meeting

Attendances :

S. No.	Name	Designation	Position	Signature
1.	Dr. Hement Dhabhai	Director	IQAC Chairman	
2.	Mr. Sachin Sharma	Associate Professor	IQAC Coordinator	
3.	Mr. Aabhas Mathur	Registrar and HOD (ECE)	IQAC Coordinator	
4.	Ms. Sangeeta Sharma	Associate Professor	Member Secretary	
5.	Mr. Gaurav Purohit	HOD (ME)	Member	
6.	Mr. Prakash Bahrani	HOD (EE)	Member	
7.	Mr. Neeraj Kumar Nagda	HOD (CE)	Member	
8.	Dr. Jitendra Singh Chouhan	HOD (CSE)	Member	
9.	Mr. Sandeep Bordia	Examination Incharge	Member	
10.	Ms. Manisha Joshi	Assistant Professor	Member	
11.	Mr. Anshul Vyas	Assistant Professor	Member	
12.	Ms. Abha Jain	Assistant Professor	Member	
13.	Mr. Manoj Joshi	MD, Mould Makers	Industrialist Representative	
14.	Mr. Shreyansh	Student	Student Representative	

NAAC COORDINATOR
ARAVALI INSTITUTE OF TECHNICAL STUDIES
UMARDA, UDAIPUR (Raj.)

DIRECTOR
Aravali Institute of Technical Studies
Umarda, Udaipur