



UNIVERSITY OF TECHNOLOGY



ACADEMIC YEAR-2022-23

**IQAC- 8th & 9th
MINUTES MEETING/RESOLUTION**

ACTION TAKEN REPORT

INDEX

IQAC MEETINGS MINUTES

Session	No. of Meetings	Date of Conduct	Page No.
2022-23	<ul style="list-style-type: none">• Meeting 8th• Meeting 9th	<ul style="list-style-type: none">• 19/09/2022• 06/03/2023	1-30



**University of
Technology**

Serving Education Since 1976

Established by Rajasthan State Legislature Act No. 28 of 2017
Empowered under section 2(f) of UGC Act 1956 to award Degrees, Diplomas and Certificates
Sponsoring Body Deepshikha Kala Sansthan Reg. No. 307 / 76-77

Ref. No. IQAC/CIRCULAR/2022/21

Date:17/09/2022

NOTICE

All IQAC members and conveners of all committees are informed that a meeting will be held on 19/09/2022 at 2:30 PM in the conference hall by the Hon'ble President of the University of Technology.

Attendance of all is mandatory in the meeting-

1. Dr. V. N. Pradhan (President, UOT)
2. Dr. Pramod Sharma (Dean, School of Engineering & Technology)
3. Dr. Reenu Shukla (Dean, School of Commerce & Management)
4. Mrs. Vandita Chahar (HOD, Law)
5. Dr. Rohit Saraswat (Dean, Research)
6. Mr. Manoj Kharadiya (HOD, School of Pharmacy)
7. Dr. Renu Saxena (Senior Faculty, Management)
8. Dr. Dharmendra Sexena (HOD, Mathematics)
9. Dr. Mathureshwar Pareek (Connoisseur from the field of education)
10. Dr. Ajit Sodha (Illustrious person from industry)
11. Mr. Surendra Bardia (Community Representative)
12. Mr. Arvind Kumar (Administrative Representative)
13. Mr. Jatin Tiwari (Student Representative)
14. Dr. P Prasant (IT Experts)
15. Mrs. Anila Sharma (Stakeholders-Parent)
16. Ms. Meera Kumari Chaudhary (Alumni Representative)
17. Dr. S.S Yadav (Convener, Academic Committee)
18. Mr. Rahul Vijay (Convener , Admission committee)

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19. Mr. Ganesh Narayan Jaat(Convener, Purchase Procedure committee)
20. Ms.Nisha Singh (Convener, HR Committee)
21. Mr.Adarsh Shrivastava(Convener, Health and Safety committee)
22. Mr. Nitin Jain (Convener, Infrastructure and Maintenance committee)
23. Dr.Jyoti Sharma(Convener, Green Campus committee)
24. Ms.Sonia Gaur(Convener, Library Committee)
25. Mr. Nilesh Sharma (Convener, Fee Committee)
26. Dr. Anoop Sharma (IQAC Coordinator)


PRESIDENT
University of Technology
Vatika, Tehsil Sanganer, JAIPUR

CC to:-

1. PS to the Hon'ble Chairman
2. PS to the Hon'ble President
3. Registrar , University of Technology



Date: 19/09/2022

Ref. No. IQAC/MOM/2022/22

IQAC 8th-Minutes of Meeting of the Internal Quality Assurance Cell

The IQAC meeting commenced at 2:30 PM in the conference hall. The meeting began with a short prayer. Subsequently, The Hon'ble President welcomed all the staff members to the IQAC meeting, expressing gratitude for their attendance and participation.

The following agendas would be discussed during the meeting:-

Agenda:-

1. Approval of minutes of the previous IQAC meeting.
2. Action taken on the minutes of the previous IQAC meeting.
3. Mandatory Compliance related to Regulatory Bodies.
4. Meeting of statutory and non-statutory Committees.
5. IQAC Programs and initiatives
 - A) Result of Academic Year 2021-22
 - B) NAAC Assessment and its review
 - C) Academic and Administrative Audit for Session 2021-22.
6. Placement and Students development activities.
7. Outreach, Extension activities and Alumni interactions.
8. Faculty development programs, Workshops and Conferences.
9. Value added Courses
10. MOU's Collaboration with the various agencies.
11. Organization of Yoga Camp.
12. Health Check-up Camp
13. Organized SUPW Camp
14. Discuss and develop actionable strategies for enhancing enrollment in certification courses.
15. Discuss the proposal for starting new courses, focusing on market demand, curriculum development, resource allocation, and marketing strategies to ensure successful implementation and enrollment.

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16. Feedbacks report regarding all aspects from students , Staff Members, Alumni, Employers and Parents.
17. Explore best practices for optimizing the freeship and scholarship application process to enhance efficiency, accessibility, and support for students.
18. Discuss the allocation of seed money to faculty members to support their research initiatives, including criteria for funding eligibility, application processes, and expected outcomes.
19. MoU's -Conduct Activities Collaboration with MoU's.
20. General Discussion
 - Organized Professional Development Courses
 - Exploring Innovative Approaches to Job Placement Services.
 - Strategies for Promoting Newly Published Books and Authors
 - Strategies for Encouraging Innovation and Patent Filing Among Researchers.
 - Discussion on Best Practices for Designing Effective Research Methodology Workshops.
 - Review the findings of the Academic and Administrative Audit (AAA) and discuss the follow-up actions taken to address identified areas for improvement.

Members Attended

1. Dr. V. N. Pradhan (President, UOT)
2. Dr. Pramod Sharma (Dean, Faculty of Engineering)
3. Dr. Reenu Shukla (Dean, Faculty of Commerce & Management)
4. Mrs. Vandita Chahar (HOD, Law)
5. Dr. Rohit Saraswat (Dean, Research)
6. Mr. Manoj Kharadiya (HOD, Pharmacy)
7. Dr. Renu Saxena (Senior Faculty, Management)
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12. Mr. Arvind Kumar (Administrative Representative)
13. Mr. Jatin Tiwari (Student Representative)


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14. Dr. P Prasant (IT Experts)
15. Mrs. Anila Sharma (Stakeholders-Parent)
16. Ms. Meera Kumari Chaudhary (Alumni Representative)
17. Dr. S.S Yadav (Convener, Academic Committee)
18. Mr. Rahul Vijay (Convener, Admission committee)
19. Mr. Ganesh Narayan Jaat (Convener, Purchase Procedure committee)
20. Ms. Nisha Singh (Convener, HR Committee)
21. Mr. Adarsh Shrivastava (Convener, Health and Safety committee)
27. Mr. Nitin Jain (Convener, Infrastructure and Maintenance committee)
28. Dr. Jyoti Sharma (Convener, Green Campus committee)
29. Ms. Sonia Gaur (Convener, Library Committee)
30. Mr. Nilesh Sharma (Convener, Fee Committee)
31. Dr. Anoop Sharma (IQAC Coordinator)

Discussion & Resolution

Resolution-1

The minutes of the IQAC meeting dated 05/03/2022 have been approved.

Resolution-2

Action Taken Report on minutes of an IQAC meeting dated 05/03/2022 was presented by the IQAC Co-coordinator, and approved by the present members.

Resolution-3

MHRD & AISHE Survey participation will be completed for Session 2021-22. Application for continuation of approval for various programs for Academic Year 2023-24 will be prepared & submitted to various agencies.

Resolution-4

Meeting of statutory and non-statutory Committees will be conducted by respective conveners as required.

Resolution-5

- A) The result of AY 2021-22 was discussed. A detailed Report to be prepared and plan for the unimprovement of the result is to be prepared.
- B) Outcomes of the IQAC Report assessment were discussed.
- C) Study of Report and preparation of Action Taken Report and Evaluation of Academic and administrative. Audit of the semester of Academic Year 2021-22.

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Resolution-6

The tentative plan for the students placement has been presented and discussed in the meeting Training & placement Cell of the University has already Conducted a Recruitment drive. Students got placement offers with good salary packages. The connector Training and placement was asked to bring more Core Complains. Many Companies will visit UOT from 1st October 2022.

Resolution-7

Members discussed various outreach activities to be conducted through blood donation, eye Check -up, Health Check-up Camps by using the students. Annual Alumni Interactions for the benefit of students.

Resolution-8

The Faculty development program and workshops have been discussed and approved.

Resolution-9

The Value Added Courses (VAC) for the Academic Year 2022-23 have been discussed and approved.

Resolution-10

All the schools of the university have to plan for MOU's Collaboration with the various agencies regarding Training & placements.

Resolution-11

It was decided on the following points that-

- The Event Coordinator will finalize arrangements with the yoga instructor and coordinate logistics for the camp.
- The Administrative Staff Representative will prepare the camp schedule and distribute it to participants.
- The Discipline Officer will organize the discipline incharge committee and brief its members on their responsibilities.

Resolution-12

It was decided on the following points that

- The Health Services Coordinator will coordinate with the committee members to finalize the details of the camp schedule and logistics.
- The Faculty Representative and Administrative Staff Representative will assist in spreading awareness about the camp among students and staff.
- The Student Affairs Officer will procure refreshments and oversee their distribution during the camp.

Resolution-13

It was decided on the following points that-

- The SUPW Coordinator will finalize the activity plans and communicate with the respective committees.
- Faculty representatives will brief the students about the camp and their roles.
- Administrative staff will handle the logistical arrangements and coordinate with external vendors if necessary.


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Resolution-14

It was resolved that following policies will be created for the quality .

- **Policy for Extra and Co-Curricular Activities Conduction Guidelines .**
- **Policy for Gender Equity .**
- **Policy for Research Promotional.**
- **Policy for HR .**
- **Policy of Health and Safety .**
- **Policy for Parking Vehicles**

Discussion-15- Discuss and develop actionable strategies for enhancing enrollment in certification courses.

Resolution- Discuss and Resolved

Discussion-16-Discuss the proposal for starting new courses, focusing on market demand, curriculum development, resource allocation, and marketing strategies to ensure successful implementation and enrollment.

Resolution- Discuss and Resolved

Discussion-17-Feedbacks report regarding all aspects from students , Staff Members, Alumni, Employers and Parents.

Resolution- Discuss and Resolved

Discussion-18-Explore best practices for optimizing the freship and scholarship application process to enhance efficiency, accessibility, and support for students.

Resolution- Discuss and Resolved

Discussion-19-Discuss the allocation of seed money to faculty members to support their research initiatives, including criteria for funding eligibility, application processes, and expected outcomes.

Resolution- Discuss and Resolved

Discussion-20- MoU's -Conduct Activities Collaboration with MoU's.

Discussion-21-General Discussion- Resolution- Discuss and Resolved

- **Organized Professional Development Courses**
- **Exploring Innovative Approaches to Job Placement Services.**
- **Strategies for Promoting Newly Published Books and Authors**
- **Strategies for Encouraging Innovation and Patent Filing Among Researchers.**
- **Discussion on Best Practices for Designing Effective Research Methodology Workshops.**
- **Review the findings of the Academic and Administrative Audit (AAA) and discuss the follow-up actions taken to address identified areas for improvement.**

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Adjournment-

Prof.(Dr.) Anoop Sharma thanked everyone for their contributions and adjourned the meeting at 4:30 pm.

IOAC Coordinator
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President
(Chairperson)
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Vatika, Jaipur
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