



Letter No. ASA/2023-24/IQAC/01-A

Date: 11.08.2023

MINUTES OF IQAC MEETING

Date- 11.08.2023

Venue- Conference room, ASA Jaipur

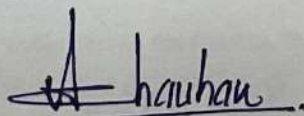
1. The meeting started with a welcome note by the Chairman.
2. Academic Audit report: The coordinator informed the house that in alignment with the commitment to create a student-centric learning environment, to gauge the progress and ensure quality, the Internal Quality Assurance Cell (IQAC) in line with one of its missions started the academic audit of the Academic year 2022-23 in the month of May 2023 in order to investigate its strength and weakness and identify the scope for continual improvement.
Further, the house deliberates that under the convenorship of Prof. N.S. Rathore, Dean; Prof. Archana Singh HoD, ACE and Coordinator IQAC; Prof. Anubhav Mittal, HoD B.Arch., audit for the Academic session 2022-23, was carried out in the last week of June. The audit focused mainly on the two subjects design studios and building construction.
3. Status of Summer and Winter school: The IQAC coordinator, who is also responsible for the role of HoD ACE, informed the group that the program was unable to proceed owing to a lack of participation and enthusiasm from students from other universities. Due to students' past commitment in educational tours and current RTU examinations, the suggested program was not successful.
4. NAAC filing date: The Chairman of the Internal Quality Assurance Cell (IQAC) informed the members about the level of readiness for the submission of the National Assessment and Accreditation Council (NAAC) application. Prof. Anubhav Mittal was appointed to oversee the completion of the NAAC form and the IQAC coordinator was given the post to serve as the NAAC adviser.
5. CO/PO attainment: Dean provided a detailed explanation of the AAC structure and the results of the academic advisory committee. He provided more details on the process of mapping COs (course outcomes) to POs (program outcomes), which ultimately led to achieving the program targets.



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6. **New learning and assessment methods:** Dean, Prof. N.S. Rathore informed the house that an introductory session was conducted focusing on the adoption of Bloom's Taxonomy. Bloom's Taxonomy provides a language for teachers to discuss and exchange learning and assessment methods. During this session faculty opine on the issues and prospects, regarding the adoption of this system. He also presented a sample of question papers for theory and sessional subjects respectively. House accepted the developed formats and decided to apply the new format for the coming semesters. House suggested scheduling a similar session before the midterm exams in the next semester as well.
7. **Career guidance: Career Guidance for Architecture:** House deliberated on the concern due to lack of awareness towards architecture profession, which is resulting in reducing the number of aspirants opting architecture as a profession. Based on the previous experiences of the career fair organised by Rajasthan Patrika and Bhaskar, it was decided by the house that the institute should participate in career guidance fairs and events and reach out to the good schools to disseminate awareness among students.
8. **Feedback reports:** The coordinator provided the house with information on the replies received and assessed from the input provided by the parents. The satisfaction scores pertaining to the laboratory, infrastructure, hostel, and mess facilities were shown to be lower than anticipated. Student input was solicited regarding the course material and the teaching techniques used by the staff. A feedback report was presented in the house. The house proposed that faculty with a score below 70% are required to undergo counselling and quality improvement programmes.
9. **Course record book:** The Dean presented the house a new revised format of course record book and discussed how a revised course record book could assist instructors in organizing and structuring their teaching plans, which include lesson schedules, topics to cover, and assessment timelines. He further elaborated on the systematic approach adopted in making the course record book and how it is an important tool in enhancing transparency and accountability.
10. **Faculty Appraisal system:** Motivation of the faculty and incentivising them based on their performance in academic and research fields is essential for outcome-based education for any college. Sample Self-appraisal forms were presented in the house.


A. Chauhan



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11. Strengthening Computer lab: As per NEP goal the thrust of education is on digitalisation. Looking into this rising demand and to augment the infrastructure, it was suggested to buy new computers to strengthen the computer lab.
12. Chairman informed the house that with due approval of the Council of Architecture and affiliation of Rajasthan Technical University, the M. Arch. program in architectural conservation commenced with this session.

The meeting concluded with a vote of thanks.

Archana S. Rathore
Professor
Coordinator IQAC

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Registrar for record



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Attendance: IQAC Meeting

Date: 11/08/23

Name	Signature
Chairperson- Prof. Kiran S. Mahajani	
Member Professor & Dean- Prof. N S Rathore	
Co-ordinator- Prof. Archana S. Rathore	
Member Alumni Association- Ar. Rahul Singhi	
Member - Mr. Shashank Mahagaonkar	
Member Industrialist- Mr. Rakesh Kumar Gupta	
Member HOD Architecture- Prof. Anubhav Mittal	
Member HOD Urban Design- Prof. Pooja Agrawal	
Member HOD B.Des.- Prof. Kapil Sharma	
Member Asso. Professor.- Prof. Naveen Sharma	
Member Asst. Professor.- Prof. Barsa Mohanti	
Member Admin. - Mr. Brijesh Agrawal	
Member Management - Mr. Aadi K. Mahajani	ABSENT
Member Trust - Mr. Prabahkar S. Ranawat	
Member Student Council - NOT ELECTED YET	-

Regards
Archana S. Rathore
Professor
Coordinator IQAC