

March

Agenda 1 club activities -

① Students from cultural club participated in techno cultural fest 'Incident-2024' on 1st march hosted by national institute of technology (NIT) Suratkal. The Golden Kumbha won the first prize of cash prize of 10,000/- Rs

② Cyber security club hosted introductory session on Capture the Flag (CTF) by resource person Mr. Baskaran - lead trainer - lead security analyst Hyperfocus (Private Group) and Mr. Kannadasan Security Analyst Hyperfocus.

③ On March 15th and 16th chirp club conducted birding at AZET Shethavare Campus under mentorship of Mr. Virgud Mr. P. R. N. S. Bangalore by attending bird watch students are able to identify and brief about birds present on campus. A total of 35 different species were recorded.

④ Students from cultural club participated in 23rd youth festival - Bliss Boat 2024 was held at - SGT 25 Chikoballapur from 24th March to 30 March 2024. Students are own prizes at various events.

Agenda 2 :- Graduation day

Principal asked all the HODs to submit the final no of confirmed for attending the graduation day and also to call those students who have not replied until now from dept and final no by March 15th.

For NSS activities 2A marks to be uploaded in VU portal in 25 M. for an semester from 3rd to 6th sem. HODs to ensure that marks entered in portal are diligently done by the faculty & HODs to train and inform all the faculty regarding the same.

Agenda 3 :- All Dept Forum activities

All the depts to conduct forum activities on common dates which will tentatively be in the month of end of April. The activities planned should be of technical in nature & activities that are common, to be hosted by single dept rather than repeat in all the branches. All dept to meet together and decide about the activities. Final meeting regarding the same to start immediately by involving the 1st and 2nd years completely.

Agenda 4 :- NBA work

The NBA work to be started for ISE dept and to immediately nominate NBA dept NBA coordinator & further principal asked CEE & ECE dept along ISE & MBA to upload SAR by Dec 2024.

Agenda 5 :- principal asked all the depts to be ready for CEE and AICTE visit according to the checklist. All the dept docs are improved to main documents as per VU requirements. ~~Dept~~ - Lesson plan, attendance book, BA book, Blue books, Faculty list, time table & etc. Also keep the details of publications, conference attended / conducted, grants received, FDP Skill development, Sports achievements.

Agenda 6 :- ISE 6.0 program meeting

API Deans, HOD, ISE coordinators are attending the program meeting at innovation seminar hall to evaluate the events conducted in 1st and 2nd Quarter and to plan the various activities programmes & events scheduled to be conducted through ISE by different dept clubs of AICTE in 3rd Quarter on 27/3/2024.

April

Agenda 6 Commencement of classes for 2nd & 3rd year B.E. Students

All Deans HODs and Senior faculties are addressed by the principal that the classes for 2nd and 3rd year B.E. will commence from 29th April 2024 i.e. as per Student's calendar events of VIT and students are instructed to report to class from Day 1.

Agenda 7: Sports day

Principal was requested to call the HODs to inform all the faculty members - both teaching and non-teaching members and students who attend the sports day scheduled on Saturday 20th April.

Agenda 8: vacation for teaching faculty

- (i) Faculty members who have completed probationary period & not handling classes for 1st and final yr can avail the vacation for 12 days from 16/4/24.
- (ii) Faculty handling the classes for first and final year can take vacation after closure of the academic classes/ completion of on going classes.
- (iii) Faculty members going on vacation should attend sports day, examination work and any other assigned by institution/dept.

Agenda 9. - leave for students (Hostel Students / day scholars)

- (1) Students should not be given any kind of holiday.
- (2) HOD signature is mandatory if students take leave on working days. class coordinators / mentors signature alone is not sufficient for sanction of leave.
- (3) AO / warden can sanction leave only during General holidays during which HOD signature alone is not sufficient for sanction of leave.
- (4) No student should be permitted to have breakfast

In Hostel after 8-45pm

- (5) Students having classes should not be allowed to
(6) hostel other than lunch hour

Agenda 10 - Farewell to final year students

- ① A farewell function will be arranged for all final year students immediately after their exams
- ② Dean Academic was given with responsibility of the arranging the pledge and moments for the Students

Agenda 11 Technical Fest and Food fest

- The Technical Fest will be conducted on 3/5/24 and 4/5/24
- Food Fest will be held on 3/5/24 which plays permission - 1004 and to be organized with utmost care & preparation
- All HODs are suggested to pick at least 5 to 6 outgoing students who can take the responsibility of food fest from each dept & submit the list
- At least one faculty from each dept to be part of food fest
- Dean, Student affair, Dean Academic & Dean planning was given with the responsibility of organizing food fest.

Agenda 12 pre placement Training

Training and placement department scheduled the pre placement training from 24th April onwards to all the 8th year students. Also they informed that the detailed schedule will be shared at the earliest.

Agenda 13 :- End year project exhibition

- Research heads must ~~take care~~ ensure that the project report must be submitted to The Evaluators on 6th May

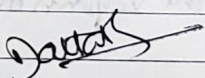
- one External Evaluation must assigned from reputed institutions from each branch
- Dr. Sudhir Chetty HOD of IRE given responsibility of preparing project Extract book and release the same on the day of Exhibition
- The Exhibition inauguration will be held in MBA Seminar hall.

Agenda 4 :- College day Celebration

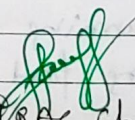
- College day is planned to schedule tentatively in the month of May
- All the HODs must provide the Workshop/Training Program, Student internship details, industrial visit details, Student Staff achievements, patents, grants sanctioned and etc details to principal

⑧ Autonomous syllabus formation :- All department have to include Teacher study, self study by students & practical study while preparing Autonomous Syllabus

⑧ The Autoclub initiated a weekly 3hr training session on CATIA V5 for autopart design by prof. Kiranett from Mech on 29/4/2024.


IQAC Main coordinator
AIET mijar

Coordinator
IQAC
AIET, Mijar


IQAC Chairman

Chairman
IQAC
AIET, Mijar