Alva's Institute of Engineering & Technology

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. AIET/IQAC/2017-18/01

03 Aug 2017

CIRCULAR

It is hereby informed to all IQAC members to attend a meeting on 07 August 2017 at 10:30 AM. The venue will be Board Room of AIET campus.

Agenda:

01. Result analysis
02. Discussion on Change of syllabus and Books to be procured
03. Set up English Language Lab
04. Reframing of Vision and Mission of Institute
05. Conducting EDC activities
06. Any other point with the permission of the chair

IQAC Coordinator
Co-ordinator
IQAC
AIET, Mijar

PRINCIPAL
Chairman
IQAC
AIET, Mijar

Copy to:

1. Members of IQAC
2. Principal Office
3. IQAC File

Ref. No. AIET/IQAC/2017-18/02

07 Aug 2017

MINUTES OF IQAC MEETING

Chairman	Dr. Peter Fernandes		
Coordinator	Prof. Praveen J		
	Name	**Department**	**Signature**
Members	Dr. Basavaraju B	Dean Academics (I-Year)	
	Prof. Ajith Hebbar	HOD, Civil	
	Prof. Manjunath Kotari	HOD, CSE	
	Dr. D V Manjunatha	HOD, ECE	
	Prof. Jayanth Kumar Rathod	HOD, ISE	
	Dr. Harishanand K S	HOD, ME	
	Prof. Ramakrishna Chadaga	HOD, MBA	–
	Dr. Ravi Kumar C	HOD, Chemistry	
	Dr. Ramaprasad A T	HOD, Physics	
	Mrs. Prameela S Konde	HOD, Maths	
	Mr. Preetham Shetty KV	Librarian	
	Mr. Nithin	Physical Director (PD)	Nithin
Administrative/ Technical Staff	Mr. Rakesh Shetty	Administrative Officer	
	Mr. Shantharam Kamath	Finance Officer	–
	Mrs. Sowmya Jain	Office Superintendent	Sowmya.
Students:	Aishwarya Saraswathi H M	Final Year CSE	–
	Keerthi Vadeyar	Final year ECE	–
Management Representative:	Mr. Vivek Alva	Correspondent	–
Alumni:	Mr. Prajwal Hosmat	Dept. of ME	–
	Shetty Satyajeeth Padmanabh	MBA	–
Community Representative Stakeholder:	Mr. Sudhakara poonja	Nagarika Hitharakshana Vedike- member	
Employers / Industrialist:	Mr. Arvind Murthy	Senior Manager-Talent Acquisition Aris Global, Bangalore	–
Other External Experts:	Dr. Annappa	Professor, NITK, Surathkal	–

Agenda 01 : Result Analysis

Results are found to be satisfactory, however there is a lot of scope for improvement. Students performance should be tracked based on IA and attendance. Late comers should be given input on missing classes. Irregularity to the classes have to be viewed seriously. Course wise result analysis has to be done and indentified the critical subjects measure to improve the result in such subjects.

Agenda 02 : Discussion on Change of syllabus and Books to be Procured.

VTU has revised the syllabus for 2017 scheme in this regard IQAC Chairman instructed the librabrian to list out the books / materials required for the various engineering programs and to initiate the procurement process.

Agenda 03 : Set up English Language Lab.

The VTU has included English language Lab for First year engineering students. The IQAC Chairman instructed the IT admin to procure the required materials to setup the lab under the guidance of English Teacher.

Agenda 04 : Reframing of Vision and Mission of Institute

The IQAC Chairman suggested to review and reframe the vision and mission statement of the institute to strengthen the same. Also suggested to restructure the vision and mission of the departments in line with the Institute Vision and Mision. It was decided to bring the draft of the statement after having brainstorming sessions at department level.

Agenda 05: Conducting EDC Activities

It is instructed to EDC Coordinator to strengthen the EDC activities, by conducting awareness / Training Programs.

Agenda 06: Any other Point with the Permission of the Ch

No points for discussion.

The meeting is concluded by thanking all

IQAC Chairman

Chairman
IQAC
AIET, Mijar