Alva's Institute of Engineering & Technology

Shobhavana Campus, Mijar, Moodbidri, D.K – 574225

Phone: 08258-262725, Fax: 08258-262726

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. AIET/IQAC/2018-19/05

29 Sept 2018

CIRCULAR

It is here by informed to all IQAC members to attend a meeting on 03 Oct at 10:30 AM. The venue will be Board Room of AIET campus.

Agenda:

1. Identifying Bright students and sending them for ISRO/NAVIC-ISRO/Bio-diversity/Semi-Conductor Lab/Heritage 3D Model/Deep Learning
2. Discussion on improving performance of Year back students taking admission to various programs and Action plan for Slow learners
3. Making NPTEL course compulsory
4. Any other Point with the permission of 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/2018-19/06

03 Oct 2018

MINUTES OF IQAC MEETING

Chairman	Dr. Peter Fernandes		
Coordinator	Dr. Praveen J		
Members	**Name**	**Department**	**Signature**
	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. Dilip	Physical Director (PD)	
Administrative/ Technical Staff	Mr. Nikhil Alva	Administrative Officer	
	Mr. Shantharam Kamath	Finance Officer	–
	Mrs. Sowmya Jain	Office Superintendent	Sowmya.
Students:	Rashmitha GR	Final year Civil	–
	Chandan R Shastri	Final year CSE	–
Management Representative:	Mr. Vivek Alva	Correspondent	–
Alumni:	Rinu Thomas	MBA	–
	Mr. Hithesh G Shetty	Dept. of ME	–
Community Representative Stakeholder:	Mr. Sudhakara poonja	Nagarika Hitharakshana Vedike- member	
Employers / Industrialist:	Mr. Hamsaraj	Director Hamshine electronics and energy systems, Hassan	–
Other External Experts	Dr. Annappa	Professor, NITK, Surathkul	–

Agenda 01 : Identifying Bright students and sending them for ISRO/NAVIC - ISRO/Bio-diversity/Semi-Conductor Lab/Heritage 3D Model/Deep Learning.

IQAC chairman asked HODs to identify Bright students and make them of 4-5 members to carry out various projects from above said premier institutes. The list has to reach principal's office by this month end.

Agenda 02 : Discussion on improving performance of year back students taking admission to various programs and action plan for slow learners.

List has to be prepared of such students and they have to be assigned to specific faculty members who have to track the progress. They should ensure about the regularity in class attendance, and other academic issues.

In this scheme 3 types of students are to be identified. 1. Students with 3 or 4 subject back. 2. Students with year back and rejected result and rejoined. 3. Students with year back and ~~Students~~ after clearing the subject joined the institution.

For these students action plan is :

a. One teacher assigned to monitor his progress.
b. Evening classes after 5 o'clock have to be arranged
c. Those students at home have to be called after DASEHARA and same coaching should continue.
d. HOD should monitor these activities and report to principal.

For Slow Learners :

a. HOD should monitor these activities and report to principal.
a. Regular assignments have to be given.
b. If any difficulty is being faced by students in

understanding the subject class teacher has to arrange for the additional class.

Agenda 03 : Making NPTEL Course Compulsory

It was reminded to all to encourage the students to enroll for NPTEL Courses and get benefited from the same. It will be a self-learning activity.

Agenda 04 : Any other Point with the Permission of Chair

No points for discussion

The meeting is concluded by thanking all

IQAC Chairman

Chairman
IQAC
AIET, Mijar