Alva's Institute of Engineering & Technology

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. AIET/IQAC/2018-19/07

03 Nov 2018

CIRCULAR

It is here by informed to all IQAC members to attend a meeting on 07 Nov 2018 at 10:00 AM. The venue will be Board Room of AIET campus.

Agenda:

1. Reporting Visit to Defense Institute of Advanced Technology
2. Progress of the students regularity
3. Introduction of PRO to AIET
4. Upload data for NIRF.
5. NBA and NAAC work progress
6. Participation in Nudisiri
7. Review papers
8. Initiating the Feedback process
9. Any other point with 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/2018-19/08

07 Nov 2018

MINUTES OF IQAC MEETING

Chairman	Dr. Peter Fernandes		
Coordinator	Dr. 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. 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 : Reporting visit to Defense Institute of Advanced Technology.

Brigadier Ravindran (Rtd)., Faculty of Mechanical Department connected AIET to DIAT, Pune. DIAT Pune is on par with IITs. So Quality labs and resources can be shared. Even faculty can pursue Ph.D in DIAT. Student internships can be extended. Further through a video conferencing Principal of AIET and VC of DIAT have to interact and make necessary arrangements for further plan of action.

Agenda 02 : Progress of the students regularity.

With the action plan initiated as per the previous meeting discussion there is an improvement in students performance.

Agenda 03 : Introduction of PRO to AIET.

PRO, Mr. Narendra will be acting as a bridge between AIET and Press and media. He also will take care of preparing brochure and website updates of any events happening in AIET.

Agenda 04 : Upload data for NIRF.

All HODs were instructed to upload the data for NIRF. NIRF uploading will be taken care by Mr. Harish Kundar.

Agenda 05 : NBA & NAAC work Progress.

Need to fast track the process. Conduct regular meeting in departments to monitor the progress of work. If required extend the working hours beyond 5 PM.

Agenda 06 : Participation in Nudisiri.

Compulsory participation of faculty in

inauguration. Faculty not having class need to attend the inauguration. More Working models from Mech and ECE are to be sent for Vignyasiri activities.

Agenda 07: Review Papers.

One or Two review papers should be done. Toppers should be encouraged to do such activities encourage them to work hard in studies also. Maintain record of each students work and guide them so that we may expect some Ranks.

Agenda 08: Initiating the Feedback Process:

Concerned representatives have to initiate the feedback process from all stake holders on various aspects.

Agenda 9: Any Other Discussions.

No other points for discussion.

The meeting is concluded by thanking all

IQAC Chairman

Chairman
IQAC
AIET, Mijar