Alva's Institute of Engineering & Technology

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. AIET/IQAC/2020-21/06

Date: 09 Nov 2020

CIRCULAR

The Internal Quality Assurance Cell (IQAC) meeting is scheduled on 14 Nov 2020 at Room No. 103 at 10:30 am.

Agenda

1. Plan to start offline class.
2. Discussion on implementation of COVID-19 SOP in hostels and college campus.
3. Discussion on induction of new Engineering Programs on "Agriculture Engineering" and "Computer Science & Design".
4. Reduction on intake for Civil and Mechanical Engineering courses.
5. Discussion on Admission strategies for academic year 2020-21.

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/2020-21/07

Date: 14 Nov 2020

Designation	Name		Signature
IQAC Chairman	Dr. Peter Fernandes		
IQAC Coordinator	Mr. Parveez Shariff B G		
Members	Dr. Manjunath Kotari	HOD, CSE	
	Prof. Sudheer Shetty	HOD, ISE	
	Dr. Manjunatha D V	HOD, ECE	
	Dr. Ajith Hebbar	HOD, CVE	
	Dr. Satyanarayan	HOD, ME	
	Dr. Claret Mendonca	HOD, MBA	
	Dr. Ravikumar	HOD, Chemistry	
	Dr. Ramprasad A T	HOD, Physics	
	Prof. Prameela Kolke	HOD, Maths	
	Prof. Harish Kundar	Sr. Asst. Professor	
	Dr. Kiran Malagi	Assoc. Professor	
	Mr. Preetham Shetty KV	Librarian	
	Mr. Dileep	Physical Director (PD)	
Administrative Staff	Mr. Nikhil Alva	Administrative Officer	
	Mr. Shantharam Kamath	Finance Officer	
T&PC	Mr. Shushanth Lobo	Placement Head	
Students:	Viha B Raju	Final year CSE	–
	Prajwal	Final year ECE	–
Management Representative	Mr. Vivek Alva	Managing Trustee, AIET, Moodbidri	–
Alumni	Shikhar V Jain	Dept. of ME	–
	Niveditha	Dept. of Civil	–
Community Representative Stakeholder:	Mr.s Devaki Prasanna	Parent, Assistant Teacher, Hindi Department	–
Employers / Industrialist:	Mr. Srikanth Bhat	Executive Director, Manipal Dot Net Pvt. Ltd.,	–
Other External Experts:	Dr. Laxminidhi T	Professor, Dept. of ECE, NITK Surathkal	–
	Dr. K V Gangadharan	Professor, Dept. of Mechanical Engg. NITK, Surathkal	–

Agenda 01 : Plan to start Offline Class.

IQAC Chairman discussed that the government may issue notification to start offline classes any time. Hence it was informed to all the Heads of department to prepare the time table for offline classes and intimate the students to report to college immediately after the government notification is issued in public interest.

Agenda 02 : Discussion on implementation of COVID-19 SOP in hostels and college campus.

IQAC Chairman asked the hostel staff to prepare the isolation rooms in hostel. It is informed to all the heads of the departments to call the students in batches, so that, students can be isolated in isolation room as per COVID-19 SOP and then move to regular hostels. It was also informed to hostel staff to keep the standby isolation rooms ready in case of any student found to be affected by COVID, need to put in isolation rooms.

Agenda 03 : Discussion on induction of new Engineering Programs on "Agriculture Engineering" and "Computer Science & Design".

IQAC Chairman informed to the Head of ECE to prepare the syllabus for Agricultural Engineering (whichever subjects related to electronics such as IOT) with the help of ECE staff and informed to submit to VTU. The IQAC Chairman informed to do the same for Head of CSE and ISE to prepare the syllabus for Computer Science and Design.

Agenda 04 : Reduction on intake for Civil and Mechanical Engineering Courses.

IQAC Chairman informed the Chief EMS coordinator to initiate the process to reduce the intake for Civil Engineering and Mechanical Engineering to 90 seats. The IQAC chairman has taken the concern with the heads of civil and mechanical department for the same. This action is taken as the admissions are low in these two departments.

Agenda 05 : Discussion on Admission strategies for academic year 2020-21.

IQAC Chairman asked all the members about the admission strategies. Various suggestions have fall in, in that, IQAC Chairman said to inform all the faculties to call the students of their local vicinity. PU college and inform about our achievements and teaching strategies. This will help in increasing the admission.

The meeting is concluded by thanking all.

IQAC Chairman

Chairman
IQAC
AIET, Mijar