



**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/2017-18/08

11 Apr 2018

**CIRCULAR**

It is hereby informed to all the HoDs, TPH, Cell coordinators, Club Coordinators, Librarian and PD to attend a meeting in board room at 11:00 AM on 16 April 2018.

**Agenda:**

1. Discussion on Budget submitted.
2. Initiating the Feedback collection process
3. Any other point with permission of the chair.

  
IQAC Coordinator  
Co-ordinator

**IQAC**














**AIET, Mijar**

**Copy to:**

1. Principal's office
2. AO
3. HoDs
  - a. CV, CSE, ECE, ISE, ME, Mathematics, Chemistry, Physics and MBA
4. TPC
5. Librarian
6. PD
7. Club Coordinators
8. Cell Coordinators
9. Office AIET
10. IQAC File

  
Principal  
Chairman  
IQAC  
AIET, Mijar

**MINUTES OF IQAC MEETING**

Chairman	Dr. Peter Fernandes		
Coordinator	Prof. Praveen J		
	<b>Name</b>	<b>Department</b>	<b>Signature</b>
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	-

16-04-2018

Agenda 1: Discussion on budget submitted. All the budget proposals have been reviewed and IQAC Chairman suggested to emphasize on including maintenance of equipment and its serviceability cost.

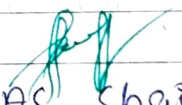
Agenda 2: Initiating the feedback collection process

As semester is at the verge of completion, the feedback process has to be initiated in the first weeks of May, 2018. The analysis report has to reach IQAC by 30<sup>th</sup> May 2018.

Agenda 3: Any other point with permission of the chair.

IQAC Chairman informed the co-ordinator to draft policy on prevention of sexual harassment committee in consultation with senior lady professor of the institution.

The ~~IQAC~~ meeting concluded by thanking all.

  
IQAC Chairman  
Chairman  
IQAC  
AIET, Mijar