



**Alva's Institute of Engineering & Technology**  
**Shobhavana Campus, Mijar, Moodbidri, D.K - 571101**

Phone: 08258-262725, Fax: 08258-262726

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Ref. No. AIET/IQAC/2016-17/01


22 Aug 2016

**CIRCULAR**

It is hereby informed to all IQAC members to attend a meeting on 30 August 2016 at 10:30 AM. The venue will be Board Room of AIET campus.

Agenda:

01. Result analysis;
02. Behavioral and attitudinal changes that have to brought in students
03. Leave management
04. Internship
05. Teacher guardian scheme
06. Any other point with the permission of the chair

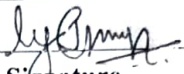


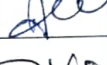

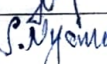
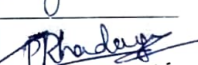



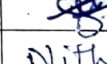
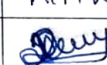



  
IQAC Coordinator  
Co-ordinator  
IQAC  
AIET, Mijar

Copy to:

1. Members of IQAC
2. Principal Office
3. 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. B. Durgaprasad Baliga	HOD, Civil	
	Prof. Manjunath Kotari	HOD, CSE	
	Dr. D V Manjunatha	HOD, ECE	
	Prof. Jayanth Kumar Rathod	HOD, ISE	
	Dr. Shankargoud Nyamannavar	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:	Sachin S	Final year ISE	
	Praveen Kumar	Final year Civil	-
Management Representative:	Mr. Vivek Alva	Correspondent	-
Alumni:	Roja H N	ECE	-
	Mr. Shanthi Sagar	Dept. of ME	-
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 IH 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 identify the critical subjects and measure to improve the result in such subjects.

### Agenda 02: Behavioral and Attitudinal Changes that have to be brought in students.

Be rigid on the irregularity of students to the classes. Casual attitude/laziness has to be rooted out.

Arrange for some coaching classes.

One who is poor in academics shall not be allowed to participate in extra-curricular activities, however if it is inevitable to allow, can be allowed with proper care being taken to manage the academics.

### Agenda 03: Leave Management:

If any student wants leave, prior permission has to be taken from HOD in writing. One day leave can be granted by HOD. If more than one day the letter has to forward to Principal, with the student with proper comment written.

### 04: Internship

Final Year - 15 Days

3rd Year - One month

2nd Year - 45 Days

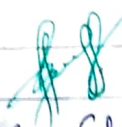
Further, if the internship is from the reputed company then the days can be relaxed.

05 Agenda 05 : Teacher Guardian Scheme

This scheme has to be brought into effect immediately. Discuss once again if any changes have to be brought make them and implement it.

Agenda 06 : Any Other Point with the Permission of the Chair  
No points for discussion

The meeting is concluded by thanking all

  
IQAC: Chairmian  
Chairman  
IQAC  
AIET, Mijar