



Alva's Institute of Engineering & Technology
Shobhavana Campus, Mijar, Moodbidri, D.K - 574225

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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. AIET/IQAC/2016-17/03

02 Nov 2016

CIRCULAR

It is here by informed to all IQAC members to attend a meeting on 05 November 2016 at 10:30 AM.
The venue will be Board Room of AIET campus.

Agenda:

01. IA Result analysis
02. Crash Courses to enhance the performance in exam
03. Staff and students performance
04. Feedback initiation
05. Appointment of Deans
06. Any other point with the permission of the chair


IQAC Coordinator
Co-ordinator

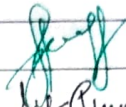
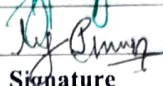
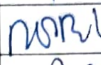
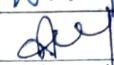
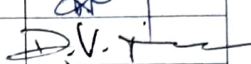
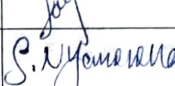
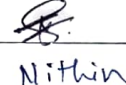
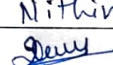
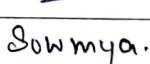
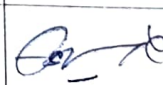
• IQAC
AIET, Mijar

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1. Members of IQAC
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PRINCIPAL
Chairman
IQAC
AIET, Mijar

MINUTES OF IQAC MEETING

Chairman	Dr. Peter Fernandes			
Coordinator	Prof. Praveen J			
	Name	Department	Signature	
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)		
Administrative/ Technical Staff	Mr. Rakesh Shetty	Administrative Officer		
	Mr. Shantharam Kamath	Finance Officer	-	
	Mrs. Sowmya Jain	Office Superintendent		
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: IA Result Analysis:

Scores are found to be satisfactory. But students had to score in the exam proportionately. Faculty has to discuss the scheme and solution with students and make them realize the common mistakes they may do.

Agenda 02: Crash Courses to enhance the Performance in Exam.

Crash Course has to be planned. It should not be a regular class again. Student should be made to work on problems. This will help to increase their confidence level. Attendance and other details have to be maintained by each faculty.

Agenda 03: Staff and Student Performance:

Arrange for workshops and conferences. Faculty members as well as students have to publish the papers and involve in such activities.

Agenda 04: Feedback Initiation

Feedback collection process has to be initiated. The mapping of department is as given below.

Department	Feedback Collected By
CV	CSE
CSE	Phy-Maths
ECE	CV
TSE	Chem
ME	ECE
PHY	MBA
CHEM	ME
MBA	TSE

Agenda 05: Appointment of Dean.

In order to improve academic activities following

faculties are identified as deans

Basic Science - Dr. Basavaraj B.

CV and ME - Prof Durgaprasad Baliga

CSE, ISE & ECE - Prof Prasanna J

Deans shall observe the execution of induction programs, classes and lab conduction as per the time table, student attendance, report on marks, teacher guardian scheme, evaluation of notes, practical records, observation books, result analysis, take necessary measures to improve academic results. Set up common protocols for all department activities like IA test etc, EMS work, AICTE/NBA/DIE etc.

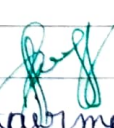
Agenda 06: Plan for IQAC meeting with External Members

It is discussed to conduct an IQAC meeting with external members in the second week of January 2017. IQAC Co-ordinator has to plan for the same.

Agenda 07: Any other point with the Permission of the Chair.

Nudisiri-2016- It was decided that all the staff & students should participate in Nudisiri-2016. The procession will commence at 8.30 AM followed by inauguration program by 9.30 AM at Vidyagiri Campus.

The meeting is concluded by thanking all.


IQAC Chairman
Chairman
IQAC
AIET, Mijar