



Alva's Institute of Engineering & Technology
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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref. No. AIET/IQAC/2021-22/01

Date: 05 Jul 2021

CIRCULAR

The Internal Quality Assurance Cell (IQAC) meeting is scheduled on 08 Jul 2021 at Room No. 103 at 11 am.

Agenda

1. To assess the number of online class conducted and its effectiveness.
2. To discuss and initiate feedback process.
3. To initiate the faculty appraisal.
4. To review and reframe (if necessary) the feedback questionnaire.
5. To review and reframe (if necessary) the faculty appraisal form.
6. Analysis and submission of feedback report.

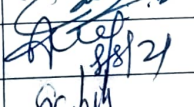
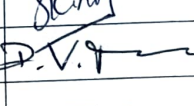
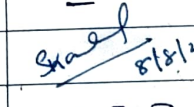
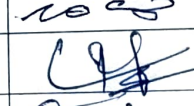
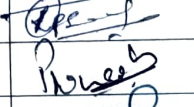
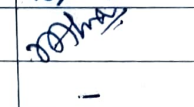
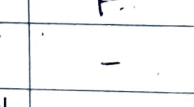

IQAC Co-ordinator
Co-ordinator

IQAC
AIET, Mijar
Copy to:

1. Members of IQAC
2. Principal Office
3. IQAC File


PRINCIPAL
Chairman
IQAC
AIET, Mijar

MINUTES OF IQAC MEETING

Designation	Name		Signature
Chairman	Dr. Peter Fernandes		
Coordinator	Mr. Parveez Shariff B G		
Members	Dr. Manjunath Kotari	HOD, CSE	
	Prof. Sudheer Sheety	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	HOD, AIML	
	Dr. Kiran Malagi	Assoc. Professor	
	Mr. Preetham Shetty KV	Librarian	
	Mr. Dileep	Physical Director (PD)	
Administrative/ Technical Staff	Mr. Nikhil Alva	Administrative Officer	
	Mr. Shantharam Kamath	Finance Officer	
Placement	Mr. Shushanth Lobo	T&PH	
Students:	Viha B Raju	Final year CSE	-
	Prajwal	Final year ECE	-
Management Representative:	Mr. Vivek Alva	Correspondent	-
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 : To assess the number of online class conducted and its effectiveness.

All the faculty have conducted the online classes and have covered the portion. The final year syllabus is covered and also the progress of the project work is satisfactory. Pre-final year and 2nd year students classes are going on. Till now 80% of the syllabus is covered for them.

Agenda 02 : To discuss and Initiate feedback Process.

An academic year is ending collecting the feedback process has to be initiated. So all the concerned have to initiate the same. The final report has to be sent to IQAC Coordinator by 30th July 2020. If any questionnaire to be modified the same has to be brought to the notice of IQAC and once approved can be forwarded to the stakeholders.

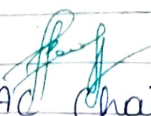
Agenda 03 : To initiate the Faculty Appraisal:

HODs are informed to collect the faculty appraisal form and the supporting documents also. After evaluating HODs are expected to submit the same in a closed envelop to Principals office. Principal opened the discussion on sufficiency of the sections in appraisal form. All the members acknowledged that the sections are satisfactory and cover all areas.

Agenda 04 : Any other Point for Discussion:

No points for discussion

The meeting is concluded by thanking all.


IQAC Chairman
Chairman
IQAC
AIET, Mijar