



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

Ref. No. AIET/IQAC/2017-18/03

06 Nov 2017

CIRCULAR

It is here by informed to all IQAC members to attend a meeting on 09 November 2017 at 11:30 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. Plan for IQAC meeting with External Members
06. Any other point with the permission of the chair

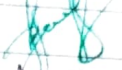
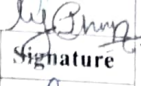



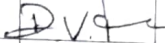









IQAC Coordinator
Co-ordinator

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		
	Name	Department	Signature
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	-

Agenda 1:- IA Result Analysis

Scores are found to be satisfactory. But students have 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 2:- 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 3:- Staff and students performance

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

Agenda 4:- Feed'back initiation

Feedback collection process has to be initiated.

The mapping of department is as given below

Department	Feedbacks collected by
CV	CSE
CSE	Phy - Maths
ECE	CV
ISE	Chem
ME	ECE
PHY	MBA
CHEM	ME
MBA	ISF

Agenda 5:- 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 6:- Any other point with the permission of the chair.

IQAC chairman informed to all the members to focus on intellectual property right and patenting the research work. In this regard it is informed to conduct workshop on ITR and patent. It is also informed to prepare the policy on same.

The meeting is concluded by thanking all.



IQAC Chairman

Chairman

IQAC

AIET, Mijar