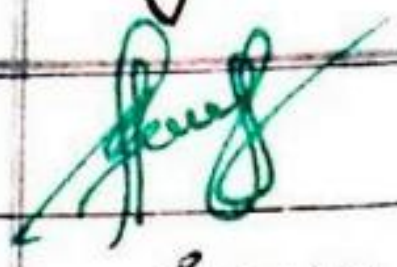
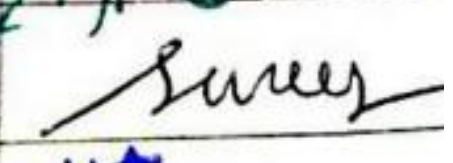
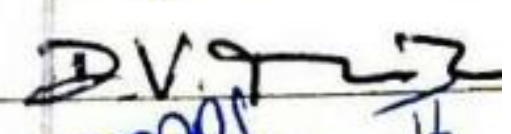
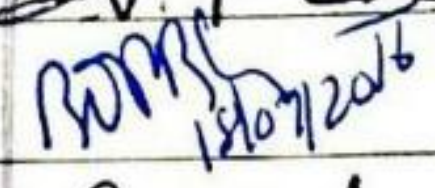
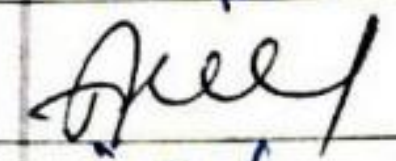
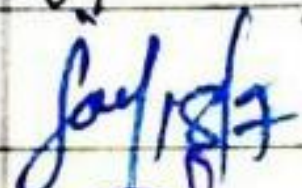
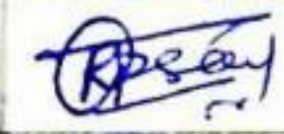
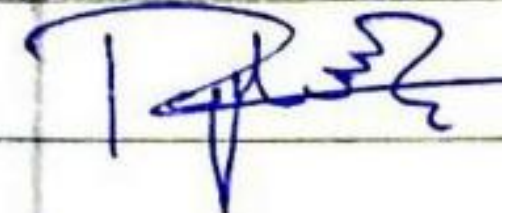


Meeting conducted on 18/7/16

Date 18/7/2016

Agenda: Discussion about the Next semester plans preparation.

Sl.No	Name of the Faculty	Signature
1	Dr. Peter Fernandez	
2	Dr. Basovaroj	
3	Dr. Shankargowda Nyammonor	
4	Dr. Monjunath DV	
5	Prof. Durgoprasad Baliga	
6	Prof. Monjunath Isottari	
7	Prof. Jayanth Rothod	
8	Prof. Ramonanda Karnath	
9	Dr. Ramprasad A.T.	
10	Prof. Raghavendra V	

Minute of the Meeting

- * Discussed about Requirement of faculty members in each department.
- * Discussed about class time table for the next semester.
- * Discussed about the Lab class
 - Atleast 45 minutes Introduction should be give the faculty to the students before conducting the Lab experiments. because they should have the theoretical background.
- * Co-curricular activities and extra activities along with Lab internal exam should be concluded before second Internal exam.
- * There should be equal importance to all the three internal exams
- * HOD's should make a discipline in the matter of students regularity

6
Uniform matter ext....

* From beginning of the class should take action regarding shortage of attendance. It should not become less than 80%.

* All Faculty's they have to submit the attendance of the students to HOD in the end of the week.

* Informed to identify the coordinator for the different clubs.

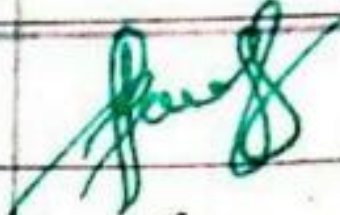
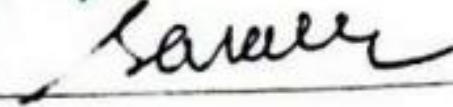
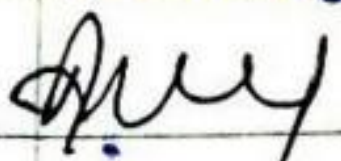
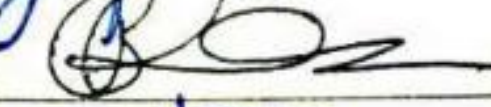
* Farewell Function; on Aug 3rd. Prof. Dr. Prof. Manjunath Kottari will be in charge.

for Powerpoint presentation and familiarizing the campus.

Meeting conducted on 26/7/16

Date / / 20

26/7/16 Agenda: Discussion about the Lab class. and
Fraser's Day Celebration

Sr. No	Name of the Faculty	Signature
1.	Dr. Peter Fernandez	
2	Dr. Basovaroj	
3	Dr. Shankargouda Nyammaravar	S. Nyammaravar
4	Dr. Ramprasad A. Telang	
5	Prof. Durgaprasad Baliga	NTB 26/07/2016
6	Prof. Manjunath Kottari	
7	Prof. Jayanth Rathod	Jay 26/7
8	Prof. Ramesh	
9.	Prof. Raghavendra. V	

Minute of the Meeting

- * Lab should be conducting Saturday also.
- * Faculty should ask some practical question with students.
- * Free hours should be arrange.
- * Discussion about class time table and allotment.
- * Should be maintain attendance book for the forum activities.
- * Fraser's Day Programme will be on 3rd
- * Chief guest will be Mr. Chakravarthy.
- * Discussed about the programme scheduled MC by Miss Shruthi, Welcome by Manjunath Kottari, After that brief report, Introduction of the guest by Jayanth Rathod, Stage Setup. Mike, Music, Stage sitting arrangement, flower's water, memento in charge for CSE.

* Parents and student sitting arrangement for CIVIL department.

* Reception counter incharge for ISE.

* Help Desk members should give information for the parents and students MBA students will be the volunteers

* Open Presentation should be include Photos. Like VTU Fest, Workshop, Guest Lecturing, seminar, Chakravyuh, Nudisri, Virasath and other cultural events it should include 400 to 500 photos.

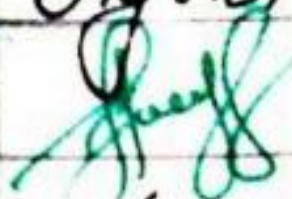
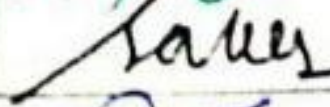
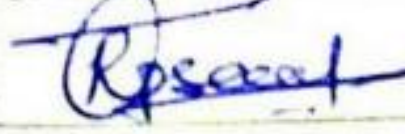
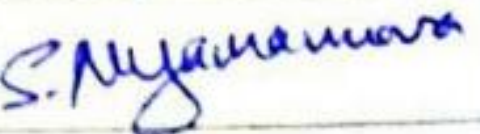
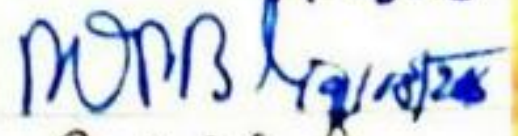
* Vote of thanks by me or civil.

* Food menu by mechanical department.

Meeting conducted on 19/8/16

Date / / 20

19/8/16 Agenda : Discussed about Result Analysis

Sl.No	Name of the Faculty	Signature
1.	Dr. Peter Fernandes	
2.	Dr. Basavaraj	
3.	Dr. Ramprasad A.T	
4.	Dr. Shankargouda Nyamanavara	
5.	Dr. D.V. Manjunath	
6.	Prof. Durgaprasad Baliga	
7.	Prof. Manjunath Kothare	
8.	Prof. Jayanth Rathod	

Minute of the Meeting :-

- Discussion about the even semester Result Analysis
- Discussed about solution in order to improve the Result
- Analysis on the student based on External Assignment, Attendance.
- Discussed about teacherwise Result Analysis, identify the subject which give the poor Result.
- Discussed about the late comers
- Maintain the file for irregular activities. It could be in hostel or college irregularity of classes of the students.
- Discussed about the lab. if they are not completing the lab. they can enter into the class but faculty hold they are the then attendance
- Discussed about coaching class
- Discussed about the industrial visit.

Meeting conducted on 30/8/16

Date / / 20

30/8/16 Agenda: Discussion about Result Analysis
Coaching class, Internship & Teacher guardian
Scheme

SL. NO	Name of the Faculty	Signature
1.	Dr. Peter Fernandes	
2.	Dr. ...	
3.	Dr. Basavdorej	
4.	Dr. Shankargouda Nyammonavar	S. Nyammonavar
5.	Dr. Dr. Manjunatha	Dr. Manjunatha
6.	Prof. Durgaprasad Beliga	Prof. Durgaprasad Beliga
7.	Prof. Manjunath Kottari	Prof. Manjunath Kottari
8.	Prof. Jayanth Rathod	Prof. Jayanth Rathod
9.	Prof. Rajesh Kumar. P	Prof. Rajesh Kumar. P

Minute of the Meeting

- * 1st year Students result should be follow in 2nd year also
- * Some attitude, behaviour should make changes of the students.
- * Be rigid on the irregularities, behaviour, laziness of the student
- * HOD should discuss with the faculty regarding some rules, in-order to improve the result.
- * Discussed about the attendance performance.
- * HOD should call every day report on the coaching class and attendance performance.
- * Lateral Diploma Student should attend the coaching class regularly.
- * One who are poor in Academic performance they have to block the competition/activity but in

major Reason they can allow.

- * Discussion about the leave before they go on leave they have to inform prior in case of leave or person they should be produces the Certificate.

- * While they sending near to the principal faculty / HOD have to write comment on the letter & HOD sign should be there.

- * More than one day leave they have to send to the principal.

- * Discussion Regarding the Internship

- * For final year students its for 15 day's, 3rd year students its for one month, 2nd year students its for 45 day's but they can go even more.

- * After that Internship faculty have to conduct Internship viva to the student, and faculty / HOD.

Should contact to the company. Should check the internship Certificate

- * Teacher guidance scheme to be implement immediately. For that

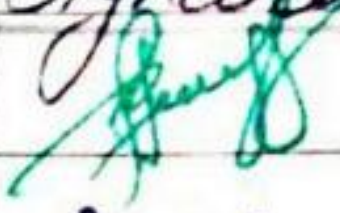
ref, the Teacher.
 They should put these teachers into a folder.

- * Emergency attention notice board should be implement in the HOD cabin in order to check the important notice to the student.

Meeting conducted on 4/10/16

Date / / 20

4/10/16. Agenda : Discussion about the Internal exams and the Syllabus.
Discussion about the LTC.

Sl. No	Name of the Faculty	Signature
1	Dr. Peter Fernandes	
2	Dr. Basavaraj	Sally
3	Dr. Shankar gouda Nyamarewar	S Nyamarewar
4	Dr. Ramprasad A.T	Ramprasad
5	Mr. Ravi Prasad	Rp
6	Dr. DV. Manjunath	DV Manjunath
7	Mr. Jayanth Rathod	Jay/4/10
8	Mr. Manjunath Kothari	M. Kothari
9	Mrs. Premeela S Konde	P. Konde

Minute of the Meeting

* Discussion about the Internal Exam Syllabus

* For the three Internal Exam the faculty have to cover equal subject. If their subject was not complete they ~~exam~~ can repeat last exam's chapter again.

* Those who fail in the first IA exam. for there the faculty should conduct Assignment test. for these students if the student will perform poor the faculty have to inform their parents. they have to call their parent to the college

* Discussion about the LTC.