



Date:18/09/2019

Ref : SIT/IQAC/2019-2020/

MEETING NOTICE


A meeting of the Internal Quality Assurance Cell (IQAC) of Srinivas Institute of Technology, Mangaluru is convened at 10:30AM in Board Room on 20/09/2019.

The agenda for the meeting are:

Agenda: 1.

1. To conform the minutes of last IQAC meeting held on 9th Feb 2019.
2. Discussion on AQAR for the year 2018-2019.
3. Approval of academic calendar (Odd Sem) for the academic year 2019-2020.
4. Activities proposed for the year 2019-2020.
5. Any other academic matter with the permission of the Chairman.

All the members are requested to attend the same.


(Dr. Shivakumar G S)
Director-IQAC

Copy to the Chairman and members



Minutes of Meeting

The meeting of IQAC members of Srinivas institute of Technology, Mangaluru held on 20th September 2019 in the College board room at 10:30 AM to discuss the agenda.

Members Present:

- | | | |
|---|------------------------|--------------------|
| 1 | Dr. Shrinivasa Mayya D | Chairman-Principal |
| 2 | Dr. Shivakumar G S | Director -IQAC |
| 3 | Dr. R.N Hegde | Member |
| 4 | Prof. Bheema Shastry | Member |
| 5 | Dr. Jose Alex Mathew | Member |
| 6 | Harsharaj C | Member |

Members Absent:

- | | | |
|---|---------------------|---------------------------|
| 1 | Mrs. Mitra S Rao | Management representative |
| 2 | Dr. Shankar S | Member |
| 3 | Sri K K Poonja | Member |
| 4 | Mr. Vincent D'Souza | Member |
| 5 | Mr. Dawn Prakash, | Member |

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Minutes:

The Chairman welcomed the members for the meeting. The director –IQAC briefed about the newly formed IQAC.

1. Members conformed the minutes of last IQAC meeting held on 9th Feb. 2019, after discussion on the matter.

2. It is decided to prepare AQAR for the academic year 2018-2019. Members suggested for improvement in the academic and administrative procedures.

3. Director presented the Academic calendar (Odd Sem) for the year 2018-19. It was approved by the members. It was also decided that this calendar will be sent to all HOD's through mail for information and action.

4. Activities proposed for the year 2019-20: The activities proposed by the departments were approved.

5. Other matters discussed:

- Discussed to introduce some best practices.
- Decided to verify AQAR criteria wise from October 1st 2019 onwards.

The meeting was ended with the thanks to the Chair and the members by the IQAC Director.


(Dr. Shivakumar G S)
Director-IQAC

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ACTION TAKEN REPORT

Action taken report on the agenda of the Meeting of the Internal Quality Assurance Cell (IQAC) of Srinivas Institute of Technology, Mangaluru held on 20/09/2019

Sl. No.	Agenda	Resolution	Action Taken
1.	Confirmation of the Minutes and action taken report of the previous meeting	Approved	Confirmed and approved
2.	Preparing AQAR	Approved	IQAC and NAAC committee reviewed the preparation.
3.	Academic calendar	Approved	Sent to all departments
4.	Activities	Approved	All the departments formed various committees
5.	Best practices	Approved	Best practices like service camp, project exhibition, Journal publication are approved
6.	Verification of AQAR	Approved	Verification done

(Dr. Shivakumar G S)

Director-IQAC

(Dr. Shrinivasa Mayya D)

PRINCIPAL
Principal & Chairman IQAC
SRINIVAS INSTITUTE OF TECHNOLOGY
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