



**ADICHUNCHANAGIRI INSTITUTE OF TECHNOLOGY, CHIKKAMAGALURU**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Date: 04.07.2020**

**Proceedings of the 6<sup>th</sup> Meeting of IQAC, held in the Meeting Hall, AD Block at 10.30 PM on 03/07/2020**

**1. Members Present:**

1. Dr. C T Jayadeva, Principal (Chairman)
2. Dr.Prakash Rao K S (Director)
3. Dr.Devananda H M (Coordinator)
4. All departments HODs
5. Members of IQAC, NIRF and NBA committees

**2. Agenda:**

1. Initial remarks by the Principal/Chairman-IQAC
- 2.Review of NAAC recommendation on AQAR:2018-19
- 3.Discussion on functions of Internal Academic and Administrative Audit committee
- 4.Review of Planning for NBA,NIRF
- 5.Establishing MOU's with Industry for Add on Courses
6. Participation and contributions in teaching and learning and /or research by visiting/adjunct/Emeritus faculty
7. AQAR:2019-20 submission
8. Any other topic with the permission of the chair

**3. Proceedings:**

1. After welcoming all the members to the meeting, the IQAC Director placed before the members the agenda of the meeting, which was already circulated along with the meeting notice.

The Chairman-IQAC (Principal) Dr.C.T.Jayadeva, formally welcomed the members to the Sixth meeting IQAC of this year, and in his initial remarks, presented briefly the highlights of the agenda of the meeting. The Chairman spoke about the findings of NAAC committee. He also informed that AQAR had to be submitted on time.



**ADICHUNCHANAGIRI INSTITUTE OF TECHNOLOGY, CHIKKAMAGALURU**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 09.07.2020

**Proceedings of the 7<sup>th</sup> Meeting of IQAC, held in the Meeting Hall, AD Block at 10.30 PM on 08/07/2020**

**1. Members Present:**

1. Dr. C T Jayadeva, Principal (Chairman)
2. Dr.Prakash Rao K S (Director)
3. Dr.Devananda H M (Coordinator)
4. Dr.Jagdeesh Chandra
5. Members of Internal Academic and Administrative Audit committee

**2. Agenda:**

1. Initial remarks by the Principal/Chairman-IQAC
2. Discussion on functioning and planning of Internal Academic and Administrative Auditing


**3. Proceedings:**

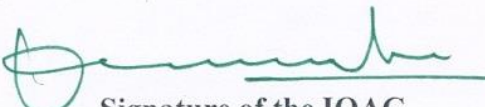
After welcoming all the members to the meeting, the IQAC Director placed before the members the agenda of the meeting, which was already circulated along with the meeting notice.

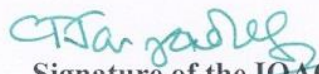
The IQAC Director gave insights to core committee. The Chairman-IQAC (Principal) Dr.C.T.Jayadeva, spoke about the importance of core committee. The discussion was open to panel to gain inputs on functioning core committee.

**Decision:**

The Chairman directed the Core committee chairman to prepare the formats for conduction of audits. And it was decided to bring all the institute activities under the Core committee for monitoring.

  
Prepared By  
IQAC Coordinator

  
Signature of the IQAC  
Director

  
Signature of the IQAC  
Chairman



## **5. Establishing MOU's with Industry for Add on Courses**

IQAC coordinator presented a brief overview of this subject:

**Preamble:** As per NBA guidelines, every department is required to have industry-supported add on courses.

### **Benefits:**

Industry Alliance

Students will be exposed to industry-oriented practical skills

Internships & Placements

Skill development through certifications course.

### **Proposal:**

Each Dept. could talk to their Alumni and take their help to establish an Industry-attached add-on courses. The Principal observed that in the present academic scenario, it was always advisable to have Industry alliance and train the students regarding the industry requirements so that the students would be industry-ready. He felt that it would improve placement opportunities. He quoted the outcomes and discussions of Principals' meeting with Vice Chancellor at VTU, Belagavi on 30.4.2019 and informed that the VC instructed all the colleges to conduct programs inviting Industry Professionals and establish relation with industries. He suggested each department to work towards establishing the industry-associated labs and add-on courses

### **Decision:**

1. All the members endorsed the proposal and it was decided to mandate all the departments to make sincere effort with the help of their alumni to establish at least one industry-associated lab and add on courses in the near future.
2. It was decided to direct Research committee to follow up this process, collect the proposals from each department, scrutinize and forward to Principal for approval.

## **6. Participation and contributions in teaching and learning and /or research by visiting/adjunct/Emeritus faculty**

IQAC coordinator placed a brief overview and proposal about the agenda:

**Preamble:** As per NBA guidelines, every department can have participation and contributions by visiting/adjunct/emergitus faculty in teaching and learning and /or research.

### **Benefits:**

Improving Quality of Teaching – Exposure to recent topics – exposure to research issues

**Proposal:** Each department could identify visiting/adjunct/emergitus faculty

Members discussed the feasibility of identifying and suggesting an expert faculty emergitus /

visiting so that Student to Faculty Ratio could be improved and quality content delivery in some courses could be achieved. Some members referred to AICTE guidelines in this regard.

**Decision:**

1. It was decided to direct the departments to submit the proposals to Principal for further processing and approval.
2. Financial funds assistance to be provided to faculty.
3. Incentives to faculty publishing research papers in SCOPUS Journals.
4. R & D budget should be increased.
5. Student Satisfaction Survey shall be conducted.

**7. Submission of Annual Quality Assurance Report (AQAR)**


IQAC coordinator placed a brief overview and proposal about the agenda:

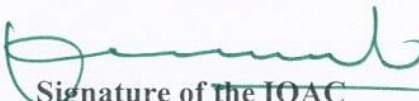
1. NAAC has revised the Guidelines for the Creation of the Internal Quality Assurance Cell (IQAC) and Submission of Annual Quality Assurance Report (AQAR) in Accredited Institutions from the year 2019-2020.
2. As per the revised Guidelines for Creation of the Internal Quality Assurance Cell (IQAC) institutions need to submit the Annual Quality Assurance Report (AQAR) online through in NAAC website.
3. Submission Deadline: January 2021

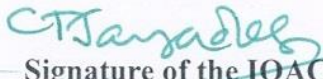
**Proposal:**

IQAC coordinator presented the complete Performa of AQAR and informed that the AQAR contained all the ten criteria of SSR. He also told that the online submission process need to be familiarized and he requested all the members to extend their help and involvement in the preparation of AQAR.

**Decision:** All the members endorsed the proposal and it was decided to convene NAAC Core Committee Meeting in the first week of July 2021 and assign the work to the members.

  
Prepared By  
IQAC Coordinator

  
Signature of the IQAC  
Director

  
Signature of the IQAC  
Chairman





**ADICHUNCHANAGIRI INSTITUTE OF TECHNOLOGY, CHIKKAMAGALURU**

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Date: 27.01.2021

**Proceedings of the 8<sup>th</sup> Meeting of IQAC, held in the Meeting Hall, AD Block at 3.30 PM on 08/07/2020**

**1. Members Present:**

1. Dr. C T Jayadeva, Principal (Chairman)
2. Dr.Prakash Rao K S (IQAC Director)
3. Dr.Devananda H M (IQAC Coordinator)
4. All the Heads of the departments
5. Members of IQAC Core committee

**2. Agenda:**

1. Submission of AQAR: 2020-21
2. Discussion on Research Promotion in the institute.

**3. Proceedings:**

After welcoming all the members to the meeting, the IQAC Director placed before the members the agenda of the meeting, which was already circulated along with the meeting notice.

1. The IQAC Director gave recommendations made by AQAR review committee. The Chairman-IQAC (Principal) Dr.C.T.Jayadeva, directed the Heads of the departments to capture the AQAR data for the year 2020-2021.


2. As per the recommendations made by AQAR review committee, the discussion was opened on the Research Promotion in the institute, all the IQAC members and HoD's participated in the discussion.

**4. Decision:**

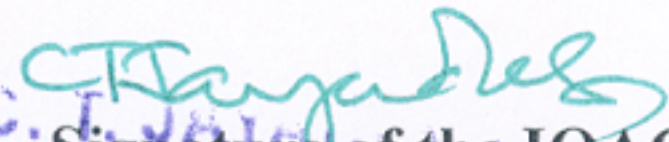
1. The Chairman directed all the HoD's and IQAC Members to submit the department data for the submission of AQAR: 2020-21.

2 The Chairman directed Audit Core committee chairman to prepare the formats for conduction of audits.

3. And the chairman decided to provide incentives to employees for the promotion of R&D Activities.

  
Prepared By  
IQAC Coordinator

  
Verified By IQAC  
Director

  
Signature of the IQAC  
Principal  
Chairman  
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