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VIVEKANANDA INSTITUTE OF TECHNOLOGY

AN INSTITUTE OF JANATHA EDUCATION SOCIETY
Recognised by GOK, Affiliated to VTU & Approved by AICTE, New Delhi.

Ref: VKIT/IQAC/2023-24/60

Date: 03/07/2023

Internal Quality Assurance Centre (IQAC)

CIRCULAR

All IQAC members are requested to attend the quarterly meeting to be held on 5th July, 2023


Venue: Boardroom

Time: 10:00 AM

Agenda:


1. Reading and recordings of minutes of the meeting held on 04/04/2023
2. Discussion of NAAC Criteria wise 1 to 7.
3. Discussion and appointment of Academic and Administrative Auditors
4. Meeting with Prof B C Nagaraj department of environment science, Bangalore University
5. Conducting Seminars with expert faculty about CO's, PO's & PSO's
6. Feedback system
7. Scholarship awareness


Coordinator, IQAC


Principal and Chairperson IQAC

Principal

VIVEKANANDA INSTITUTE OF TECHNOLOGY
Bangalore - 560 074


PRINCIPAL
Vivekananda Institute of Technology
Gudimayur Kumbha
BENGALURU 560 074.



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Ref: VKIT/IQAC/2023-24/61

Date: 05/07/2023

Internal Quality Assurance Centre (IQAC)

Minute of Meeting held on 5th July, 2023

Members Present:

S.No	Name of the Member	Designation	Signature
1	Dr.D V Chandrashekhar	Principal & IQAC Coordinator	
2	Sri K P Muthaiah	M C Member, JES	- Present -
3	Dr. Vanajaskhi P	Associate Professor & HOD Dept. of ISE	
4	Dr. Manjunatha	Assistant Professor & HOD Dept. of ME	
5	Dr. Vidya A	Professor & HOD Dept. of CSE	
6	Dr.Bhagyalakshmi N	Professor & HOD Dept. of ECE	
7	Mr. T S Hariesh	Assistant Professor, Dept. of CIVIL	
8	Dr.H G Bheemanna	Professor of Chemistry	
9	Dr. Shaila k	Placement Officer and NAAC Coordinator	
10	Manasa Chandra	Psychologist Alumni (9844880116)	- Present -
11	Lavanya G K	Student Member III CSE (1VK21CS036)	

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Agenda:

1. Reading and recordings of minutes of the meeting held on 06/04/2023
2. Discussion of NAAC Criteria wise 1 to 7.
3. Discussion and appointment of Academic and administrative Auditors
4. Meeting with Prof B C Nagaraj department of environment science, Bangalore University
5. Conducting Seminars with expert faculty about CO's, PO's & PSO's
6. Feedback system
7. Scholarship awareness

Minutes

Chairperson greeted the members of IQAC for the quarterly meeting held on 5th July 2023.

The chairperson initiated discussion on the following items of the agenda

Agenda 1: The committee approved the minutes of the previous meeting, validating the accuracy and completeness of the recorded discussions and decisions.

Agenda 2: The committee meticulously reviewed and deliberated upon each of the NAAC criteria, spanning from 1 to 7, aiming to identify specific areas for enhancement and devising strategic plans to address them effectively.

Agenda 3: The meeting centred around discussing the criteria and requirements for academic and administrative auditors, evaluating potential candidates and finalizing appointments to ensure comprehensive audits for both academic and administrative processes in the institution.

Agenda 4: The meeting with Prof. B C Nagaraj from the Department of Environmental Science, Bangalore University, focused on exploring potential collaborations, research partnerships, and academic exchanges

Agenda 5: The seminar conducted with expert faculty aimed to delve into the refinement and alignment of Curriculum Outcomes (COs), Program Outcomes (POs), and Program Specific Outcomes (PSOs), emphasizing their significance in the academic curriculum and overall student development. Discussions revolved around strategies to strengthen these outcomes, ensuring their relevance to industry needs and educational objectives.

Agenda 6: The committee discussed and finalized the implementation of a comprehensive feedback system to gather input and insights from stakeholders for continuous quality enhancement.

Agenda 7: The chairman emphasized the dissemination of information to all HODs regarding scholarships offered by government bodies and NGOs, aiming to raise awareness among students for their benefit.

Coordinator IQAC



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Principal and Chairperson IQAC



Principal

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Ref: VKIT/IQAC/2023-24/ 64

Date: 03/10/2023

Internal Quality Assurance Centre (IQAC)

CIRCULAR

All IQAC members are requested to attend the quarterly meeting to be held on 5th October, 2023

Venue: Boardroom


Time: 10:00 AM

Agenda:

1. Reading and recordings of minutes of the meeting held on 05/07/2023
2. Discussion & submission of IIAQ
3. Completed AAA Report
4. Meeting with Prof B C Nagaraj department of environment science, Bangalore University

Coordinator, IQAC

Principal and Chairperson IQAC


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Ref: VKIT/IQAC/2023-24/ 65

Date 05/10/2023

Internal Quality Assurance Centre (IQAC)

Minute of Meeting held on 5th October, 2023

Members Present:

S.No	Name of the Member	Designation	Signature
1	Dr.D V Chandrashekhara	Principal & IQAC Coordinator	
2	Sri K P Muthaiah	M C Member, JES & Chairman, GC, VKIT	- Present -
3	Dr. Vanajaskhi P	Associate Professor, Dept. of ISE & AI&ML	
4	Dr. Manjunatha	Assistant Professor & HOD Dept. of ME	
5	Dr. Vidya A	Professor & HOD Dept. of CSE	
6	Dr. Bhagyalakshmi N	Professor & HOD Dept. of ECE	
7	T S Hariesh	Associate Professor, Dept. of CIVIL	
8	Dr.H G Bheemanna	Professor of Chemistry	
9	Dr. Shaila K	Placement Officer and NAAC Coordinator	
10	Manasa Chandra	Psychologist Alumni (9844880116)	- Present -
11	Lavanya G K	Student Member III CSE (1VK21CS036)	

5th October 2023
 IQAC
 VKIT

Agenda:

1. Reading and recordings of minutes of the meeting held on 05/07/2023
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3. Completed AAA Report
4. Meeting with Prof B C Nagaraj department of environment science, Bangalore University

Minutes

Chairperson greeted the members of IQAC for the quarterly meeting held on 5th October, 2023.

The chairperson initiated discussion on the following items of the agenda

Agenda 1: The committee approved the minutes of the previous meeting, validating the accuracy and completeness of the recorded discussions and decisions.

Agenda 2: The meeting involved a comprehensive discussion on the Institutional Information for Quality Assessment (IIAQ), addressing its content, accuracy, and completeness, preparing it for submission as a critical step in the accreditation process

Agenda 3: The committee concluded the compilation of the Academic and Administrative Audit (AAA) Report, encompassing detailed assessments, analyses, and recommendations on academic processes and outcomes, aimed at fostering continuous improvement within the institution

Agenda 4: The follow-up meeting with Prof. B C Nagaraj from the Department of Environmental Science, Bangalore University, extended discussions on potential collaborative projects, research endeavours, and academic exchanges, further exploring mutual areas of interest and cooperation.


Coordinator, IQAC


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