



ವಿವೇಕಾನಂದ ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ  
**VIVEKANANDA INSTITUTE OF TECHNOLOGY**

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

Ref: VKIT/IQAC/2021-22/ 50

Date: 01/04/2022

**Internal Quality Assurance Centre (IQAC)**

**CIRCULAR**

All IQAC members are requested to attend the quarterly meeting to be held on 4<sup>th</sup> April, 2022.

Venue: Boardroom

Time: 10:00 AM

**Agenda:**

1. Reading and recordings of minutes of the meeting held on 5/1/2022
2. Allocation of IIC Activities
3. Research Proposals
4. Submission of Course files

  
Coordinator, IQAC

  
Principal and Chairperson IQAC  
Principal  
VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

  
PRINCIPAL  
Vivekananda Institute of Technology  
Gudimavu, Kumbalangi, Bangalore  
BENGALURU 560 074



ವಿವೇಕಾನಂದ ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ  
**VIVEKANANDA INSTITUTE OF TECHNOLOGY**

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

Ref: VKIT/IQAC/2021-22/ 5

Date: 04/04/2022

**Internal Quality Assurance Centre (IQAC)**

Minute of Meeting held on 4<sup>th</sup> April, 2022

**Members Present:**

S.No	Name of the Member	Designation	Signature
1	Dr.S Padmanabha	Principal & IQAC Chairman	
2	Dr.D V Chandrashekhar	Vice Principal & IQAC Coordinator	
3	Sri K Syamaraju	M C Member, JES & Chairman, GC, VKIT	Ab -
4	Smt. Vanajaskhi P	Associate Professor, Dept. of CSE	
5	Dr. Manjunatha	Assistant Professor & HOD Dept. of ME	
6	Dr. Vidya A	Professor & HOD Dept. of CSE	
7	Dr.Bhagyalakshmi N	Professor & HOD Dept. of ECE	
8	Dr. C S Shashikumar	Associate Professor & HOD Dept. of CIVIL	
9	Dr. Bharathraj D	Associate Professor, Dept. of ISE & HOD	
10	Dr.H G Bheemanna	Professor of Chemistry	
11	Dr. Shaila K	Placement Officer and NAAC Coordinator	
12	Manasa Chandra	Psychologist Alumni (9844880116)	Ab -
13	Mr. Abhilasha C	Student Member, 1VK20CS003	

**PRINCIPAL**

Vivekananda Institute of Technology  
Gudimavu, Kumbhara, Bengaluru  
BENGALURU

**Agenda:**

1. Reading and recordings of minutes of the meeting held on 5/1/2022
2. Allocation of IIC Activities
3. Research Proposals
4. Submission of Course files

**Minutes**

Chairperson greeted the members of IQAC for the quarterly meeting held on 4/4/2022.

The chairperson initiated discussion on the following items of the agenda

**Agenda 1:** The meeting commenced with approval of the minutes from the previous meeting.

**Agenda 2:** Chairman discussed with committee members about the allocation of IIC Activities. Discussions revolved around the strategic allocation of responsibilities within the Institution's Innovation Council (IIC). The committee aimed to empower innovation and entrepreneurship among students through coordinated IIC activities.

**Agenda 3:** Chairman discussed with all Heads for the research Proposals.

**Agenda 4:** Chairman instructed the HODs to submit the Course Files of the academic year. The committee reviewed curriculum materials, course outlines, and related documentation to uphold a high standard of academic rigor, aligning with the institution's commitment to excellence.

As the meeting concluded, each committee members thanking the chairman.

  
Coordinator, IQAC

  
Principal and Chairperson IQAC  
Principal  
VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

  
PRINCIPAL  
Vivekananda Institute of Technology  
Gudimavu, Kumbalangi  
BANGALORE - 560 074



ವಿವೇಕಾನಂದ ತಾಂತ್ರಿಕ ಮಹಾ ವಿದ್ಯಾಲಯ  
**VIVEKANANDA INSTITUTE OF TECHNOLOGY**

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

Ref: VKIT/IQAC/2021-22/ ೪೪

Date: 03/01/2022

**Internal Quality Assurance Centre (IQAC)**

**CIRCULAR**

All IQAC members are requested to attend the quarterly meeting to be held on 5<sup>th</sup> Jan, 2022.

Venue: Boardroom

Time: 10:00 AM

**Agenda:**

1. Reading and recordings of minutes of the meeting held on 4/10/2021
2. Formation of IQAC Coordinators
3. Promotion of Admissions for the academic year 2022-23
4. Planning for Outreach Activities

  
Coordinator, IQAC

  
Principal and Chairperson IQAC  
Principal  
VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

  
PRINCIPAL  
Vivekananda Institute of Technology  
Gudimavu, Kumbalagode,  
BENGALURU 560 074



Ref: VKIT/IQAC/2021-22/ 49

Date: 05/01/2022

## Internal Quality Assurance Centre (IQAC)

Minute of Meeting held on 5<sup>th</sup> Jan, 2022

**Members Present:**

S.No	Name of the Member	Designation	Signature
1	Dr.S Padmanabha	Principal & IQAC Chairman	
2	Dr.D V Chandrashekhar	Vice Principal & IQAC Coordinator	
3	Sri K Syamaraju	M C Member, JES & Chairman, GC, VKIT	
4	Smt. Vanajaskhi P	Associate Professor, Dept. of CSE	
5	Dr. Manjunatha	Assistant Professor & HOD Dept. of ME	
6	Dr. Vidya A	Professor & HOD Dept. of CSE	
7	Dr.Bhagyalakshmi N	Professor & HOD Dept. of ECE	
8	Dr. C S Shashikumar	Associate Professor, Dept. of CIVIL	
9	Dr.Bharathraj D	Assistant Professor & HOD Dept. of ISE	
10	Dr.H G Bheemanna	Professor of Chemistry	
12	Dr. Shaila k	Placement Officer and NAAC Coordinator	
13	Manasa Chandra	Psychologist Alumni (9844880116)	
14	Mr. Abhilasha C	Student Member, 1VK20CS003	

**PRINCIPAL**  
 Vivekananda Institute of Technology  
 Gudimavu Kumbalaguru,  
 BENGALURU

**Agenda:**

1. Reading and recordings of minutes of the meeting held on 4/10/2021
2. Formation of IQAC Coordinators
3. Promotion of Admissions for the academic year 2022-23
4. Planning for Outreach Activities

**Minutes**

Chairperson greeted the members of IQAC for the quarterly meeting held on 5<sup>th</sup> Jan, 2022.

The chairperson initiated discussion on the following items of the agenda

**Agenda 1:** The meeting commenced with a collective commitment to continuity by approving the minutes from the previous meeting.

**Agenda 2:** New chairman formed new committee of Internal Quality Assurance Cell (IQAC).

**Agenda 3:** Chairman discussed with committee members for promotion of Admissions for the Academic Year 2022-23. Strategies were discussed to effectively promote admissions for the upcoming academic year. Implementing innovative marketing campaigns and showcasing the unique features and strengths of the institution to attract prospective students.

**Agenda 4:** Chairman suggested for committee members about Planning for Outreach Activities

The committee outlined plans for outreach activities to strengthen ties with the local community to enhancing the institution's visibility through community engagement and social initiatives.

  
Coordinator, IQAC

  
Principal and Chairperson IQAC  
Principal  
VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

  
PRINCIPAL  
Vivekananda Institute of Technology  
Gudimavu, Kumbalaguda,  
BENGALURU 560 074.



Ref: VKIT/IQAC/2021-22/46

Date: 01/10/2021

## Internal Quality Assurance Centre (IQAC)

### CIRCULAR

All IQAC members are requested to attend the quarterly meeting to be held on 4<sup>th</sup> October, 2021.

Venue: Boardroom

Time: 10:00 AM

#### **Agenda:**

1. Reading and recordings of minutes of the meeting held on 2/7/2021
2. Planning for NSS Activity
3. Preparation for conduction of induction Programs for first year students
4. Annual performance of IIC
5. Placement Activities

  
Coordinator, IQAC

  
Principal and Chairperson IQAC

Principal  
VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

  
PRINCIPAL  
Vivekananda Institute of Technology  
Gudimavu, Kumbalagodu,  
BENGALURU 560 074



ವಿವೇಕಾನಂದ ತಾಂತ್ರಿಕ ಮಹಾವಿದ್ಯಾಲಯ  
**VIVEKANANDA INSTITUTE OF TECHNOLOGY**

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

Ref: VKIT/IQAC/2021-22/೩೭

Date: 04/10/2021

**Internal Quality Assurance Centre (IQAC)**

Minute of Meeting held on 4<sup>th</sup> October, 2021

**Members Present:**

S.No	Name of the Member	Designation	Signature
1	Dr.D V Chandrashekar	Principal & IQAC Coordinator	
2	Sri K Syamaraju	M C Member, JES & Chairman, GC, VKIT	Present
3	Dr. Jyothi Lakshmi. P	Associate Professor, Dept. of ECE	
4	Dr. N P Nethravathi	Associate Professor & HOD Dept. of ISE	
5	Smt. Vanajaskhi P	Associate Professor, Dept. of CSE	
6	Dr. Manjunatha	Assistant Professor & HOD Dept. of ME	
7	Dr. Vidya A	Professor & HOD Dept. of CSE	
8	Dr.Bhagyalakshmi N	Professor & HOD Dept. of ECE	
9	Dr.H G Bheemanna	Professor of Chemistry	
10	Dr. C S Shashikumar	Associate Professor & HOD Dept. of CIVIL	
11	Dr.Shaila K	Placement Officer and NAAC Coordinator	
12	Manasa Chandra	Psychologist Alumni (9844880116)	Present
13	Mr. Abhilasha C	Student Member, 1VK20CS003	

**PRINCIPAL**

Vivekananda Institute of Technology  
Gudimavu, Kumbalagodu,  
BENGALURU 560 074.

**Agenda:**

1. Reading and recordings of minutes of the meeting held on 2/7/2021
2. Planning for NSS Activities
3. Preparation for conduction of induction Programs for first year.
4. Annual performance of IIC
5. Placement Activities

**Minutes**

Chairperson greeted the members of IQAC for the quarterly meeting held on 4<sup>th</sup> October, 2021 and initiated discussion on the following items of the agenda

**Agenda 1:** The meeting started with the approval of minutes from the previous meeting.

**Agenda 2:** Chairman discussed about Planning for NSS Activities with the committee members. The committee engaged in discussions on planning NSS (National Service Scheme) activities and Strategies were outlined for community engagement and service projects. Initiatives were devised to enhance the impact of NSS activities on both students and the local community.

**Agenda 3:** Chairman instructed committee members to make Preparation for Conduction of Induction Program. Ensuring a smooth transition for new students into the academic environment.

**Agenda 4:** Chairman discussed on Annual Performance of IIC - the committee turned its attention to assessing the annual performance of the IIC activities. Achievements were celebrated, and challenges were identified. Strategies were discussed for refining and strengthening the role of IIC in fostering innovation.

**Agenda 5:** Chairman discussed with placement coordinator about Placement Activities

As the meeting ended, each committee member thanked the chairman

Coordinator, IQAC



Principal and Chairperson IQAC



Principal

VIVEKANANDA INSTITUTE OF TECHNOLOGY

Bangalore - 560 074



PRINCIPAL

Vivekananda Institute of Technology

Gudimavu, Kumbalagodu,

BENGALURU 560 074.



ವಿವೇಕಾನಂದ ತಾಂತ್ರಿಕ ಮಹಾ ವಿದ್ಯಾಲಯ  
**VIVEKANANDA INSTITUTE OF TECHNOLOGY**

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

Ref: VKIT/IQAC/2021-22/44

Date: 01/07/2021

**Internal Quality Assurance Centre (IQAC)**

**CIRCULAR**

All IQAC members are requested to attend the quarterly meeting to be held on 2<sup>nd</sup> July, 2021.

Venue: Boardroom

Time: 10:00 AM

**Agenda:**

1. Reading and recordings of minutes of the meeting held on 3/4/2021
2. Academic calendar for the academic year 2021-2022.
3. To conduct number of Bridge course/ value-added courses for CSE/ISE/AIML/ECE/CV/ME.
4. Number of students undertaking field work/ internships / student projects.
5. Organization/participation of Webinars, Seminars, FDPs on latest trends in Engineering and Technologies
6. Recruitment of staff for CSE/ISE/AI & ML Departments
7. Feedback system
8. Scholarship awareness

  
Coordinator, IQAC

  
Principal and Chairperson IQAC 1/7/21  
Principal  
VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

  
PRINCIPAL  
Vivekananda Institute of Technology  
Gudimayil, Kumbalagodu,



ವಿವೇಕಾನಂದ ತಾಂತ್ರಿಕ ಮತ್ತು ವಿದ್ಯಾಲಯ  
**VIVEKANANDA INSTITUTE OF TECHNOLOGY**

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

Ref: VKIT/IQAC/2021-22/45

Date: 02/07/2021

**Internal Quality Assurance Centre (IQAC)**

Minute of Meeting held on 2<sup>nd</sup> July, 2021

**Members Present:**

S.No	Name of the Member	Designation	Signature
1	Dr.D V Chandrashekhar	Principal & IQAC Coordinator	
2	Sri K Syamaraju	M C Member, JES & Chairman, GC, VKIT	— AB —
3	Dr. Jyothi Lakshmi. P	Associate Professor, Dept. of ECE	
4	Dr. N P Nethravathi	Associate Professor & HOD Dept. of ISE	
5	Smt. Vanajaskhi P	Associate Professor, Dept. of CSE	
6	Dr. Manjunatha	Assistant Professor and Head, Dept. of ME	
7	Dr. Vidya A	Professor and Head Dept. of CSE	
8	Dr.H G Bheemanna	Professor of Chemistry	
9	Dr. C S Shashikumar	Associate Professor and Head Dept. of CE	
10	Dr. Bhagyalakshmi N	Professor and Head Dept. of ECE	— AB —
11	Dr.Shaila K	Placement Officer and NAAC Coordinator	
12	Manasa Chandra	Psychologist Alumni (9844880116)	— AB —
13	Mr. Abhilasha C	Student Member, 1VK20CS003	

**PRINCIPAL**  
Vivekananda Institute of Technology  
Gudimavu, Kumbalaguda,  
BENGALURU 560 074.

## Agenda:

1. Reading and recordings of minutes of the meeting held on 7/4/2021
2. Academic calendar for the academic year 2021-2022.
3. To conduct number of Bridge course/ value-added courses for CSE/ISE/AI ML/ECE/CV/ME.
4. Organization/participation of Webinars, Seminars, FDPs on latest trends in Engineering and Technologies
5. Recruitment of staff for CSE/ISE/AI & ML Departments
6. Feedback system
7. Scholarship awareness

## Minutes

Chairperson greeted the members of IQAC for the quarterly meeting held on 2<sup>nd</sup> July 2021.

The chairperson initiated discussion on the following items of the agenda

**Agenda 1:** The committee began by approving minutes from the previous meeting.

**Agenda 2:** Chairman discussed of academic Calendar for the Academic Year 2021-2022 with committee members. Dates for examinations, holidays, and significant events were meticulously planned.

**Agenda 3:** Coordinator instructed to conduct/organize more number of value added courses for all branches since NEP is implemented in this academic year 2021-22

**Agenda 4:** Chairman discussed about organization/Participation of Webinars, Seminars, FDPs on Latest Trends in Engineering and Technologies.

**Agenda 5:** Chairman discussed on recruitment of Staff for CSE/ISE/AI & ML Departments and Criteria for selecting qualified staff were discussed.

**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

Principal and Chairperson IQAC

Principal

VIVEKANANDA INSTITUTE OF TECHNOLOGY  
Bangalore - 560 074

PRINCIPAL  
Vivekananda Institute of Technology  
Gudimavu, Kumbalaguda,  
BENGALURU 560 074