# Channabasaveshwara Institute of Technology

(Affiliated to VTU, Belgaum & Approved by AICTE, New Delhi)
(**NAAC Accredited & ISO 9001:2015 Certified Institution**)
NH 206 (B.H. Road), Gubbi, Tumkur – 572 216. Karnataka.

## INTERNAL QUALITY ASSURANCE CELL
## Meeting Minutes

Meeting No.: **2**

Meeting Date: **9/2/2018**

Meeting Location: **Board Room – CIT Campus**

Meeting Start: **2:30 pm**

Meeting End: **4.30 pm**

**AGENDA**

1. Confirmation of minutes of previous meeting
2. Evaluation of IA test papers
3. Budget for the Financial Year 2017-18
4. Upgrading the Internet Service
5. Consultancy work by Civil department
6. Uploading data for AISHE 2017-18
7. Internal Audit
8. Academic feedback from students

**ATTENDANCE**

| Name | Designation |
|---|---|
| **Dr. Suresh D S** | Director & Principal<br>Chairperson |
| **Dr. Shantala C P** | Vice Principal, Professor & Head, Dept of CSE |
| **Prof. Pradeep V** | Dean (Academics)<br>IQAC - Coordinator |
| **Dr. Keshava Prasanna** | Dean (Students) & MR-ISO |
| **Prof. Giridhar S Kulkarni** | Dean (Admin) & Head, Dept. of Mech. Engg. |
| **Prof. V C Kumar** | Dean (Exams) & Head, Dept. of EEE |
| **Prof. G S Suresh** | Dean (Professional Societies) |
| **Dr. Sudhi Kumar G S** | Professor & Head, Dept. of Civil Engg. |
| **Dr. Rajagopala R** | Professor & Head, Dept. of ECE |
| **Dr. Shivaprakash M C** | Professor & Head, Dept. of Physics |
| **Prof. Anil kumar G** | Coordinator, Dept of CSE |
| **Prof. Sekar R** | Coordinator, Dept of ECE |
| **Prof. Chetan Balaji** | Coordinator – Youth Empowerment Cell |
| **Dr. Siddesh Kumar N G** | Associate Professor, Dept. of Mech. Engg. |
| **Prof. Ramya H N** | Assistant Professor, Dept. of Civil Engg. |
| **Prof. Thara D K** | Assistant Professor, Dept. of ISE |
| **Prof. Chikkannaswamy V M** | Assistant Professor, Dept. of Mech. Engg |

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|---|---|
| **Mr. Manjunath H N** | Senior Associate<br>Cognizant Technology Solutions, Bangalore<br>Alumni Nominee - Batch 2001-05 B.E. CSE |
| **Mrs. Inchara R** | Software Engineer<br>Intel, Bangalore<br>Alumni Nominee -  Batch 2009-13 B.E. CSE |
| **Mr. Bharath N S** | Site Engineer<br>Gomini Constructions, Bangalore<br>Alumni Nominee -  Batch 2010-14 B.E. Civil Engg. |
| **Mr. Sanjeev Kubakaddi** | Director<br>itie Knowledge Solutions, Bangalore<br>Industrialist Nominee |
| **Mr. Sundar K S** | Associate Vice President and Head, IMS Academy<br>Infosys Limited, Mysuru<br>Industrialist Nominee |

**DISCUSSIONS / DECISIONS**

**Agenda item 1: Confirmation of minutes of previous meeting**

The resolutions of the last IQAC meeting were reviewed and confirmed.

**Agenda Item 2: Evaluation of IA test papers**

Proposed that the faculty members shall evaluate the IA test papers only in the IA Test Hall. Exemption shall be given to the faculty members based on their administrative and other responsibilities.

**Agenda Item 3: Budget for the Financial Year 2017-18**

Discussion had on preparing the Budget for the Financial Year 2017-18. The Department Heads shall submit the Budget of the respective departments.

**Agenda Item 4: Upgrading the Internet Service**

Proposed to upgrade the Internet Service from 50 Mbps to 100 Mbps from April 1, 2018.

**Agenda Item 5: Consultancy work by Civil department**

Proposed that the Department of Civil Engineering shall take up the consultancy work of inspecting various Civil works executed by the Public departments of Government of Karnataka - Tumakuru district as a Third Party inspection team.

**Agenda Item 6: Uploading data for AISHE 2017-18**

Verified the data to be uploaded for All India Survey on Higher Education (AISHE) 2017-18.

**Agenda item 7: Internal Audit**

Proposed to conduct Internal Audit during second week of March and last week of April, 2018 in the following departments: CSE, ISE, ECE, EEE, Mechanical, Civil, Basic Science, MBA, Admission, HR, Library, Examination, P&T and Transportation.

**Agenda item 8: Academic feedback from students**

Proposed to conduct academic feedback audits from students through Moodle software on the various quality parameters of Teaching and Learning during third week of March and first week of May, 2018.

**Minutes Prepared by**                                    **Minutes Approved by**

   **IQAC Coordinator**                                            **Chairperson**