



Channabasaveshwara Institute of Technology

(Affiliated to VTU, Belgaum & Approved by AICTE, New Delhi)

(ISO 9001:2015 Certified Institution)

NH 206 (B.H. Road), Gubbi, Tumkur – 572 216. Karnataka.



MINUTES OF IQAC MEETING HELD ON 09/01/2023

DATE OF MEETING	09/01/2023
VENUE	BOARD ROOM

SI No	NAME OF THE FACULTY MEMBER	ROLE
01	Dr D S Suresh	Director and Principal
02	Dr C P Shanthala	Member from Management
03	Dr B P Upendra Roy	IQAC Coordinator
04	Dr Keshav prasanna	Senior Administrative officers
05	Dr Giridhar Kulkarni	
06	Dr MC SHivprakash	
07	Prof Anil Kumar	
08	Prof Chetan Balaji	
09	Prof Yasashwini	Teachers
10	Prof G S Suresh	
11	Dr Siddesh Kumar	
12	Mr Ajith Kumar	
13	Mr M Pradeep	
14	Prof H M Veena Kumari	
15	Mr Malatesh Bajantri	
16	Mr R Kumara V ECE	Student Members
17	Mr B G Yashwant V Mech	
18	Mr Surag V Civil	
19	Ms M Dedeepya V EEE	
21	Ms Anvitha V ECE	
22	Mr Uday Kiran VII ISE	
23	Mrs Inchara N	
24	Mr Umesh Kalappa	
25	Mr N S Bharath	

26	Mr Rathan Rao	Employers
27	Mr Sanjeev Kubakaddi	
28	Mr K S Sundar	

The following resolutions were finalized after having detailed discussions and deliberations in connection with the submission of SSR

SI No	ATTRIBUTE	RESOLUTION
01	Data Collection regarding Criteria 1 & 2	Criteria heads concerned are instructed to collect the remaining pending data for the academic year 2021-2022 and complete it NOT LATER THAN 11/01/2023
02	Feedback from stakeholders	Placement officer is requested to collect the feedback from Employers Kindly complete the process not later than 11/01/2023
03	Minutes of Meetings of Department	All departments are requested to prepare the minutes of department meeting (At least three, for the last 3 semesters, When classes commenced form offline mode). One meeting during the commencement of classes, one in the mid semester and one before the end of the semester. Points for discussion.(A broad guideline) Meeting 1: Preparation of Course Material, General Instructions, and Action Plan for the ensuing semester. Meeting 2: (Mid Semester) : Feedback of Faculty Members, University Result analysis, Progress of Syllabus, Attendance of Students and any other related to academics. Meeting 3: End Semester : Syllabus Completion, Need for any Extra Classes, any others
04	COs and POs	All departments are requested to complete the COs and POs together with mapping so that it can be uploaded in the website.
05	NAAC Related work follow-up by HoDs/Cocordinators	Department HoDs/Coordinators are kindly requested to monitor the progress of the work assigned to their respective faculty members on a regular basis.
06	Slow Learners & Advanced Learners	The policy document for Slow & Advanced Learners is framed as per the instructions of the Respected Director. All departments are requested to finalize the list and identify both slow learners & advanced learners. Details of remedial classes are to be prepared for slow learners (For last three completed semesters). Kindly complete by 13/1/2023 POSITIVELY.
07	Information regarding Workshops/Guest Lectures and other activities	HoDs/Coordinators, Placement Officer and others who are organizing workshops/Invited Talks and other activities, are requested to send a copy of details about the proposed activity to the IQAC. This is intended to make sure that the correct mapping is done with respect to the outcome.(Applicable only for activities to be held in future)

Dr B P Upendra RoyDEAN/IQAC