**  **Channabasaveshwara Institute of Technology**

**ANNEXURE -II**

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

 (**ISO 9001:2015 Certified Institution)**

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

**Department :**

 **Date :**

**CONSOLIDATED PROCTOR REPORT**

 **Even/Odd Semester, Academic Year: 2023-‘24**

 Proctor : Semester :

 Class Advisor : Section :

 Programme Co-ordinate : No. of Students :

|  |
| --- |
| **AGENDA:**  |
| 1. Students Attendance
2. F/B on Teaching Learning Process
3. Academic Issues (SEE & I.A Marks)
4. Non-Academic Issues
5. Participation @ Co-curricular/Extra Curricular activities
6. Course era/NPTEL Course completion
 | 1. Lab resource availability
2. Lecture Notes/Lab Manuals
3. Project/Internships/Seminars
4. Fee Balance
5. Students Grievances (If any)
6. Any other Issues
 |

|  |  |  |
| --- | --- | --- |
| **Sl.** **No** | **Academic/****Non-Academic** | **Outcome of Proctor Meet – I**  |
| 1. | Academic |  |
| 2. | Non Academic |  |
|  **Actions Initiated** |
| 3. | Proctor | Academic :  |
| Non-Academic : |
|  **Suggestions / Recommendations / Comments** |
| 4. | Class Advisor |  |
| 5. | ProgrammeCo-ordinator |  |

 **Proctor Class Advisor Programme Co-ordinator**

 (Signature with Date) (Signature with Date) (Signature with Date)