



SRI KRISHNA INSTITUTE OF TECHNOLOGY

(Accredited by NAAC, Approved by AICTE, New Delhi, Recognised by Govt of Karnataka & Affiliated to VTU, Belgaum)
No. 29, Chimney Hills, Hesaraghatta main road, Chikkabanavara P.O., Bangalore-90

INTERNAL QUALITY ASSURANCE CELL

Ref no: SKIT/IQAC/ 2021-22/M4

Date: 21.04.2022

CIRCULAR

The IQAC meeting is convened on 27th April, 2022 at 2:00 noon in the IQAC Chamber, to ensure the adherence of the various processes to the quality procedures prescribed by the IQAC.

Following is the agenda of the meeting:

1. IQAC Audit Review.
2. AICTE application.
3. Schedule of FDP & Orientation program
4. Review of DAC meeting
5. SKIT Ideathon-2022
6. CSR Activity
7. Admin files Templates
8. Non Teaching staff event
9. Awareness Program for girls
10. Any other subject with the permission of the chair.

Savita
- 21/4/22

Dr. Savita B. Hosur
Head, IQAC
SKIT

Mahesh K
21 Apr 22

Dr. Mahesha K
Principal & Chairman, IQAC
SKIT

Copy to:
All IQAC members



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Minutes of the IQAC meeting held on 27.04.2022

The IQAC meeting was convened on 27.04.2022 at 2:00 pm in the IQAC Office, SKIT. Dr. Savita B. Hosur, Head, IQAC extended welcome to all the members present and requested Dr. Mahesha K, Principal and Chairman, IQAC, SKIT to chair the meeting and address the members. The Principal appraised the importance of setting goals for various academic and related activities.

The following members were present for the meeting:

Sl. No.	Name	Designation
1	Dr. Mahesha K	Chairman & Principal, IQAC
2	Dr. Savita B. Hosur	Coordinator
3	Mr Imran Ulla khan	Member, Dept. of CSE
4	Mr. Avinash S	Member, Dept. of EEE
5	Mr. Pramod S N	Member, Dept. of ME
6	Mrs. Veena M Naik	Member, Department of ISE
7	Ms. Priyankashri N	Member, Department of CVE
8	Mr. Mohammed Ali	Member, Local Community Representative
9	Mr. Shreyas Karnick	Member, Alumni Representative
10	Ms. Spurthi B. A.	Member, Student Representative
11	Mrs. Archana Holakal	Member, Associate Administrator



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Agenda of the meeting

1. IQAC Audit Review.
2. Schedule of FDP & Orientation program
3. Review of DAC meeting
4. SKIT Ideathon-2022
5. CSR Activity
6. Admin files Templates
7. Event for Non Teaching staff.
8. Awareness Program for girls
9. Any other subject with the permission of the chair.

The above agenda topics were addressed and discussed one by one in the meeting.

1. Review of previous meetings

All coordinators discussed about the previous meeting updates.

2. IQAC Audit review: The IQAC members gave their review comments on their assigned IQAC files. Reports of audit need to be submitted on time. General template for Admin department has to be given. Incomplete IQAC files should complete by respective faculty within two days of audit and get it review form respective file incharge (IQAC member)

3. Review of DAC meeting

The IQAC team has discussed about DAC meeting audit of all departments, also discussed about Co-Po mapping and other issues.

4. SKIT Ideathon -2022: The 2nd SKIT Ideathon has to be conducted for the AY 2021-22. As per the Principal direction, it was decided that the Ideathon can be included under Technical fest. As usual, the presentation can be done in 3 streams separately. Registration for this event will be up to 6th June 2022.

Stream 1: Civil & Mechanical departments

Stream 2: ECE & EEE departments

Stream 3: CS & IS departments.

5. CSR Activity: A visit to Jawaharlal Nehru Planetarium, a CSR activity, is planned for the 10th grade students of Government High School, Chikkabanavara on 7th June 2022. Prof. Imran Ulla Khan and Prof. Priyankashri, IQAC members will be coordinating this event.
6. Admin files Templates: It was decided by the team that as per the requirement Admin IQAC files templates will be prepared and shared.
7. Events for faculty: Orientation programme and Hands-On session on development of Course website will be planned shortly.



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8. Event for Non teaching staff: An event on "Work Ethics" for the non-teaching staff is rolled out by IQAC. Mrs Archana H, Member, IQAC will be the resource person and Ms. Priyankashri will coordinate the same.
9. Awareness program for girl students: Awareness program on the usage of "Sanitary Napkin destroyer" needs to be planned and executed through Women's Cell.
10. Any other:
 - Book Donation – The text books which are not in current regulation & which are of no use for the department that can be submitted to the IQAC for donation to NGO.
 - First Aid box – Need to check the validity of medicines and update them.

Savita
Dr. Savita B. Hosur

Head, IQAC

SKIT, Bengaluru

Dr. Mahesha K

Principal & Chairman, IQAC

SKIT, Bengaluru