SRI KRISHNA INSTITUTE OF TECHNOLOGY

(Accredited by NAAC, Approved by A.I.C.T.E. New Delhi, Recognised by Govt. of Karnataka & Affiliated to V.T U., Belagavi)

#29, Chimney Hills, Hesaraghatta Main Road, Chikkabanavara Post, Bengaluru 560090

Internal Quality Assurance Cell (IQAC)

Ref no: SKIT/IQAC/ M2 /2022-2023   Date: 16.02.2023

CIRCULAR

The IQAC meeting is convened on 22 February 2023 at 2:30 pm in the IQAC Office, 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 discussion.
2. Admin Audit.
3. Course website development.
4. Semester report of IQAC
5. Any other matters related to GC meeting.

Dr. Savita B. Hosur   Dr. Mahesha K

Head, IQAC   Principal & Chairman, IQAC

SKIT   SKIT

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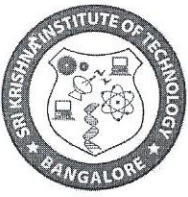#29, Chimney Hills, Hesaraghatta Main Road, Chikkabanavara Post, Bengaluru 560090

Internal Quality Assurance Cell (IQAC)

Minutes of the IQAC meeting

The above agenda topics were discussed in the IQAC meeting held on 22 February 2023 at IQAC office from 2.30 pm to 4.30 pm.

The following members were present for the meeting

Sl. No.	Name	Designation
1	Dr. Savita B. Hosur	Head, IQAC
2	Dr. Divyalakshmi J	Member, Dept. of ECE
3	Mrs. Veena M Naik	Member, Department of ISE
4	Mr. Manjunath. V	Member, Department of CV
5	Mr. Veerabhadraswamy C	Member, Department of BS
6	Mrs. Archana Holakal	Member, Associate Administrator

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Internal Quality Assurance Cell (IQAC)

Agenda of the meeting

- IQAC Academic Audit
- Course Website Development
- Admin Audit
- Review from GC Meeting
- Any other matters

1. IQAC Academic Audit: The IQAC Academic Audit will be conducted from 10th April 2023. The detailed schedule of the audit will be shared by next week. The Odd sem and 8th sem files will be verified in Audit.

2. Course Website Development: Hands – on session / training on the Course Website Development will be conducted by Mrs. Veena M Naik.

3. Admin Audit: The Admin audit needs to be conducted in the month of April. Audit date will be finalized in a week and will be to the Admin Department.

4. Review from GC Meeting: In the recent GC meeting, the GC members appreciated the various initiatives of IQAC i.e. Course Websites developed by the faculty, Lecture Video capturing, Skill labs.

5. Any other matter:

The new attendance register must be used by the entire faculty. Split up of the record marks, continuous assessments must be entered properly in the register.

Dr. Savita B. Hosur
Head, IQAC
SKIT, Bengaluru

Dr. Mahesha K
Principal & Chairman, IQAC
SKIT, Bengaluru