

# 15<sup>th</sup> IQAC Minutes of Meeting

22-06-2019

Sl.No.	Agenda	Minutes	Remarks
1	Welcome	At the outset Dr. Babu N V, IQAC coordinator welcomed the chairman IQAC and all the members for the 15 <sup>th</sup> IQAC meeting. IQAC Coordinator informed the meeting that due to busy schedule external members could not attend the meeting. coordinator briefed about the agenda of the meeting and requested the IQAC chairman to take over the proceedings of the meeting.	
2	Approval of Previous meeting minutes	IQAC Coordinator brief about the previous IQAC meeting Minutes which was held on 27-12-2018 and take the approval from the IQAC chairman and record the same.	
3	Report of Odd and Even Semester Activities 2018-19	IQAC chairman informed the meeting that the activities conducted during this academic year is documented and all the respective committee coordinators of individual departments will update and make a report of activities happened in the academic year 2018-19 and it will be helpful for preparing AQAR and for NBA accreditation process.	
4	Planning of activities for the Academic Year 2019-20	IQAC Chairman informed to all HOD's and IQAC members that all the departments to plan and execute the curricular and co-curricular activities as per the calendar of events. IQAC chairman informed the UG coordinator to collect the detailed activities information from main coordinators and prepare the calendar of events in advance and circulate the same. IQAC chairman informed the meeting that digital mode of teaching is already incorporated and coming academic year onwards needs improvements in the teaching-learning process and chairman also suggested to incorporate project-based learning in the class room teaching.	
5	NBA Preparations.	IQAC chairman informed the meeting that management has decided to apply for NBA accreditation for the coming academic year 2019-20. As per the recent guidelines from MHRD and AICTE, NBA accreditation is mandatory for all higher education institutions across the country. IQAC chairman also informed the meeting that for NBA work, coordination work was given to mechanical engineering department and Dr. T. Madhusudan HOD, Mechanical department has identified as main coordinator for the NBA accreditation process. IQAC chairman informed the NBA main coordinator to organize workshop or FDP based on the importance of outcome-based education and NBA process in the month of July which will be helpful for all the faculties and it will create an awareness among the accreditation process.	
6	Any other matters	IQAC chairman informed the meeting that the staffs have to motivate the students to take more online courses and also faculties register for the courses and mentoring the students.	
7	Vote of thanks	The IQAC Coordinator proposed the vote of thanks.	

(IQAC coordinator)

SJB Institute of Technology  
BGS Health & Education City  
No. 67, Outer Ring Road, Kengeri  
Bangalore - 560 060  
(IQAC chairman)