

Meeting 7 (02/08/2017)

Sl.No.	Subject	Minutes	Resolution
1	Welcome	At the outset, Dr. Puttaraju, Principal, SJBIT & Chairman, IQAC welcomed all the members for the eighth meeting of SJBIT IQAC.	
2	Approval of the Previous meeting minutes	The previous meeting minutes were presented and the action taken report for the previous meeting was discussed and resolved.	
3	Fresher's Day Preparations	<p>The chairman IQAC Informed the meeting that Freshers Day well be held on 9/08/2019. In this regard, he informed all the IQAC members to give suggestions for organizing the freshers day.</p> <p>After the discussion with all the IQAC members the following committees will be constituted to take care of all the necessary works which is required for the smooth conduction of the function.</p> <p>Annexure 5- List of committees and their roles and Responsibilities works departments wise.</p>	
4	Reviews of committee Presentations	<p>The IQAC co ordinator informed the meeting that in the sixth meeting seven committees gave the presentations and today the remaining committees will give the presentations.</p> <p>The IQAC Co ordinator informed the meeting that today the remaining committees will give the presentations and he requested the IQAC members to give the suggestions and feedback of their respective presentations.</p> <p>Institution Social Responsibility Committee: The chairperson and members suggested the following corrections.</p> <ol style="list-style-type: none"> Clearly mentioned the students participation in all the activities. Stress more on green audit Details about Rain harvesting IQAC Chairperson informed that the management is approved for the 750KVA Solar out of that 250KVA is exclusively for SJBIT. Indicate the information in the presentation. <p>Professional Chapters/Bodies:</p> <ol style="list-style-type: none"> Mention the benefits of the committee clearly Activities conducted under Professional bodies statistics to be present. Requires more clarity <p>Women empowerment and safety committee: Suggestions from the members co ordinator & Chairperson</p> <ol style="list-style-type: none"> Mention the % of Female faculty Help line Number Explain the role of proctors link with the committee <p>Student welfare and Grievance redressal committee: Suggestions:</p> <ol style="list-style-type: none"> Time taken for the presentation is more Stress more on the feedback mechanism incorporated. Workout more on objectives and future plans Avoid explaining the procedure aspects. 	

		Proctor Committee: Suggestions: i) Stress more on the need of Proctor system. ii) Role of teachers in proctor system iii) Workout on plan of action. Institute – Parent Interaction Suggestions: i) Don't highlight the individual issues more ii) Explain the role of parents towards the institution development iii) Work more on the outcomes of the committee. The chairman IQAC suggested the IQAC members that give the necessary inputs for the suggestions as and when the committee required.	
5	Communications from NAAC for Preferential dates for Visit.	The chairman IQAC informed to all the IQAC members that we Received the communications from NAAC on 22/07/2017 for the preferential dates and logistic fees. Based on the communications received we send three dates for NAAC visit it will be on 07/09/2017, 13/09/2017 and 14/09/2017 and also a send Rs.1,77,000.00 towards the logistic purpose.	
6	Vote of thanks	The IQAC Coordinator proposed vote of thanks.	

QAC Coordinator

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