



# R.R. Institute of Technology

Chikkabanavara, Bangalore-560090

Internal Quality Assurance Cell

RRIT/IQAC/8-2/2017-2018/

July 20, 2018

## PROCEEDINGS

The 8<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC) was held on July 10, 2018, at 11.00 am in the Board Room.

The following members attended the meeting:

1. Dr. M B Manjunatha I/c Principal RRIT	Chairperson
2. Shri. H R Arun Director- RRIT	Member
3. Shri. Ramakrishna Reddy CEO- RRIT	Member
4. Prof. Maya Salimath Director IQAC R R Institutions	Member
5. Dr. Gullapalli Sankara Professor & Head Civil	Member
6. Prof Suneetha M. Associate Professor ISE	Member
7. Prof. Pavan Kumar Reddy Assistant Professor Mechanical	Member
8. Prof. Goutham B S Assistant Professor ISE	Member
9. Prof. Niranjan L Assistant Professor ECE	Member
10. Prof. Premsagar H Assistant Professor ECE	Member
11. Mr. Baskar B Chief Librarian	Member
12. Mr. Ghanshyam Tiwari Parent Representative	Member
13. Ms. N Victoria Student Representative	Member
14. Dr. Ramesh G Doctor	Member
15. Mr. Dilip Singh Parmar Industrialist	Member
16. Ms. Suchitra V Office Superintendent	Member
17. Prof. Parimala Gandhi Associate Professor ECE	Coordinator IQAC

Dr. M. B. Manjunatha Chairperson of IQAC welcomed all the members of the cell.

### Agenda:

- 1. Confirmation of the Minutes of 7<sup>th</sup> meeting:**  
Director IQAC briefed about the Proceedings of 7<sup>th</sup> Meeting of IQAC to all members  
**Resolution:** Approved.
- 2. Action taken report on resolutions adopted in the 7<sup>th</sup> Meeting:**  
Director IQAC communicated the members about the Action taken report of the 7<sup>th</sup> meeting of IQAC.  
**Resolution:** Approved
- 3. For Discussions:**
  - a. Placement Training activities: Prof. Niranjan L informed about the upcoming Placement training activities which will be conducted shortly.  
**Resolution:** Noted
  - b. Uploading the SSR as per the clarification raised by NAAC : Prof. Maya Salimath informed regarding the mail received from Director NAAC

regarding Clarifications and evidences that need to be uploaded to NAAC on or before 12<sup>th</sup> August 2018.

Resolution: Noted

- c. Hand over the charge: Chairperson IQAC informed all the members regarding the Handing over the charges of IQAC office by Director IQAC i.e Prof. Maya Salimath to Prof. Parimala Gandhi as she will be on Maternity leave.

Resolution: Noted

- d. Feedback analysis Report: Principal informed regarding analysis of Feedback forms which was collected from the students on teachers, Faculties on HoDs & Faculties on Management and the same has to be done before 15<sup>th</sup> July 2018.

Resolution: Noted

- e. Self appraisal report: Prof. Maya Salimath informed all the faculties need to submit the Self Appraisal report with evidences so that the Awards can be given to the faculties on the upcoming Engineers Day.

Resolution: Noted

- f. Newsletter : The Principal informed the members about the preparing of Newsletters of the departments and after the preparation has to be communicated to the concerned.

Resolution: Noted

- g. Magazine: Prof. Parimala Gandhi explained about the importance of publishing College Magazine and all the members suggested that the same has to be distributed to stakeholders.

Resolution: Noted

- h. Preparations for Peer team visit : The Chairperson informed all the members regarding the upcoming NAAC Peer team visit to the college and the preparations that need to be done for their visit.

Resolution: Noted

- i. AAA Audit: Prof. Parimala Gandhi Coordinator IQAC suggested that the Internal Audit will be conducted in order to check the preparedness of the departments for the NAAC Peer team visit.

Resolution: Noted

4. Any other matter

Nil

The Coordinator-IQAC thanked all the members for attending the meeting.

  
(Prof. G Parimala Gandhi)  
Coordinator-IQAC

Copy to:

- All the Members.
- The Secretary-PKMET





# R.R. Institute of Technology

Chikkabanavara, Bangalore-560090

Internal Quality Assurance Cell

R.R.I./IQAC/ 8-1/2017-2018/

July 5, 2018

## MEETING NOTICE

The 8<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC) of R R Institute of Technology is scheduled on July 10, at 11.00 am in Board Room

1. **Confirmation of Minutes of 7<sup>th</sup> Meeting**
2. **Action taken report on resolution adopted in the 7<sup>th</sup> Meeting**
3. **For Discussions**
  - a. Placement training activities
  - b. Uploading the SSR as per the Clarifications raised by NAAC
  - c. Handing over of charge
  - d. Feedback analysis report
  - e. Self appraisal analysis
  - f. Newsletter
  - g. Magazine
  - h. Preparations for Peer team visit
4. **Any other matter**

All are requested to make convenient to attend the same.

  
PRINCIPAL

5/07/18

Copy to:

- The Chairman & Members of the Committee
- The Secretary PKMET-for information



# R.R. Institute of Technology

Chikkabanavara, Bangalore-560090

Internal Quality Assurance Cell

August 1, 2018

## Action Taken Report

Action taken report on 8<sup>th</sup> Meeting of Internal Quality Assurance Cell (IQAC) of R. R. Institute of technology was held on July10, 2018 at 11.00 am in the Board Room.

SI No	Agenda	Resolution	Action taken
1	Confirmation of the Minutes of 7 <sup>th</sup> meeting	Noted	Confirmed
2	Action taken report on resolutions adopted in the 7 <sup>th</sup> Meeting	Noted	ATR Communicated to Members
3.	For Discussions:	Noted	
a.	Placement Training activities		Activities Conducted
b.	Uploading the SSR as per the clarification	Noted	Uploading done
c.	Hand over Charge	Noted	Charges handed over to Prof. Parimala Gandhi
d.	Feedback analysis report	Noted	Report submitted
e.	Self Appraisal report	Noted	Report submitted
f.	Newsletters	Noted	Completed
g.	Magazine	Noted	Magazine published
h.	Preparations for Peer team visit	Noted	Faculty, Student Sensitisation & PPTs
i.	AAA Audit	Noted	Internal Audit conducted

*S. Parimala*  
Co-ordinator IQAC 1/8/18

