



PKM Educational Trust ®

R. R. Institute of Technology

(Affiliated to VTU Belgaum and Approved by AICTE, NAAC Accredited with 'B+', New Delhi
Recognised by Govt. of Karnataka)

Raja Reddy Layout, Chikkabanavara, Bengaluru – 560 090

Internal Quality Assurance Cell

RRIT/IQAC/GEN/2018-19/

Jan 04/2019

Meeting Notice


The 9th Meeting of Internal Quality Assurance Cell (IQAC) of R R Institute of Technology is scheduled on January, ~~16~~ at 11.00 am in Board Room.

1. Confirmation of Minutes of 8th Meeting
2. Action taken report on resolution adopted in the 8th Meeting
3. For Discussions
 - a. Placement training activities
 - b. Newsletters
 - c. Preparation for the forthcoming semester
 - i. Lesson plan format
 - ii. FDP on Co-Po Mapping
 - iii. International Conference
 - iv. Certificate programme
 - v. FDP on Strategy Development plan
 - vi. FDP on NAAC Awareness programme for Engineering colleges
 - vii. FDP on Outcome based Education
 - viii. Quality Enhancement through Research & Consultancy
 - ix. Committee activities
 - x. Preparedness for NBA
 - xi. Project evaluation sheet, Project approval format
 - d. Feedback analysis report
4. Any other matter


IQAC Coordinator

Cc to:

1. Director PKMET
2. CEO-RRIT
3. IQAC Director- R R Institutions
4. All the members


Principal
PRINCIPAL
R. R. INSTITUTE OF TECHNOLOGY
Chikkabanavara, Bangalore-560 901



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Internal Quality Assurance Cell

RRIT/IQAC/GEN/2018-19/8

January 21, 2019

Minutes of Meeting

The 9th Meeting of Internal Quality Assurance Cell (IQAC) was held on 16/01/2019 at 11.00 am at Board Room.

The following members attended the meeting:

1. Dr. M B Manjunatha Principal RRIT	Chairman
2. Shri H R Arun Director-RRIT	Member
3. Shri. Ramakrishna Reddy CEO-RRIT	Member
4. Prof. Maya Salimath G Director QAC R R Institutions	Member
5. Dr. Gullapalli Sankara HoD Civil	Member
6. Prof. Suneetha M Associate Professor ISE	Member
7. Prof. Navaneetha Krishna Assistant Professor EEE	Member
8. Prof. Jyothi R Assistant Professor CSE	Member
9. Prof. Niranjana L Assistant Professor ECE	Member
10. Prof. Premsagar H Assistant Professor ECE	Member
11. Mr. Baskar B Chief Librarian	Member
12. Mr. Shreyas Nadig Student 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 PA to Director	Member
17. Prof. Parimala Gandhi G 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 8th meeting:
Coordinator IQAC briefed about the proceedings of the 8th Meeting of IQAC to all members.
Resolution: Approved.
2. Action taken report on resolutions adopted in the 8th Meeting:
Coordinator IQAC communicated the members about the Action taken report of the 8th meeting of IQAC.
Resolution: Approved.
3. For Discussions: Principal suggested IQAC coordinator to make presentation on peer team visit report to strengthen the weaker area identified by the NAAC team.
 - a. Placement training activities: Prof. Niranjana is informed to prepare road map for placement activity. Principal advised to identify core companies for Placement and prepare a plan of activity that can be conducted for the forthcoming semester and for improving fluency of the students, conduct English language lab compulsory for all students
Resolution: Noted



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- b. Newsletters: Principal informed to circulate Departmental Newsletter to Student, parents and to the nearby colleges
Resolution: Noted
- c. Preparation for the forthcoming semester
- i. Lesson Plan format: Suggestion for revision in Lesson plan is discussed. Revision formats to be submitted in the HoDs meeting for approval
Resolution: Noted
 - ii. FDP on Co-Po Mapping: Principal suggested to bring awareness among student about Co-Po mapping and also insisted to organise SDP on Co-Po mapping, Blooms taxonomy for students.
 - iii. International Conference: Mechanical department is planned to organise college level International Conference in the month of March 22nd & 23rd 2019.
Resolution: Noted
 - iv. Certificate programme: Director QAC suggested to organise Certificate programme at RRIT and also informed to bring awareness among student to register for Certificate programme which will be starting from February 2019 organised by R R Institutions.
Resolution: Noted
 - v. FDP on Strategy Development plan: Prof. Navaneetha Krishna suggested to conduct One day FDP on Strategy development plan to prepare strategy plan for RRIT.
Resolution: Noted
 - vi. FDP on NAAC Awareness programme for Engineering colleges: Director QAC suggested to organise NAAC sponsored FDP on NAAC Awareness programme for Engineering colleges.
Resolution: Noted
 - vii. FDP on Outcome based Education: Importance of FDP on Co-Po mapping & Outcome based education was suggested by Principal and plan of FDP is scheduled on 18th January 2019.
Resolution: Noted
 - viii. Quality Enhancement through Research & Consultancy: Director QAC suggested to enhance Quality through consultancy need to be established in RRIT.
Resolution: Noted
 - ix. Committee activities: Various committees and activities need to be monitored and also suggested for modification, Re-forming of new committees was insisted by Director QAC.
 - x. Preparedness for NBA: Ms. Suchitra suggested to check for NBA preparedness and plan requirement to apply for NBA.
Resolution: Noted
 - xi. Project evaluation sheet, Project approval format: IQAC Coordinator suggested for Uniform project evaluation sheet and project approval format for 8th sem project evaluation.
Resolution: Noted



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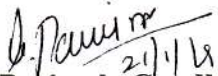
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- d. Feedback Analysis report: Feedback analysis report to be submitted to Director QAC.
Resolution: Noted
4. Any other matter:
- Revision of Proctor book format and IA Blue book format was suggested by all.
 - Strength the Alumni network and plan of activity by Alumni cell to be initiated to help the students in Placement.
 - EDC Coordinator is informed to motivate student through EDC and plan to start Incubation centre.

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


(Prof. Parimala Gandhi G)
Coordinator-IQAC


Principal

Copy to:

- Director PKMET
- CEO RRIT
- Director QAC
- All the Members



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RRIT/IQAC/GEN/2019-20/05

Date: 03/08/2019

Action Taken Report

Action taken report on 9th meeting of Internal Quality Assurance cell (IQAC) of R.R. Institute of technology was held on January 16, 2019 at 11.00 an in the Board Room .

Sl No	Agenda	Resoluti on	Action taken
01	Confirmation of the minutes of 9 th meeting	Noted	Confirmed
02	Action taken report on resolutions adopted in the 9 th meeting	Noted	ATR Communicated to members
03	For Discussions:	Noted	
a.	Placement training activities		Activities conducted
b.	News letters	Noted	Newsletters published
c.	Preparation :	Noted	
I	Lesson plan format		Modified & implemented
II	FDP on CO-PO Mapping	Noted	Activities conducted
III	Internal conference	Noted	Conducted
IV	Certificate programme	Noted	Initiated & faculty member registered
V	FDP on strategy Development plan	Noted	Conducted
VI	FDP on NAAC Awareness programme for Engineering colleges	Noted	Submitted Proposal to NAAC
VII	FDP on Outcome based Education	Noted	Activities Conducted
VIII	Quality Enhancement though Research & Consultancy	Noted	Will be conducted in 2019-20 academic year
IX	Committee Activities	Noted	Activities conducted
X	Preparedness for NBA	Noted	Dept. CSE is eligible to apply
XI	Project evaluation sheet, Project approval format	Noted	Implemented
d.	Feedback analysis report	Noted	Completed & submitted
4.	Any other matter	Noted	
a	Blue book front page for evaluation		Introduced
b	Through put calculation	Noted	Initiated
c	Google form for collecting feedback & exit survey from students	Noted	Introduced
d	Mr. & Ms. Of RRIT (Best outgoing boys & girls)	Noted	Introduced
e	Self-appraisal format	Noted	Modified
f	Student dairy	Noted	Introduced


Coordinator IQAC

