



Since 1993

PKM Educational Trust ®

R. R. Institute of Technology

Affiliated to VTU Belgaum and Approved by AICTE, New Delhi, Recognised by Govt. of Karnataka,

Accredited by NAAC with 'B+'

Raja Reddy Layout, Chikkabanavara, Bengaluru - 560 090

Internal Quality Assurance Cell

RRIT/IQAC/GEN/2022-23/10

Date: 28.10.2022

Meeting Notice

The 20th Meeting of Internal Quality Assurance Cell (IQAC) of RR Institute of Technology is scheduled on 04/11/2022 at 10.00 AM in Board Room.

1. Confirmation of minutes of 19th meeting.
2. Action taken report on resolution adopted in the 19th meeting.
3. For Discussions.
 - a. Feedback (Mid SEM).
 - b. Approval of CO-PO Format.
 - c. Approval of 3rd semester internship evaluation format and report format
 - d. Discussion compliance of academic audit report.
 - e. Circulation of HODs Meeting proceedings to staff.
 - f. Updated Newsletter and Magazine.
 - g. Mapping the events to POs and PSOs.
 - h. AQAR.
4. Any other matter with the permission of chair person.


IQAC Coordinator




Principal

PRINCIPAL
R.R. INSTITUTE OF TECHNOLOGY
Chikkabanavara, Bangalore - 560 090.

Cc to:

1. The Director - PKMET.
2. QAC Director- RR Institutions.
3. All the IQAC members.

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RRIT/IQAC/GEN/2022-23/

DATE: 04.11.2022

20th Meeting Proceedings of IQAC

The 20th Meeting of Internal Quality Assurance Cell (IQAC) was held on 04.11.2022 at 10.00 AM in Board Room.

IQAC Coordinator welcomed all the members:

The following members were present for the meeting		
S N	Name of Members	Designation
01	Dr. Mahendra KV (Principal – RRIT)	IQAC Chairman
02	Shri. HR Arun (The Director- PKMET)	Member
03	Ms. Suchithra V	Member
04	Dr. Sunitha HD (HOD- ECE and EEE)	Member
05	Mr. Siddharth B	Member
06	Dr. Manjunath R (CSE HOD)	Member
07	Dr. Gullapalli Sankara (CV-HOD)	Member
08	Dr. Ramachandramurthy V (BS- HOD)	Member
09	Dr Channabasavaraju S (HOD –ME)	Member
10	Dr. Erappa G (HOD- ISE)	Member
11	Mr. Sharath R (Student representative)	Member
12	Mr. Saikiran G (Student representative)	Member
13	Dr. Ramesh R (CMO-Victoria Hospital Bangalore)	Member
14	Mr. Adithya G (Office Superintendent)	Member
15	Shri. L N Prasad (industrialist)	Member
16	Prof. Parimala Gandhi G (Associate Professor – ECE)	Coordinator IQAC
The following members were Absent for the meeting		
01	Dr. Maya Salimath G (Director- QAC)	Member
02	Mr. Rajesh P (Chief Librarian)	Member

Points Discussed:**1. Confirmation of minutes of 19th meeting:**

- IQAC Coordinator briefed about the proceedings of the 19th meeting of IQAC to all members.
- Principal strictly instructed all the departments to use Virtual Lab as addition to the regular lab

2. Action taken report on resolution adopted in the 19th meeting.

- IQAC members verified the resolution adopted in 19th IQAC meeting accepted and approved the same



3. For Discussions.


- a. Feedback (Mid SEM): Mid sem Feedback link for 7th semester is circulated for all the departments. Principal instructed the HODs to share the feedback to students immediately
- b. Approval of CO-PO Format: CO-PO attainment format was presented by IQAC coordinator and approved by IQAC member with minor correction in earlier format presented

- c. Approval of 3rd semester internship evaluation format and report format: As per 21scheme the evaluation format for internship is discussed and finalized by all
 - d. Discussion compliance of academic audit report: Academic audit report is submitted audit team and compliance in audit report is incorporated by all the department
 - e. Circulation of HODs Meeting proceedings to staff: Principal instructed, all the HODs to circulate, HODs Minutes of meeting to staff member to maintain transparency and preserve the circulation copy in department
 - f. Updated Newsletter and Magazine: Magazine committee to submit draft copy of 2021-22 magazine to principal by 28th November. Also the Magazine committee to print 10 copies of 2020-21-year magazine and submit to all the department. Also suggested by all IQAC members, magazine should carry the information about department, articles and events conducted during the academic year and not to include department result.
 - g. Mapping the events to POs and PSOs: All the events/activities conducted should be mapped to PO and PSO. The mapping strength should considered for Program attainment calculation. The format should be given by IQAC.
 - h. AQAR: AQAR for the year 2020-21 submitted is accepted by NAAC. Principal congratulated the department for the support. Also principal expressed that, the same kind of support is to be rendered in filling MOCK SSR and AQAR for 2021-22 also.
4. Any other matter with the permission of chairperson
- All the departments to strictly monitor the students attendance and inform to the parents if any students are irregular and/or not reported to the college till date from reopening

Resolution: Noted and accepted by all the members

The Meeting Ended with Thanks to the Members


IQAC Coordinator



Principal
PRINCIPAL
R.R. INSTITUTE OF TECHNOLOGY
Chikkabanavara, Bangalore - 560 090.

Cc to:

1. The Director – PKMET
2. QAC Director- RR Institutions
3. All the HODs
4. All the IQAC members



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Internal Quality Assurance Cell

RRIT/IQAC/GEN/2022-23/10(1)

Date: 28.10.2022

Action Taken Report

Action taken report on 20th meeting of Internal Quality Assurance cell (IQAC) of R.R. Institute of Technology was held on 04.11.2022 at 10.00 am in the Board Room.

SN	Points Discussed and Agenda	Resolution	Action taken
01	Confirmation of the minutes of 18 th meeting.	Noted	Approved
02	Action taken report on resolution adopted in the 18 th Meeting.	Discussed	Approved
03	For Feedback		
a	Feedback (Mid SEM)	Prepared	Circulated
b	Approval of CO-PO Format	Prepared	Approved
c	Approval of 3 rd semester internship evaluation format and report format	Prepared	Approved
d	Discussion compliance of academic audit report	Discussed	Updated
e	Circulation of HOD Meeting proceedings to staff	Accepted	Implemented
f	News Letter & Magazine	Prepared	Published
g	Mapping the events to POs and PSOs	Discussed	Approved
h	AQAR for the year 2020-21 submitted by NAAC	Prepared	Submitted
04	All the departments to strictly monitor the students attendance and inform to the parents if any students are irregular and/ or not reported to the college till date from reopening	Accepted	Completed


28/10/22
IQAC Coordinator

