

# R. R. Institute of Technology

Chikkabanavara, Bangalore-560090

## Internal Quality Assurance Cell (IQAC)

R.R.I.T./IQAC/3-1/2016-2017/


March 13, 2017

### MEETING NOTICE

3<sup>rd</sup> Meeting of Internal Quality Assurance Cell (IQAC) of R. R. Institute of Technology is convened at 3.00 pm in Board Room on March 27, 2017, with the following agenda:

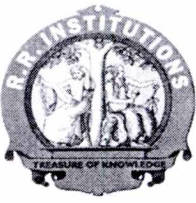
1. Conduction of Exams
2. Alumni Association
3. Reports of Activities conducted
4. Initiation to ISO
5. Complaint box
6. Placement activities
7. Strengthening of Institutional committees
8. Students project
9. Preparations for LIC visit
10. Any other matter

All are requested to make convenient to attend the same.

  
IQAC - Coordinator

Copy to:

- The Chairman & Members of the Committee



# R. R. Institute of Technology

## Chikkabanavara, Bangalore-560090

R.R.I./IQAC/3-2-/2016-2017/

March 28,2017

### Internal Quality Assurance Cell (IQAC)

The 3<sup>rd</sup> Meeting of IQAC was held on March 27, 2017 at 03.00 pm at Board Room.

The following members attended the meeting:

1. Dr. M S Bhagyashekar	Principal RRIT	Chairperson
2. Shri. H R Arun	Director- RRIT	Member
3. Prof. Ramakrishna Reddy	CEO- RRIT	Member
4. Prof. Ravi Kumar	Professor & HoD Maths	Member
5. Prof..Parimala Gandhi G	Associate Professor ECE	Member
6. Prof. Niranjan L.	Assistant Professor ECE	Member
7. Prof. R S Patil	Assistant Professor Civil	Member
8. Mr. Anjan C S	Student Representative	Member
9. Ms. Aishwarya K	Student Representative	Member
10. Prof. Vinutha B.T	Alumni	Member
11. Mr. K. S. Krishnamurthy	Parent representative	Member
12. Mr. Chandrasinhv Dilipsinh Parmar	Industrialist	Member
13. Ms. Suchitra V	Office Superintendent	Member
14. Prof. Madhu B K	Prof & Head ISE	IQAC Coordinator

The Chairperson IQAC welcomed all the members for the meeting.

Agenda.

#### 1. Conduction of Exams

All the members discussed the regarding preparations for conducting exams. Chairperson gave valuable suggestions to the for smooth functioning of exams.

#### 2. Alumni Association

The IQAC coordinator congratulated Prof. Vinutha for successful organizing the Alumni Association meeting and suggested for Alumini Association registration which in turn helps the institution to build a good rapport among the Alumini.

#### 3. Reports of Activities conducted

The Chairperson informed to initiate the process of preparing the report of each and every activity that is organised in the institution, and same will be placed on records

#### 4. Initiation to ISO

Prof. R S Patil suggested that the institution should go for ISO Certification which in turn helps in improving the Quality of the Institution. The director informed that

institution is not yet ready for ISO, hence it will be taken up once the institution is ready.

#### **5. Complaint Box**

Prof. Ravi Kumar suggested that so far no student has put any suggestions in complaint/ Suggestion box. Hence the awareness of the same has to be created amongst the students.

#### **6. Placement activities**

All members recommended regarding organising Soft skills. Other training programmes required by the students. The same need to be taken care by Placement Committee.

#### **7. Strengthening of Institutional Committees**

The Chairperson proposed to constitute various committees to the existing ones, for the betterment of the holistic development of the institution.

#### **8. Students project**

All members suggested that the Students projects should be taken due care by the projects guides of each department. The same has to be exhibited in the MERAK- every year.

#### **9. Preparations for LIC visit**

All members were instructed by the Chairperson to make all necessary preparations for LIC Visit. All documents required for LIC Inspection need to be compiled properly before the visit.

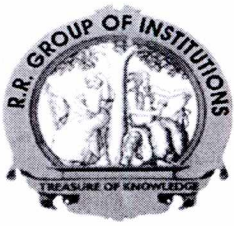
#### **10. Any other matter**

NIL

  
Ic AC Coordinator

Copy:

- The Chairman & Members of the committee



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## INTERNAL QUALITY ASSURANCE CELL

### Action Taken Report

Action taken report on 3rd Internal Quality Assurance Cell (IQAC) of R. R. Institute of technology was held on March 27, 2017 at 03.00 pm in the Board Room.

SI No	Agenda	Resolution	Action taken
1	Conduction of Exams	Noted	Initiative taken
2	Alumni Association	Noted	Processing Alumni Association Registration
3.	Reports of Activities conducted	Noted	Recorded
4.	Initiation to ISO	Noted	Deffered
5.	Complaint Box	Noted	Awareness created among students
6.	Placement activities	Noted	Soft skills training programmes conducted
7.	Strengthening of Institutional Committees	Noted	Committees formed
8.	Students project	Noted	Initiated
9.	Preparations for LIC visit	Noted	Preparations done

IQAC - Coordinator