



AJIET/IQAC/2023-24/28

02/03/2024

**MINUTES OF MEETING**

The 11th IQAC Meeting was held at the A J Institute of Engineering and Technology (AJIET) Mangaluru on Saturday, March 2, 2024, at 10:00 AM at Conference Hall. Dr. Shantharama Rai C., AJIET's principal and IQAC chair, presided over the meeting. Chairperson welcomed the IQAC members & the following points were discussed as per the agenda in the meeting:

- Dr. Antony P J, the Vice Principal and the convener of IQAC of AJIET read the Action taken report on the last IQAC meeting held on 26<sup>th</sup> August 2023. Dr. Rajesh Rai, HOD-Meh proposed to approve the minutes and Dr. Chanchal Antony, HOD-AIML seconded the same.
- Ms. Kavitha, Placement Officer, presented an overview of the upcoming semester's training and placement activities. To improve training and placement efforts, a dedicated Training and Placement Team was formed, consisting of senior faculty from all technical areas (CSE,ISE,EC,CIV, and MECH).
- Discussed various club activities during the semester and their implementation. The meeting resolved to set the first two periods with highly important/difficult subjects and the remaining periods for club activities on Saturday. This will allow students to participate in various club activities and organise a variety of other events. It was proposed that events be organised through various groups, allowing students to participate in these activities and enhance their talents.
- Discussed safety and health procedures for the institution to prevent harmful situations. Dr. P Mahabaleswarappa, Professor and Dean Academic, has been assigned as the key authority for hostel and student safety measures.
- Dr. Antony P J, the main coordinator, discussed the status of the NAAC document production. At the meeting, it was resolved to invite experts to assess and provide input on NAAC-related activities. Different types of audits have been undertaken and planned, as stated during the discussion.
- During the meeting, the Principal reviewed the implementation and analysis of several feedback methods, including faculty, course, facility, and program outcomes.
- Discussion about AAKAR Techno-Cultural Fest 2024, Graduation Day, Auto Expo, and Prize Distribution Day for Academic Year 2023-24. The conference resolved to plan the AJIET Annual Fest AAKAR-2024 on the 8th and 9th of May 2024, the Auto Expo and Prize Distribution Day on the 7th of May 2024, and the Graduation Day on the 6th of May 2024.



# A.J. INSTITUTE OF ENGINEERING AND TECHNOLOGY

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- In the IQAC meeting, the examination reforms were discussed and finalized. The 2021 and 2022 scheme IA mark splits, which are in accordance with university rules and regulations, are considered and agreed during the meeting.
- Dr. Kishore Shetty, the Student Welfare Officer, gave the counselling report at the meeting. The meeting included a discussion of the counsellor's activities and methods in relation to student monitoring. External members acknowledged pleasure with the functions included in the mentoring process.
- Discussion about Institutional and department level various Technical/Extra-curricular activities planned were discussed in the meeting. Dr. Suman Kundapur, Cultural Coordinator Sharanya P S, and Sports Coordinator Dr. Rithin Kumar gave a list of events scheduled for the current academic year. The respective HODs presented the departmental activity list and its importance.
- Dr. Gnani, the Research and Development coordinator, provided an activity report during the conference. Dr. P Mahabaleshwarappa, the dean academic, educated attendees on financing sources and provided a list of several funding agencies. The principal was briefed on the rules to be followed for R&D activities, and the student project was also discussed at the discussion.
- Mr. Deepak Raj proposed visiting civil construction businesses and working with industry to improve consultancy services and green campus activities. Mr. G. K. Bhat Kakunje, urged to explore introducing more IoT-based environmental projects as a minor or major so that students have more placement possibilities in this. Mr. Harish Neerumarga proposed encouraging pupils to join in club activities that match their interests.

The Convener of IQAC and Vice Principal Dr. Antony P. J. proposed a vote of appreciation to end the meeting.



**Dr. Antony P. J.**

(Vice Principal and Convener of IQAC)



**Dr. Shantharama Rai**  
(Principal and Chairman of IQAC)

Principal

A.J. Institute of Engineering & Technology  
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**For Information:**

President / Vice President, LMET

**CC:**

IQAC members