INSTITUTION COUNCIL (IC) MEETING - 19
Minutes of the Meeting held on 13th June 2022
Venue: Principal Chamber

Agenda:

1. NAAC Criteria I Presentation
2. IC Meet Presentations
3. HR Conclave & Offer Day
4. Any other academic related matters

The following points were discussed in the meeting:

➢ IC Convenor/IQAC Chief Coordinator Dr. B.N Shobha formally welcomed Principal, Registrar, HODs, NAAC Coordinators and other members for 19th IC meeting.
➢ ISE HOD, Prof. Satheesh Chandra Reddy presented NAAC Criteria I details.
➢ Principal suggested the following:

1. To complete all the data for NAAC as soon as possible and submit to NAAC Web portal within stipulated dead-line.
2. Mentor for Guidance of preparation of NAAC.
3. HR Manager, Prof. Shashi Kumar and MBA HOD, Dr. I.G Srikanth to coordinate for lunch at Discovery Village on the eve of HR Conclave & Offer Day.
4. Dr. Ranganath, Dr. Ravi Kumar, Dr. Madhusudan and Dr. Thyagaraj to coordinate and arrange NAAC meeting to complete NAAC data as soon as possible.
5. To standardize Course Code (sample: SJME21F001) for add on certificates like FDPs, Webinars, Workshops, Online Courses.
6. HR Manager, Prof. Shashi Kumar to discuss on HR Conclave and Offer Day.
7. MED HOD, Dr. Ranganath to submit the proofs of Placement meeting held with Swamiji to give Vital Steps to Strengthen SJCIT-SAGA/ Milestones of Placements.
8. To make a compendium of IC PPTs that can be used for NAAC.
9. Schedule a date to organize MANTHANA 2022, National Conference for students to present their Projects and prepare a Compendium.
10. International Yoga Day is scheduled on 21st June, 2022.

➢ Meeting was concluded with remarks and thanks to everyone by Principal.

➢ **Members of IC:**

Principal	Dr. G T Raju	Present
Registrar	Mr. Suresha J	Present
Chief Coordinator-IQAC & IC Convener	Dr. B N Shobha	Present
HOD of CSE	Dr. Manjunath Kumar	Present
HOD of ISE	Prof. Satheesh Chandra Reddy	Present
HOD of ME	Dr. Ranganath	Present
HOD of CV	Dr. Narayan G	Present
HOD of AE	Dr. Deepa M S	Present
HOD of AS	Dr. Madhusudan	Present
HOD of MBA	Dr. I G Srikanth	Present
HOD of Physics	Dr. Rajashekar	Present
HOD of Chem	Dr. Manjunath M N	Present
HOD of Maths	Dr. Srinivasa Reddy Perla	Present
Placements, Manager HRD	Prof Shashi Kumar	Present
Physical Education Director	Mr. Chandan T	Present
Library	Mr. Lohith G. N	Present
Other Members	Prof. Chandini A. G Mrs. Shilpa	Present

B. N. Shobha
13/06/2022
IC Convener

Chief Coordinator
SJCIT-IQAC

Principal
Principal
S J C Institute of Technology
Chickballapur-562101