



Est:1986

|| Jai Sri Gurudev ||
Sri Adichunchanagiri Shikshana Trust (R)

SJC INSTITUTE OF TECHNOLOGY

VTU Affiliated, AICTE Approved, Accredited by NAAC & NBA, Gold Rated by QS I-Gauge
Chickballapur - 562 101, Karnataka



www.sjcit.ac.in

INSTITUTION COUNCIL (IC) MEETING - 39

Minutes of the Meeting held on 14th November 2022

Venue: Principal Chamber

Agenda:

1. VTU revised syllabus discussion for 1st year
2. Kannada Rajyothsava on 24th Nov 2022
3. Aerothon contest on 18th and 19th Nov 2022
4. Other academic matters

The following points were discussed in the meeting:

- Principal formally welcomed Registrar, IC Convener/IQAC Chief Co-ordinator, HODs and other members for the 39th IC meeting.
- Principal informed the following:
 1. HODs to give consolidated suggestions to IQAC regarding the change in the VTU syllabus by 14/11/2022 evening, same will be forwarded to VTU as feedback.
 2. HODs to plan for department academic audit, CO attainment audit to be done semester-wise, PO attainment audit to be done yearly.
 3. HODs to inform faculties and proctors to counsel and interact with slow learners personally to motivate to attend classes.
 4. HODs to inform faculties to strictly monitor and hold the attention of students in the classrooms regularly.
 5. HODs to inform faculties to kindly double check the IA marks while entering in VTU portal.
 6. HODs to inform faculties to mentor and counsel students effectively by identifying the strengths and potentials of students.
 7. HODs to identify teachers to conduct special classes for slow learners in the evening hours and make them write assignments of possible questions.
 8. Principal informed Dr. Madhusudan (HOD AS), Dr. Deepa M S (HOD AE) and Dr. Ranganath R (HOD ME) to get clarity on the Aerothon contest happenings on 18th and November 19th, 2022.
 9. Kannada Rajyothsava staff coordinators should strictly monitor the students to attend classes and not allow non-registered students to participate in any events.
 10. Inaugural function for 1st-year students is scheduled on December 5th, 2022.

11. Toppers of 2022 and teachers with 100% results to be felicitated in the inaugural function.

➤ The meeting was concluded with remarks and thanks to members by Principal.

Agenda	Proposed by	Minutes of Meeting/ Actions /	Responsibility assigned to	Status (Open/ closed /NA)
Functional committee meetings	IQAC Chairman	To submit functional committee meeting reports	All departments	Open
Internship of 7 th sem students, those who have not completed	Principal	7 th sem students to complete internships before placements	All departments	Open
Internship presentations and report	Principal	Inform the internship coordinator to conduct presentations and to make a report of the same.	Internship coordinators of all departments	Open
KSCST project proposals	Principal	To send a maximum number of proposals to KSCST.	Dr. M.N Nagendra Kumar	Open
Training programs	Principal	To think about programs related to skill development for FY students	HODs	Open
Workload	Principal	Workload submission	All departments	Open
NAAC Mock visit report	Principal	To prepare NAAC mock visit report.	IQAC coordinator	Open
To display toppers of 2022	Principal	Display photographs of the top 5 students and centum marks scorers on the notice boards	HODs	Open

➤ **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 B H	Present
HOD of AI & ML	Dr. Vikas Reddy S	Present
HOD of ISE	Prof. Sateesh Chandra Reddy	Present
Dept. of ME	Dr. Ranganath R	Present
Dept. of CV	Prof. Manjunath K A	Present
HOD of AE	Dr. Deepa M S	Present
HOD of AS	Dr. Madhusudan S V	Present
HOD of MBA	Dr. I G Srikanth	Present
HOD of Physics	Dr. Rajashekara K M	Present
HOD of Chemistry	Dr. M N Manjunath	Present
HOD of Maths	Dr. Sreenivas Reddy Perla	Present
Placements, Manager HRD	Prof. Shashi Kumar N V	Present
Physical Education Director	Mr. Chandan T	Present
Library	Mr. Lohith G N	Present
Other Members	Prof. Chandini A G [ECE dept.]	Present

B. N. Shobha
16/01/2022

IC Convener
Chief Coordinator
SJCIT-IQAC

Devin
Principal
Principal

S.J.C. Institute of Technology
Chiekballapur-562101.