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

Estd:1986

SJC INSTITUTE OF TECHNOLOGY

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

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INSTITUTION COUNCIL (IC) MEETING - 42

Minutes of the Meeting held on 7th December 2022
Venue: Principal Chamber

Agenda:

1. IC meeting presentations -ECE/Library/AI & ML/HRD/CSE/ISE/MBA/PED
2. Discussion on 1st year subject allotment and timetable preparation
3. Discussion on KSCST proposal submissions
4. Thanks giving meeting of 1st year inaugural function
5. Any 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 42nd IC meeting.
- Principal and Management appointed Dr. Thyagaraj N R as HOD of Mechanical Engineering Department (MED) with effect from 1st December 2022.
- Principal informed the following:
  1. To apply for maximum number of project proposals for KSCST within 15th January 2022 from all departments.
  2. All department staffs must visit library atleast once a day.
  3. Principal informed Mr. Lohith, HOD library to conduct some activities for faculties. (For example: to give 30 minutes time to go through titles of books and to conduct test and evaluate how many titles they could be able to remember and write and complement for the winners)
  4. Principal informed that CSE HOD Dr. Manjunath Kumar B H will be the in-charge HOD of CS&D and AI-ML HOD Dr. Vikas Reddy will be in-charge HOD of AI-DS.
  5. Principal informed to increase the intake of IS and CS (from 120 to 180), EC (from 180 to 240) with the due permission of all HODs.
  6. HODs to take the feedback of HR classes of 5th sem students.
  7. To introduce the faculty members and tell the strengths of each department during the next induction program.
  8. To conduct Parents-Teachers meeting (PTM) by all departments after every test.
  9. HODs to have some strategic plans for 3rd sem students. HODs can call such strategic plans for 3rd sem as add-on courses. (Add-on courses like competitive coding and

advanced programming for CS/IS/AI-ML, usage of Catia tool for ME/AS/AE, for EC-HDL programming). To make Add-on course as compulsory.

10. FDPs to be conducted by all departments.
11. HODs of all departments to submit the faculties list of those who have completed NPTEL certification course.
12. Principal congratulated CSE department for successful conduction of 6 days FDP on "Object oriented programming with Java".
13. To organize workshop on Python Programming by all departments.
14. HODs to collect NEOPAT statistics from department Placement Coordinators.
15. HODs to instruct students to make maximum usage of NEOPAT - online assessment tool.
16. 1st year PCM HODs to prepare timetable and submit to principal the same.
17. HODs to suggest any well-known guest actor for Kannada Rajitha.
18. Thanks giving meeting was preceded by Principal for successful conduction of 1st year Inaugural function on 5th December 2022.

➢ 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
HACKATHON event	Principal	To plan for HACKATHON event	HODs of CS, IS and EC	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
Activities to be conducted by Library	Principal	To send circular regarding activities to be conducted by Library	Mr. Lohith G N	open
Add-on courses	Principal	To bring strategic plans for add-on courses for 3rd sem	HODs	open

➢ **Members of IC:**

Principal	Dr. G T Raju	Present
Registrar	Mr. Suresha J	Present
HOD of ECE	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
HOD of ME	Dr. Thyagaraj N R	Present
HOD of CV	Dr. Narayana G	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. Manjula K [ECE dept.] Prof. Chandini A G Mrs. Shilpa	Present

B. N Shobha 07/12/2022

IC Convener

Chief Coordinator
SJCIT-IQAC

Principal

PRINCIPAL
SJC Institute of Technology
CHICKBALLAPUR-562101