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|| 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 - 46

Minutes of the Meeting held on 2nd January 2023

Venue: Principal Chamber

Agenda:

1. IC meeting presentations – ECE/AI & ML/HRD/CSE/ISE/Library/MBA
2. KSCST proposals submission
3. Discussion on leave applying through DHI
4. Discussion on NIRF
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 46th IC meeting.
- Principal chaired the meeting. The following topics were discussions:
 1. HODs to inform the Project and KSCST coordinator to submit a maximum number of project proposals to KSCST within deadline.
 2. Dr. Madhusudhan S V, DHI College Coordinator informed the following:
 - Leave details are completely made online through DHI software from January.
 - Leave can only be applied previously and on the day itself in DHI.
 - Mentoring activities for First-year students are made online through DHI.
 - Attendance should be marked in DHI on the day itself or on the next day.
 3. MBA HOD, Dr. I G Srikanth and Prof. Padmavathi discussed regarding activities to be conducted in 'Employee Engagement activity' planned on 05.01.2023.
 4. IQAC Chief Co-ordinator, Dr. B N Shobha requested all HODs to send one faculty from each department to MEMS Lab.
 5. Practical examinations for 7th sem are starts from 04.01.2023 and lunch will be provided for internal and external examiners.
 6. Principal informed HODs to strictly instruct concerned faculty members conducting practical exams to allot the marks as per the schemes.
 7. Concerned HODs to inform non-registered students to register by fees full fees.
 8. HODs to inform Final year students to use TURNITIN software for plagiarism checking of reports available in college.

9. HODs to motivate more students to participate in the 'Blood Donation camp' organized from the DC office- Chickballapur on 12.01.2023 to celebrate Vivekananda Jayanthotsava.

10. MED HOD, Dr. Thyagaraj N R discussed on NIRF data to be submitted by 06.01.2023 in NIRF portal.

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

➤ **Members of IC:**

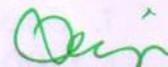
Principal	Dr. G T Raju	Present
Registrar	Mr. Suresha J	Present
HOD of ECE	Dr. B N Shobha	Present
HOD of CSE	Dr. Manjunath Kumar B H	Present
HOD of AI & ML	Dr. Vikas Reddy S	Present
HOD of ISE	Prof. Sateesh Chandra Reddy	Present
HOD of ME	Dr. Thyagaraj N R	Present
HOD of CV	Dr. Narayana G	Present
HOD of AE	Dr. Deepa M. S	Present
Dept. of AS	Dr. Madhusudhan 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 [ECE dept.] Mrs. Shilpa	Present

B. N. Shobha

02/01/2023

IC Convener

Chief Coordinator
SJCIT-IQAC



Principal

PRINCIPAL

SJC Institute of Technology
CHICKBALLAPUR-562101