

KNS Institute of Technology

Hegde Nagar -Kogilu Road, Thirumenahalli, Yelahanka Hobli, Bangalore - 560064
Ph: 8565494 website: www.knsit.com, e-mail: info@knsit.com

Date: 02.03.2023

CIRCULAR

The Internal Quality Assurance Cell meeting for the Academic year 2022-23 is called on 04.03.2023 at 10.30am in the IQAC Cell. All IQAC Members are requested to participate for the meeting without fail. The Agenda of the meeting is as follows.

1. Commencement of 3rd Year classes & IA Test
2. Sports, Cultural ,College day dates
3. Additional Test
4. Mentoring/Counselling of students
5. Final year internship, project
6. Faculty vacations
7. Saturday classes and time table


IQAC Head

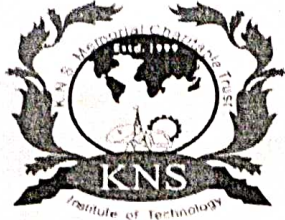
IQAC Head
K.N.S Institute of Technology
Bengaluru-560064

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- 4) All Members of IQAC
- 5) All the Heads of the Departments
- 6) Office File


Principal
Principal

K.N.S Institute of Technology
Thirumenahalli, Yelahanka
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Members Present

Sl.No	Name of the Member	Designation	Signature
1	Dr. S.M.Prakash	Principal, KNSIT	
2	Dr.Aijaz Ali Khan	Professor & HOD ECE, IQAC Coordinator	
3	Dr Sasi Kumar	Professor & HOD CSE	
4	Dr. Suresh H	Professor & HOD ISE	
5	Dr. Adil Ahmed	Associate Professor & HOD ME	
6	Prof. Sudha P.S Reddy	Associate Professor & HOD CV	
7	Prof Munavar Hussain . M	Asst Professor & HOD, Physics	
8	Prof. Srinivasan	Asst Professor & HOD, Chemistry	
9	Mr Ramesh KN	Physical Education Director	
10	Mr Javeria Anjum	Asst Professor, Mathematics	

IQAC Head

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Minutes of the Meeting

The Principal welcomed all the Members to the meeting.

- 6th semester classes to start from 20.03.2023. Academic calendar to be prepared based on VTU Calendar
- The dates for sports and cultural activities are discussed and decided as Sports- 24-25th March 2023, College day On 06.05.2023
- Additional test to be conducted for students who have missed the IA test due to genuine reason and medical ground who have provided information to the department
- Mentoring and counseling of students to be taken with proper planning and priority in departments by the mentors assigned.
- All departments to monitor 8th SEM students for their progress in projects and internships and completion of AICTE Activity.
- Staff vacations was discussed to decide the number of days and period by checking the calendar of events of the institution
- It is hereby discussed and decided to work on Saturdays as per university circular for odd/ even alternative holiday and remaining Saturday's full day.

Ajajalulu

IQAC Head

IQAC Head

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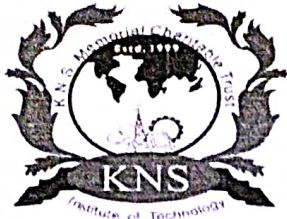
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Syabhal

Principal

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Action Taken Report

The Following Action has been taken for the meeting Conducted on 04.03.2023

S.No.	Points Discussed	Action Taken
1	Commencement of 3 rd Year classes & IA Test	<ul style="list-style-type: none">As per VTU Calender from 20.03.2023HODs are asked to plan the Time table and submitTo decide the open elective list
2.	Sports, Cultural activity for 2022-23	<ul style="list-style-type: none">Coordinators are assigned for smooth executionCultural – Dr Aijaz Ali Khan HOD ECESports – Mr Ramesh PED
3	Additional tests	<ul style="list-style-type: none">Approved by HOD & PrincipalValuable and genuine reasonWith a fine of Rs 500/subject
4	Mentoring/ Counseling of students	<ul style="list-style-type: none">Mentoring books to be completed with mentoring dataPlan PTM (Parents-Teachers meet)
5	Final year internship, project	<ul style="list-style-type: none">Project Review date plannedInternship certificates collected from studentsBatched and guide allocated
6	Faculty vacations	<ul style="list-style-type: none">Decided to give 04 days for teaching and 03 days for non teachingNumber of Casual Leaves for faculty 2 days per month
7	Saturday classes and time table	<ul style="list-style-type: none">1st and 3rd Saturday full holiday, 2nd and 3rd Saturday full day workingTime table for working Saturdays are planned accordingly


Aijaz Ali Khan
IQAC Head

- IQAC Head
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