

INTERNATIONAL INSTITUTE OF INFORMATION TECHNOLOGY BANGALORE

18th IQAC Meeting

Minutes of the Meeting



Date: December 21, 2022
Time: 3.00 p.m.
Venue: Board Room

26/C, Electronics City, Hosur Road, Bangalore 560 100 Phones: 080-28527627-635, 41407777

Minutes of the 18th IQAC Meeting
International Institute of Information Technology, Bangalore
December 21, 2022 at 3.00 pm

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18.3	Items for discussion/ approval are as follows 18.3.1 Formation of a Core team IQAC to carry out regular activities and action points of the IQAC. 18.3.2 Formulate a mechanism for data collection 18.3.3 Submission of AQAR 2021 - 2022 18.3.4 Research Repository for enhancing visibility and citations 18.3.5 Research Strengthening	4-5
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Members Present	
1.	Prof Chandrashekhhar Ramanathan, Dean (Academics) - Coordinator, IQAC
2.	Prof Madhav Rao, Coordinator (iMTech)
3.	Comde S R Sridhar (Retd), Registrar
4.	Mr S Piramanayagam, Chief Finance Officer
5.	Mr Jagadish P Patil, Chief Administrative officer
6.	Dr GR Sinha, Adjunct Professor
7.	Prof Meenakshi DSouza, Coordinator (MS/PHD)
8.	Prof V N Muralidhara, Coordinator (MTECH)
9.	Prof Amit Prakash, Coordinator (Students Affairs)
Leave of Absence Granted To	
1.	Prof Debabrata Das, Director - Chairman
2.	Prof Jyotsna Bapat, Dean (Faculty)
3.	Prof Srinath Srinivasa, Dean (R&D)
4.	Prof Bidisha Chaudhury, Coordinator (MSc Digital Society)
5.	Mr Vivek Yadav, Adjunct Faculty - Alumni
Others Present	
1.	Ms Cynthia DMello, Staff Officer to Dean
2.	Mr Somashekhar T S, Associate Librarian and Archivist

The Chairman welcomed all the members of the committee staff members present in the meeting and initiated the meeting.

18.1 Confirmation of the minutes of the 17th IQAC meeting

The committee confirmed the Minutes of the 17th IQAC meeting held on July 19, 2022 at 4.00 PM.

18.2 Action Taken Report

The committee took note of the points mentioned in the action taken report.

18.3 18th IQAC - Items for Discussion

Sl. No	Points Discussed	Discussion
1.	Formation of a Core Team to carry out regular activities and action points of the IQAC	Dean (Academics) mentioned that existing core committee will continue on all regular activities of IQAC and suggested few specific tasks that can be taken by individuals of the core committee
2.	Formulate a mechanism for data collection	(a) Student Milestone Portal Coordinator Students Affairs has to an initiative to setup a portal for maintaining students achievements (Academics and Extra Curricular) with the help of Zense Club (b) Feedback Employer - Employer structured feedback needs to be implemented during placements Alumni - Feedback to be collected during Alumni Day Teacher - Feedback to be obtained through LMS Dean (Academics) suggested to bring out some effective data collection mechanism
3.	Submission of AQAR 2021-2022	Dean (Academics) informed the IQAC office to submit the AQAR on time
4.	Research Repository for enhancing visibility and citations	It was emphasized that all publications and related information should be regularly updated on research portal
5.	Research Strengthening	(a) Dean (R&D) needs to enhance the participation of Faculties in conferences (b) SAMVAAD talks should be branded as FDP and

		to be offered to external Institutions in a single theme of minimum 5 talks in the series
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18.4 Any other points with the permission of the Chair

Sl. No	Points Discussed	Action to be taken
1.	Course List for the next academic Cycle	(a) Maintain the courses offered to the students year wise. (b) Dean (Academics) suggested that in the ensuing Academic year, the institute may introduce a M Tech program for working executives since there is a demand for such a program from the industry. He said that the proposal would be mooted in the Senate.
2.	Mentoring Sessions	Dean (Faculty) needs to organize sessions in collaboration with experts in the field
3.	Awards and Recognition	(a) Prof Meenakshi Dsouza needs to identify the potential avenues to nominate the faculties for awards and recognitions. (b) Registrar informed the gathering that a committee has been convened by the Director to identify personnel from the non-teaching staff for award of 'Extra Milers' for extraordinary contribution.
4.	Research Methodology	IQAC Coordinator informed the Coordinator MS/PHD to offer Research Methodology course Summer and Winter School Programmes offered in IIITB
5.	Additional Hostel Accommodation for students	CAO said that the institute is in the process of acquiring new land in the vicinity of Electronic City. He further said that for the ensuing academic year, the institute plans to hire some hostel accommodation closer to the institute.
6.	Changes to Grade Improvement Process	CSA opined that the current process for appearing in Grade improvement process needs to be further streamlined with clear conditions of eligibility spelt out. Dean (Academics) mentioned that a new process is being worked out and will be implemented post approval by the Senate.
7.	Quality of Food in the Food Court	CSA brought out that students have been complaining about the dip in quality of food in the food court. CAO assured that necessary steps would be taken to enhance and monitor the quality of food.
8.	Improving quality of instructions in classrooms	Director informed that as part of the efforts to improve quality in delivery of classroom instructions, he along with Dean (Faculty) would be having a one-on-one interaction with all the faculty members. He also informed that specific feedback from students would be discussed with the faculty members during such interactions.

18.5 Next meeting will be held on June 7, 2023.