



# EAST POINT COLLEGE OF ENGINEERING & TECHNOLOGY

Jnanprabha Campus, Virgonagar Post, Bidarahalli, Bengaluru, Karnatka – 560049

## Meeting Circular

Date: 1-2-2018

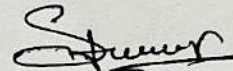
Respected Sir/Madam,

This is to inform all the IQAC Co-ordinate members of EPCET that a general meeting is scheduled on 04-02-2018 in the IQAC department at 1:30 PM. Kindly attend the meeting

The following points will be discussed in the meeting:

### Agenda:

- Analysis of Student Academic Performance
- Curricular Aspects
- Teaching Learning Processes
- Governance and Leadership
- Discussion of NBA and NAAC

  
IQAC Director

Dr.Sivadasan M

**DEAN**  
**Internal Quality Assurance**  
**East Point Group of Institutions**  
**Bangalore - 560 049.**

<b>Name of the College: EPCET</b>		
<b>Date: 04-11-2018</b>	<b>Time: 11:00 AM</b>	<b>Venue: IQAC Board Room</b>
<b>Members Present</b>	<b>Apologies</b>	
1. Prof.Dinesh Kumar S 2.Prof.Barnoli Ghosh 3. Prof.Heena Kousar 4. Prof.Gayathri 5. Prof. Hanumanth Pujari 6. Dr. Sachin		
<b>Agenda of The Meeting</b>		
<ul style="list-style-type: none"> <li>➤ Analysis of Student Academic Performance</li> <li>➤ Update on Curricular Initiatives</li> <li>➤ Teaching Learning Processes</li> <li>➤ Governance and Leadership</li> <li>➤ Discussion of NBA and NAAC</li> </ul>		
<b>Confirmation of Minutes of the Previous Meeting</b>		
<b>Minutes of the Meeting:</b>		
<b><u>Points to be discusses:</u></b>		
<ul style="list-style-type: none"> <li>➤ Analysis of Student Academic Performance</li> <li>- Review of university examination results (semester-wise, branch-wise)</li> </ul>		

- Discussion on measures to improve performance in specific subjects/courses
- Feedback from class representatives and faculty on teaching-learning processes.

➤ **Updates on Curricular Initiatives**

Members provide updates on ongoing initiatives such as curriculum development, faculty development programs, student support services, infrastructure development and research activities

➤ **Teaching Learning Processes**

- Sharing of best practices in teaching methodologies by faculty members
- Initiatives for promoting the use of ICT tools and e-learning resources
- Discussion on the organization of faculty development programs

➤ **Governance and Leadership**

- Discussion on the effective functioning of various committees and cells
- Initiatives for promoting institutional values and social responsibility

➤ **Discussion of NBA and NAAC**

- Planning for the preparation of NBA and NAAC
- Brief summary of NBA and NAAC.



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Jnanprabha Campus, Virgonagar Post, Bidarahalli, Bengaluru, Karnatka – 560049

## Recording of Minutes of Meeting

Attendance			
SI NO	Name	Institution/Department	Signature
1	Dr. Chandrappa	ECE	
2	Gayathri V	MAT	
3	Dinesh Kumar S	ME	
4	Dr. Hena kousar	CSE	
5	Indumathi	ISE	
6	Dr. Sachin Sharma	ECE	
7	Barnoli Ghosh	CIVIL	
8	Prof. Hanumanth Pujari	ISE	
Notes taken and preparation of minutes of the meeting by			Dr.Sivadasan M

**Meeting Circular**

**Date: 1-10-2018**

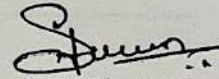
Respected Sir/Madam,

This is to inform all the IQAC Co-ordinate members of EPCET that a general meeting is scheduled on 04-10-2018 in the IQAC department at 11:00AM. Kindly attend the meeting

The following points will be discussed in the meeting:

**Agenda:**

- Introduction of Committee members
- Quality Initiatives of IQAC
- Preparation of Calendar of Events for the ODD Semester
- Improvement of Campus Placement
- Review of Ongoing Semester Activities

  
IQAC Director

**Dr.Sivadasan M**

**DEAN**  
**Internal Quality Assurance**  
**East Point Group of Institutions**  
**Bangalore - 560 049.**



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Jnanprabha Campus, Virgonagar Post, Bidarahalli, Bengaluru, Karnatka – 560049

<b>Name of the College: EPCET</b>		
<b>Date: 04-10-2018</b>	<b>Time: 11:00 AM</b>	<b>Venue: IQAC</b>
<b>Members Present</b>	<b>Apologies</b>	
1. Prof.Dinesh Kumar S		
2.Prof.Barnoli Ghosh		
3. Prof.Heena Kousar		
4. Prof.Gayathri		
5. Prof. Hanumanth Pujari		
6. Dr. Sachin		
<b>Agenda of The Meeting</b>		
<ul style="list-style-type: none"><li>➤ Introduction of Committee members</li><li>➤ Quality Initiatives of IQAC</li><li>➤ Preparation of Calendar of Events for the ODD Semester</li><li>➤ Improvement of Campus Placement</li><li>➤ Review of Ongoing Semester Activities</li></ul>		
<b>Confirmation of Minutes of the Previous Meeting</b>		
<b>Minutes of the Meeting:</b>		
<b><u>Points to be discusses:</u></b>		
<ul style="list-style-type: none"><li>➤ Introduction of Committee members</li></ul>		
IQAC Director formally welcomes all the IQAC Members and asked to introduce themselves and		

appraised about the agenda points.

➤ **Quality Initiatives of IQAC**

The IQAC Director briefed about the roles and responsibilities of IQAC. Also briefed about the objective of IQAC.

➤ **Preparation of Calendar of Events for the ODD Semester**

The IQAC Director informed to prepare the Calendar of Events which has to be aligned with the VTU Calendar of Events and monitor the semester activities according to it.

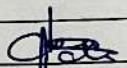

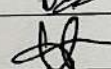
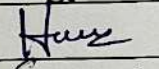
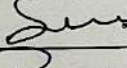
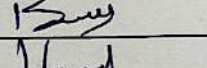
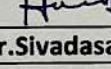
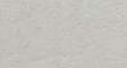
➤ **Improvement of Campus Placement**

The IQAC chairperson informed to improve the placement activities by strengthening the Industry-Institute Interactions.

➤ **Review of Ongoing Semester Activities**

The IQAC director suggested to adopt more Innovative Teaching Methodologies to strengthen the Teaching Learning Process.

### Recording of Minutes of Meeting

Attendance			
SI NO	Name	Institution/Department	Signature
1	Dr. Chandrappa	ECE	
2	Gayathri V	MAT	
3	Dinesh Kumar S	ME	
4	Dr. Hena kousar	CSE	
5	Indumathi	ISE	
6	Dr. Sachin Sharma	ECE	
7	Barnoli Ghosh	CIVIL	
8	Prof. Hanumanth Pujari	ISE	
Notes taken and preparation of minutes of the meeting by			Dr.Sivadasan M



**Meeting Circular**

**Date: 5-11-2018**

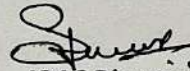
Respected Sir/Madam,

This is to inform all the IQAC Co-ordinate members of EPCET that a general meeting is scheduled on 06-11-2018 in the IQAC department at 12:30 PM. Kindly attend the meeting

The following points will be discussed in the meeting:

**Agenda:**

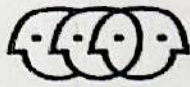
- Review of the previous meeting
- Report on current Initiatives
- Framing Template Discussion
- Proposal to increase no. of Library books and International Journals

  
IQAC Director

Dr.Sivadasan M

**DEAN**

**Internal Quality Assurance  
East Point Group of Institutions  
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<b>Name of the College: EPCET</b>		
<b>Date: 06-11-2018</b>	<b>Time: 11:00 AM</b>	<b>Venue: IQAC Board Room</b>
<b>Members Present</b>	<b>Apologies</b>	
1. Prof.Dinesh Kumar S		
2.Prof.Barnoli Ghosh		
3. Prof.Heena Kousar		
4. Prof.Gayathri		
5. Prof. Hanumanth Pujari		
6. Dr. Sachin		
<b>Agenda of The Meeting</b>		
<ul style="list-style-type: none"><li>➤ <b>Review of the previous meeting</b></li><li>➤ <b>Report on current Initiatives</b></li><li>➤ <b>Framing Template Discussion</b></li><li>➤ <b>Proposal to increase no. of Library books and International Journals</b></li></ul>		
<b>Confirmation of Minutes of the Previous Meeting</b>		
<b>Minutes of the Meeting:</b>		
<b>Points to be discusses:</b>		
<ul style="list-style-type: none"><li>➤ <b>Welcome and Introduction</b></li></ul> <p>The meeting commenced with a warm welcome to all attendees, followed by a brief introduction to the agenda.</p>		
<ul style="list-style-type: none"><li>➤ <b>Review of previous Meeting Minutes</b></li></ul> <p>The minutes of the previous IQAC meeting were reviewed, and the action items were discussed</p>		

for follow-up.

➤ **Report on current Initiatives:**

Updates were provided on the ongoing initiatives undertaken by IQAC to enhance the quality of education and administrative processes at the college.

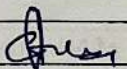
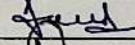

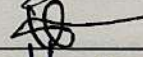
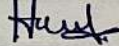
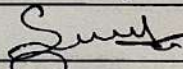
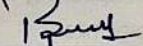
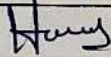
➤ **Framing Templates Discussion:**

The main focus of the meeting was a detailed discussion on the framing templates for various IQAC activities, including assessment and accreditation processes.

➤ **Proposal to increase no. of Library books and International Journals**

It is proposed to augment the Library with more books and International Journals.

### Recording of Minutes of Meeting

Attendance			
SI NO	Name	Institution/Department	Signature
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Notes taken and preparation of minutes of the meeting by			Dr.Sivadasan M