



**INTERNATIONAL INSTITUTE
OF INFORMATION TECHNOLOGY BANGALORE**

26/C, Electronics City, Hosur Road, Bangalore 560 100
Phones: 080-28527627-635, 41407777; Fax: 080-28527636
Website :www.iiitb.ac.in

Ref: IIITB/IQAC/2014-2015/2

Date: November 10, 2014

To,

The Members of IQAC,

IIIT Bangalore

Dear Sir/Madam,

NOTICE AND AGENDA FOR 2nd IQAC MEETING

1. Greetings to You.
2. The 2nd Internal Quality Assurance Cell meeting of our institute will be held on November 19, 2014 (Wednesday) at 2.00 p.m. in the Board Room of the Institute.
3. The agenda for the meeting is appended below:
 - To confirm the Minutes of the First IQAC meeting.
 - Academic plan for the AY 2014-2015 Term II.
 - Planning of Internship programme for the final year students
 - Planning for Career Enhancement and Training program for the graduating students.
 - Discussion on New Course Proposals
 - General discussions
4. You are kindly requested to confirm your presence as it will help us to make further arrangements.



Yours Sincerely,

Coordinator, IQAC & Dean (Academics & R&D)

Internal Quality Assurance Cell

The 2nd IQAC meeting was conducted on November 19, 2014 in the Board Room of the institute at 2.00 p.m. Following members were present in the meeting.

Sl. No.	Name	Designation	Role
1.	Prof. S Sadagopan	Director	IQAC Chairperson
2.	Prof. Debabrata Das	Dean (Academics and R & D)	IQAC Coordinator
3.	Prof. Balaji Parthasarathy	Dean (Faculty)	Faculty Member, IQAC
4.	Prof. Chandrashekar Ramanathan	Associate Dean	Faculty Member, IQAC
4.	Prof. Jaya Sreevalsan Nair	Coordinator (MS by Research & Ph.D)	Faculty Member, IQAC
5.	Prof. V. N. Muralidhara	Coordinator (MTech)	Faculty Member, IQAC
6.	Prof. Jyotsna Bapat	Coordinator (iMTech)	Faculty Member, IQAC
7.	Prof. G. Srinivasaraghavan	Coordinator (Placements & Internships)	Faculty Member, IQAC
8.	Prof. S. Rajagopalan	Professor	Faculty Member, IQAC
9.	Prof. V. Sridhar	Professor	Faculty Member, IQAC
10.	Mr. Gautam Hegde	Alumnus	Invited Member
11.	Mr. V. S. Prakash	Registrar	Senior Staff Member, IQAC



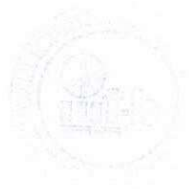
1. The IQAC chair welcomed the committee members.
2. The Minutes of the 1st IQAC meeting was confirmed and the action taken points are explained below:

Sl.No	Points Discussed	Action Taken
(a)	The committee decided to meet once in every semester to assess the quality of teaching and adopt best practices for improving the quality of Academics, Administration and Research activities of the institute.	Strictly adhere to the schedule in conducting the meetings

3. The proceedings of the 2nd IQAC meeting are as follows

Sl. No.	Quality Feedback	Action To be Taken
(a)	Academic Plan for the AY 2014-15 Term II	Dean (Academics) presented the Academic plan for the Term II of (AY 2014-15), the committee members discussed and suggested points for the refinement of the academic plan.
(b)	Planning of Internship for the Final Year students	Coordinator (Placement and Internships) presented the plan of the internship and discussions were held and it was suggested to achieve 100% internship placement to all the graduating students.
(c)	Planning of Career Enhancement and Training program	Coordinator (Placement and Internships) requested the committee members to plan and organize the Training & Career enhancement programs for the Graduating students.
(d)	New Course proposals	Faculty members put forth their New Course Proposals to the committee to seek views and opinions before presenting it to the senate for approval.
(e)	Mid-Term exam results review	Respective course coordinators briefly reported on the quality of the performance of students during mid-term exams.

4. As there were no other points for discussions, the meeting ended with the Chairman thanking the members.



Yours Sincerely,

Coordinator, IQAC & Dean (Academics & R&D)