



HKBK COLLEGE OF ENGINEERING

Internal Quality Assurance Cell

Date:01-01-2021

Date of Meeting:01-01-2021		
Agenda for the Meeting:		
Sl. No.	Points of Discussion	Discussion By
1	NBA/ NAAC status	IQAC Chairman
2	Discussion of Calendar of Events of IQAC for academic year 2020	IQAC Chairman
3	Unprecedented situation arising out of prevailing pandemic Covid 19	IQAC Coordinator
4	Online Classes	IQAC Coordinator
5	Motivating students and faculty	All HODs
6	Offline Exams	All HODs

Minutes of meeting for meeting conducted on 01-01-2021

Agenda point & Description	Summary of discussions	Specific decision arrived	Responsibility
NAAC Status	Clarifications as and when asked by DVV have been sent.		IQAC Coordinator
Calendar of Events of IQAC for academic year 2020	Calendar of Events was formulated as per the GOK notification.		IQAC Coordinator and Dr. R Loganathan, Criteria 1 owner
Unprecedented situation due to the outbreak of Covid19	Sanitizers and masks were arranged for the benefit of staff and students. Strict compliance to Covid 19 norms was ensured on campus.		Principal
Online Classes	Principal instructed the faculty to switch over to blended mode of learning.	To implement blended mode of learning.	All HODs
Motivating students and faculty	Class teachers, mentors and HODs regularly monitored the students and motivated them to concentrate on their studies and not to lose focus.	To arrange counseling sessions.	All HODs/ student counsellor
Offline Exams	VTU conducted offline exams for all the semesters.		All HODs

Members Present:

1. Dr. M S Bhagyashekar, Principal, IQAC Chairman
2. Prof. Hussain Ahmed, Head of Department [ECE], IQAC Coordinator
3. Dr. R. Loganathan, Head of Department [CSE], Member
4. Dr. A Syed Mustafa, Head of Department [ISE], Member
5. Dr. C S Nagabushana, Head of Department [Mathematics], Member
6. Prof. Mahaboob Tabriz, Head of Department [ME], Member
7. Prof. Vanaja V, Head of Department [MBA], Member
8. Prof. Zahira Tabassum, Associate Professor [ECE], Member
9. Prof. Abdul Latheef, Assistant Professor [Civil], Member
10. Mr. Manzoor. A. Khan, Secretary, HKBKGI, Member from Management
11. Prof. Malashree G, Assistant Professor [EEE], Member
12. Mrs. Ishrat Begum, Corporator, BBMP, Member
13. Mr. Gurupreeth Singh, Director, Edgate Technologies Pvt. Ltd, Member
14. Ms. Arshia Salma, Principal, Shaheen Falcon PU College, Member
15. Mrs. Farha Hameed, Alumni, HKBKCE, Member
16. Ms. Farhat Bhat, 6th sem CSE, Member


IQAC Coordinator