



|| Jai Sri Gurudev ||
Sri Adichunchanagiri Shikshana Trust (R)

SJB Institute of Technology

(A constituent of BGS & SJB group of Institutions & Hospitals)

BGS H & E City, Dr. Vishnuvardhana Road, Kengeri, Bengaluru – 560060

Affiliated to Visvesvaraya Technological University, Belagavi

Approved by AICTE, New Delhi, Accredited by NAAC, Bengaluru with 'A' grade

Recognized by UGC, New Delhi with 2(f) & 12 (B), Certified by ISO 9001-2015



Internal Quality Assurance Cell

Plan of Action: A Step towards quality assurance and enhancement

Meeting date: 16th February 2023.

Sl.No.	Agenda	Action taken
1	Academic and Administrative audit Report	<p>IQAC coordinator informed that Academic and Administrative Audit was conducted by the TQMT committee including two external members.</p> <p>TQMT Chairman Dr. Dore swamy briefed about the observations and outcomes of the audit report</p> <ul style="list-style-type: none"> ➤ 16th and 17th January 2023 audit was carried for all the ten departments. ➤ General observations, strength and weakness of individual departments are shared to respective HODs for the needful and necessary action. ➤ IQAC Chairman insisted to all the steering committee members to submit the action taken report for improving the performance in the subsequent years.
2	DVV Process of Self-Study Report for NAAC 2 nd Cycle.	<p>IQAC coordinator briefed about the important points Regarding the NAAC Second cycle SSR Report and Present Status as on today.</p> <ul style="list-style-type: none"> ➤ IIQA was submitted by 8th October 2022. ➤ Few clarifications were asked and after submitting the same IIQA was approved by NAAC on 9th November 2022. ➤ Self-study Report was upload to NAAC portal on 23rd December 2022. ➤ NAAC Initiate the DVV process by 23rd December and submit all the DVV Clarification by 12th January 2023. ➤ Waiting for the communications from NAAC for Peer team visit.
3	Quality Initiatives of IQAC	<ul style="list-style-type: none"> ➤ Organizing four international conferences CSE & ISE-01, ECE & EEE-01, CV-01, ME-01, Basic science-01 and management studies-01. ➤ The preparations were started already and approaching the publishers for the same. The tentative schedule for the conference will starts from October 2023 to April 2024. ➤ Green audit and energy audit reports are prepared and appropriate measures are initiated towards environment and sustainability concern.

		<ul style="list-style-type: none"> ➤ Students' certification programs, HRD training programs, Curricular and extracurricular activities are planned and executed as per the Calendar of events. ➤ Each faculty has to publish Minimum one journal per year in Q1 to Q3. ➤ New Research policy is approved by the management in the recent GC meeting. ➤ 50% of the Registration fees will be provided by the institution for students and faculties for presenting the papers at the reputed conferences.
4	Preparation of Even Semester Activities	<ul style="list-style-type: none"> ➤ University, college and Department Calendar of events are finalized. ➤ Subject allotment is already done ➤ Preparation of lesson plans, study materials and other academic requirements are met with in the deadlines. ➤ Uploading the concept wise videos in the YouTube channels for benefit of the student's community. <p>IQAC chairman insisted the following points.</p> <ul style="list-style-type: none"> ➤ Increase the Faculty interactions with outside world through BOE, BOS Meetings, Resource persons for FDPs, Workshops. ➤ Increase the professional body activities and submit the action plan for the academic Year 2022-23. ➤ Plan and organize the activities for students and staff as per the statutory body requirements.

IQAC Coordinator

Dr. Babu N V