



CAMBRIDGE INSTITUTE OF TECHNOLOGY

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IQAC – Principal Office


Date: 08/11/2021

CIRCULAR

Ref: CiTech/IQAC/Meeting/2021-2022/00 .

This is to inform all the IQAC team to attend meeting at time 11:15AM on 09/11/2021 at HOD, ISE chamber to discuss on the agenda items listed below:

1. Discussion on Question Paper Setting
2. Schedule for Centralized Scrutiny of Question Papers
3. Any other point to be discussed with the permission of the Chair


IQAC Coordinator
Internal Quality Assurance Cell
Cambridge Institute of Technology
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IQAC – Principal Office

Minutes of Meeting

Date: 10/11/2021

Circular Ref: IQAC/Meeting/2021-2022/00 dated 08/11/2021

The following is an account of the minutes taken at the Meeting held on 09/11/2021 from 11.15AM.

Attendees of the Meeting

The following members were present for the meeting held on Date: 09/11/2021.

Meeting Chair	Dr. Yogesh Velankar
Dr. K Satyanarayan Reddy	HOD, ISE
Prof. Preethi S	Dept. of ISE
Prof. Rekha J	Dept. of Mathematics

Agenda of the Meeting:

1. Discussion on Question Paper Setting
2. Schedule for Centralized Scrutiny of Question Papers
3. Any other point to be discussed with the permission of the Chair

Discussion on Agenda proceeded as follows: The important discussion points during the meeting have been mentioned below:

Dr. Satyanarayan Reddy discussed about the question paper setting pattern and conduction of scrutiny need to be carried at department level first. He informed that after department level scrutiny, centralized scrutiny will be carried out.

Dr. Satyanarayan Reddy informed the IQAC members to prepare the schedule for centralized scrutiny of question papers of all departments on 17th November 2021.

IQAC Co-ordinator
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IQAC – Principal Office

Date: 18/11/2021

Action Taken Report

Circular Ref: IQAC/Meeting/2021-22/00 dated: 08/11/2021

In the meeting as cited in the reference above, following actions were taken.

All faculties prepared the question paper according to the prescribed pattern considering the RBT levels and department level scrutiny was carried out successfully.

As per the schedule, centralized scrutiny of all department question papers were done and asked the test coordinators to submit the updated question papers to COE.


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IQAC Chairperson
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