National Education Society (R.)
J N N College of Engineering, Shivamogga
(Approved by AICTE, New Delhi, Certified by UGC 2f & 12B, Accredited by NAAC –'A',
Recognized by Govt. of Karnataka and Affiliated to VTU, Belagavi)
INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 11-09-2026

Proceedings of the 56th Meeting of IQAC, held in the Meeting Hall, AD Block at 3.30 PM on 11.09.2026

1. **Agenda:**
    1. Welcome
    2. Review of Revised 360-Degree Feedback for Annual Performance Index (API)
    3. Distribution of Human Resource (HR) Manual
    4 Review and Implementation of Research Policy
    6. Other information with the permission of the chair
2. **Proceedings:**

1. The Principal formally welcomed all the members to the 54th meeting and in his initial remarks, presented briefly the highlights of the agenda of the meeting. He further invited the coordinator to continue the proceedings of the meeting.
2. IQAC Coordinator gave a brief review of previous meeting proceedings and the action taken
3. Following Agendas are discussed in the meeting

Agenda 1: Review of Revised 360-Degree Feedback for Annual Performance Index (API)

The members discussed the revised 360-degree feedback mechanism incorporated into the Annual Performance Index (API) for evaluating the overall performance of faculty members. The importance of obtaining feedback from multiple stakeholders, including students, peers, Heads of Departments, and institutional authorities, was emphasized. The members discussed the role of the revised feedback mechanism in ensuring transparency, accountability, and a comprehensive assessment of faculty performance, covering teaching effectiveness, academic contributions, professional development, research activities, and institutional responsibilities.

Agenda 2: Distribution of Human Resource (HR) Manual

The members discussed the importance of distributing the institutional HR Manual to all faculty and staff members to ensure awareness of institutional policies, service rules, responsibilities, and procedures. The manual covers important aspects such as recruitment, service conditions, leave policies, performance appraisal, professional development, code of conduct, and employee-related guidelines.

Resolution:

- It was resolved to distribute the HR Manual to all faculty and staff members.
- Heads of Departments shall ensure that the manual is shared with all departmental employees.
- All employees shall be encouraged to familiarize themselves with the policies and guidelines prescribed in the manual.

Agenda 3: Review and Implementation of Research Policy

The members discussed the institutional Research Policy and its role in promoting research, innovation, and intellectual contributions among faculty members and students. Emphasis was given to quality publications in reputed journals, patent filing, sponsored research projects, consultancy, interdisciplinary research, and industry collaboration. The importance of research ethics, plagiarism prevention, and intellectual property rights was also highlighted.

Resolution:

- It was resolved to communicate the institutional Research Policy to all departments and faculty members.
- Faculty members shall be encouraged to publish research papers in reputed journals indexed in Scopus and Web of Science.
- Departments shall motivate faculty members and students to undertake innovative research and file patents wherever applicable.
- Faculty members shall be encouraged to apply for sponsored research projects and undertake consultancy activities.
- All departments shall maintain updated records of research publications, patents, projects, and other research contributions.
- Research activities shall be periodically reviewed to assess progress and strengthen the institutional research environment.

As there were no other subjects, the meeting concluded, with the principal thanking all the members for their active participation.

Principal & Chairman-IQAC

To:

All the members, Dean – Academic and HODs of all the department