

Dr. AMBEDKAR INSTITUTE OF TECHNOLOGY

BANGALORE - 560056



GOOD GOVERNANCE DOCUMENT

2021-2023

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HISTORY OF Dr. AMBEDKAR INSTITUTE OF TECHNOLOGY (Dr.AIT)

Dr. Ambedkar Institute of Technology is managed by Panchajanya Vidya Peeta Welfare Trust (PVPWT). The Institute is one of the pride educational Institute among the 21 institutions run by the Management. The Institute was established in the year 1980 by Late Sri M H Jayaprakash Narayan, Ex MLA and founder Managing Trustee of PVP Welfare Trust and Secretary of the Institute. The institute is located on the outer Ring Road, Near Jnana Bharathi Campus, Mallathahalli, Bangalore on a vast 20.30 acres of land having several buildings, lawns, trees etc. The Institute is one among the 14 Institutes selected for receiving the World Bank Assistance under Technical Education Quality Improvement Programme (TEQIP) through Government of India. The Institute is the recipient of several grants sanctioned by AICTE, DST and VTU. The Institute is granted autonomous status by UGC WEF 2010-11. The total built up area of these buildings is 50940 sq. meters. The Institute has 63 good ventilated vast class rooms, 103 hi tech research laboratories with latest equipment's, drawing room, Data Center, Indoor sports complex, outdoor play Grounds, gymnasium. The institutes Library has 72,983 volumes of books with 16,574 titles, 112 National Journals and 34 Inter nation Journals. The Digital library had connectivity with INDEST –AICTE for on line journal through DELNET. The Institute has separate 3 boys hostel and 1 girl's hostel with strength of 784 and 363 respectively. At present the Institute's staff strength is 536 consisting 256 faculties, 165 technical staff and 115 administrative staff. The Institute has its own transportation apart from number of BMTC buses plying via Institute. The Syndicate Bank housed within campus sustains the need of staff and students. The canteen located in the Institute serves vegetarian food and chats.

Salient Features

- Aided by Government of Karnataka
- Affiliated to All India Council of Technical Education (AICTE), New Delhi.
- Affiliated to Visvesvaraya Technological University, Belagavi, Karnataka.
- TEQIP Phase I, II and Phase III Institute (World Bank Funded Project).
- Permanent Affiliation status granted by VTU, Belagavi, Karnataka.
- Self-financing programmes available.
- Committed and supportive Management.
- Qualified, Experienced & Dedicated faculty and staff, Faculty Gender ratio is 60:40.

VISION AND MISSION

VISION

- To create **Dynamic, Resourceful, Able and Innovative Technical Manpower** to ensure India regains her responsible and creative leadership in technology.

MISSION

- To distinctively serve the diverse people of India, especially the historically under privileged population.
- To provide affordable high quality technical education at under graduate, post graduate and doctorate levels and emerge as a lead institution, to co-operate in the development of networked institutions and promote industry interaction in a way beneficial and productive for the society.

GOVERNANCE

GOVERNING BODY

The administration of the institution is overseen by the Governing Body (GB). The Governing Body approves the Strategic Plan, the Vision & Mission, Short Term and Long Term goals and the Budget based on the Strategic Plan. The implementation of the vision and plan is executed with the support and involving all the major stake holders. The Governing Body ensures that all decisions on the matters such as Admission quality, new programmes, infrastructure, Teaching Learning Process and Placements etc., are taken based on the fundamental concerns of the Institutions. The Governing Body meets at least four times in a year.

The Governing Body, constituted as per the provisions of the UGC and Visvesvaraya Technological University (VTU-Belagavi) Statutes on Autonomous Institutes consists of independent representatives from Government, UGC, AICTE, and VTU& Industry. In addition, there are two faculty members (on rotation basis) included as Members of Governing Body. The Principal is responsible for implementation of the Strategic Plan and reporting to the Governing Body the Governing Body periodically reviews the implementation of strategic plan in tandem with its vision and mission. The Governing Body has established several committees (both statutory and non-statutory) for maintaining effective and efficient systems of implementation. The ranking of students' admission through Common Entrance Test (CET), placement, results, and feedback are some of the important parameters through which the management benchmarks the institution's standing and ensures that the institution is achieving the intended outcome as per its strategic plan.

The Governing Body has in place a well-knit review system to assess the performance of the Principal (Head of the Institution), faculty and staff. The Annual Report presented by the Principal is discussed in the meeting. The same is published in the Institute website. The Institution is also publishing the annual report in print and digital form. The Institution maintains a register of interests of the Members of the. The Governing Body meeting is conducted in an open manner. The student representatives are often invited to the Governing Body meetings and their views are duly considered. The Minutes of Governing Body Meeting(s) are also published in the Institute website (www.dr-ait.org). The relevant information is then shared with HODs, faculty and staff through various meetings/circulars. This ensures compliance to various regulatory bodies like VTU, State Government, AICTE, and UGC on regular basis.

PRINCIPLES OF MANAGEMENT AND GOVERNANCE

The management is committed and performs the leadership role for effective and efficient conduct of teaching & learning and research processes in the Institute. The responsibilities of the Governing Body are clearly delineated. The responsibilities of governance include choosing top academic/administrative functionaries (Principal, Deans, HODs,) for the institution, evaluating their performance, authorizing plans/commitments and evaluating the institution's performance. The management bears the responsibility of implementing the systems of governance. While governance is concerned with the formulation of the vision of organization and translation of vision into policy. Whereas the management is responsible for taking decisions related to implementing the policies.

THE ROLE OF THE MEMBERS OF THE GOVERNING BODY (GB) INCLUDING THE PRINCIPLES OF GOOD BEHAVIOUR AND THE NEED TO AVOID CONFLICTS OF INTEREST

The Governing Body has the commitment for freedom, equality & opportunity and it adopts Non-Discrimination policy. The Institute does not discriminate on the basis of race, color, religion, gender, age, national origin, disability, marital status etc., in any of its activities or operations. The Management is committed to provide an inclusive and welcoming environment for all the teaching, non-teaching and administrative members of the Institute.

THE ROLE OF THE CHAIRMAN AND THE HEAD OF THE INSTITUTION (PRINCIPAL) AND THE RELATIONSHIP BETWEEN THEM

The Governing Body is headed by the Chairman who is responsible for implementing its plans, policies and developmental needs for the benefit of its stakeholders. The Chairman is responsible for strategic leadership and good governance. The Principal being its Member-Secretary, provides leadership for the academic administration and ensures effective implementation of plans and policies of Governing Body for institutional development.

APPOINTMENT OF THE CHAIRMAN AND THE MEMBERS

The Governing Body of Dr. AIT has been constituted as per the regulations of UGC and Statutes of Visvesvaraya Technological University (of which Dr. AIT is an Autonomous Institute) which are framed as per the UGC XI Plan Guidelines. Dr. AIT being a TEQIP Institution, the constitution of the Governing Body has also been approved by the State Government. The Governing Body consists of nominees of the Trust, State Government, UGC, AICTE, Affiliating University and the Industry.

The Governing Body comprises of members with strong academic background and administrative experience. This has vastly contributed to the success of the Institution. The institution is free from political interference.

Composition of Governing Body (GB):

Number	Category	Nature
6 members	Management	Nominated by the Trust as per the constitution or byelaws, with the Chairman or President/Director as the Chairman
2 members	Teachers of the Institute	Nominated by the Principal based on seniority
1 member	Educationist or Industrialist	Nominated by the Governing Body
1 member	UGC nominee	Nominated by the UGC
1 member	State Government nominee	Directorate of Technical Education
1 member	University nominee	Academician
1 member	Principal of Institute	Member- Secretary

THE COMMITTEE STRUCTURE AND THE SCHEME OF DELEGATION OF THOSE COMMITTEES

The administration of Dr. AIT is overseen by the Governing Body, which normally meets four times in a year. The Governing Body has in place several Committees/Sub-Committees in addition to statutory and other committees to continuously monitor the academic and administrative activities of the Institution. Adhering to the core principles of Good Governance, the Institution has various academic and administration committees in place to ensure smooth functioning and efficient governance. The prime objective of these committees is effective utilization of human resource, infrastructure and other facilities and to instill transparency and accountability in the process of administration.

The constitution of these committees is based on top-down and bottom-up approach to provide effectiveness. The committees comprise of key stakeholders including government, administrators, faculty, staff, industry, employer, alumni and current students. The diversity in the composition of committees help in making pragmatic decisions.

The committees are classified into following groups:

1. Statutory Committees (as per VTU guidelines).
2. Sub Committees of Governing Body.
3. Standing Committee of BoG of TEQIP-III.
4. Institution level Committees.
5. Department level Committees.

The committees from Sl.No. 2 to 5 primarily act as recommending bodies to the executive/statutory committees which help in decision making. This document provides information on the Constitution, Functions, Term, Meetings, Quorum and Responsibilities of all the committees. The governance committees in place are as given below:

STATUTORY COMMITTEES

Sl.No	Title of the Committee	Acronym
S1	Governing Body	GB
S2	Academic Council	AC
S3	Board of Studies	BOS
S4	Finance Committee	FC
S5	Planning and Evaluation Committee	PEC
S6	SC/ST/OBC Cell	SSOC
S7	College Internal Complaints Committee	CICC

S1. GOVERNING BODY (GB)

Constitution: The Constitution of the GOVERNING BODY shall be according to the structure given below:

Number	Category	Nature
6 members	Management	Nominated by the Trust as per the constitution or bylaws, with the Chairman or President/Director as the Chairman
2 members	Senior professors of the Institute	Nominated by the Principal based on Seniority
1 member	Educationist or Industrialist	Nominated by the Governing Body
1 member	UGC nominee	Nominated by the UGC
1 member	State Government nominee	Directorate of Technical Education
1 member	University nominee	Academician
1 member	Principal of Institute	Member- Secretary

Governing Body Members:

Sl. No	Constitution	Nature	Name
1	The Chairman /Managing Trustee	Chairman	Sri S Mariswamy
2	The Secretary /Managing Trustee	Member	Sri A R Krishnamurthy
3	The Treasurer/Managing Trustee	Member	Dr. B N Umesh
4	The Managing Trustee	Member	Sri P L Nanjundaswamy
5	The Managing Trustee	Member	Sri S Shivamallu
6	The Managing Trustee	Member	Dr. M Mahadeva
7	Invitee	Member	Dr. N. C. Shivaprakash Mentor, Dr. AIT
8	Invitee	Member	Dr. C. G. Krishnadas Nair Industrialist
9	The Senior Professors of the Institute	Members	1. Dr. M V Vijayakumar, Prof. & Head, ISE 2. Dr., K N Anuradha, Prof. and HOD, Physics 3. Dr. Mahalinga V Mandi, Prof., ECE
10	The Educationalist or Industrialist	Member	1. Sri. Shreekanth Sampigethaya, Co-Founder & President, INSEMI Technology Services Pvt. Ltd 2. Dr. D. N. Reddy, Director, CR Rao AIMSCS, Former Chairman, DRDO, Former VC, JNTU 3. Dr. M Girish Chandra, TCS, Bangalore
11	The UGC/AICTE Nominee	Member	1. Prof. Arun Kumar Agarwal, UGC Nominee 2. Prof. Dileep N Malkhede, AICTE Nominee
12	The State Government Nominee	Member	Sri. Ravichandran, Director, DTE, GoK nominee
13	The University Nominee	Member	Dr. Syed Shakeeb Ur Rehman VTU Nominee
14	The Principal of Institute	Member - Secretary	Dr. M Meenakshi

Major Role: Subject to the existing provisions in the Byelaws of the Institute/Trust and Rules laid down/approved by the State Government, the Board of Governors shall have powers to:

- Guide the College while fulfilling the objectives for which the College has been granted autonomy.
- Adopt the fees and other charges payable by the students of the College as fixed by the Government/University in this regard from time to time.
- Institute scholarships, fellowships, studentships, medals, prizes and certificates on the recommendations of the Academic Council.
- Approve new programmes of study leading to degrees and / or diplomas.

- All recruitments of Teaching Faculty/ Principal to be made by the Governing Body/ Government as applicable in accordance with the policies laid down by the UGC and the Government from time to time.
- Approve the Annual Budget of the College before submitting the same to the UGC, Government or any other Body / Agency as may be required.
- Regulate/enforce discipline among the teaching/ non-teaching staff in accordance with the Rules/Procedures/ Guidelines laid down.
- Invest funds belonging to the College in approved securities, as it shall, from time to time, think fit or in the purchase of immovable property.
- Transfer or accept transfer of any movable property to the College.
- Entertain, adjudicate upon and if thought fit, constitute a Committee to advise and/ or recommend methods to redress the grievances of staff members of the College.
- Delegate administrative, managerial and financial powers to the Principal and other functionaries in the college for its smooth functions.
- Approve the Annual Report of the College, for submission to the University, the Government and the UGC as well as for uploading on the College Website and
- Perform such other functions and institute such committees, as may be necessary and deemed fit for the proper development of the college.

Perform such other functions and institute committees, as may be necessary and deemed fit for the proper development, and to fulfill the objectives for which the Institute has been declared as autonomous.

Term: Two years.

Meetings: Minimum two meetings per year. However, the meetings may be scheduled as and when necessary.

Role of Member Secretary: The Principal is the Member Secretary. The Member-Secretary shall with the approval of the Chairman, prepare the agenda for the meeting, record the minutes and circulate amongst the members. In the capacity of the Member-Secretary, the Principal puts-forth proposals on all administrative/academic/finance related matters and seeks approval and ensures its apt implementation. He assesses the HR requirement and assists the management in making needed appointments. He is the executive in-charge of all academic and administrative matters and ensures adherence of all regulations framed by the competent authority (GOVERNING BODY).

S2. ACADEMIC COUNCIL (AC)

Constitution: The Constitution of the Academic Council shall be according to the structure given below:

SL. NO	Designation	Nomination to the Committee
1	Hon'ble Secretary & Managing Trustee, PVPWT	Invitee
2	Principal	Chairman
3	All Heads of the Departments	Members
4	Four Teachers of the Institute (other than HOD's) representing different Members categories of teaching staff by rotation on the basis of seniority of service in the Institute	Members
5	Five experts from outside the College representing Industry, R&D Labs, Technical Education	Members
6	Three Nominees of the University (VTU)	Members
7	Co-opted Members	Invitees
8	A Faculty nominated by the Principal	Member-Secretary

Academic Council Members:

Sl. No	Constitution	Nature	Name
1	The Secretary/Managing Trustee	Invitee	Sri A R Krishnamurthy
2	Principal	Chairman	Dr M Meenakshi
3	Vice Principal	Member	Dr. M V Vijayakumar
3	All the Heads of Department in the College	Members	Dr S Vijaya, HOD, CV
			Dr. T N Raju, HOD, ME
			Dr. N Mohan, HOD, IEM
			Dr. S Ramesh, HOD, EC
			Dr. Ganapathi V Sagar, HOD, EI
			Dr. G V Jayaramaiah, HOD, EEE
			Dr. C R Yamuna Devi, HOD, TE
			Dr. Siddaraju, HOD, CSE & Dean (A)
			Dr. M V Vijaykumar, HOD, ISE
			Dr. K J Shanthi, HOD, ML
			Dr. K N Anuradha, HOD, Physics
			Dr. Jahagirdhar, HOD, Chemistry
			Dr. Nanjundappa C E, HOD, Mathematics
			Dr. T.R Shashipriya, HOD, HSS
	Dr Chandrakanth Poojari, HOD, MCA		
	Dr S Baskaran, HOD, MBA		

4	Five Teachers of the college representing different levels of teaching staff (other than HOD's)	Members	<ol style="list-style-type: none"> 1. Dr. C. R. Prashanth, Dean (E) 2. Dr. Gangadhar Shetty, Professor, ME 3. Dr. Aravind, Ass. Prof., ETE 4. Prof. Kenchamarappa, Asso. Prof., Physics 5. Prof. Sridevi, Assoc. Prof., EIE
5	Five experts from outside the college Representing Industry, R&D Labs, Technical Education	Members	<ol style="list-style-type: none"> 1. Dr. Sudhakar, Additional Director, CPRI, Bengaluru (9449056941) 2. Dr. Srinivasa Ramanujan, Head (Academic Solutions), TCS Mobile: 8147002870 Email: srinivasa.ramanajum@tcs.com 3. Dr. K Vijayaraju, Scientist H, Asso. Tech Director, ADA, Bengaluru Email: sijaypjetmail.ada.gov.in 4. Mr. Nagesh Puttaswamy, Zonal Head, WT & RMDT Mobile: 9845295300 Email: nagesh@nageshp.com 5. Dr. Premkumar M N, Senior Engineer Manager, Intel Tech India Pvt. Ltd, Bengaluru Mobile: 9591810074 Email: prem_mn09@yahoo.com
6	Three nominees from the University	Members	<ol style="list-style-type: none"> 1. Dr. G. Pundarika 2. Dr. Thippeswamy K 3. Dr. B. G. Naresh Kumar
7	Co-opted Members	Invitee	<ol style="list-style-type: none"> 1. Dr. Asha, Associate Professor, CSE 2. Dr. M V Mandi, Dean (P&D) and Prof., ECE
8	A Faculty Nominated by the Principal	Member - Secretary	Dr. K N Anuradha, Dean (Academic) & Prof. & Head, Physics

Functions: Without prejudice to the generality of function mentioned, the Academic Council shall have powers to:

- Scrutinize and approve the proposals with or without modification of the Boards of Studies with regard to courses of study, academic regulations curricula, syllabi and modifications thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc., provided that where the Academic Council differs on any proposal, it shall have the right to return the matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so.
- Make regulations regarding the admission of students to different programmes of study in the College keeping in view the policy of the University/ Government.
- Frame Regulations consistent with the University norms/Guidelines for the conduct of examinations and initiate measures for improving the quality of teaching, students'

evaluation and student advisory system in the College.

- Approve the list of successful candidate for conferment of Degree/Diploma/Certificates by the University and forward the same for the consideration of the Governing Body.
- Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels.
- Recommend to the Governing Body proposals for institution of new programmes of study.
- Recommend to the Governing Body institution of scholarships, studentships, fellowships, Prizes and medals, and to frame regulations for the award of the same.
- Advise the Governing Body on suggestion/s pertaining to academic affairs made by it.
- Encourage the faculty members to undertake Collaborative Research, Sponsored Research, Industrial Consultancy, Continuing Education and related activities, and
- Perform such other functions as may be assigned by the Governing Body.

Term: The term of the nominated members shall be three years.

Meetings: Minimum two meetings per year. However, the meetings may be scheduled as and when necessary.

Role of Member -Secretary: Shall convene the meeting of the Academic Council with the approval of the Principal, He/she shall, with the approval of the Principal, prepare the agenda for the meeting. The Member-Secretary is responsible for making the minutes of the meeting and ensure compliance of the decision of the Committee.

S3. BOARD OF STUDIES (BOS)

Constitution: The Constitution of the Board of Studies (BOS) shall be according to the structure given below:

SLNO	Category	Status
1.	Head of the Department	Chairman
2.	Faculty members covering different specialization	6 Members
3.	Subject Experts from outside the Institute nominated by the Academic Council preferably from the elite Institutions like IISc, IITs, NITs etc.	2 Members
4.	Expert from outside Institute nominated by the Vice Chancellor, VTU	Member
5.	Representative from industry / corporate sector / allied area relating to placement nominated by the Academic Council	2 Members
6.	Postgraduate/under graduate meritorious alumnus to be nominated by Head of the Department/Chairman after approval from the Principal	2 Members

Note: The Chairman may invite 2-3 students from different semesters of the Programme.

The number of members for Sl.No. 2 & 3 shall depend on the intake of the Programme offered by the Department/Cluster. The Chairman may with the approval of the Principal, co-opt expert(s) from outside the Institute for special courses, if any.

Functions: The Board of Studies of a department in the Institute shall;

- Prepare syllabi for various courses keeping in view the objectives of the College, interest of the stakeholders and State/National requirements for consideration and approval of the Academic Council;
- Suggest methodologies for innovative teaching, learning and evaluation techniques;
- Suggest panel of names of experts to the Academic Council for appointment as examiners;
- Coordinate research, teaching, extension and other academic activities in the Departments/College and
- Any other function that may be assigned by the Academic Council.

Term: The term of the nominated members shall be one year.

Meetings: Minimum One meeting per year. However, the meeting may be scheduled as and when necessary. The Member-Secretary of the Academic Council shall draw the schedule for meeting of the Board of Studies for different departments or the Chairman of the BOS may conduct the meeting prior approval of the Principal.

S4. FINANCE COMMITTEE (FC)

Constitution: The Constitution of the Finance Committee shall be according to the structure given below:

Sl. No	Constitution	Nature	Name & Designation	Email Id	Phone Number
1	Principal	Chairman	Dr. M Meenakshi Principal	meenakshi_mbhat@yahoo.com principal@drait.edu.in	9480494025
2	Vice-Principal	Member	Dr. M V Vijayakumar	dr.vijay.research@gmail.com	9731443839
3	One member of the Governing Body, to be nominated by the Chairman of the Governing Body	Member	Dr. B N Umesh, Treasurer, PVPWT	Umeshbn5@gmail.com	8197251111
4	One senior faculty member of the college to be nominated on rotation by the Principal	Member	Dr. Eranna Asso. Prof., EEE	erannaj.ee@drait.edu.in	9844590688
5	A person with knowledge of Financial Management to be nominated by the Governing body	Member	Dr. Bhaskaran, HOD, MBA	rsbkaran@gmail.com	9444940788
6	Finance Officer	Member Secretary	Sri Doddaswamy, AAO	dswamy3162@gmail.com	9731387098
7	Superintendent, Accounts Section	Member	Smt. Vijayalakshmi Accounts Officer	vijayalakshmi.acc@drait.edu.in	9620252786

Functions: The Finance Committee shall act as an advisory Body to the Governing Body, to consider the budget estimates relating to the grants received/receivable from the Commission/ Council/Government/ other Agencies and income from fees collected for the activities to undertake the scheme of autonomy and the Audited Accounts for the above.

Term: Two years.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

S5. PLANNING AND EVALUATION COMMITTEE (PEC)

Constitution: PEC is one of the major committee of the Institute consists of the members shown below:

Sl. No	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in	9480494025
2.	Dr. M V Vijayakumar Vice - Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. Prashanth C R Dean (E)	Member	prashanthcr.et@drait.edu.in	9448200979
4.	Dr. T N Raju HOD, ME	Member	rajutn.me@drait.edu.in	9620397639
5.	Dr. Ramesh S Prof. & Head, ECE	Member	rameshs.hullepura@gmail.com	9743535359
6.	Dr. Bhaskaran HOD, MBA	Member	rsbkaran@gmail.com	9444940788
7.	Dr. K N Anuradha Dean (A)	Member - Convener	dranuradhakn.phy@drait.edu.in	9448847161

Functions: Shall review & monitor the requirements of the individual departments such as budget, infrastructure, equipment, furniture, human resources etc. from time to time and report to the Governing Body.

To formulate policy and draw an annual plan for curricular and Extra-curricular activities for approval of Governing Body.

The propose changes in structure of forming academic services made available in the college to be placed in AC for discussion and recommendation to GB for execution.

To do such other duties as entrusted by GB.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

S6. SC/ST/OBC CELL (SSOC)

Constitution: SSOC is one of the major committee of the Institute consists of the members shown below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijayakumar Vice - Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. K N Anuradha Dean (Academic)	Member	dranuradhakn.phy@drait.edu.in	9448847161
4.	Sri Doddaswamy AAO	Member	dswamy31162@gmail.com	9731387098
5.	Smt. Manjula N Stenographer	Member	manjulan700@gmail.com	998868674
6.	Dr. Nandini Prasad K S Dean (Foreign Affairs)	Member Secretary	- nandini.is@drait.edu.in	9731397880

Functions: To collect reports and information regarding the Government of India orders on the various aspects of education, training and employment of Scheduled Castes, Scheduled Tribes and Other Backward Castes candidates, for evolving new policies or modifying existing policy by the Commission.

To collect reports, circulate regularly, monitor and prepare reports based on State Government and University Grants Commission's decision,

- on an annual basis, information regarding course-wise admissions to candidates belonging to the Scheduled Castes/Scheduled Tribes and OBC in the Institute for different courses, in forms prescribed by a stipulated date and to take follow up action, where required.
- in respect of appointment, promotion, training of these communities in teaching and non-teaching posts in the Institute, in suitable forms by a stipulated date and take follow up action where required.
- Working of the remedial coaching scheme, if approved in the Institute.

To function as a Grievances Redressal Cell for the Grievances of SC/ST & OBC students and employees of the Institute and render them necessary help in solving their academic as well as administrative problems.

To maintain a register for employment of SCs/STs and OBCs in the Institute for the candidates belonging SC/ST & OBC communities for Teaching posts in the university/affiliated colleges.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

S7. COLLEGE INTERNAL COMPLAINTS COMMITTEE (CICC)

Constitution: CICC is one of the major committee of the Institute consists of the members shown below

Sl. No.	Name & Designation	Position in CICC	Gender	Email Id	Phone Number
1.	Dr S. Vijaya HOD, Civil Engg.	Chair person	Female	Vijaya_s.cv@drait.edu.in	9343462295
2.	Dr. T.R.Shashipriya, HoD, HSS dept.	Member	Female	trs.hss@drait.edu.in	9448830044
3.	Dr. S.D.Venkataraja Mohan, Professor, CV dept	Member	Male	venkatrajmohan.cv@drait.edu.in	9880066875
4.	Sri. Basavaraj Jakkappanavar, Foreman, Civil Dept	Member	Male	jakkappanavar.cv@drait.edu.in	9886249498
5.	Smt.Shakuntala, Instructor, ECE dept	Member	Female	Shaku2776@gmail.com	9448813149
6.	Mr. Nitish Mathapati 1DA21ET029	Member	Male	ntshmathapati2003@gmail.com	9019945182
7.	Ms. A Kavana 1DA21CS001	Member	Female	kavanaalwandi@gmail.com	6366516866
8.	Ms.Lakshmi.M, Ph.D Scholar, ETE	Member	Female	lakshnimasegowda@gmail.com	9945648293
9.	Mrs.Mahalakshmi Parthasarathy, Managing Trustee, Ananya	Member	Female	mahalakshmi@empowerananya.org	9845575665

Functions: To address the issues under Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions Regulations, 2015. The committee is formed to provide protection against sexual harassment of female employees and students in the Campus and for the prevention and redressal of complaints of sexual harassment and for matters connected therewith or incidental thereto.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

Apart from the statutory committee, the Institute has following sub-committees to monitor the day to day and time based activities. The details of the sub-committees are shown below.

Sl. No.	Name of the Committees
1.	Grievance Redressal Committee (GRC)
2.	Examination Committee (EC)
3.	Admission Committee (ADC)
4.	Library Committee (LC)
5.	Student Welfare Committee (SWC)
6.	Extra-Curricular Activities Committee (ECAC)
7.	Academic Audit Committee (AAC)
8.	Monitoring Committee (MC)
9.	Board of Appointments (BOA)
10.	Standing Committee of BoG – TEQIP-II (SBOG)
11.	Hostel Committee (HC)
12.	Alumni Executive Committee (AEC)
13.	Feedback Counseling Committee (FCC)
14.	Research and Development Cell (RDC)
15.	Industry-Institute-Interaction Cell (IIIC)
16.	Purchase Committee (PC)
17.	Building & Civil Works Committee (BCWC)
18.	Anti-Sexual Harassment Committee (ASHC)
19.	Anti-Ragging Committee (ARC)
20.	Career Guidance and Placement Cell (CGPC)
21.	Feedback Implementation Committee (FIC)
22.	Employees Association (EA)
23.	Board of Examiners (BOE)
24.	Departmental Procurement Committee (DPC)
25.	Central Mentoring-Cum-Counseling Committee (CMCC)
26.	Committee On Women's Security, Welfare & Grievance Redressal (CWSWGR)
27.	International Relational Cell (IRC)
28.	Internal Quality Assurance Cell (IQAC)
29.	Institute Innovation Cell (IIC)
30.	Committee for Code of Conduct (CCC)
31.	Students Counseling Cell (SCC)
32.	Ambedkar Centre for Tech Startup (ACTS)
33.	Electoral Literacy Club (ELC)
34.	Electrical Works & Fire Safety Committee (EWFSC)
35.	Computer Maintenance Technical Committee (CMTC)

1. GRIEVANCE REDRESSAL COMMITTEE (GRC)

Constitution: The Constitution of the Grievance Redressal Committee (GRC) shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Sri Doddaswamy AAO	Member	dswamy3162@gmail.com	9731387098
3	Prof. G P Manjunath Hostel Warden (Boys)	Member	gp.manjunath111@gmail.com	9448428802
4	Dr. T N Raju SWO	Member	rajutn.me@drait.edu.in	9620397639
5	Prof. Swetha M Hostel Warden (Girls)	Member	Shwetha.drait@gmail.com	9686882492
6	Dr. C E Nanjundappa Prof. & Head, Mathematics	Member	cenanjundappa@gmail.com	8762600979
7	Dr. Rajeshwari P Assoc. Prof, IEM	Member	rajeshwarinayaka.im@drait@edu.in rr_papanna@yahoo.com	9448117838
8	Dr. Leenagiri Assoc. Prof., CSE	Member	leenagiri.cs@dr-ait.org	9886343207
9	Dr. Vidya H Assoc. Prof., ETE	Member	vidyah91@gmail.com	9886653875
10	Dr. Gangadhar Shetty Professor, ME	Member	gshetty2005@yahoo.co.in	9448018147
11	Dr. M V Vijaykumar Vice Principal	Member - Secretary	dr.vijay.research@gmail.com	9731443839

Functions: To consider and redress the grievance of aggrieved students, their parents & others.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Member-Secretary: Shall with the approval of the Chairman of the Committee convene meeting(s), Shall prepare the agenda for the meeting, record the minutes and circulate amongst the members. Also mark a copy to the Personal Section of Principal for the kind information to the Principal.

2. EXAMINATION COMMITTEE (EC)

Constitution: The Principal in consultation with the Academic Council shall constitute the Examination committee (EC). The Constitution of Examination committee shall be according to the structure given below:

Sl. No	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. Anuradha Dean (A)	Member	dranuradhakn.phy@drait.edu.in	9900904899
4.	Prof. Prasannakumar Deputy Dean (E)	Member	prasannakm13@gmail.com	9449679652
5.	All HODs	Members	--	--
6.	Dr. C R Prashanth Dean (Exam)	Member - Convener	prashanthcr.et@drait.edu.in	9448200979

Functions: The Examination committee in the Institute is responsible for all matters connected to planning and conduct of examinations and evaluation including periodical tests; Have powers to review and finalize examination results and to take remedial measures whenever considered necessary; Analyze the performances of students and report its findings to the Academic Council for consideration and necessary action, if any; May appoint sub-committees to assist in discharge of its functions.

Term: Two years.

Meetings: Minimum six meetings per year. However, the meeting may be scheduled as and when necessary.

3. ADMISSION COMMITTEE (ADC)

Constitution: The Constitution of the Admission Committee (ADC) shall be according to the structure given below:

Sl. No	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. Bhaskaran HOD, MBA	Member	rsbkaran@gmail.com	9444940788
4.	Dr. Siddaraju Prof. & HOD, CSE	Member	siddaraju_b@yahoo.co.in	9449619956
5.	Dr. Rajesh M Asst. Prof., ME	Member	mrarajoi@gmail.com	9538181440
6.	Prof. Naveen Asst. Prof., Civil	Member	Naveen.cd@drait.edu.in	9590255897
7.	Prof. Mukundswamy Asst. Prof., EEE	Member	mukundaswamys@gmail.com	9741413808
8.	Prof. Praveen K B Asst. Prof., ETE	Member	prvn.guru@gmail.com	9740744442
9.	Prof. Madhusudan Asst. Prof., ECE	Member	madhusudhanm.ec@drait.edu.in	9900854999
10.	Dr. Ravish D K Asso. Professor, ML	Member	Ravish.ml@drait.edu.in	8762563197
11.	Mrs. Yashaswini Coordinator, Int. Admission	Member - Convener	er.yashaswini@gmail.com	9611371131

Functions: The Admission committee in the Institute is responsible for all matters connected to admission related activities.

Term: Two years.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

4. LIBRARY COMMITTEE (LC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. Anuradha K.N. Dean (A)	Member	dranuradhakn.phy@drait.edu.in	9900904899
4.	Dr. S Baskaran HOD, MBA	Member	rsbkaran@gmail.com	9444940788
5.	Dr. Chandrasekhar Professor, Civil	Member	chandrasekar.cv@drait.edu.in	
6.	Dr. Shankarlingappa Professor, EEE	Member	shankarcbt@gmail.com	9916591835
7.	Prof. Leena Giri Assoc. Prof, CSE	Member	leenagiri.cs@dr-ait.org	9886343207
8.	Sri Shivanna i/c Librarian	Member - Convener	aitlibrary1@gmail.com	9241116663

Functions: Assessing the requirements and planning future development, budget proposal. Recommend procurement of learning resources (Books, Journals, Digital resources etc.). Upkeep of Library resources (both physical and digital).

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Member-Convener: Shall with the approval of the Chairman of the Committees convene meeting(s). Shall prepare the agenda for the meeting and also record the minutes and circulate amongst the members. Shall ensure compliance of all decision of the Committee. Also mark a copy to the Personal Section of Principal for the kind information to the Principal.

5. STUDENT WELFARE COMMITTEE (SWC)

Constitution: The Constitution of the Students Welfare Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. B.S. Shylaja Professor, ISE	Member Convener	shylaja.is@dr-ait.org	9538881302
4.	Dr. S. Vijaya Prof. & Head, Civil	Member	vijatas@gmail.com	9343462295
5.	Dr. R. Murali NSS Officer & Prof. Maths	Member	muralir.mat@drait.edu.in	9844259313
6.	Dr. Shivappa Ass. Prof., ME	Member	shivappa78@gmail.com	9900144201
7.	Dr. T.N. Raju SWO & HOD, ME	Member - Secretary	rajutn2005@gmail.com	9620397639

Functions:

1. To safeguard interest of the students.
2. To ensure proper allotment of seat in the hostel.
3. To assist poor and meritorious students in getting scholarship/financial assistance.
4. To establish book bank.
5. To open student welfare fund.
6. To organize health checkup camps and other extra-curricular activities.
7. To function under overall control and guidance of the Governing Body.
8. Any other function as may be entrusted by the Governing Body from time to time.

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

6. EXTRA-CURRICULAR ACTIVITIES COMMITTEE (ECAC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice Principal	Member	vijatas@gmail.com	9731443839
3.	Prof. Yamuna Devi C.R. Prof. & HOD, ETE	Member	yamuna.devicr@gmail.com	9886716525
4.	Prof. Mohan Kumar Asst. Prof., ME	Member	mohankumarb.me@drait.edu.in	9964058586
5.	Prof. T B Dayananda Assoc. Prof., EEE	Member	dayanandatb.ee@drait.edu.in	911812831
6.	Dr. Nandini Prasad Dean (Foreign Affairs)	Member	nandini.is@drait.edu.in	9731397880
7.	Prof. Girija S Asst. Prof., ECE	Member	sb_girija@yahoo.com	9986007870
8.	Prof. B S Sudha Assoc. Prof., ECE	Member Convener	sudha.bs.ec@drait.edu.in	9242363088

Functions: Shall be responsible for planning and conducting of extracurricular activities such as Sports and Cultural events. Encourage active participation in the sports fests and cultural activities.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Convener: Shall with the approval of the Chairman convene meeting(s). Shall with the approval of the Chairman, prepare the agenda for the meeting, record the minutes and circulate amongst the members. Also mark a copy to the Personal Section of Principal for the kind information to the Principal.

7. ACADEMIC AUDIT COMMITTEE (AAC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice - Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. G.V. Jayaramaiah Dean (R&D)	Member	jramgv@yahoo.com	9448166796
4.	Dr. Nandini Prasad Dean (Foreign Affairs)	Member	nandini.is@drait.edu.in	9731397880
5.	Dr. Siddaraju Prof. & HOD, CSE	Member	siddaraju_b@yahoo.co.in	9449619956
6.	Dr. Anuradha K.N. Dean (A)	Member - Secretary	dranuradhakn.phy@drait.edu.in	9900904899

Functions: Shall conduct regular meetings with the concerned mentors. Shall conduct academic audit/visits and ensure proper maintenance of academic records - lesson plan, syllabus coverage, attendance registers, CIE, course file, Course Outcomes (CO)-Program Objectives (PO) mapping and remedial measures offered to slow learners.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum three meetings per semester. However, the meeting may be scheduled as and when necessary.

Role of Member Secretary: Shall with the approval of the Chairman of the committee convene meeting(s), prepare the agenda, record the minutes and circulate amongst the members. Also mark a copy to the Personal Section of Principal for the kind information to the Principal.

8. MONITORING COMMITTEE (MC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijaykumar Vice Principal	Member Secretary	vijatas@gmail.com	9731443839
3.	All the HODs	Members	--	--

Functions: Shall monitor all the classes.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Atleast four meetings in a year and also the meeting may be scheduled as and when necessary.

9. BOARD OF APPOINTMENTS (BOA)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Designation	Nomination of the Committee
1.	Managing Trustee & Secretary, PVPWT, Dr.AIT	Chairman
2.	Management Nominee (nominated by the Chairman, Governing Body (GB))	Member
3.	DTE or Nominee	Member
4.	Subject Experts	Member
5.	University Nominee	Member
6.	Concerned Head of the Department	Member
7.	Vice Principal	Member
8.	Principal	Member-Secretary

Functions: Shall conduct interviews for selecting suitable candidates for appointment to teaching, non-teaching, and other posts in the Institute. Shall recommend the candidates for recruitment to the Governing Body.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Need-based; the meeting may be scheduled as and when necessary.

10. STANDING COMMITTEE OF BOG - TEQIP-III (SBOG)

Constitution: It is a sub-committee of Governing Body (GB) for Monitoring Implementation of TEQIP III Project. The constitution shall be according to the structure given below:

Name of the Member	Designation	Nomination to the Committee	Email Id	Phone number
Shri. S. Mariswamy	Chairman, PVPWT	Chairman	mariswamy@dr-ait.org	9611112192
Shri. A R Krishnamurthy	Secretary/Managing Trustee, PVPWT	Member	ar.krishnamurthy@gmail.com	9448055303
Shri. S. Shivamallu	Trustee, PVPWT	Member	shivamallu@dr-ait.org	9448955437
Shri.P.L.Nanjundaswamy	Trustee, PVPWT	Member	nanjundaswamy@dr-ait.org	9845179196
Dr M Mahadeva	Trustee, PVPWT	Member	mahedev@dr-ait.org	9972097299
Dr B N Umesh	Trustee, PVPWT	Member	umeshbn5@gmail.com	8197251111
Dr. Shiva Prakash	Professor, IISc Bengaluru	member	shivaprakashiisc@gmail.com	9449086370
Dr M Meenakshi	Principal	Member	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
Dr. Ramapati Mishra	Director, IET, Ayodhya, UP	Invitee-Mentee Institute	director.rpm@gmail.com	
Dr. Anuradha K N	Nodal Officer (EAP) and Dean (A)	Permanent Invitee	dranuradhakn.phy@drait.edu.in	9448847161
Dr. Siddaraju	Nodal Officer (Procurement) and HOD,CSE	Permanent invitee	siddaraju_b@yahoo.co.in	9449619956
Dr. C R Prashant	Dean (Examinations)	Permanent Invitee	prashanthcr.et@drait.edu.in	9448200979
Dr Nandini Prasad	Nodal Officer (Academic) and Dean (Foreign Affairs)	Permanent Invitee	nandini.is@drait.edu.in	9731397880
Dr. S Ramesh	Nodal Officer, (Finance) and Prof. & Head, ECE	Permanent Invitee	rameshs.hullepura@gmail.com	9743535359
Dr. G V Jayaramaiah	Dean (R&D), Prof. & Head, EEE	Permanent Invitee	jramgv@yahoo.com	9448166796
Dr. Yamunadevi	Prof. & Head, ETE.	Permanent Invitee	yamunadevi.cr@dr-ait.org	9886716525
Dr. K. J. Shanthi	Prof. & Head, Medical Electronics	Permanent Invitee	shanthi_kj@yahoo.com	9611004776
Dr. S Vijaya	HOD, Civil Engineering	Permanent Invitee	vijaya.s@dr-ait.org	9343462295
Dr. T.N. Raju	HOD, Mechanical Department	Permanent Invitee	rajutn2005@gmail.com	9620397639

Dr. C E Nanjundappa	HOD, Mathematics	Permanent Invitee	cenanjundappa@gmail.com	8762600979
Dr. Jahagirdhar	HOD, Chemistry	Permanent Invitee	jahagirdar.aa@dr-ait.org	9972630398
Mr. Shivanna	Librarian	Permanent Invitee	aitlibrary1@gmail.com	9241116663
Shri Rajesh L V	Asst. Nodal Officer –(A) and Sub-Nodal Officer (Procurement)	Permanent Invitee	rajeshlv25588@gmail.com	9611247505
Dr. Mahalinga V. Mandi	Coordinator, TEQIP -III and Dean (P&D)	Permanent Invitee & Non-member Secretary	mvmandi@yahoo.com	9448800637
Shri. Amogh M	5th Sem, BE, IEM	Student Nominee	amoghmanjunath99@gmail.com	
Shri Varun S P	3rd Sem, M.Tech, Civil	Student Nominee	varungowda.m1996@gmail.com	
Dr. Girish Chandra	Principal scientist, TCS, Bengaluru	Member	drgirichand@gmail.com	

Function: Shall conduct periodical review to monitor the progress of the activities of TEQIP Phase-III and provide guidance for better implementation of the project. Shall consider and accord approvals for proposals from time to time pending ratification by the Governing Body.

Term: TEQIP period and shall continue to be in force until reconstitution.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

11. HOSTEL COMMITTEE (HC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M. Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. M V Vijayakumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Prof. G P Manjunath Warden, Boys Hostel	Member - Secretary	gp.manjunath111@gmail.com	9448428802
4	Prof. Shwetha M Warden, Girls Hostel	Member - Secretary	shwetha.drait@gmail.com	9686882492
5	Dr. T N Raju Student Welfare Officer	Member	rajutn2005@gmail.com	9620397639

Functions: Approve Annual Budget, Review the Annual Audit Report & Audited statements of accounts, makes policies / rules from time to time necessary on general administrative matter, to approve developmental / improvement works taken up for the welfare of hostilities, to consider / approve staff welfare measures proposed by the Hostel Administration. The Hostel Committee is the final disciplinary authority. It sanctions / authorizes initiation of disciplinary proceedings against employee / employees charged of misconduct. It is the final authority to impose punishment on employee of the hostel for proved misconduct.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Member-Secretary: The Member-Secretaries shall be with the approval of the Chairman convene the meeting, prepare the agenda for the meeting, record the minutes and circulate amongst the members. Shall ensure compliance of all decisions of the Committee.

12. ALUMNI EXECUTIVE COMMITTEE (AEC)

Constitution: The constitution shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M. Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. M V Vijayakumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Department Coordinators	Members	---	---
4	Dr. Shanthi K J Prof. & Head, ML	Member- Secretary	shanthi_kj@yahoo.com	9611004776

Functions: As per the Byelaws of Dr. AIT Alumni Network.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Secretary: Shall with the approval of the Chairman convene the meeting, prepare the agenda, record the minutes and circulate the same amongst the members. Shall ensure compliance of all decisions of the Committee.

13. FEEDBACK COUNSELING COMMITTEE (FCC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M. Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. M V Vijayakumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3	All HODs	Members	---	---
4	Dr. K N Anuradha Dean (A)	Member- Secretary	dranuradhakn.phy@drait.edu.in	9448847161

Functions: Counseling faculty for improving their performance, suggest ways and means to improve performance and competency of the faculty.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

14. RESEARCH & DEVELOPMENT CELL (RDC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Member	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijay Kumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Department Coordinators	Members	--	--
4.	Dr. Gowrishankar Dean (I-I-I)	Member	gowrishankarnath.cs@drait.edu.in	8217748481
5.	Dr. Jayaramaiah G. V. Dean (R&D)	Member - Secretary	hod.ee@drait.edu.in	8277335834

Functions: To encourage innovative research activities both from faculty and students, the committee reviews and recommends for the improvement/financial assistance etc.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum six meetings per year.

Role of Member-Secretary: Shall with the approval of the Principal convene meeting(s), prepare the agenda, record the minutes and circulate the minutes of the meeting amongst the members and copy marked to Personal Section of Principal for the information to the Principal.

15. INDUSTRY-INSTITUTE-INTERACTION CELL (IIIC)

Constitution: The Constitution of the Institute Council shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijay Kumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. Bhaskaran R S HOD, MBA	Member	rsbkaran@gmail.com	8095634499
4.	Dr. Jayaramaiah G. V. Dean (R&D)	Member	jramgv@yahoo.com	9448166796
5.	Dr. Shankarlingappa Prof., EEE	Member	shankarcbt@gmail.com	9916591835
6.	Dr. Gowrishankar Dean (I-I-I)	Member-Secretary	gowrishankarnath.cs@drait.edu.in	8217748481

Function: To encourage faculty and students to take up Industry Internship. To organize training programs in association with Industry. To create innovative interests among students and faculty members that results in Startup activities.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum six meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Member-Secretary: Shall with the approval of the Principal convene meeting(s), prepare the agenda, record the minutes and circulate the minutes of the meeting amongst the members and copy marked to Personal Section of Principal for the information to the Principal.

16. PURCHASE COMMITTEE (PC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Designation	Nomination of the Committee
1	Secretary/Treasurer, PVPWT	Chairman
2	Principal	Member-Convener
3	Internal/External expert member nominated by Principal	Member
4	Concerned Head of the Department	Member
5	Stores Superintendent	Member-Convener

Note: The proposer of the equipment/requirement shall be invitee for that meeting.

Function: The PC once again shall review the proposal for its correctness in all respects. The PC has to make its final recommendation to the Principal. The Principal shall go through the recommendations, and submit the file for Chairman's approval. After which the Purchase Order (PO) be generated by the stores. It is the responsibility of the concerned HOD to follow up the matter with regard to supply and installation. Any delay by the vendor shall be recorded & brought to the notice of the Principal.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Meeting may be scheduled as and when necessary.

Role of Member-Convener: Shall with the approval of the Chairman of the Committee convene meeting(s), Shall prepare the agenda for the meeting and also record the minutes and circulate amongst the members. Shall ensure compliance of all decision of the Committee.

17. BUILDING & CIVIL WORKS COMMITTEE (BCWC)

Constitution: The Constitution of the Building & Civil Works Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Sri A R Krishnamurthy, Secretary, PVPWT	Chairman	ar.krishnamurthy@gmail.com	9448055303
2.	Dr. M Meenakshi, Principal	Member	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
3.	Prof. G P Manjunath Asso. Prof, Civil Engg.	Member-Convener	gp.manjunath111@gmail.com	9448428802

Note: Concerned HOD and Site Engineers shall be invited as and when necessary.

Functions:

1. To execute infrastructure Development schemes.
2. To monitor the progress of Construction activities
3. To implement environmental guidelines while developing infrastructure.
4. To review the progress of Constructions with reference to perspective plan.
5. To function under overall control and guidance of the Governing Body.
6. Any other function as may be entrusted by the Governing Body from time to time.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Meeting may be scheduled as and when necessary.

Role of Member-Convener: Shall with the approval of the Principal convene meeting(s), prepare the agenda for the meeting and also record the minutes (minutes of the meeting), circulate the minutes of the meeting amongst the members and copy marked to Personal Section of Principal for the information to the Principal.

18. ANTI-SEXUAL HARASSMENT COMMITTEE (ASHC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairman	meenakshi_mbhat@yahoo.co.in	9480434025
2	Dr. M V Vijay Kumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Dr. K N Anuradha Dean (A)	Member	drtambuluru@gmail.com	9448847161
4	Dr. H Umadevi	Member	umadevi.ec@drait.edu.in	9880324895
5	Dr. S Vijaya	Member	vijaya.s@dr-ait.org	9343462295
6	Prof. Sridevi N	Member	sridevin.ei@drait.edu.in	7975719059
7	Prof. Nayana Shenoy	Member	nayanarshenoy.ml@drait.edu.in	9448478896
8	Dr. Rajeshwari P	Member	rajeshwarinayaka.im@drait.edu.in	9448117838
9	Sri Anand Babu G A	Member	gaanandbabu.teqip@drait.edu.in	9945982442
10	Smt. G K Vasantha	Member	vasanthagk66@gmail.com	9481423830

Functions:

1. To consider and redress the complaints of Sexual Harassment at workplace.
2. To take effective steps to curb the incidence of all sorts of sexual harassment.
3. To organize periodical seminars to propagate the message of gender equality and evil of sexual harassment.
4. To tackle all incidence of sexual harassments and report to the Principal/Director/ Governing Body.
5. To organize seminars to throw light on punishment provision of law for sexual harassment.
6. To function under overall control and guidance of the Governing Body.
7. Any other function as may be entrusted by the Governing Body from time to time.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: The meeting may be scheduled as and when necessary.

19. ANTI-RAGGING COMMITTEE (ARC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairman	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. M V Vijay Kumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. K N Anuradha Dean (A)	Member	drtambuluru@gmail.com	9448847161
4.	Sri Rajashekaraiiah Inspector, Annapoorneshwarinagar Police Station	Member		9886745659
5.	Sri Sambashiva Reddy Local Media	Member		99282836
6.	Dr. T N Raju SWO	Member	rajutn2005@gmail.com	962397639
7.	Prof. G P Manjunath Warden, Boys Hostel	Member	gp.manjunath111@gmail.com	9448428802
8.	Prof. Shwetha M Warden, Girls Hostel	Member	shwetha.drait@gmail.com	9686882492
9.	Sri Mrutyunjaya Parent, Retd. Chief Engineer	Member		9845237228
10.	Sri Doddaswamy AAO	Member	dswamy3162@gmail.com	9731387098
11.	Kum. Anusha M 7 th Sem, ECE	Student member		7338342914
12.	Sri Gnanesh K S 7 th Sem, ME	Student member	gnaneshgowda8@gmail.com	9380145484
13.	Dr. Sham Shekar S Patil	Nodal Officer/Member Secretary	shamshekar.cs@drait.edu.in	9900904899

Functions: The role & responsibility of the Committee is to take all necessary measures for prevention of Ragging inside the Campus/Hostels. Ensure that the guidelines of AICTE, UGC, VTU & other apex bodies are adhered to. Ensure that every student and his/her parents submit Anti-Ragging Affidavit at the time of first year admission and there after each year at the time of annual registration. Ensure that each department maintains and safe upkeep thereof of the affidavits obtained. Conduct meetings and record minutes and circulate amongst the members.

Term: Two years and shall continue to be in force until reconstitution.

Meetings: The meeting may be scheduled as and when necessary

Note: This committee is empowered to form Vigilance Committee and Flying Squad every year to ensure the campus free of

ragging. The responsibility of the Vigilance Committee is to ensure that all anti-ragging measures are in place to curb the menace of ragging. The responsibility of the Vigilance Flying Squad is to maintain Vigil to check ragging activities. To make surprise visits both in the campus and hostels and other places vulnerable to incidents & having the potential of ragging.

20. CARRER GUIDANCE AND PLACEMENT CELL (CGPC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairman	meenakshi_mbhat@yahoo.co.in	9480434025
2	Dr. M V Vijay Kumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Department coordinators	Members	---	---
9	Ms. Yashaswini Coordinator, Int. Admissions	Member	er.yashaswini@gmail.com	9611371131
10	Ms. Jayashree Asst. TPO	Member - Convener	placements@drait.edu.in	8546826254

Functions:

- Collection of Data of the students and companies, maintaining and updating the database
- Preparing eligible pool of students of different disciplines
- Gathering information about job-fairs and employment opportunities
- Notifying the students about Pre-Placement Activities, Job Opportunities and Campus Selections through Notice Boards, Placement Portal and College Website
- Organizing Campus Recruitment Training Programme
- Networking with leading companies for Internships and Campus Selections
- Organizing on and Off Campus Interviews
- Acts as an interface between the selected students and the recruiters
- Conducting Career Guidance Sessions
- Collecting Feedback from the Recruiters and Students

Term: Two years and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

Role of Convener: Shall with the approval of the Chairman convene meeting(s). Shall with the approval of the Chairman prepare the agenda, record the minutes and circulate amongst the members. Also mark a copy to the Personal Section of Principal for the kind information to the Principal.

21. FEEDBACK IMPLEMENTATION COMMITTEE (FIC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Nomination of the Committee	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairman	meenakshi_mbhat@yahoo.co.in	9480434025
2	Dr. M V Vijay Kumar Vice-Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Department coordinators	Members	---	---
9	HODs of concerned Departments	Members	---	---
10	Dr. Anuradha KN Dean (Academic)	Member-Convener	dranuradhakn.phy@drait.edu.in	9448847161

Functions: Shall ensure the effective implementation of online feedback process. Shall document and maintain feedback statistics.

Term: Two year and shall continue to be in force until reconstitution.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

22. EMPLOYEES ASSOCIATION (EA)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Designation	Nomination of the Committee
1.	President, Dr. AIT Union	Chairman
2.	Vice President, Dr. AIT Union	Member
3.	Secretary, Dr. AIT Union	Member
4.	Treasurer, Dr. AIT Union	Member
5.	Members of Dr. AIT Union	Members

Functions: To monitor the grievances of employees of the Institute.

Term: Two years.

Meetings: The meeting may be scheduled as and when necessary.

23. BOARD OF EXAMINERS (BOE)

Constitution: The Constitution of the Committee shall be framed as per the directions of the Academic Council and in consultation with the Principal. The BOE meeting will happen every semester before the Examination. The structure is given below:

Sl. No.	Designation	Nomination of the Committee
1	Head of the Department	Chairman
2	Senior Professors	6 Members
3	Subject Expert (External)	3-Members

Functions and Responsibilities: The BOE of each programme in the Institute is responsible for all matters connected with planning and conduction of Examinations in systematic way. The term of the committee will be one academic year.

Term: Two years.

Meetings: The meeting may be scheduled as and when necessary.

24. DEPARTMENTAL PROCUREMENT COMMITTEE (DPC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Designation	Nomination of the Committee
1	Head of the Department	Chairman
2	Senior Professors	5 Members

Note: The proposer of the equipment/requirement shall be invitee for that meeting.

Functions: After receiving the proposal, the HOD will place it before the DPC. The DPC shall evaluate & ensure that the proposal made conforms to the guidelines of the TEQIP-II/Institution. The DPC has the power to accept/reject a proposal in the event of non-conformation to the guidelines specified. The DPC shall record its observation and return the proposal seeking resubmission or recommend for calling quotations. The office of TEQIP/Institute Stores shall invite quotations from the vendors identified by the DPC and prepare the comparative statement of quotes received.

Term: Two years.

Meetings: The meeting may be scheduled as and when necessary.

25. CENTRAL MENTORING-CUM-COUNSELING COMMITTEE (CMCC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Position in CMCC	Email Id	Phone Number
1.	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2.	Dr. Vijay Kumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3.	Dr. Shashipriya HOD, HSS	Member	trshashipriya@gmail.com	9448830044
4.	Dr. T N Raju SWO	Member	rajutn2005@gmail.com	9620397639
5.	Dr. R Murali NSS Officer	Member	muralir.mat@drait.edu.in	9844259313
6.	Mr. Shivanna Librarian	Member	aitlibrary1@gmail.com	9241116663
7.	Dr. Anuradha KN Dean (Academic)	Member- Convener	dranuradhakn.phy@drait.edu.in	9448847161

Functions: To monitor the students who may need counseling/mentoring support etc. This committee may also hold capacity building programmes on mental health of students, especially for students from rural areas. The Committee is required to maintain the records of such counseling cases and follow up action thereof.

Term: Two years.

Meetings: Four meetings per year or may be scheduled as and when necessary.

26. COMMITTEE ON WOMEN'S SECURITY, WELFARE & GRIEVANCE REDRESSAL (CWSWGR)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Position in CWSWGR	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. C E Nanjundappa Prof. & Head, Maths	Member	cenanjundappa@gmail.com	8762600979
3	Mrs. Meti Bharathi Asst. Prof, Physics	Member	metibharathi.phy@drait.edu.in	8971793465
4	Dr. Shylaja M L Prof., MBA	Member	dr.shailajaml.mba@drait.edu.in	9482225673
5	Dr. S S Honnanagoudar Prof., Civil	Member	somu.cv@drait.edu.in	9980731985
6	Dr. Vijay Kumar Vice Principal	Member Secretary	-dr.vijay.research@gmail.com	9731443839

Functions: To lay the foundation for the creation of healthy mindset among girl students and lady staff members. To review security arrangements for girls and women in our campus and wherever necessary that ensure the girls and women to have a safe and inspiring learning/working environment.

Term: Two years.

Meetings: Four meetings per year or may be scheduled as and when necessary.

27. INTERNATIONAL RELATIONS CELL (IRC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Name & Designation	Position in IRC	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Mr. Anand H D Asst. Prof., ECE	Member	anandhd.ec@drait.edu.in	9844518832
3	Ms. Spoorthy Asst. Prof, Civil	Member	sphoorthy.sm.cv@drait.edu.in	9986692061
4	Ms. Rashmi N Asst. Prof, CSE	Member	rashmin.cs@drait.edu.in	9741887643
5	Ms. Yashaswini Coordinator, Int. Admission	Member	er.yashaswini@gmail.com	9611371131
6	Dr. Nandini Prasad K S Dean (Foreign Affairs)	Member - Secretary	nandini.is@drait.edu.in	9731397880

Functions: Members of the committee need to coordinate with Dean (FA): To organize international seminars/webinars/guest lectures for students/faculty; to organize international conference; to setup foreign language lab at Dr.AIT and to assist/guide students related to their internship/higher studies at foreign universities.

Term: Two years.

Meetings: Four meetings per year or may be scheduled as and when necessary.

28. INTERNAL QUALITY ASSURANCE CELL (IQAC)

Constitution: The Constitution of the Committee shall be according to the structure given below:

Sl. No.	Role	Name & Designation	Position in IQAC	Phone Number
1	Members from the Management	1.Sri.A.R.Krishnamurthy Secretary, PVPWT 2.Dr. B. N. Umesh Treasurer, PVPWT	Management Member	9480494025
2	Chairperson: Head of the Institution	Dr. M. Meenakshi Principal	Chairperson	9844518832
3	Teachers to represent all levels (Assistant and Associate Professors) (three to eight)	1. Dr. M.V.Vijayakumar, Vice Principal 2. Dr. K. N. Anuradha, Dean (A) 3. Dr. Prashanth, Dean (E) 4. Dr. G.V.Jayaramaiah, Dean (R&D) 5. Dr. Nandini Prasad, Dean (Intl. Affairs) 6. Dr. Gowrishankar, Dean (I-I-I) 7. Dr. H.V.Govindaraju, IQAC coordinator Dr. K.R.Shylaja IQAC coordinator 8. Dr. Arvind Asst. Prof., ETE 9. Dr. Soundeswaran Asst. Prof, Chemistry 10. Dr. R.Rajeshwari Asst. Prof.,MBA	Members	9986692061
4	The Senior administrative officer (Office Superintendent/ Manager)	1. Sri. Doddaswamy, AAO 2.Mrs. Vijayalakshmi, Accounts Officer	Member	9741887643
5	One nominee each from the Local Society/Trust, Students, and Alumni	1.Mr.Yashas.L, Student, ETE (UG) 2.Sharan Basappa, Alumni, ISE	Student Members	6361666073 9916165777
6	One nominee each from Employers/Industrialists/Stakeholders	1. Sri Vikrant, CTO, Tila.com vikrant.vikrant@gmail.com 2. Sri. Nataraj. K. M, Technical Architect, LG Soft India nataraja.km@lge.com	Industrialists	9731060605 9342577832
7	One of the senior teachers as the Coordinator of the IQAC	Dr. M. V. Mandi, Dean (P&D)	Member Secretary	9448800637

Functions: To develop a system for conscious, consistent and catalytic action to improve the academic and administrative performance of the institution that include;

- a) Development and application of quality benchmarks;
- b) Parameters for various academic and administrative activities of the institution;
- c) Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- d) Collection and analysis of feedback from all stakeholders on quality-related institutional processes;
- d) Dissemination of information on various quality parameters to all stakeholders;
- e) Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles;
- f) Documentation of the various programmes/activities leading to quality improvement;
- g) Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- h) Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- i) Periodical conduct of Academic and Administrative Audit and its follow-up;
- j) Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

Term: Two years.

Meetings: Minimum two meetings per year. However, the meeting may be scheduled as and when necessary.

29. INSTITUTION INNOVATION CELL (IIC)

Sl. No.	Name & Designation	Position in IIC	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. Vijay Kumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Dr. Shankarlingappa C. B. Prof., EEE	Vice-President	shankarcbt.ee@drait.edu.in	9916591835
4	Dr. Tanuja P. Patgar Asst. Prof, ECE	Convener	tanujapatgar.ec@drait.edu.in	6360373101
5	Dr. Aravinda H. L. Asst. Prof, ETE	Social Media	aravinda.et@drait.edu.in	9449028712
6	Dr. Pavan Tejasvi T. Asst. Prof, ME	Member	pavan.me@drait.edu.in	8971001035
7	Mr. Sharath B. Asst. Prof, Civil	Member	sharath.balarama.cv@drait.edu.in	8310410530
8	Mr. N. Chetan Asst. Prof, IEM	Member	chetann.im@drait.edu.in	9845242205
9	Ms. Monikashree T. S. Asst. Prof, EIE	Member	monikashreets.ei@drait.edu.in	7760272354
10	Ms. Asha Rani K. P. Asst. Prof, CSE	Member	asharanikp.cs@drait.edu.in	9035855523
11	Ms. Vidyarani H. J. Asst. Prof, ISE	Member	vidyarani.is@drait.edu.in	8050284845
12	Dr. Bharathi S. Prof, MCA	Member	bharathi.mca@drait.edu.in	9902084476
13	Dr. Susheela Devi B Devaru, Asso. Prof, MBA	Member	susheela.mba@drait.edu.in	9449120340
14	Dr. D. K. Ravish Asso. Prof, ML	President	ravish.ml@drait.edu.in	8762563197

Functions of Member-Secretary:

- He/ She will lead the IIC Council.
- He/ She will have the IIC portal Login ID and will be the custodian of IIC portal login and data/ reports uploaded therein.
- He/ She will call the meetings, set meeting agenda and will monitor the deliverable.
- He/ She will be the main point of contact with MHRD Innovation Cell.
- He/ She will respond to all communication from IIC National Coordination team (MHRD Innovation Cell) and will be responsible to ensure decent performance of IIC.
- He/ She will coordinate with MHRD innovation cell and responsible for all the IIC activities in the institute.
- He/ She will ensure Institution's participation in IIC calendar activity and take lead in the institution driven activities (own initiatives).
- He/ She will ensure the effective implementation of IIC activities with the help of

Convener.

- He/ She could change the council members as per the decision taken in council meetings and update the information on portal.
- He/ She will be responsible for submitting the progress/activity reports on the IIC portal.

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

30. COMMITTEE FOR CODE OF CONDUCT (CCC)

Sl. No.	Name & Designation	Position in IIC	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. Vijay Kumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3	All HoDs	Members	---	---
4	Dr. K N Anuradha Dean (A)	Member-Secretary	dranuradhakn.phy@drait.edu.in	9448847161

Functions:

The functions of members of code of conduct for the stakeholders like Students, Faculty members and staff members shall be:

- Monitor adherence to the Code of Conduct by periodic announcements to the stakeholders.
- Assist the Disciplinary Committee in undertaking appropriate disciplinary actions in instances of violations of the specified code of Conduct.
- Conducting Induction Programme for the newly appointed Faculty Members and first students.

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

31. STUDENTS COUNSELING CELL (SCC)

Sl. No.	Name & Designation	Position in IIC	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. Vijay Kumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3	All faculty members	Members	---	---
4	Dr. K N Anuradha Dean (A)	Member-Secretary	dranuradhakn.phy@drait.edu.in	9448847161

Functions:

The functions of Mentors shall be:

- Monitoring the performance of students and to serve as a friend, philosopher and guide during their studentship at the institute.
- Advising the students on all academic matters like registration of courses, dropping of courses and/or withdrawing from courses and reporting the same to the higher authorities for further action.
- Assessing students' academic performance and monitoring their attendance.
- Advising the students regarding the number of credits to be registered in the second or subsequent semester based on their performance in first and subsequent semesters counseling the students on general matters, discipline and conduct and support the students by suitable recommendations wherever necessary.
- Making suitable arrangements to communicate regarding the issues like student's performance, disobedience, continuous absence to classes and any other matters that require the attention of their parents/guardian.

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

32. AMBEDKAR CENTRE FOR TECH STARTUP (ACTS)

Sl. No.	Name & Designation	Position in IIC	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. Vijay Kumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Mr. Naveen Kumar M Asst. Prof., Civil	Member	naveen.cv@drait.edu.in	9590255897
4	Dr. Ranjith V Asst. Prof., ME	Member	ranjithv.me@drait.edu.in	9739009955
5	Mr. Harsha R. Asst. Prof., ECE	Member	Harsh4no1.ec@drait.edu.in	9620640486
6	Ms. Arpitha Raju B Asst. Prof., EEE	Member	arpitharaju.ee@drait.edu.in	9108552260
7	Dr. Rajeshwari P Asso. Prof., IEM	Member	rajeshwarinayaka.im@drait.edu.in	9448117838
8	Ms. Hamsa Rekha S. D Asst. Prof., EIE	Member	hamsarekhasd.ei@drait.edu.in	9916677415
9	Ms. Asha K N. Asst. Prof., CSE	Member	ashakn.cs@drait.edu.in	9880646148
10	Dr. Shruthi P. C Asst. Prof., ETE	Member	shruthipc.et@drait.edu.in	9916908113
11	Dr. Shilpa Biradar Asst. Prof., ISE	Member	shilpab.is@drait.edu.in	7022640685
12	Ms. Nayana R Shenoy Asst. Prof., ML	Member	nayanarshenoy.ml@drait.edu.in	9448478896
13	Dr. Dharani N. V. Asst. Prof., MCA	Member	drdharani.mca@drait.edu.in	9886961526
14	Dr. Leela M. H. Asst. Prof., MBA	Member	mhleela.mba@drait.edu.in	9632640620
15	Dr. Prabha R Prof., CSE	Member-Secretary	prabha.cs@drait.edu.in	6362019924

Functions:

- Motivate students to realize their dreams starting from ideation to implementation.
- Help students through different phases of Incubation / Startups like procurement, setup committees and others.
- Organize webinars, seminars, workshops and other academic activities related to Startups, Incubation, Entrepreneurship and IPRs.
- Organize Motivation Talks from Alumni Entrepreneurs and Industry Leaders.
- Sign MoUs with Industries and Research Centers.
- Arrange exposure visit programs to Incubation Centers, Research Parks, Software Technology and Innovation Park, SME Clusters, SME Centers, Innovation Societies, Fab

- Labs, Hackers Space, Tinker Labs, Exhibitions, Market, Society etc.
- Apply for Government schemes and other funding agencies.

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.



33. ELECTORAL LITERACY CLUB

Sl. No.	Name & Designation	Position in IIC	Email Id	Phone Number
1	Dr. Murali R	Convener	muralir2968.mat@drait.edu.in	9844259313
2	Mr. Vishwanath Reddy	Member	lda20me113.me@drait.edu.in	9632902284
3	Mr. Vishwas Hugar	Member	lda20et051.et@drait.edu.in	8867269067
4	Ms. Anjali	Member	lda20ec014.ec@drait.edu.in	9113211522
5	Mr. Thanay kumar Y R	Member	lda20cs162.cs@drait.edu.in	7259813815
6	Dr. Mohankumar B	Member-Secretary	mohankumarb.me@drait.edu.in	9964058586

Functions:

- To educate the targeted populations about voter registration, electoral process and related matters through hands on experience;
- To facilitate EVM and VVPAT familiarization and education about the robustness of EVM as well as the integrity of the electoral process using EVMs;
- To help the target audience understand the value of their vote and exercise their suffrage right in a confident, comfortable and ethical manner;
- To harness the potential of ELC members for carrying the electoral literacy in communities;
- To facilitate voter registration for its eligible members who are not yet registered
- To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle '*Every vote counts*' and '*No Voter to be Left Behind*'

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

34. ELECTRICAL WORKS & FIRE SAFETY COMMITTEE (EWFSC)

Sl. No.	Name & Designation	Position in IIC	Email Id	Phone Number
1	Dr. M Meenakshi Principal	Chairperson	principal@drait.edu.in meenakshi_mbhat@yahoo.com	9480494025
2	Dr. Vijay Kumar Vice Principal	Member	dr.vijay.research@gmail.com	9731443839
3	Mr. Sanjeev Kamble, Electrical Engineer	Member	sanjeev.drait@gmail.com	9740532028
4	Dr. Vasudevamurthy S, Asso. Prof., EEE	Member-Secretary	vasudevamurthy.ee@drait.edu.in	9448842580

Functions:

- Maintenance of UPS
- Maintenance of electrical connections in the campus including Hostels
- Maintenance of lights, fans etc. in the campus including Hostels

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

35. COMPUTER MAINTENCE TECHNICAL COMMITTEE (CMTC)

Sl. No.	Name & Designation	Position in CMTC	Email Id	Phone Number
1	Dr. M V Vijaya Kumar Vice-Principal	Chairman	dr.vijay.research@gmail.com	9731443839
2	Dr. G V Jayaramaiah Dean (R&D)	Member	jramgv@yahoo.com	9448166796
3	D. Siddaraju, HOD, CSE	Member	siddaraju_b@yahoo.co.in	9449619956
4	Mr. Praveena M V Programmer, CSE	Member	praveenamv.cs@drait.edu.in	9845239169
5	Mr. Anand	Member	anandkmrn.cs@drait.edu.in	9845923256
6	Mr. Sathish	Member	sathish.cs@drait.edu.in	9880646031
7	Mr. Kushal Instructor, ISE	Member	kushalmvs@gmail.com	9964520064
8	Mr. Suresh Instructor, ETE	Member	kmsuresh_ait@yahoo.com	9066665354
9	Mr. Vasanthkumar G S Instructor, EIE	Member	vasantha_kumar@yahoo.com	8123056630
10	Mr. Suresha D System Analyst, CSE	Member - Convener	sureshise@yahoo.co.in	9900108794

Functions:

- To ensure the effective and trouble-free performance of computer systems, networks and software applications for day to day activities.
- To provide support and service to the IT requirements of the departments.
- To ensure data security and data integrity through anti-virus software and firewalls.
- To maintain regular backups of critical data.
- To maintain the application software versions used by the departments.
- To maintain a stock of IT infrastructure including Wi-Fi Spots and LAN.
- To Plan maintenance repair, servicing, upgrading and replacement of IT assets.
- To monitor internet bandwidth and ensure uninterrupted internet facility.

Term: Two years.

Meetings: Minimum four meetings per year. However, the meeting may be scheduled as and when necessary.

PRIMARY ACCOUNTABILITIES OF GOVERNING BODY

The Governing Body of the Institute is the supreme administrative body of the Institute. It ensures the achievement of vision and mission of the PVPWT. It promotes future academic plans & research activities by providing a clear-cut direction for implementation and overall monitoring of all activities. It supports the Head of the Institution in execution of its programmes. It approves the budgetary allocation towards infrastructure, staffing pattern, Research and Development etc. The Governing Body conducts four meetings in a year, with their minutes being uploaded on the institution's website (www.dr-ait.org), so that the students and staff have appropriate access to information about the proceedings of Governing Body meetings. Expected norms for the functions of various functionaries at Dr. AIT as approved by the Governing Body are made available to the stakeholders concerned in hardcopy form and also uploaded on the website of the Institution

The Governing Body of Dr. AIT is individually and collectively responsible for overseeing the institution's activities, determining its future direction, and fostering an environment in which the institutional mission is achieved. The Governing Body exercises the following powers:

1. Approve the Budget and Financial strategy of the Institution in accordance with the Institutions strategic plan and ensure apt usage of the allocated funds. Approve the audited annual financial statements. Ensure proper system of financial management with proper resource allocation and management
2. Ensure transparency in procurement process; To direct and overseeing the internal and external audit
3. Human resource Management; Responsible for institution's human resources and employment policy which includes ensuring proper pay and employment conditions. Ensure appointments made in clear, open and transparent manner. The Institution has an internal appeal and Redressal procedure. Develop strategy for staff retention.
4. Approve institution of new programmes of study leading to UG, PG and doctoral degrees
5. Collectively and individually steward the Institution fulfilling its mission in tandem with its vision and mission
6. Act in good faith to the best interests of the Institution
7. Ensure that the meeting of the Governing Body are conducted in free and transparent manner
8. Approve the policies and programmes of the institution and monitoring its effective implementation taking into cognizance the interest of the institution and stakeholders
9. Maintain the highest ethical standards and not allow any conflict of interest.
10. Open to feedback and suggestions regarding improvement in governance
11. Strategic management of the institution's land and buildings. As part of this responsibility it identifies the property and space requirements, provides for a planned programme of maintenance. The Governing Body has put in place the Building and Works Subcommittee for this.

12. Risk Management, Control And Governance; effective risk monitoring mechanism both in terms of financial as well as academic management through

- a) An effective internal and external audit mechanism in place.
- b) A well-knit strategic plan in place. Allocates necessary resources to meet such plans. The Management monitors the strategic plan, both short term goals and long term goals, through periodical reviews (quarterly) of the implementation.
- c) The Academic Council, the highest academic body in the institution, is responsible for setting the academic standards, policies and procedures.
- d) Interaction with students and all stakeholders on continual basis
- e) Transparency in its governance
- f) Establish various committees/academic bodies/boards etc. to monitor the activities and make recommendations. Involve faculties in decision making process as part of these committees. The recommendations of the Committee are redressed by the Principal and seek approval of the Management on specific issues where such approval is mandated.

13. Health and Safety: The major responsibility for ensuring good health and safety of employees, students and other individuals. The PVPWT supports the Institute in this regard.

14. Perform such other functions as may be necessary and deemed fit for the proper development, and fulfil the objectives of the Institute

OPENNESS AND TRANSPARENCY IN THE OPERATION OF GOVERNING BODIES PLANNING, MONITORING & RECORD KEEPING PRACTICES

External and internal audits are carried out on a regular basis

- A proper system for the financial management and control by way of both internal and external audits is in place. The budget is prepared by the Head of the Departments and central heads and Principal. The Governing Body approves the annual institutional budget. Four funds (Corpus Fund, Staff development fund, Maintenance Fund, Equipment replacement fund) are established to ensure financial sustainability
- Involvement of Faculty in the decision making processes at various levels
- Proper upkeep of records & documents. Digitization of records (e-governance) e-governance- Admission process, Course registration, Elective registration and communication with the students are digitized and other student academic activities for academic and administrative processes are being customized (student profiles, CIE, SEE).

FOLLOWING RULES, REGULATIONS & TRANSPARENCY IN ACTIONS

- The Institution completely adheres to the guidelines for implementing of Academic Autonomy of VTU. The Credit System, Curriculum Framework, Assessment, Grading, Innovations are in line with the VTU Guidelines and relevant to the current day needs. The institution ensures transparency and quality by regular monitoring through internal committees & External bodies consisting of eminent experts.

- The scheme, syllabus, rules and regulations pertaining to teaching learning and evaluation, grading system along with academic calendar of events are made available in digital & print form to the students. In addition, a separate campus information booklet is provided to the students highlighting the above facilities along with student's code of conduct and also published on the Institute web page. The Academic Calendar, Examination manual, Academic Rules & Regulation are also made available in the Institute Website (www.dr-ait.org)
- Providing as much information as possible to students, faculty, the general public and potential employers on all aspects of institutional activity related to academic performance, finance and management including the mandatory disclosures on the institution's website.

BEST PRACTICES [ORGANIZATION & GOVERNANCE]

- The Governing Body meets regularly. Normally, four meetings are held in an academic year. The members of Governing Body participate regularly and make active contributions for academic growth and development. The Governing Body members directly participate in various activities of the Institution and spend quality time to encourage the faculty, staff and students. The Governing Body adopts transparent governance mechanism.
- The Faculty representatives are invited to the Board Meetings.
- The Governing Body interacts with the students' representatives and considers their views.
- The minutes of the Governing Body are published in the Institute website.
- Regular online student feedback
- The Management monitors the implementation of strategic plan, both short term goals and long term goals, through periodical reviews.
- E-Governance with an aim to efficient and transparent administration, e-governance was introduced in all the Administrative and academic processes.
- The Institute publishes Academic Calendar for each session; publishes the examination schedule both CIE and SEE. Full transparency in all the processes right from the announcement of the examination up till the declaration of the results is maintained; proper monitoring of the conduct of examinations is in place for both Continuous Internal Evaluation (CIE) and Semester End Examination (SEE).

KEY ATTRIBUTES OF GOVERNING BODY

High performing Governing body has a keen sense of their role, responsibilities, ethics and duties. They understand clearly the high standards and quality expected by those inside and outside the institution, and how they should carry out their duties to safeguard the mission, objectives and reputation of the institution on whose Governing Body they serve. Dr. AIT Governing Body follows this requirement to the extent possible.

The key attributes of Dr. AIT Governing Body are as follows:

Size of governing bodies

The nomination/appointment of members of the Governing Body and its Chairman are as prescribed in the Statutes of the University. The size of the Governing Body is such that it is able to carry out its primary accountabilities effectively and efficiently.

Skills, experience and competences

There is a balance of skills, experience and competences among governors - sufficient to enable the Governing Body meet its primary accountabilities and to ensure the confidence of its stakeholders and constituents.

Independent members

The Governing Bodies have a majority of independent members, defined as both external to and independent of the institution. The institutions, having autonomous status, is free from direct political interference in order to ensure academic freedom.

Appointments

The process for appointment of suitable staff is of critical importance to the future of an academic institution. The institution adopts a fair recruitment process. Detailed staff requirement analysis, effective advertisement, fair and transparent assessment of candidates forms the part of this effective process. A duly constituted Board of Appointments is in charge of the process.

Clarity of responsibilities

There is clarity in relation to the role and responsibilities of the Chairman of the Governing Body the head of the institution and other administrators (as depicted in the Faculty & Staff Norms Book of the Institute)

Chairman of the Governing Body (GB)

The Chairman of the Governing Body is responsible for the leadership of the Governing Body, and is, therefore, ultimately responsible for its effectiveness.

Principal (Head of institution)

The Principal is responsible to the Governing Body for advice on strategic direction and for the management of the institution.

The Principal is accountable to the Governing Body, which makes clear, and regularly reviews, the authority delegated to him/her having regard also to that conferred directly by the instruments of governance.

Commitment

Governing bodies meet regularly not less than four times a year, in order to discharge their duties effectively. Effective members of governing bodies attend regularly and participate actively.

Conduct

Individual members and governing bodies themselves, at all times conduct themselves in accordance with the standards of behavior that the public should rightfully expect such as: selflessness, honesty, integrity, objectivity, accountability, openness and leadership. Governing bodies, and individual governors, exercise their responsibilities in the interests of the institution as a whole, and not as representatives of any constituency, company or organization.