



Basavarajeshwari Group of Institutions  
**BALLARI INSTITUTE OF TECHNOLOGY & MANAGEMENT**

NAAC Accredited Institution\*

"Jnana Gangotri" Campus, Bellary-Hospet Road, Near Allipura Village,  
BALLARI - 583 104 (Karnataka)

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## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Ref: BITM/IQAC-M/2017-18/10

Date: 16.10.2017

### NOTICE OF MEETING

It is proposed to hold 10<sup>th</sup> meeting of Internal Quality Assurance Cell (IQAC) of BITM, on 30.10.2017 at 11:00AM in the Board Room, Admin & PG Block.

#### **Meeting Agenda:**

1. To approve the minutes of the Previous meeting
2. Welcome of new member to IQAC Committee
3. Discuss about Placement & Training
4. To conduct Parents Teacher meeting
5. Discussion on Feedback
6. To discuss about the ISO audit for this Academic year
7. Any other subject with the permission of the Chair

*IQAC Chairman / Principal*

*Copy to: Vice-Principal, DD, All Dept. HOD's (CSE/ECE/EEE/CIVIL/MBA/Maths/Physics/Chemistry), A.O, Chief Librarian, Sys. Admin., Academic Coordinator, External Expert, Local Society, Member - Students, Alumni Co-ordinator, Industrialist, Section Officer, Physical Director & Stakeholder(Employees).*



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### Proceedings of the 10<sup>th</sup> Internal Quality Assurance Cell(IQAC) committee meeting held on 30.10.2017 at 11:00AM in the Board Room, Admin & PG Block, @ BITM – Ballari

#### Members Present:

S.No	Name	Designation
1	Dr. V. C. Patil – Principal	Chairman
2	Prof. Prithviraj. Y. J – Deputy Director	Managing Trustee
3	Dr. R. N. Kulkarni – HOD-CSE	Member
4	Dr. U. Eranna – HOD-ECE	Member
5	Dr. B. S. Khened – HOD-EEE	Member
6	Dr. Yadavalli Basavaraj – HOD-ME	Member
7	Dr. T. Machappa – HOD-Physics	Member
8	Dr. Suresh – HOD-Chemistry	Member
9	Dr. H. Mahabaleswara – HOD-Civil	Member
10	Dr. G. P. Dinesh – DEAN – MBA	Member
11	Mr. P. Amareshayya – Administrative Officer	Member
12	Mr. Jaffar Basha – Chief Librarian	Member
13	Prof. Phani Ram Prasad – Academic Co-ordinator	Member
14	Dr. S. Jayanna – External Expert	Member
15	Prof. K. H. Harikumar – Member	Local Society
16	Mr. Nagesh – Industrialist	Member
17	Mr. L. Raghunath – Section Officer	Member
18	Mr. Ashok Bhupal – Physical Director	Member
19	Mr. Badrinath Deshpande – Stakeholder	Member
20	Mr. Mallikarjuna A – Co-ordinator	Alumni
21	Ms. Harika – Student	Member
22	Mr. Tanveer Ahmed – Student	Member
23	Dr. N. Gururaj - Coordinator	Member Secretary
<b>Leave of Absence</b>		
1	Dr. K. S. R. Sridhar – Vice-Principal, HOD-Mathematics	Member
2	Mr. Anand Krishna Murthy – System Admin.	Member

Following discussion were made in the meeting:

#### 1. **To approve the minutes of the previous meeting**

Members unanimously approved minutes of the previous meetings.

#### 2. **Welcome of new member to IQAC Committee**

Chairperson has welcomed the new member Dr. S. Jayanna, external expert for the IQAC meeting and introduced to all the members of the committee

#### 3. **Discuss about Placement & Training**

Chairperson given the statistics of number of training conducted by different companies to the final year students to make the students to clear written test and interview in placements

Prof. Prithviraj Y. J. Chief Placement officer informed to the members about the placement activities, number of students placed in different companies.

#### 4. **To conduct Parents Teacher meeting**



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Members discussed about the Parent's teacher meeting. Chairperson informed to all HOD's to plan and conduct PTM for the current semester in the month of November. All the HOD's agreed and informed that will be planned.

**5. Discussion on Feedback**

Mr. Phaniram Prasad, academic coordinator has given the feedback of the odd semester. Staff will be appreciated from the management for good CGPA in feedback. HOD will interact with the staff having low CGPA and gave suggestions to improve his CGPA in next feedback. Members satisfied with the feedback system of the institution.

**6. To discuss about the ISO audit for this Academic year**

Dr. Machappa. T coordinator for ISO has informed the members about previous audit reports of all the departments. The next audit has been planned in the month of November 2017. Members are satisfied with audit reports.

**7. Any other subject with the permission of the Chair**

-NIL-

Meeting ended with vote of thanks to the Chair.

**Member Secretary**  
**Dr. N. Gururaj / Prof. Mathematics**

**IQAC Chairman**  
**Dr. V. C. Patil / Principal**



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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Ref: BITM/IQAC-M/2017-18/10

**ACTION REPORT**

For the meeting held on 30.10.2017 at 11:00AM

**1. To approve the minutes of the previous meeting**

XXXXX.

**2. Welcome of new member to IQAC Committee**

XXXXX

**3. Discuss about Placement & Training**

Placement team submitted the list of companies visiting campus for academic year 2017-18.

**4. To conduct Parents Teacher meeting**

PTM has conducted for first year students in the month of Nov-2017.

**5. Discussion on Feedback**

HOD's interacted and counselled with staff members who are having low CGPA feedback. NITTTRC – Chennai will conduct FDP workshop on Curriculum Design and Delivery in the month of Dec-2017.

**6. To discuss about the ISO audit for this Academic year**

ISO internal audit conducted in the month of Nov-2017 for all the departments including Administrative, Accounts and etc., and pending observations / NC's were closed.

**7. Any other subject with the permission of the Chair**

XXXXX

**Member Secretary**  
**Dr. N. Gururaj / Prof. Mathematics**

**IQAC Chairman**  
**Dr. V. C. Patil / Principal**