



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

NAAC Accredited Institution\*

"Jnana Gangotri" Campus, Bellary-Hospet Road, Near Allipura Village,  
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**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

**Ref: BITM/IQAC-M/2019-20/16**

**Date: 15.04.2019**

**MEETING NOTICE**

It is proposed to hold **16<sup>th</sup>** meeting of Internal Quality Assurance Cell (IQAC) of BITM, on **Tuesday 16.04.2019 at 03:00PM** in the **Board Room, Admin & PG Block.**

**Meeting Agenda:**

1. *To approve the minutes of the previous meeting*
2. *To discuss about the Results of Odd Semester*
3. *Planning for Extra curricular activities & co-curricular activities*
4. *Discussion regarding NBA Accreditation for the other 2 programs*
5. *To Discuss about Budget for the Financial year 2019-20*
6. *To plan for recruitment of Faculty more in Particularly Associate Professor's*
7. *To discuss regarding Library bifurcation and Automization.*
8. *To discuss regarding establishing of E-Resource Facility for students and staff*
9. *To discuss regarding establishing of GATE / TOEFL / GRE / IELTS / Competative Examination / Foreign Lanuage Teaching & Certification Centre.*
10. *To discuss regarding Placement activities for the year 2018-19*
11. *To discuss regarding Shifting of Dispensary to a new location and to increase the Bed Strength from 2 to 5*
12. *To discuss regarding student grievances*
13. *To discuss regarding student's feedback*
14. *To discuss regarding Progress with respect to startup incubation centre*
15. *To discuss regarding Academics*
16. *To discuss regarding NAAC*
17. *To discuss regarding Transport requirement*
18. *To nominate the new Members in place of Badrinath Deshpande, Stake holder and student's members*
19. *Any other subject with the permission to the Chair*
  - a) *To conduct OBE workshop in the month of June-2019*
  - b) *Conduction of a Graduation Day regarding.*

**IQAC Chairman / Principal**

**Copy to: Vice-Principal, DD, All Dept. HOD's (CSE/ECE/EEE/CIVIL/ME/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(Employee).**



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**Proceedings of the 16<sup>th</sup> Internal Quality Assurance Cell(IQAC) committee meeting held on Tuesday of 16.04.2019 at 03:00PM 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. U. Eranna – HOD-ECE	Member
4	Dr. Yadavalli Basavaraj – Vice-Principal, HOD-ME	Member
5	Dr. K. S. R. Sridhar – HOD-Mathematics	Member
6	Dr. H. Mahabaleswara – HOD-Civil	Member
7	Dr. G. P. Dinesh – DEAN – MBA	Member
8	Mr. P. Amareshayya – Administrative Officer	Member
9	Mr. Anand Krishna Murthy – System Admin.	Member
10	Prof. Phani Ram Prasad – Academic Co-ordinator	Member
11	Dr. B. S. Khened – HOD-EEE	Member
12	Dr. Suresh – HOD-Chemistry	Member
13	Mr. L. Raghunath – Section Officer	Member
14	Mr. Ashok Bhupal – Physical Director	Member
15	Mr. Mallikarjuna A – Co-ordinator	Alumni
16	Mr. Badrinath Deshpande – Stakeholder	Member
17	Dr. S. Jayanna – External Expert	Member
18	Mr. Jaffar Basha – Chief Librarian	Member
19	Dr. N. Gururaj - Coordinator	Member Secretary
<b>Leave of Absence</b>		
1	Dr. R. N. Kulkarni – HOD-CSE	Member
2	Dr. T. Machappa – HOD-Physics	Member
3	Prof. K. H. Harikumar – Local Society	Member
4	Mr. Nagesh – Industrialist	Member
5	Ms. Harika – Student	Member
6	Mr. Tanveer Ahmed – Student	Member
<b>Special Invitees / Representatives</b>		
1	Dr. Yashvanth Bhupal, Chairman – BITM	Special Invitee
2	Dr. Vidyavathi B. M. (in place of Dr. R. N. Kulkarni)	Member
3	Dr. Vijayakumar (in place of Dr. T. Machappa)	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. To discuss about the Results of Even Semester**

Members went through the results presented by HOD's department wise. Members have expressed that the results have improved comparing to the previous semester. Further members have expressed that results are still need to be improved. Further discussing on this results, Deputy Director suggested that the students those who joined through PCMB stream in PUC who are not having minimum basic knowledge of the computers, and should learn the Computer Basics. Principal suggested that the students has to improve their typing knowledge to perform programs fastly. Regarding this topic, Prof. Dinesh, Dean of MBA suggested to



conduct orientation program regarding Computer Basic knowledge only for PCMB students. Members welcomed the suggestion. The Deputy Director suggested to counsel all the students those who are particularly weak in Computer Basics and typing skills to attend the orientation program.

The detailed results with respect to 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup> & 7<sup>th</sup> semester are discussed and noted the same as "Annexure-A"

**3. Planning for Extra curricular activities & co-curricular activities**

Subject deferred to next meeting. Members noted.

**4. Discussion regarding NBA Accreditation for the other 3 programs**

Regarding NBA of other 3 programmes, detail program need to be chalked out for this HOD's of EEE, CIV & MBA agreed to chalk out the program and details will be submitted in the next meeting. Members noted and approved the same.

**5. To Discuss about Budget for the Financial year 2019-20**

The Budget proposals from the departments has been submitted to the Principal and will be placed in the Budget Committee meeting in turn to finance committee for GC approval. Members approved and noted.

**6. To plan for recruitment of Faculty more in Particularly Associate Professor's**

Members approved to fill the vacancies in different departments and also announced the recruitment date on 01<sup>st</sup> Jun2019. Members expressed to Advertise the recruitment of vacancies in Kannada and English Papers. Chairman requested all the departmental HOD's to submit the requisitions for the same in the prescribed format to the principal in turn to the BoA.

**7. To discuss regarding Library bifurcation and Automization.**

As advised by the NBA experts, Members unanimously approved to bifurcate the library into two parts, i.e. separating book bank from the existing storage facility and the same was planned to bifurcate in the vacations. Management asked Library Co-ordinator regarding Library Automation and suggested to visit the State of Art in the Karnataka, Best Automated Library Universities like Dayanand Sagar and etc. for the best Automation Software and asked them to come with proposals for Library Automation.

**8. To discuss regarding establishing of E-Resource Facility for students and staff**

Members expressed to establish the E-Resource facility for students and staff in the Admin & PG Block itself. Management expressed that to take one separate room and make it as a E-Resource facilitating Centre and also expressed to collect and maintain some educational CD's related to all the departmental subjects individually.

**9. To discuss regarding establishing of GATE / TOEFL / GRE / IELTS / Competitive Examination / Foreign Language Teaching & Certification Centre.**



Deputy Director expressed that one of the member from outsource is coming to conduct the GATE coaching. Members approved the same and Dr. Yadavalli Basavaraj, Vice-Principal expressed to appoint Mr. Suraj, Asst. Prof. from ME department as Coordinator and facilitator for **GATE / TOEFL / GRE / IELTS / Competative Examination / Foreign Lanuage Teaching & Certification Centre**, as he is having experience in all competitive examinations and also ready to give coaching for IAS. Members noted and approved the same.

**10. To discuss regarding Placement activities for the year 2018-19**

Members noted that the Placement activity in BITM is going well and the progress have been made 183 upto the last academic year. For engineering students still four companies have yet to come. As reported by Placement officer, the list of placement is here with annexed as "**Annexure-B**". Members noted and appreciated the effort put by Placement Officer and the Team.

**11. To discuss regarding Shifting of Dispensary to a new location and to increase the Bed Strength from 2 to 5**

As suggested by NBA expert Team, it is proposed to shift the dispensary to a new location opposite to C.V. Raman Block and to create all the facility. Further to explore the female doctor, as a visiting doctor to the dispensary. The same will be shifted shortly. Members noted and approved.

**12. To discuss regarding student grievances**

Members expressed that the Grievances Committee Members are required to expand the committee by including the Coordinators in Grievance Committee Cell. Members noted and approved the same.

**13. To discuss regarding student's feedback**

Members expressed that the present student's feedback has yet to be taken. Revised feedback online system need to be implemented. Members noted and approved.

**14. To discuss regarding Progress with respect to startup incubation centre**

Mr. Mallikarjuna, Incubation Centre Coordinator expressed that, progress of the incubation centre and startups are doing well and also three of the projects were converting into products and also we are expecting 10 more projects. Members noted the same and appreciated the effort put forth by Mr. Mallikarjuna and Team.

**15. To discuss regarding Academics**

Members noted that the academic activities are running smoothly.

**16. To discuss regarding NAAC**

Members to discuss in details with regard to NAAC which is due for renewal in the year of 2020. Preparations are required at all level so as to file SAR in new format and departments should be ready atleast by 6months well in advance (by 30<sup>th</sup> Dec2019). For this all the program coordinators agreed to fulfill all the NAAC requirements.



**17. To discuss regarding Transport requirement**

It was brought to the notice of the Members that for buses, which have completed 15yrs. As per the new law these buses are not permitted for further use. Hence it is necessary to purchase new buses and to dispose the old buses from the next academic year. Member noted and approved.

**18. To nominate the new Members in place of Badrinath Deshpande, Stake holder and student's members**

Mr. Badrinath Deshpande, seizes to be a member from the next meeting. In place of him new member need to be appointed and the name of Mr. Shiva Kumar was suggested and the same is approved as a representative stake holders(Parents). Further HOD's have to give new names as a student representative in the place of Ms. Harika and Mr. Tanveer Ahmed who will be passing out.

**19. Any other subject with the permission to the Chair**

**a) To conduct OBE workshop in the month of June-2019**

It was decided to conduct OBE-Workshop in the month of June-2019.

**b) Conduction of a Graduation Day regarding**

Dr. U. Eranna, HOD-ECE has expressed to conduct the Graduation day on 11<sup>th</sup> May2019 as oneday program. For morning session CSE, ECE and PG of M. Tech students and for Afternoon session EEE, ME, CIV & MBA will be conducted.

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

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



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Ref: BITM/IQAC-M/2018-19/16

**ACTION REPORT**

For the meeting held on 16.04.2019 at 03:00PM

1. **To approve the minutes of the previous meeting**  
XXXX
2. **To discuss about the Results of Even Semester**  
Conducted Orientation Program for first year students and proctors counselled the students those who are weak in Computer basic knowledge.
3. **Planning for Extra Curricular activities & co-curricular activities**  
Conducted curricular and co-curricular activities as per the department calendar of events
4. **Discussion regarding NBA Accreditation for the other 3 programs.**  
CSE, ECE & ME were successfully NBA Accredited. Preparation of NBA for three branches Work is in progress (EEE, Civil & MBA).
5. **To Discuss about Budget for the Financial year 2019-20**  
XXXXX
6. **To plan for recruitment of Faculty more in Particularly Associate Professor's**  
Planned to recruit faculty in even semester in the month of June/ July 2019.
7. **To discuss regarding Library bifurcation and Automization.**  
Library bifurcation and Higher Version Automation work is in progress.
8. **To discuss regarding establishing of E-Resource Facility for students and staff**  
E-Resource facility implemented for all the students and staff.
9. **To discuss regarding establishing of GATE / TOEFL / GRE / IELTS / Competative Examination / Foreign Lanuage Teaching & Certification Centre.**  
Training programs for GATE / TOEFL / GRE / IELTS are arranged.
10. **To discuss regarding Placement activities for the year 2018-19**  
Same subject is appearing in the next meeting.
11. **To discuss regarding Shifting of Dispensary to a new location and to increase the Bed Strength from 2 to 5**  
Shifting of Dispensary to the new location completed with capacity of 5 beds.
12. **To discuss regarding student grievances**  
No Grievances Reported.
13. **To discuss regarding student's feedback**  
Students Feedback system fully implemented.
14. **To discuss regarding Progress with respect to startup incubation centre**  
Conducted awareness program on startup for first year students. 15 startup projects are in progress.
15. **To discuss regarding Academics**  
Academic events are conducted as per the calendar of events.
16. **To discuss regarding NAAC**  
Work is in progress and AQAR report for 2018-19 has submitted.
17. **To discuss regarding Transport requirement**  
Procured new buses for transportation.
18. **To nominate the new Members in place of Badrinath Deshpande, Stake holder and student's members**  
Nominated new members of the academic years 2019-20 to 2020-21
19. **Any other subject with the permission to the Chair**
  1. **To conduct OBE workshop in the month of June-2019**  
Conducted OBE Workshop on 17<sup>th</sup> to 19<sup>th</sup> of June 2019
  2. **Conduction of a Graduation Day regarding**  
Conducted graduation day on 11.05.2019 in two sessions.

  
Member Secretary  
Dr. N. Gururaj / Prof. Mathematics

  
IQAC Chairman  
Dr. V. C. Patil / Principal