



Date: 20.07.2020

**INTERNAL QUALITY ASSURANCE CELL (IQAC)  
MEETING NOTICE**

All the **HOD's** of **CSE/ECE/EEE/ME/CIVIL/MBA/Maths/Physics/Chemistry** departments, *Administrative Officer, Chief Librarian, Sys. Admin., Academic Coordinator, External Expert, Local Society, Member – Students, Alumni Co-ordinator, Industrialist, Section Officer, Physical Director & Stakeholder(Employees)* are hereby informed that there will be a **20<sup>th</sup> IQAC meeting** at **BITM**, on Saturday **25.07.2020** at **11:00AM** in the **Board Room, Admin & PG Block.**

**Meeting Agenda:**

1. To review of the previous meeting & action taken report.
2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).
3. Discussion regarding NBA accreditation for the other 3(EEE, CIVIL & MBA) branches.
4. To discuss about the revised budget for the financial year 2020-21
5. To discuss regarding Training & Placement activities for the year 2020-21.
6. To discuss regarding student's feedback.
7. To discuss regarding student's grievances.
8. To discuss regarding planning of workshops/conferences for the academic year 2020-21.
9. To discuss regarding admissions for 2020-21.
10. To discuss regarding conducting of induction program for first year students.
11. SOP for conduction of exams.
12. Care taken with respect to COVID-19.
13. Any other subject with the permission of the chair.

*IQAC Chairman / Principal*



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)

Ph: 08392-237167/237153 Fax: 237197, e-mail: [bitmbly@gmail.com](mailto:bitmbly@gmail.com)

Website: [www.bitm.edu.in](http://www.bitm.edu.in)



### CIRCULAR RECEIVED

S.No	Name	Designation	Signature
1	Dr. V. C. Patil – Principal	Chairman	
2	Prof. Prithviraj. Y. J – Deputy Director	Management Member	
3	Dr. Yashvanth Bhupal – Director	Special Invitee	
3	Dr. Yadavalli Basavaraj – Vice - Principal, HOD - ME	Member	
4	Dr. R. N. Kulkarni – HOD – CSE	Member	
5	Dr. U. Eranna – HOD – ECE	Member	
6	Dr. B. S. Khened – HOD-EEE	Member	
7	Dr. H. Mahabaleswara – HOD – Civil	Member	
8	Dr. Javed Kalburgi – HOD – MBA	Member	
9	Dr. K. S. R. Sridhar – HOD - Mathematics	Member	
10	Dr. T. Machappa – HOD – Physics	Member	
11	Dr. Suresh – HOD-Chemistry	Member	
12	Dr. M. Ramachandra – Principal, BBC	External Member	
13	Mr. P. Amareshayya – Administrative Officer	Member	
14	Prof. Phani Ram Prasad – Academic Co-ordinator	Member	
15	Prof. K. H. Harikumar – Local Society	Member	
16	Mr. Nagesh – Industrialist	Member	
17	Mr. Jaffar Basha – Chief Librarian	Member	
18	Mr. L. Raghunath – Section Officer	Member	
19	Mr. Ashok Bhupal – Physical Director	Member	
20	Mr. Kamal Kishore – Extra Curricular Co-ordinator	Member	
21	Mr. Shiva Kumar .B – Stakeholder	Member	
22	Mr. Anand Krishna Murthy – System Admin.	Member	
23	Mr. Mallikarjuna A	Alumni	
24	Mr. Arpan Dashore	Student Member	
25	Dr. N. Gururaj – Coordinator	Coordinator / Member Secretary	



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)

Ph: 08392-237167/237153 Fax: 237197, e-mail: [bitmbly@gmail.com](mailto:bitmbly@gmail.com)

Website: [www.bitm.edu.in](http://www.bitm.edu.in)



**Proceedings of the 20<sup>th</sup> Internal Quality Assurance Cell(IQAC) committee meeting held on Saturday of 25.07.2020 at 11:00AM in the Board Room, Admin & PG Block, @ BITM - Ballari**  
**Members Present:**

### Members Attendance

S.No	Name	Designation
1	Dr. V. C. Patil – Principal	Chairman
2	Prof. Prithviraj. Y. J – Deputy Director	Management Member
3	Dr. Yashvanth Bhupal – Director	Special Invitee
3	Dr. Yadavalli Basavaraj – Vice - Principal, HOD - ME	Member
4	Dr. R. N. Kulkarni – HOD – CSE	Member
5	Dr. U. Eranna – HOD – ECE	Member
6	Dr. B. S. Khened – HOD-EEE	Member
7	Dr. H. Mahabaleswara – HOD – Civil	Member
8	Dr. Javed Kalburgi – HOD – MBA	Member
9	Dr. K. S. R. Sridhar – HOD - Mathematics	Member
10	Dr. T. Machappa – HOD – Physics	Member
11	Dr. Suresh – HOD-Chemistry	Member
12	Dr. M. Ramachandra – Principal, BBC	External Member
13	Mr. P. Amareshayya – Administrative Officer	Member
14	Prof. Phani Ram Prasad – Academic Co-ordinator	Member
15	Prof. K. H. Harikumar – Local Society	Member
16	Mr. Nagesh – Industrialist	Member
17	Mr. Jaffar Basha – Chief Librarian	Member
18	Mr. L. Raghunath – Section Officer	Member
19	Mr. Ashok Bhupal – Physical Director	Member
20	Mr. Kamal Kishore – Extra Curricular Co-ordinator	Member
21	Mr. Shiva Kumar .B – Stakeholder	Member
22	Mr. Anand Krishna Murthy – System Admin.	Member
23	Mr. Mallikarjuna A	Alumni
24	Mr. Arpan Dashore	Student Member
25	Dr. N. Gururaj – Coordinator	Coordinator / Member Secretary

**NAAC / IQAC Coordinator**

**Chairman / Principal**



***Proceedings of the 20<sup>th</sup> IQAC Meeting held on 25.07.2020 at 11:00AM at BITM, Board Room***

***1. To review the previous meeting & action taken report.***

Members unanimously approved minutes of the previous meetings along with the Action Report.

***2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).***

All the Criteria work completed. Planning to submit the SSR on or before 15<sup>th</sup> of August-2020. Principal informed the criteria heads to keep the documents ready related to their criterias for DVV process. Also informed to all the HOD's to inform the Students about NAAC - Students Satisfactory Survey.

***3. Discussion regarding NBA accreditation for the other 3(EEE, CIVIL & MBA) branches.***

NBA preparations are in progress for the three branches and Criteria wise work allotted to the staff members. Since the criteria work for NAAC is almost completed. Informed the HOD's of three branches to concentrate more on NBA work.

***4. To discuss about the revised budget for the financial year 2020-21.***

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.

***5. To discuss regarding Training & Placement activities for the year 2020-21.***

Members noted that the Placement activity in BITM is going well in this COVID-19 pandemic situation. For engineering students still some companies have yet to come. The Placement officer presented the list of placements to the committee. Members noted and appreciated the effort put by Placement Officer and the Team.

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

Members expressed that the present student's feedback has taken through online. Members noted and approved.

***7. To discuss regarding student's grievances.***

Coordinator of the Grievance committee has informed that there is no grievances reported. Members noted.

***8. To discuss regarding planning of workshops/conferences for the academic year 2020-21.***

Chairman Dr. V. C. Patil has informed that, the HOD's has to plan to conduct workshops / Conferences and Webinars through online because of COVID-19 situation. Members accepted and noted.

***9. To discuss regarding admissions for 2020-21.***

The matter was discussed with all the HOD's and Administrative Officer regarding admissions for academic year 2020-2021. Planning to distribute pamphlets / brochures to the PUC students at CET centres on 30<sup>th</sup> & 31<sup>st</sup> of July-2020. Planning to send the staff members to the different colleges and to counsel the PUC students about the scope and opportunities of Engineering Education.

***10. To discuss regarding conducting of induction program for first year students.***

Chairman informed the coordinator to plan for conducting induction program to the first year students after getting notification from VTU and AICTE.



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)

Ph: 08392-237167/237153 Fax: 237197, e-mail: [bitmbly@gmail.com](mailto:bitmbly@gmail.com)

Website: [www.bitm.edu.in](http://www.bitm.edu.in)



### ***11.SOP for conduction of exams.***

Chairman informed the examination coordinator to conduct all the examinations strictly as per SOP issued by VTU. A separate block arranged for COVID-19 positive case students. Members noted.

### ***12.Care taken with respect to COVID-19.***

Atmost care has to be taken during the examination. Students will be allowed in the campus after thorough check with the Thermoter Gun and Sanitization. Students has to maintain social distance in the examination hall and also in the campus.

### ***13. Any other subject with the permission of the chair.***



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)

Ph: 08392-237167/237153 Fax: 237197, e-mail: [bitmbly@gmail.com](mailto:bitmbly@gmail.com)

Website: [www.bitm.edu.in](http://www.bitm.edu.in)



### **INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Ref: BITM/IQAC-M/2020-21/20

### **ACTION REPORT**

For the meeting held on 25.07.2020 at 11:00AM

**1. To review the previous meeting & action taken report.**

XXXXX.

**2. To discuss regarding NAAC (progress for NAAC accreditation second cycle).**

SSR uploaded to NAAC portal. DVV and Students Satisfactory Survey process completed.

**3. Discussion regarding NBA accreditation for the other 3(EEE, CIVIL & MBA) branches.**

NBA accreditation for 3 branches (EEE, Civil & MBA) is in progress. HOD's allotted the work to the department staff members to collect the data for the previous academic years.

**4. To discuss about the revised budget for the financial year 2020-21.**

XXXXX.

**5. To discuss regarding Training & Placement activities for the year 2020-21.**

XXXXX.

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

XXXXX.

**7. To discuss regarding student's grievances.**

XXXXX.

**8. To discuss regarding planning of workshops/conferences for the academic year 2020-21.**

Online Webinars conducted by the departments.

**9. To discuss regarding admissions for 2020-21.**

Due to good placements, placement information pamphlets were inserted in various newspapers. Students achievements with respect to placements were displayed in all the hoarding across the city.

**10. To discuss regarding conducting of induction program for first year students.**

XXXXX

**11. SOP for conduction of exams.**

Conducted Exams as per SOP.

**12. Care taken with respect to COVID-19.**

Care taken during the examinations as per norms.

**13. Any other subject with the permission of the chair.**

XXXXX

NAAC / IQAC Coordinator

Chairman / Principal