



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/2015-16/02

Date: 18.01.2016

NOTICE OF MEETING

It is proposed to hold 2nd meeting of Internal Quality Assurance Cell (IQAC) of BITM, on 28.01.2016 at 03:00PM in the Board Room, Admin & PG Block.

Meeting Agenda:

1. To approve the minutes of the previous meeting held on 29.10.2015 along with action report.
2. To improve the academic results and the graduation rate
3. To enhance the employability skills of students and campus placement
4. To strengthen the research and development and to establish Centre of Excellence (COE)
5. To strengthen the activities of all the club and forums in the college
6. To conduct parents Teacher meeting
7. Internal auditing from ISO
8. Any other subject with 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 2nd Internal Quality Assurance Cell(IQAC) committee meeting held on
28.01.2016 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. 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. H. Mahabaleswara – HOD-Civil	Member
8	Mr. Nagesh – Industrialist	Member
9	Mr. L. Raghunath – Section Officer	Member
10	Mr. Ashok Bhupal – Physical Director	Member
11	Dr. K. S. R. Sridhar – Vice-Principal, HOD-Mathematics	Member
12	Dr. T. Machappa – HOD-Physics	Member
13	Dr. Suresh – HOD-Chemistry	Member
14	Mr. P. Amareshayya – Administrative Officer	Member
15	Mr. Jaffar Basha – Chief Librarian	Member
16	Mr. Anand Krishna Murthy – System Admin.	Member
17	Prof. Phani Ram Prasad – Academic Co-ordinator	Member
18	Dr. Mohan Kumar – Member	External Expert
19	Dr. K. H. Harikumar – Member	Local Society
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
Leave of Absence		
1	Dr. G. P. Dinesh – DEAN – MBA	Member
2	Mr. Badrinath Deshpande – Stakeholder	Member

The following were discussed in the meeting:

1. To approve the minutes of the previous meeting held on 29.10.2015 along with action report

Members unanimously approved the previous minutes of the IQAC meeting held on 29.10.2015.

2. To improve the academic results and the graduation rate

Members further discussed to improve the results which was reviewed in the previous meeting and the effective steps taken on the above subject. HOD's informed the remedial arrangements are in place and we expect the better performance of the results in the coming examinations, which can improve the Graduation Rate.

3. To enhance the employability skills of students and campus placement

Members in depth discussed regarding the employability skill and it was opinion by the members that the students need communication skills and technical capability and skill training beyond syllabus to achieve program objects and CO's. For this, HOD's informed that



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the departments already implemented outcome based(OB) education. The attainment will be informed in the years to come.

4. To strengthen the research and development and to establish Centre of Excellence (COE)

It was decided that Research and Development need to be strengthened and all the departments are instructed to establish centre of excellence.

All the members were requested to accelerate the research, consultancy and publication activities of their respective departments.

5. To strengthen the activities of all the club and forums in the college

All the departments instructed to follow the club activities and the professional body activities in order to develop the student's individual personality.

6. To conduct parents Teacher meeting

Members discussed about the Parents Teachers Meeting to be conducted regularly for this it was decided by the HOD's of all departments that regular Parents Teachers meeting will be conducted.

7. Internal auditing from ISO

Dr. T. Machappa, Co-ordinator for ISO has informed the members about previous audit reports of all the departments.

8. Any other subject with permission of the Chair

Meeting ended with vote of thanks to the Chair.

Member Secretary
Dr. N. Gururaj – Prof. Mathematics

IQAC Chairman
Dr. V. C. Patil, Principal



INTERNAL QUALITY ASSURANCE CELL (IQAC)

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ACTION REPORT

For the meeting held on 28.01.2016 at 03:00PM

1. To approve the minutes of the previous meeting held on 29.10.2015 along with action report

XXXXX

2. To improve the academic results and the graduation rate

Respective HOD's were informed to include extra one hour of Remedial class for subjects having average results as per the benchmark set by the institution. HOD along with the department time table coordinator included extra slot of one hour for the difficult subject.

3. To enhance the employability skills of students and campus placement

Softskill orientation program was conducted at the 2nd year level and Infosys softskill certification was made mandatory for the 2nd year students. MBA department included in-house softskill program on Saturday of every week. Placement and Training team included rigorous aptitude training during the 6th semester vacations.

4. To strengthen the research and development and to establish Centre of Excellence (COE)

R&D workshops were conducted.

5. To strengthen the activities of all the club and forums in the college

Clubs and Forums activities conducted as per the departmental Academic Calendar.

6. To conduct parents Teacher meeting

Parent Teachers meeting is planned in February or March month for the first year students.

7. Internal auditing from ISO

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8. Any other subject with permission of the Chair

XXXXX

Member Secretary
Dr. N. Gururaj – Prof. Mathematics

IQAC Chairman
Dr. V. C. Patil, Principal