



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/2018-19/15

Date: 17.01.2019

NOTICE OF MEETING

It is proposed to hold 15th meeting of Internal Quality Assurance Cell (IQAC) of BITM, on 28.01.2019 at 02:30PM in the Board Room, Admin & PG Block.

Meeting Agenda:

1. To approve the minutes of the previous meeting
2. To discuss about the internal audit from ISO
3. Extra curricular activities & co-curricular activities
4. Planning of Activities for next semester
5. About NBA Inspection
6. Any other subject with the permission to 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 15th Internal Quality Assurance Cell(IQAC) committee meeting held on
28.01.2019 at 02:30PM 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. K. S. R. Sridhar – Vice-Principal, HOD-Mathematics	Member
6	Dr. Yadavalli Basavaraj – HOD-ME	Member
7	Dr. T. Machappa – HOD-Physics	Member
8	Dr. H. Mahabaleswara – HOD-Civil	Member
9	Dr. G. P. Dinesh – DEAN – MBA	Member
10	Mr. P. Amareshayya – Administrative Officer	Member
11	Mr. Anand Krishna Murthy – System Admin.	Member
12	Prof. Phani Ram Prasad – Academic Co-ordinator	Member
13	Prof. K. H. Harikumar – Local Society	Member
14	Mr. Nagesh – Industrialist	Member
15	Mr. L. Raghunath – Section Officer	Member
16	Mr. Ashok Bhupal – Physical Director	Member
17	Mr. Mallikarjuna A – Co-ordinator	Alumni
18	Mr. Badrinath Deshpande – Stakeholder	Member
19	Ms. Harika – Student	Member
20	Mr. Tanveer Ahmed – Student	Member
21	Dr. N. Gururaj - Coordinator	Member Secretary
Leave of Absence		
1	Dr. B. S. Khened – HOD-EEE	Member
2	Dr. Suresh – HOD-Chemistry	Member
3	Dr. S. Jayanna – External Expert	Member
4	Mr. Jaffar Basha – Chief Librarian	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 internal audit from ISO

Dr. Machappa. T, ISO Coordinator informed the committee that the internal audit of ISO was conducted in the month of November 2018 by the internal auditors. The process is in order in all the departments. He told next internal audit has planned in the month of March 2018.

The committee members expressed that the external audit should be conducted once in a year to improve quality. The coordinator informed the committee that every year external audit will be conducted from outside agency.

3. Extra curricular activities & co-curricular activities

Chairperson has informed that Mr. Ashok Bhupal, coordinator for NSS and co-curricular activities to chalk out programs for the next semester.



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Coordinator informed that college annual day(Explorika) schedule was already prepared. Also he told that Blood donation camp will be planned on 19.02.2018.

Yoga day will be organized on 24th February 2019.

He requested the management for financial support for the program.

Honorable Deputy Director has agreed to sanction the amount.

4. Planning of Activities for next semester

Chairperson has informed the HOD's to plan academic and other departmental activities for the even semester 2019. These includes seminars / conferences / workshops to help the faculty / staff to enhance their knowledge.

Dr. Jayanna has told faculty development programs (FPD's) should be planned in the semester vacation.

HOD's has informed the committee that some of the programmes are planned in the month of the June & July-2019.

5. About NBA Inspection

Chairperson has informed the committee that NBA inspection of the institution will be from 15th March 2019 to 17th March 2019. He also informed to all the HOD's and other process owners they should complete all the required documents for the NBA inspection, invite some Alumni, parents on the day of inspection as the NBA inspection team will interact with students, Alumni & Parents.

HOD's has informed that already the messages have sent to some Alumni and Parents.

6. Any other subject with the permission to 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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ACTION REPORT

For the meeting held on 28.01.2019 at 02:30PM

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

XXXXXX

2. *To discuss about the internal audit from ISO*

All the observations / NC's were closed.

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

Blood Donation camp was successfully conducted with 200+ units of blood donated. Yoga day was conducted for the students of BITM. Explorika an annual 3day fest was successfully completed with more than 3000+ students participated.

4. *Planning of Activities for next semester*

Nine workshops / seminars and value added programs were successfully conducted.

5. *About NBA Inspection*

NBA inspection completed satisfactorily in three departments of CSE, ECE & ME.

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

XXXXXX

Member Secretary
Dr. N. Gururaj / Prof. Mathematics

IQAC Chairman
Dr. V. C. Patil / Principal