



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/2015-16/03

Date: 19.04.2016

NOTICE OF MEETING

It is proposed to hold 3rd meeting of Internal Quality Assurance Cell (IQAC) of BITM, on 26.04.2016 at 11:00AM in the Board Room, Admin & PG Block.

Meeting Agenda:

1. To approve the minutes of the previous meeting and its action report
2. Discussion about the result analysis of the college (departmental wise)
3. Workshops / Conferences / FDP's
4. Placement and Training
5. Proctorship
6. Discussion on Feedback
7. Budget Requirements from all the departments
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 3rd Internal Quality Assurance Cell(IQAC) committee meeting held on
26.04.2016 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. B. S. Khened – HOD-EEE | Member |
| 5 | Dr. Yadavalli Basavaraj – HOD-ME | Member |
| 6 | Dr. H. Mahabaleswara – HOD-Civil | Member |
| 7 | Mr. Nagesh – Industrialist | Member |
| 8 | Mr. L. Raghunath – Section Officer | Member |
| 9 | Mr. Ashok Bhupal – Physical Director | Member |
| 10 | Dr. K. S. R. Sridhar – Vice-Principal, HOD-Mathematics | Member |
| 11 | Dr. Suresh – HOD-Chemistry | Member |
| 12 | Mr. P. Amareshayya – Administrative Officer | Member |
| 13 | Mr. Jaffar Basha – Chief Librarian | Member |
| 14 | Mr. Anand Krishna Murthy – System Admin. | Member |
| 15 | Prof. Phani Ram Prasad – Academic Co-ordinator | Member |
| 16 | Dr. K. H. Harikumar – Member | Local Society |
| 17 | Mr. Mallikarjuna A – Co-ordinator | Alumni |
| 18 | Ms. Harika – Student | Member |
| 19 | Mr. Tanveer Ahmed – Student | Member |
| 20 | Dr. N. Gururaj - Coordinator | Member Secretary |
| 21 | Dr. G. P. Dinesh – DEAN – MBA | Member |
| 22 | Mr. Badrinath Deshpande – Stakeholder | Member |
| Leave of Absence | | |
| 1 | Dr. U. Eranna – HOD-ECE | Member |
| 2 | Dr. T. Machappa – HOD-Physics | Member |
| 3 | Dr. Mohan Kumar – Member | External Expert |

Following were discussed in the meeting:

1. To approve the minutes of the previous meeting and its action report

Members unanimously approved the previous minutes of the meeting and resolutions.

2. Discussion about the result analysis of the college (departmental wise)

Members in depth discussed about even semester results of all the semesters. Further discussing on the above subject and while analyzing the result analysis, it was brought to the notice by the hon'ble members that, result with respect to 'D' section (Physics Cycle) and 'H' & 'K' section with respect to chemistry cycle are comparatively low, which is a matter of a concern. On this subject, the HOD's of Physics and Chemistry have been advised to take extra care academically to improve the results. The third semester average remains at 49.23, which needs to be improved followed by 5th semester at 61.25 and the 7th semester at 78.

Members noted and advised accordingly.

3. Workshops / Conferences / EDP's

As reported,

| Particulars | 2015-16 |
|-------------|---------|
| Seminars | 03 |
| Workshops | 12 |
| Conference | 03 |
| FDPs | 02 |

Attended by staff

| Particulars | 2015-16 |
|-------------|---------|
| Seminars | 08 |
| Workshops | 122 |
| Conference | 41 |
| FDPs | 36 |

4. Placement and 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.

Dr. Mohan Kumar stressed on this point and told placement and training cell need to be strengthen more so that maximum number of students can be placed.

5. Proctorship

Members discussed about the proctorship of the students. Chairperson explained committee about the working procedure of proctorship in the institution. Each proctor will allot about 20 students. The proctors collect information of the students from the departments and council them at the end of each I.A. test. The report of that will be submitted to the chief proctor.

The members appreciated the proctorship of the institution.

6. Discussion on Feedback

Mr. Phani Ram Prasad, Academic coordinator explained about the feedback system of the institution. 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.

7. Budget Requirements from all the departments

Honable chairman informed all the HOD's, Physical Director and other coordinators to send the budgetary proposal to the principal to enable budget committee and finance committee to finalize budget proposals for the year 2016-17.

Members agreed that they will forward the proposals at the earliest.

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



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ACTION REPORT

For the meeting held on 26.04.2016 at 11:00AM

1. To approve the minutes of the previous meeting and its action report

XXXXX

2. Discussion about the result analysis of the college (departmental wise)

Students who failed were counselled and proctored by the respective proctors. Students who have failed were given extra care in the form of remedial classes, tutorials and assignments.

3. Workshops / Conferences / FDP's

Details furnished in the same meeting.

4. Placement and Training:

BIRED Cell created the list of companies that need to be approached for the academic year 2017-18 and also participated in HR conclaves to build brand as well as network with various companies.

5. Proctorship

XXXXX

6. Discussion on Feedback

Conducted by all the departments.

7. Budget Requirements from all the departments

HOD's submitted the Budget proposal to the committee for the year 2016-17.

8. Any other subject with permission of the Chair.

XXXXX

Member Secretary
Dr. N. Gururaj / Prof. Mathematics

IQAC Chairman
Dr. V. C. Patil / Principal