Dr. AMBEDKAR INSTITUTE OF TECHNOLOGY

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BENGALURU - 560 056

Proceedings of the Second Internal Quality Assurance Cell (IQAC) Meeting held on Monday, 11th June 2018

Proceedings of the Second Internal Quality Assurance Cell (IQAC) meeting held on Monday, the 11th June 2018 at 3.00 p.m. in the Board Room of Dr. Ambedkar Institute of Technology, Bengaluru - 56, Karnataka.

Agenda:

1. Confirmation of the minutes of Previous IQAC Meeting held on 04-12-2017
2. Action taken report on the Minutes of 1st IQAC Meeting held on 04-12-2017
3. Annual action Plan
4. Initiation of Academic and Administrative Audit (AAA)
5. Any other issues

Members Present:

No.	Name	Designation
1	Sri. A.R. Krishnamurthy	Secretary, PVPWT
2	ಡಿ. ಸಿ. Nanjundaswamy	Principal, Chairman IQAC
3	Dr. M. N. Hegde	Dean (Academic)
4	Sri. M.R. Suresh	Registrar
5	Dr. G. Rajendra	COE
6	Dr. B. Ravindra	Professor and Head, ME
7	Dr. Siddaraju	Professor and Head, CSE
8	Dr. K.J. Shanthi	Professor and Head, ML
9	Dr. T.S. Reddy	Professor and Head, Physics
10	Dr. Manjunatha Rao	Professor and Head, MCA
11	Dr. S. Vijaya	Professor, Civil
12	Prof. N.C. Shivaprakash	Professor, IISC Bangalore
13	Gagan Deep N	V Sem Student, EIE
14	Dr. M. Meenakshi	Professor and Head, EIE, IQAC Coordinator/Director

Members sought leave of absence:

1.	Sri Shivappa	AAO, Dr AIT
2.	Dr. M. Girish Chandra	Principle Scientist, TCS Research, B'lore
3.	Mr. Raghavendra D C (Alumni)	HCL, Surya Sapphire Office Electronic city, B'lore
4.	Ms. Supriya Karanath	VII Sem Student, CSE

Principal, The Chairman of the Internal Quality Assurance Cell (IQAC) welcomed all the IQAC members for the second meeting.

Agenda 1: Confirmation of Minutes of Previous IQAC meeting held on 4.12.2017

The Members confirmed the same

Agenda 2: Action taken report on the Minutes of 1st IQAC Meeting held on 04-12-2017

With the permission of Chairman of IQAC, Dr. M. Meenakshi, Coordinator of IQAC presented the action taken report on minutes of first IQAC meeting held on 04.12.2017 and Observations made by NAAC peer team visit held on 18th – 20th May 2017, which needs attention (Criteria wise).

Dr. N.C. Shivaprakash suggested to maintain documentation of remedial classes conducted for slow learners. He also suggested to identify the slow learners based on PUC marks in the first semester itself and introduce the PR Mentoring i.e. high achievers of 3rd and 4th semester students to mentee the first semester slow learners (max. two students).

Agenda 3: Annual action Plan

Dr. Meenakshi, Coordinator of IQAC committee presented the annual action plan prepared for the academic year 2017-18 While reviewing the Annual Action Plan, Dr. N.C. Shivaprakash suggested the following points.

- To conduct online exam for the academic year 2018-19 for odd semester (1st, 3rd, 5th & 7th semester) by internal examiners and moderate evaluation of 10% randomly by external examiners to reduce the financial burden.

- To minimise the content of feedback format of students.

- To introduce Self Study Component from the academic year 2018-19. List out **Massive Open Online Course** (MOOC), **Study Webs of Active – Learning for Young Aspiring Minds** (SWAYAM) classes pertaining to their program to lessen the teacher burden by utilising the TEQIP fund.

- To submit a status report of R&D Cell in the next BoG meeting to promote research activities.

- To extend the facility of Smart Classroom.

- To furnish actual data of consultancy to the IQAC during the next meeting.

- To establish the Bosch lab, Siemens industry lab in the institute as they will provide finance and training. By utilising TEQIP fund to establish 3D printer, for procurement of equipments, rapid prototype, fab lab, etc.

- To make a separate office for IQAC with a clerical assistance. He also informed the members about the importance of IQAC cell, as the data presentation is very important.

- To assign the innovative project work to students and to offer them some incentive. In this regard, the Principal replied that we have already assigned this work for which Dr. Shivaprakash informed to submit its report.

- Student participation in professional society activity:– HODs to maintain students participation details for every three months as benchmark. Also suggested to initiate IEEE Student chapter as institution membership to provide the exposure to Professional body activity to students.

Dr. N.C. Shivaprakash suggested the following points to include in the Annual Action Plan.

- As the institution is nearing 40 years anniversary, he suggested to celebrate Quadrennial (Ruby jubilee) by organising different events by utilising the TEQIP fund.

- To fix a goal of achieving NIRF ranking in the next academic year 2018-19.

- To extend the facility of internet from 350 mps of internet to 1 GB.

- Aim for at least 50% of the students clearing the GATE Exam by conducting Gate classes.

Agenda 4: Initiation of Academic and Administrative Audit (AAA)

Coordinator informed the members that the guidelines for AAA and formats for academic and administrative audit has been circulated to all departments/sections to furnish the information to IQAC. Internal Auditing will be conducted in the month of July 2018

Agenda 5: Any other issues

Gagan Deep N, V Sem Student, EIE suggested to assign the project work in first semester itself. The Principal communicated to the student the reason why it is not included in the first semester i.e. basic knowledge is necessary which will be acquired only during the first semester.

Common place to carryout project work/discussion:– to provide project lab in each department as student project development area.

Gagan Deep N, V Sem Student suggested to share the previous answer scripts of toppers as a model answer scripts to get an idea on how to write the answer. The IQAC members appreciated the suggestion and informed him it can be implemented in future by putting in the college website.

Gagan informed the members about the unavailability of wi-fi connection in certain areas of the college. The Principal informed that it will be rectified.

Sri. A.R. Krishnamurthy, Secretary, PVPWT said that the suggestions given to improve the quality will be considered and suitable decision will be taken.

The Chairman expressed his gratitude to the members for the suggestions given by them and concluded the meeting with vote of thanks.

Dr. M. Meenakshi
IQAC Coordinator

Dr. C. Nanjundaswamy
Principal/IQAC Chairman
Principal
Dr. Ambedkar Institute of Technology
Bangalore - 560 056