

# IQAC Meeting - 17

Ref: HSDT/NDS/IQAC/Meeting/2023-24/17

Notice - 17

Page No.

Date: 06/03/23

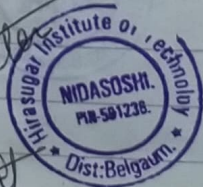
A meeting of all IQAC members is convened on 06/3/23 in the principal meeting room at 10:00 AM. All are requested to attend.

## Agenda:

- 1) To initiate activities through IQAC.
  - 2) To review the activities through IQAC during AY-2022-23 even semester.
  - 3) Any other matter with permission of chair.
- a) Preparation of COE & T-T in line with university COE.
  - a) Organising of Technovision-23
  - b) Organising HSDT QUEST-23
  - c) Organising HSDT SAMBRAMA-23
  - d) Organising Graduation Day for VIII sem.
  - e) Collection of F.B. & Q on Teaching Learning process by students of VI & VIII semester.
  - f) Conduction of Internal Assessment test centrally.
  - g) Collection of action plan for 2022-23 even sem.
  - h) from all departments.
  - i) Collection of feed back on curriculum from internal & external stakeholders.
  - j) Academic Audit for AY 2021-22.

## Members Present:

1. Dr. S.C. Kamale
2. Shri. S.B. Bellad
3. Dr. S.N. Toppannavar
4. Prof. S.V. Manjajgi
5. Dr. K.M. Akkole
6. Prof. D.N. Inamdar
7. Dr. Veerana D.K.
8. Es. Kapeed Hekker
9. Es. Rajeev Rao
10. Ms. Girish Hoemath



Dr. R.R. Maggavi  
IQAC Coordinator.

# Proceedings of the meeting



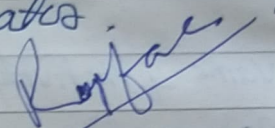
No. 09/03/23

The proceedings of the IOAC meeting held on 09/3/23 at 11.00AM in the Principals meeting room under the chairmanship of Dr. S. C. Kamate is as follows.

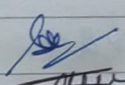
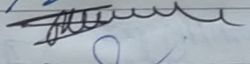
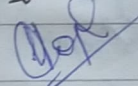

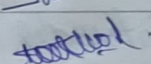

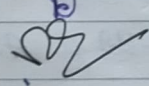


subject: To Review the activities organised through IOAC during AY-2022-23 even semester.

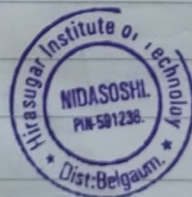
Sl. No	Name of Activity / Event	Staff I/C	Due date / Date of completion.
01	Preparation of COE in-line with University COE	Dr. R.R.M	Completed
02	Preparation of class time table & Course Plan for even semester 2022-23	All HOD's	Completed
03	Collection of Feed back 182 on Teaching Learning process by students (6 <sup>th</sup> sem)	Dr. R.R.M	Completed
04	Collection of Feed back on curriculum from internal & external stake holders.	Prof. S.S. Malaj	Completed
05	Academic Audit for 2021-22	All HOD's	Completed
06	Collection of action plan for 2022-23 even semester from all departments.	All HOD's	Completed.
07	Organising Technovision-23	H.O.D (CV & EEE)	Completed.
08	Organising HSIT OBEST-23 / HSIT SAMBRAMIA-23	H.O.D (C.S.E) H.O.D (M.E)	Completed
09	Organising Graduation Day for VIII sem.	H.O.D (E.C.E)	Completed
10	Conduction of I.A. Test centrally.	All H.O.D	Completed

The meeting is concluded with the vote of thanks by IOAC coordinator.

  
Dr. R.R. Maggavi  
IOAC Coordinator.

Members Present:

1. Dr. S. C. Kamade 
2. Shri. S. B. Bellad 
3. Dr. S. N. Tapannavar 
4. Prof. S. V. Manjargi 
5. Dr. K. M. Akkole 
6. Prof. D. N. Inamdar 
7. Dr. Veeranna D. K. 
8. Dr. Kapeel Hukkeri
9. Dr. Rajeev Rao 
10. Mr. Gajish Hiremath 



# IQAC Meeting - 18



Ref: HSDT/NDS/IQAC/Meeting/2023-24/18

Date: 18<sup>th</sup> Aug. 2023

A meeting of IQAC Committee members is convened on 18<sup>th</sup> Aug. 23 at 11:00 AM in the Principal office to discuss following agenda. The notice of the meeting along with agenda has been circulated through mobile to all members on 16<sup>th</sup> August, 2023.

- Agenda:
1. Review of NAAC-cycle-01 AQARs: 2020-21 & 2021-22
  2. Revision of IQAC committee
  3. Conduction of one day workshop on "NAAC-cycle: 2. Quality Indicators Frameworks."
  4. Formation of NAAC-cycle: 2 steering team.
  5. Formation of NAAC-cycle-2 SSR Coetition Committee.
  6. Preparation of calendar of events (COEs) of AY-23-24 (Odd sem)
  7. Gap identification of Migration cycle (E/M cycle)
  8. Organising International Conference (ICRTET-2003)
  9. Any other matter with the permission of chair

Proceedings: 1) With reference to the NAAC-Institute - Dashboard the previous assessment years (2019-20 & 2020-21) AQARs are open for review and edit. Hence decided to review the above said AQARs through criterion & IQAC coordinators of respective assessment year and submit for approval to NAAC office.

2) With reference to the revised guidelines of the NAAC, It is decided to revise the composition of the IQAC committee.

3) With reference to the preparations, documentations & achieving higher grade in the NAAC cycle-02 Assessment & Accreditation (A&A) process, It is decided to organise one day workshop on the title "Revised NAAC quality indicators Frameworks (QIF) & SSR Submission" on Nov. 3<sup>rd</sup> week 2023.

4) In view to accelerate the qualitative, outcome based and focused preparations to achieve higher grade (>3.5) in the NAAC-cycle 2 assessment & Accreditation process, It is decided to revise the composition of steering team for SSR and Peer team visit preparation based on the key indicators/Metrics/Key Person of specific domain.

5) To understand & realise each metric of respective Coetition

and to inspire each member for self assessment & to prepare for higher grade in the cycle-02 assessment, it is decided to revise the composition of SSR-Criterion Team based on the metric requirements.

6) With reference to the VTU calendar of Events (COEs) for 2023-24 odd semester, it is decided to prepare the institute calendar of Events (COEs) for odd semester.

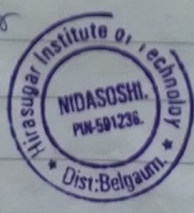
7) In order to attain higher levels of all program outcomes through Activity based learning (ABL), to bridge the university curriculum gaps and to make students ready for industry based, it is decided to implement the concept "Gap Identification & Mitigation Cycle."

8) In view to promote Research & Development in the institute, it is decided to organize International Conference (ICRET-2023) on the 1<sup>st</sup> week of Dec 2023. The work has been assigned to Dr. K. M. Akkodi, Dean (R&D). The meeting has been concluded with vote of thanks. We happily accepted the above proceedings of IQAC meeting-18

1. Dr. S.C. Kamate, Principal		08.	Dr. K. M. Akkodi.	
2. Sri. S.B. Bellad, management Representative		09.	Prof. P.N. Doandhar	
3. Dr. S. N. Topannavar, IQAC Coordinator		10.	Dr. Veeranna D.K. Secretary, IET, BSR	
4. Dr. M.G. Huddas		11.	Er. Kapil. Hukkeli, Alumnus	
5. Dr. B.V. Madiggond		12.	Er. Rajeev. Rao Industrialist	
6. Dr. M.C. Sarasamba.		13.	Mrs. Susoucha. Palakar, S.R.	
7) Dr. K.B. Marawade		14.	Mr. Shirakumar. Tanaback S.R.	

Dr. S. N. Topannavar  
IQAC co-ordinator

Dr. S.C. Kamate  
Principal



# IQAC Meeting -19



Page No.

Date: 06<sup>th</sup> Sept. 2023

Ref. HSIT/NDS/IQAC/Meeting/2023-24/19

A meeting of IQAC Committee members is convened on 6<sup>th</sup> Sept. 2023 at 11:00 AM in the Principal office to discuss following agenda. The notice of the meeting along with agenda has been circulated through mobile to all members on 4<sup>th</sup> Sept 2023.

## Agenda:

1. NAAC cycle-2 A4A Road map/ schedule
2. Revision of students feedbacks on Teaching & Learning Policy
3. Counselling & mentoring cycles (CM cycle)
4. CO-PO based faculty diary (TLE cycle)
5. One Course file and Project file.
6. Annual NSS - calendar of events & PO-PSO Assessment-
7. Any other matter with the permission of chair

Proceedings: 1) With reference to due date (7<sup>th</sup> Feb. 2024) of NAAC cycle-01 Accreditation and to achieve higher grade (C>S.5) in cycle-02 A4A process, it is decided to publish road map/schedule for important activities such as submission of IQA, SSR, Reviews and self assessment & also decided to follow the same.

2) In view to improve the teaching learning process, to use innovative pedagogy and to establish best Faculty Performance Appraisal & Development system in the institute & with reference to the NBA compliances & revised NAAC QIFs, the policy of students feedback on teaching learning has been revised. The revision of policy is the allotment of "External Observers". All HODs are suggested to follow the same. The detailed guidelines will be released time to time.

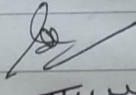
3) In view to enhance the API & SI and getting employment and sustaining, the following 2 counselling & mentoring cycles (CM cycles) have been discussed a) Academic Excellency counselling & mentoring cycle (ACM cycle). b) Personality & Career Excellency counselling & mentoring (PCM cycle). All HODs are suggested to implement & facilitate the same.

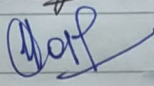
4) In view to implement the OBE & NEP-2020, it is suggested to revise the existing form "faculty diary" to CO-PO based faculty diary" i.e TLE cycle.

- 5) In order to monitor the improvement in courses & projects all the course coordinators are suggested to adopt T-L-E documentation policy "one course/lab file & project file."
- 6) In view to improve the participation of students in resolving environmental, energy, society and humanity related issues & problems, it is suggested to prepare "Annual NSS - Calendar of Events" & PO-PSD assessment.

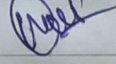
We happily accepted the above proceedings of IQAC meeting - 19.

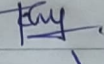
1. Dr. S. C. Kamate, Principal
2. Sri. S. B. Bellad, management- Representative
3. Dr. S. N. Topannavar, IQAC Coordinator
4. Dr. M. G. Huddar
5. Dr. B. V. Madiggond
6. Dr. M. C. Sarasamba
7. Dr. K. B. Manawade
8. Dr. K. M. Akkeli
9. Prof. D. V. Dhandar
10. Dr. Veeranna D. K., Secretary, IET, RYM
11. Ex. Kapil Hukkeri, Alumnus
12. Ex. Rajeev Rao, Industrialist
13. Mrs. Susrusha Palakar, SR.
14. Mr. Shrirakumar Tarabadi, SR.

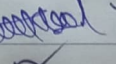
  
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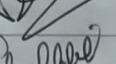


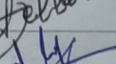




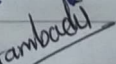




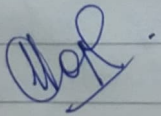






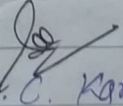




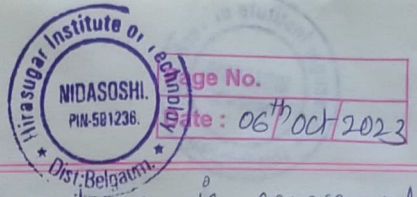


Dr. S. N. Topannavar  
IQAC Coordinator



  
Dr. S. C. Kamate  
Principal

# IQAC Meeting - 20



Ref: HSIT/VDS/IQAC/meeting/2023-24/20

A meeting of IQAC committee members is convened on 06th Oct. 2023 at 3:00 PM in the principal office to discuss following agenda. The notice of the meeting along with agenda has been circulated through mobile to all members on 30th Sept. 2023.

## Agenda:

- 1) NEP based VTU 2022 scheme of study & TLE reforms (TLE cycle implementation)
- 2) Student ability diagnosis & BMP setting & attainment.
- 3) Class Dynamics & Pedagogies for III & V sem TLE
- 4) ABL reforms, 8im cycle implementation & AIMS CoE
- 5) Learner Centric Counselling & mentoring (CCM) Reforms
- 6) Components of QRE Administration Cycle
- 7) Roles & Responsibilities of important functionaries
- 8) Quality of projects in phase-I of Internship-02
- 9) Any other matter with the permission of chair

## Proceedings:

- 1) With reference to the NEP based VTU 2022 scheme of study & evaluation guidelines and in continuation from proceedings of previous meetings; it is decided to reform the Teaching - Learning - Evaluation (TLE) process. The above said agendas nos- 1-6 are discussed thoroughly, the following student-centric policies or reforms have been made/revised and all are decided to implement & document in the formats:
  - > Student-ability diagnosis/classification & benchmark performance BMP setting & attainment -
  - > Class dynamics based innovative pedagogies in III, V & VII semester TLE process.
  - > Learner centric planning & execution of TLE process.
  - > BMP, API & SI based CIE = IAT<sub>c</sub> + CCA<sub>s</sub> and additional efforts too VTU-SEE.
  - > ABL, Experimental learning, Participative learning & cooperative learning.
  - > Conductive Remedial, Makeup & tutorial classes and



Improvement tests (ITs), make up tests (MTs) & preparatory tests (PTs)

> Learner centric counselling & mentoring (CM) for BMS personality development, career-prosperity & sustainability

> Co-PO-CES based Faculty Party (FP)

> Development of student-centric T-L materials in course wise single file

> Practicing student employment centric policies such as extended mentoring, alumni-as-mentor (AAM), career vision group (CVG), ABL, QIM Cycle-AIMSS COE etc.

⇒ The roles & responsibilities of following improvement important functionaries are discussed, finalized and decided to practice regularly at the department level.

⇒ With reference to the previous proceedings of the HoD meetings, the quality parameters of Project work Phase-I & Internship-02 are discussed and all guides are decided to plan & guide the students to receive at least one credential (sponsorship, Patent filing/awards & publication in reputed international journal)

All guide are inform to facilitate, prepare & guide the students to inculcate report writing and presentation, decide to conduct progress presentation of project work phase-I (VII sem, 2018 scheme of study) and report presentation of internship-II (V sem, 2021 scheme of study) as discussed in previous HoD meeting and VTW COE.

The meeting has been concluded with vote of thanks we happily accepted above proceedings of DQAC Meeting - 20

1. Dr. S. C. Kamate, Principal
2. Sri. S. B. Bellad, Management Representative
3. Dr. S. V. Topasnavar, DQAC-coordinator

*[Signature]*

*[Signature]*  
*[Signature]*

4. Dr. M. G. Huddar
5. Dr. B. Y. Madiggond
6. Dr. M. C. Sasaramba
7. Dr. K. B. Manawade
8. Dr. K. M. ASKoli
9. Dr. Veeranna D. K, secretary, IET, BLM
10. Prof. D. N. Dnamdar
11. Ex. Kapil Hukkeri, Alumnus
12. Ex. Rajiv. Rao, Industrialist
13. Miss. Susrusha Palakas. SR
14. Mr. Shivakumar. Tambagi. SR

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Dr. S. N. To panna var  
DyAC Coordinator



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Dr. S. C. Kamale  
Prinūpal

Ref: HSIT/NDS/IQAC/meeting/2023-24/21

A meeting of IQAC Committee members is convened on 15<sup>th</sup> Dec. 2023 at 03.00 PM in the Principal office to discuss following agenda. The notice of the meeting along with agenda has been circulated through mobile to all members on 11<sup>th</sup> Dec. 2023

Agenda:

- 1) Revised VTU curriculum for III sem & Preparations for successful implementation.
- 2) Quality of CIE questions in IA Tests & Assignments
- 3) Conducting Academic Audit & DAC & PAC meetings
- 4) Conducting Environment & green audit
- 5) Practising ERP & ORE software
- 6) Preparations of FCARS
- 7) Any other matter with the permission of chair

Proceedings: 1) With reference to revised VTU 2022 scheme of study (curriculum) in the 3<sup>rd</sup> sem for AY: 2023-24, the preparations required for successful implementation of the curriculum are discussed thoroughly on relevancy and emerging courses and all are decided to make a department level policies in line with the university guidelines time to time.

2) VTU circular no: VTU/BEM/BS/new WG-PG Prog/2023-24/4865 dated: 13<sup>th</sup> Dec. 2022 regarding quality of questions in SEE concerning COs & RBTLs and in view to achieve higher APF & SEI and to improve them in VTU-SEE, the RBTLs are discussed thoroughly and all HODs are suggested to practice in same in the CIEs & Rubrics.

3) In view of successful "completion of teaching-learning evaluation process as per the university guidelines, decided to conduct "Academic Audit" internal & external expertise for further improvements. Also decided to conduct Department advisory committee (DAC) & PAC meetings at the department-level by inder & inder expert persons consists external senior faculty members, professional body member, industry persons, etc. decided to make dept. level policies for improvements.

- 4) In view to make pollution free campus & to create energy and environment- awareness among the staff & students, it is decided to conduct "Environment & Green Audit"
- 5) In order to achieve higher attainment- levels of CO<sub>1</sub>, PO<sub>1</sub>, PSO<sub>1</sub> through direct & indirect- methods and to provide best facilities for counselling- mentoring- welfare- office automation- grievance resolution, it is decided to practice ERP & OBE software on regular basis.
- 6) In view of announcement- of university's semester end exam (SEE) results, to assess the attainment of POs & PSOs through direct- & indirect- methods in the prescribed format- such as FCAR, Course End Survey, Activity etc.

The meeting has been concluded with vote of thanks. We happily accepted the above proceedings of IQAC meeting- 21 :

1. Dr. S. C. Kamale, principal
2. Sri. S. B. Bellad, Management- Representative
3. Dr. S. N. Topamavar IQAC, coordinator
4. Dr. M. G. Huddar
5. Dr. B. V. Madiggond
6. Dr. M. C. Sarasamba.
7. Dr. K. B. Manawade
8. Dr. K. M. Akkoli.
9. Prof. D. N. Inmador
10. Dr. Veerasna. D. K, secretary, FEI, R4W
11. Ex. Kapil Hunkari, Alumni
12. Ex. Rajeev Rao, Industrialist
13. Mrs. Susresha. Palakar, SR.
14. Mr. Shivakumar. Tambadi, SR

*(Handwritten signatures and initials corresponding to the list above)*

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Dr. S. N. Topamavar  
IQAC coordinator



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Dr. S. C. Kamale  
Principal

Ref: HSI/2023/IQAC/meeting/2023-24/22

A meeting of IQAC committee members is convened on 12<sup>th</sup> Jan, 2024 at 8.00 PM in the Principal office to discuss following agenda. The notice of the following meeting along with agenda has been circulated through mobile to all members on 8<sup>th</sup> Jan, 2024.

### Agenda:

- 1) Activities to promote experiential and participative learning.
- 2) Student-centric pedagogies & e-resources
- 3) Policies & guidelines for project work
- 4) Policies & guidelines for internships & technical seminars
- 5) Guidelines to promote R&D work
- 6) Any other matters with the permission of chair

### Proceedings:

- 1) In view to improve the participation of the students & understand & theoretical concepts the list activities conducted in the last 3 academic years are reviewed. Also discussed the activities to be conducted in the current academic year for further improvements. It is decided to make assessment and documentation policies at the dept. level based on the nature of activities.
- 2) The various student centric methods such as pedagogical initiatives & e-resources used in the last academic year are reviewed. It is decided to initiate learner centric & class room dynamics based pedagogies in the classes and laboratories to enhance the learning experience of the student. Also decided to disseminate the e-resources mentioned in the university revised curriculum (2021 & 2022) scheme of study & evaluation) and from other sources in the classes & laboratories to the students to understand, realize & analyze emerging & relevant areas & difficult concepts.
- 3) With reference to the national importance, relevancy & emerging areas, the policies & guidelines to select & complete the major & minor project work by the students

works by the students and guide has been discussed thoroughly. It is decided to complete the projects, which will attracts sponsorships & awards, published in international journals & conference, patentable etc. in the stipulated period of time. Also decided to make dept. level policies & guidelines.

4) In view to promote the participative & co-operative learning among the students, policies & guidelines to conduct, assess & document the internships & technical seminars activities have been discussed & decided to facilitate & complete the sufficient no. of such events at the dept. level.

5) The guidelines to promote R & D activities such as paper publications, organising conferences, fetching research funds, innovative student project, establishment of research ecosystem, excellencies, in the relevant & emerging domains at dept. level has been discussed thoroughly. It is decided to make policy guidelines at the dept. level.

The meeting has been concluded with note of thanks.

we happily accepted the above proceeding of IQAC meeting.

- |  |                           |
|--|---------------------------|
| 1) Dr. S. C. Kamale, principal                 | 08. Dr. K. M. Atkedi      |
| 2) Sri S. B. Bellad, Management Representative | 09. Prof. D. N. Inamdar   |
| 3) Dr. S. N. Topannavar, IQAC, Coordinator     | 10. Dr. Veeranna D. K.    |
| 4) Dr. M. G. Huddar                            | 11. Er. Kapil. Hukkel     |
| 5) Dr. B. V. Madiggond                         | 12. Er. Rajeev. Rao       |
| 6) Dr. M. C. Sarasamba                         | 13. Mr. Susrusha. Paliker |
| 7) Dr. K. B. Manawade                          | 14. Shivakumar. Tanbadi   |

Dr. S. N. Topannavar  
IQAC-coordinator



Dr. S. C. Kamale  
Principal

# IQAC Meeting - 23

Page No.

Date: 20<sup>th</sup> Jan, 2024



Ref: HIST/NDS/FOAC/Meeting/2023-24/23

A meeting of FOAC committee members is convened on 20<sup>th</sup> Jan. 2023 at 11:10 AM in the Principal office to discuss following agenda. The notice of the meeting along with the agenda has been circulated through mobile to the all members on 17<sup>th</sup> Jan. 2024

## Agenda:

- 1) Conduction of trainings on skill & placement enhancement activities.
- 2) Review and self appraisal forms (SAFs) of AY-2022-23
- 3) Preparations and submissions of proposals for research funds
- 4) Preparations for sports, yoga, social & sensitising activities.
- 5) Conducting entrepreneurship & IPR promotion & awareness activities
- 6) Any other matter with the permission of chair.

## Proceedings:

- 1) In order to enhance the employability skills among the students and to increase in the students percentage, the list of activities, placements drives to be conducted & industry scenario and challenges are discussed & decided to facilitate the more no. of activities during the current academic year.
- 2) In view to develop faculty members as per the expectations in the NEP-2020 based revised university curriculum, it is to conduct review & verification meeting on the self appraisal forms (SAFs) of AY: 22-23 submitted by faculty members.
- 3) In a view to establish a research & innovative ecosystem in the institute on relevant & emerging areas to serve the nation, industry & society the eligibility, scope & availability of research funds from the various agencies have been discussed thoroughly. It is decided to motivate & facilitate all faculty members at the dept. level for preparations of best, competitive & relevant proposals.
- 4) To create health & societal consciousness among the students & staffs, sensitive them on relevant issues, the related activities conducted in the previous

years are reviewed & it is decided to organize more no. of sports, yoga, social & sensitising activities in the current-academic year.

5) In view to promote innovation & entrepreneurship actions in the institute campus, the related actions of staff & students of previous academic year are reviewed and it is decided to conduct entrepreneurship & IPR promotion & awareness activities during the current-academic year.

The meeting has been concluded with vote of Thanks.

We happily accepted the above proceedings of IQAC Meeting - 23.

1. Dr. S. C. Kamate, Principal
2. Sri. S. B. Bellad, Management Representative
3. Dr. S. N. Topannavar - IQAC - coordinator
4. Dr. M. G. Huddar
5. Dr. B. V. Madiggond.
6. Dr. M. C. Sarasamba.
7. Dr. K. B. Manawade
8. Dr. B. M. Akkoli.
9. Prof. D. N. Inamdar
10. Dr. Veeramma - D. K. secretary, IED, BEIM
11. Er. Kapil Hukkeri, Alumnus
12. Er. Rajeev Rao, Industrialist
13. Miss. Sushma. Palakal. SR
14. Mr. Shivakumar. Tanbadi. SR

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Dr. S. N. Topannavar  
IQAC Co-ordinator

*[Signature]*

Dr. S. C. Kamate  
Principal

