

"IQAC"

Meeting-1

Venue: IQAC Room
Date: 04-9-2023

Agenda

- First review of AQAR preparation for the year 2022-2023
- Discussion of part-A (AQAR)
- Discussion on any issues on various criteria's.


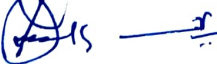




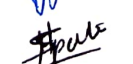
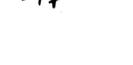
Action taken

All the criteria coordinators briefed their respective formats and discussion about plan of action.

Minutes of Meeting

1. As per the part-A and the Extended profile of AQAR 2022-23
2. All criteria coordinators briefed their collection of data
3. All the coordinators committee members were informed to cope up with the collection of data as per regulations or requirements
4. Discussion has to improve the write-ups to minimize within 200 words and below 6mb data file to all the coordinator.

Members present:

1. Veeresh - 
2. Dr. Sharan Kumar - 
3. Sangamesh - 
4. Kristaiah Shetty - 
5. Anil Kanta - 
6. Dr. Venugopal. N - 
7. B. Chickmath - 
8. Sandeep Patil - 


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Meeting -2

Venue: IQAC Room

Date: 09-10-2023

Agenda

- Review of AQAR (2022-23) for the criteria 1,2,3
- Discussion on preparation of files for the year 2022-23

Action Taken

As per the last meeting documents pertaining to 2.4.3, 2.5.2, 3.3.1, and 3.4.4 are updated.
Almost list of VAC were submitted by the departments

Minutes of Meeting

1. In continuation with the AQAR process 1, 2 & 3 criteria's were revised quickly.
2. Metric were students list and faculty listed was to be verified.
3. Mentor and Mentee list, CO&PO's to be verified.
4. Reserved category students admitted to be checked.

Members Present:

1. Sandeep Patil - *[Signature]*
2. Veeresh B - *[Signature]*
3. Ananthaxmi - *[Signature]*
4. R K Ashwin - *[Signature]*
5. Dr. Sharan Kumar - *[Signature]*
6. Shilpa Patil - *[Signature]*
7. Saroja Shetty - *[Signature]*
8. Srishaila Reddy - *[Signature]*
9. Amaresh C - *[Signature]*
10. Sangamesh H - *[Signature]*
11. Subash Police Patil - *[Signature]*
12. Vijayandra Kuknoor - *[Signature]*

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Meeting -3

Venue: IQAC Room

Date: 10-10-2023

Agenda

- Review of AQAR (2022-23) for the criteria 4,5,6 &7
- Discussion on preparation of files for the year 2022-23

Action Taken

As per the last meeting documents pertaining to metrics were updated.

Minutes of Meeting

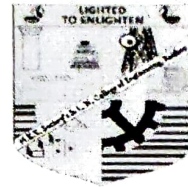
1. In continuation with the AQAR process all 4,5,6 & 7 criteria were revised quickly.
2. Metric wise expenditure for infrastructure for purchase of books etc was to be verified.
3. Usage of library by teaching and students to be rechecked.
4. IT facilities to be updated in criteria-4
5. As per criteria 5 metrics student participation activities are to be rechecked.
6. For criteria 6 financial management and resource mobilization needs to be rechecked.
7. Report all commemorative days taken up by the college to be included in criteria-7

Members present:

1. Sandeep Patil - *S.Patil*
2. Kristaiah Shetty - *KMS*
3. Ravikanth Patil - *R.Patil*
4. Sachin Adi - *Sachin*
5. Anil Kanta - *Anil*
6. Geeta N - *Geeta*
7. Shruti Shivaraj - *Shruti*

8. Dr Venugopal - *V.Venugopal*
9. Mahantesh Patil - *M.Patil*
10. Sujatha - *Sujatha*
11. Bandayya Chickmath - *B.Chickmath*
12. Jyothi B K - *Jyothi*
13. Pranita K R - *Pranita*

[Signature]
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Meeting-4

Venue: IQAC Room

Date: 06-11-2023

Final Review of AQAR

- Meeting was called to review the final AQAR for the year (2022-23)
- Firstly part-A was reviewed and earlier meeting suggestion were considered and modified and this review was finalized.
- Secondly part-B was reviewed criteria wise. All the coordinator were present during the review to check the metrics modified discussed during last meeting.
- All the respective coordinators were informed to recommend, if any further modification required can be done.
- Meeting conducted by IQAC coordinator.

Members Present:

- | | |
|------------------------|-------------------|
| 1. Sandeep Patil - | 6. R K Ashwin - |
| 2. Dr Sharan Kumar - | 7. Subash Patil - |
| 3. Kristiaiah Shetty - | 8. Dr Venugopal - |
| 4. Ananthaxmi - | 9. Jyothi - |
| 5. Mahantesh Patil - | 10. Sangamesh H - |
| | 11. Veeresh B - |

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Meeting -5

Venue: IQAC Room

Date: 23-4-2024

Submission of AQAR 2022-23

Agenda

- Review and Submission

Minutes of meeting

1. I welcome all coordinators and members for the review and submission of AQAR (2022-23)
2. Data collected has been revised and modified minor metrics.
3. Modified data has been checked and finalized.
4. AQAR 2022-23 has been submitted today
5. Thank you all coordinators and members for continuous support towards the submission of AQAR 2022-23
6. Meeting concluded by IQAC coordinator

Members Present

- | | |
|-----------------------|----------------------|
| 1. Sandeep Patil - | 8. Subash Patil - |
| 2. Dr Sharan Kumar - | 9. Dr Venugopal N - |
| 3. Anil Kanta - | 10. Jyothi - |
| 4. Mahantesh Patil - | 11. Sangamesh H - |
| 5. Kristaiah Shetty - | 12. Veeresh . B - |
| 6. Ananthaxmi - | 13. Srishail Reddy - |
| 7. Dr R K Ashwin - | |

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Meeting -6

Venue: IQAC Room

Date: 01-05-2024





Agenda

- Data Collection
- Checklist of documents for AQAR (2023-24)

Minutes of meeting

1. Meeting was started by IQAC coordinators with a welcome to all members of criteria-1
2. Criteria-1 members were congratulated for their support and dedication towards completing the process of AQAR 2022-23
3. A list of documents in terms of checklist was circulated among all the members for smooth collection of data as per the requirements

Members Present:

1. Sandeep Patil - 
2. Veeresh B - 
3. Ashwin R K - 
4. Ananthaxmi - 


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Meeting-7

Venue: IQAC Room

Date: 01-05-2024

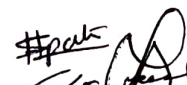




Agenda

- Data collection
- Checklist of documents for AQAR (2023-24)

Minute of meeting

1. Meeting was started by IQAC Coordinators with a welcome to all members of Criteria-2
2. Criteria -2 members were congratulated for their support and dedication towards completing the process of AQAR-2022-23.
3. A list of documents in terms of checklist was circulated among all the members for smooth collection of data as per the requirements
4. Meeting concluded by IQAC coordinator

Members Present

1. Sandeep Patil - 
2. Sharan Kumar - 
3. Shilpa Patil - 
4. Srishail Reddy - 
5. Saroja Shetty - 


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Meeting -8

Venue: IQAC Room
Date: 13-05-2024

Agenda

- Data collection
- Checklist of documents for AQAR (2022-23)
- NAAC Criteria -3 requirements

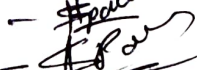



Discussion

1. Meeting began with an overview of NAAC C-3 which focuses on research, innovations and extension
2. Research and publications by faculty and students
3. Innovation in teaching, research and learning process
4. Extension activities and community engagement
5. Consultancy and collaboration with industry and other institutions

Action taken

Departments to assess their current research output and plan accordingly to meet the NAAC expectations.

Members Present:

1. Sandeep Patil 
2. Subash Patil 
3. Sangamesh H 
4. Vijayandra Kuknoor 


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Meeting -9

Venue: IQAC Room

Date: 13-05-2024

Agenda

- NAAC Criteria-4 requirements
- Start of infrastructure facilities and upkeep
- ICT facilities
- Any other related issues

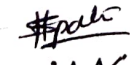


Discussion

1. Meeting started with an overview of criteria-4 which focuses on infrastructure and leading resources.
2. Class rooms adequate numbers, but some need minor repair and furniture replacement
3. Common areas sufficient for students need
4. Library, labs, E-resources
5. Smart classrooms with projectors and computers availability
6. The idea of establishment a dedicated space for recreational activities was discussed

Actions taken

- Conduct a review of WiFi, infrastructure and resolve connectivity issues.

Members Present:

1. Sandeep Patil - 
2. Kristaiah Shetty - 
3. Ravikanth Patil - 


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Meeting-10

Venue: IQAC Room

Date: 20-05-2024




Agenda

- NAAC Criteria-5 requirements
- Status of students support services and facilities
- Scholarships, financial aid and support for economically disadvantaged students
- Any other related issues

Discussion

1. Meeting commenced with an overview of NAAC criteria-5 focusing on student support and progression
2. Various support services, placement, grievance, redressed and overall student welfare
3. Sports and recreation
4. Placement record
5. Checklist of documents for smooth collection of data

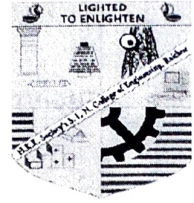
Members Present:

1. Sandeep Patil - 
2. Anil Kanta - 
3. Geetha N - 


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Meeting-11

Date: 20/5/2024

Venue: IQAC ROOM

Agenda:

1. NAAC criteria 6 requirements
2. Updates on governance, leaderships and management policies
3. Progress on quality improvement strategies

Discussions:

1. Overview of the key components of C-6 which focuses on governance, leaderships and management.
2. Document checklist shared among all the members for smooth collection of data.
3. Criteria-6 metrics shared to all members.
4. Workshops, conferences, online or offline development program attended by faculties
5. Any other related issues in collecting the data has been discussed.
6. Meeting concluded by IQAC co-ordinator.

Members present:

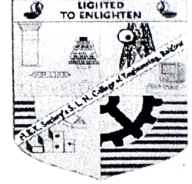
1. Sandeep Patil
2. Mahantesh Patil -
3. Dr. Venugopal N -
4. Sujatha J -

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Meeting-12

Date: 20/5/2024

Venue: IQAC ROOM

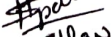


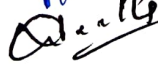
Agenda:

1. NAAC criteria 7 requirements
2. Updates on Institutional best practices
3. Sustainability and environmental initiatives

Discussions:

1. Meeting commences with a overview of C-7 which focuses on Institutional values & best practices
2. Discussions on new projects aimed at reducing the institutions carbon footprint and promoting green practices
3. Discussions on how these practices align with the goals of criteria 7 and how they can be documented for NAAC purpose.
4. Document checklist and metrics shared among all the members for smooth collection of data.

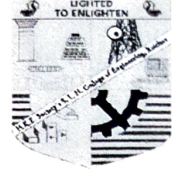
Members present:

- 1 Sandeep Patil - 
- 2 Jyothi - 
- 3 Bandayya Chickmath - 
- 4 Geetha N - 


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"IQAC"

Meeting-13

Date: 27/6/2024

Venue: IQAC ROOM





Agenda

- 1)Data Collection
- 2)Any Requirements

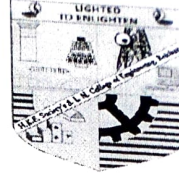
Discussion

- 1) Meeting started with a welcoming all the criteria I members
- 2) Data collection and segregation of the data according to matrix
- 3) Any data required or important required to fulfill the matrix of C-I
- 4) Staff attended various universities activity
- 5) Feedback details and collection of data
- 6) Discussion on next meeting to be held and filling of metrics as per requirement.

Member Present

1. Sandeep Patil - 
2. Ananthaxmi - 
3. Dr R K Ashwin - 
4. Veeresh B - 


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"IQAC"

Meeting-14

Date: 27/6/2024

Venue: IQAC ROOM

Agenda

- 1) Data Collection of Criteria II
- 2) Update on students centric teaching –learning process
- 3) Learning outcome and feedback mechanisms

Discussions

- 1) Meeting started with a welcoming all the criteria II members by IQAC coordinator
- 2) Data collection as per pervious meeting
- 3) Any requirements or updates on ensuring student centred learning, outcome based education and continuous improvement in teaching methods
- 4) Discussion on Integrating Technology on teaching to enhance the learning experience
- 5) Academic time table, continuous internal evaluation time table to be updated
- 6) Meeting concluded by IQAC coordinator.

Member Present

1. Dr Sharan Kumar

2. Srishaila reddy

3. Shilpa Patil

4. Saroja Shetty

5. Sandeep Patil

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Meeting-15

Date: 27/6/2024

Venue: IQAC ROOM





Agenda

- 1) Reviewing of collection data
- 2) Any Requirement

Discussions

- 1) Meeting started with a welcoming all the criteria III members by IQAC coordinator
- 2) Data Collection as per previous meeting
- 3) N.S.S Activity ,Internship data to be collected
- 4) Faculty and students participation in the research Activities data to be collected
- 5) Any improvement required
- 6) Meeting concluded by IQAC coordinator

Member Present

1. Sandeep Patil - 
2. Subhash Patil - 
3. Sangamesh H - 
4. Vijayendra Kuknor - 


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Meeting-16

Date: 28/6/2024

Venue: IQAC ROOM




Agenda

- 1) Reviewing of data collection
- 2) Library And ICT facilities

Discussions

- 1) Meeting started by IQAC coordinator with welcoming to all Criteria IV members
- 2) Segregation of data as per metric wise
- 3) No of class rooms and ICT facilities to be collected
- 4) Data usage and assessment of library to be collected
- 5) Any improvement required to metric wise data to be done
- 6) Meeting concluded by IQAC coordinator

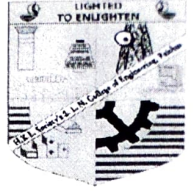
Members Present

1. Sandeep Patil - 
2. Krishtaiiah Shetty - 
3. Ravikanth Patil - 


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Meeting-17

Date: 28/6/2024

Venue: IQAC ROOM



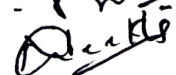
Agenda

- 1) Review of students support service
- 2) Assessment of student progression activities
- 3) Review of data collection

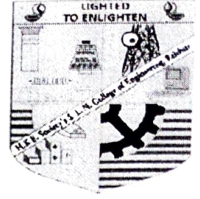
Discussions

- 1) Hostel facilities, Scholarship and Financial Aid, Grievance ,Redressal Mechanism, Concelling Service
- 2) Alunmi Engagement ,placement support ,computation Examination.
- 3) Skill development workshop,Digital Littering ,interaction ,Health and wellness program
- 4) Metric wise data segregation
- 5) Meeting concluded by IQAC coordinator

Member Present

1. Sandeep Patil - 
2. Anil M Kanta - 
3. Geeta N - 





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Meeting-18

Date: 29/6/2024

Venue: IQAC ROOM


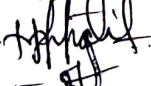


Agenda

- 1) Review of data collection
- 2) Segregation of the data as per metric wise

Discussions

- 1) Meeting started by members by IQAC coordinator with welcoming to all Criteria VI members
- 2) Collected data shorted by segregated as per the metric wise or requirement
- 3) Evaluation of management of academic ,Financial and Administration Activities
- 4) Future strategies for improving of governess and leadership, effectiveness .
- 5) Meeting concluded by IQAC coordinator

Member Present

1. Sandeep Patil - 
2. Mahantesh Patil - 
3. Dr. Venugopal N - 
4. Sujatha J - 


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Meeting-19

Date: 29/6/2024

Venue: IQAC ROOM





Agenda

- 1) Review of data collection
- 2) Segregation of data as per requirement

Discussions

- 1) Meeting started by members by IQAC coordinator with welcoming to all Criteria VII members
- 2) Best practices improvement to be done
- 3) Environment Friendly initiative to be taken as per metric
- 4) Promoting green practices
- 5) Metric wise data to be checked and segregation
- 6) Meeting concluded by IQAC coordinator

Member Present

1. Sandeep Patil - 
2. Jyothi B K - 
3. Bandayya Chickmath - 
4. Pranitha - 


Principal



"IQAC"

Meeting-20

Date: 10/7/2024

Venue: IQAC ROOM









Agenda

- 1) Review of curriculum design & development Criteria I
- 2) Evaluation of teaching, Learning and evaluation process Criteria II
- 3) Discussion on improvement and alignment with NAAC requirement for criteria I & II

Discussion

- 1)The committee discussed the existing process of the curriculum design and its periodic review to ensure that it remaining relevant to the needs of the industry student and global education environment
- 2) Interdisciplinary approach ,Choice based credit system student centre teaching method ,innovative teaching method
- 3)Segregation of thr data collected as per the metric and reviewed
- 4)Part A data to be filled as per the requirement
- 5) Meeting concluded by IQAC coordinator

Member Present

1. Ananthalaxmi - 
2. Dr Sharan Kumar - 
3. R K Ashwin - 
4. Veeresh B 
5. Srishailareddy 
6. Shilpa Patil 
7. Saroja Shetty 
8. Sandeep Patil - 


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"IQAC"

Meeting-21

Date: 10/7/2024

Venue: IQAC ROOM

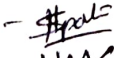
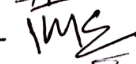
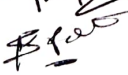

Agenda

- 1)Review of data collected
- 2)Action taken

Discussion

- 1)Meeting started with welcoming coordinator and member by coordinator
- 2)Collecting data to be segregation according to metric wise
- 3)Publication by faculty should be improved
- 4)No of class rooms and ICT faculty photo to be arranged in order
- 5) Library usage should be updated
- 6 E resources to be updated
- 7) Meeting concluded by IQAC coordinator

Member Present

1. Sandeep Patil - 
2. Kristaial Shetty - 
- 3 Subhash Patil - 
- 4.Sangamesh H - 


Principal



"IQAC"

Meeting-22

Date: 18/7/2024

Venue: IQAC ROOM

Agenda

- 1) Review of Criteria V, VI, & VII
- 2) Any other requirement

Discussions

- 1) Meeting started with welcoming all coordinator and member of Criteria V, VI, & VII
- 2) Workshops count to be updated .
- 3) Financial Activities, Students Benefited by scholarship
- 4) Skill enhancement innovation taken by institution
- 5) No of students progressing to higher education
- 6) Alumni contribution during the year
- 7) Funds/grants received from non government bodies etc
- 8) Energy conservation necessary facilities by the institution
- 9) Water conservation facilities available in the institute
- 10) Ban on use of plastic (Geo-tagged photo)

Members Presents

Sandeep Patil

Mahantesh Patil

Jyothi B K

Geetha N

Anil Kanta

Dr Venugopal N

Sujatha J