



NITTE
(Deemed to be University)

**NMAM INSTITUTE
OF TECHNOLOGY**

Nitte (DU) established under Section 3 of UGC Act 1956 | Accredited with 'A+' Grade by NAAC

INTERNAL QUALITY ASSURANCE CELL [IQAC]

MINUTES OF MEETING

Date: 5 June 2025

Time: 10:00 am

Venue: Board Room

Members Present:

1. Dr. Niranjan N Chiplunkar- Chairperson
2. Dr. Vidya S.M. - IQAC Coordinator
3. Dr. Rekha Bhandarkar
4. Dr. Nagesh Prabhu
5. Dr. Subramanya Bhat
6. Dr. Shrinivasa Rao B R
7. Dr. I.R. Mithanthaya
8. Mr. Yogeesh Hegde
9. Dr. Mahesh Prasanna K
10. Mr. Sathish Kumar Kemmanu
11. Mr. Prajwal Achar
12. Dr. Prakash Shenoy
13. Dr. Subrahmanya Bhat K
14. Dr. Sharada U Shenoy
15. Mr. Pradeep Kumar
16. Mr. Bharath Kumar
17. Mr. Keshav Mugeraya
18. Mr. Sandeep
19. Ms. Bhavana DJ

Leave of Absence

1. Dr. Srinath Shetty
2. Dr. Suresh Rao M
3. Dr. Preetham Shetty KV



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IQAC Agenda

1. Approval of the minutes of the previous IQAC meeting held on 11 and 25 January 2025
2. Approval of Action taken report based on the recommendations of IQAC meeting held on 11 and 25 January 2025.
3. CO PO attainment of odd semester 2024-25.
4. Progress on IQAC plan of action 2024-25
5. Any other matter with the permission of the chair.

Welcome by Chairperson-IQAC

- Dr. Niranjan N. Chiplunkar, Principal & Chairman-IQAC opened the meeting. He extended a warm welcome to the external members attending the meeting virtually: Dr. Mahesh Prasanna K, Principal of Vivekananda College of Engineering & Technology, Puttur, and Mr. Prajwal Achar, Director of SKF Elixer India Pvt. Ltd., Moodbidri. He also welcomed Mr. Sathish Kumar Kemmannu, Retired Headmaster of Shri Ramakrishna Higher Primary School, Bola, along with all internal IQAC members. Additionally, he introduced and welcomed the newly appointed IQAC member, Dr. Nagesh Prabhu, Professor in the Department of Electrical & Electronics Engineering, who previously served as Director (Curriculum Development) at Nitte (DU) and has now assumed the role of Vice Principal of the institution.

1. Approval of the minutes of the previous IQAC meeting held on 11 and 25 January 2025

- Dr. Vidya S.M presented the action taken report of the previous meeting for IQAC Approval, and all the members approved the same.

2. Approval of Action taken report based on the recommendations of IQAC meeting held on 11 and 25 January 2025

- Dr. Vidya S.M. recalled that the previous meeting included discussions on the action plan for the Academic and Administrative Audit (AAA) and curriculum feedback. She informed the members that NMAMIT has implemented actions based on the recommendations provided by the audit team and has also taken appropriate measures to revise the curriculum in response to stakeholder feedback.
- AAA parameters were assessed on a scale from 0 to 4, where 0 represents poor performance and 4 represents excellent performance. An action plan is developed for parameters scoring 3 (Good) or below. Additionally, wherever



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comments are provided for the parameters rated 4. Dr. Vidya presented all the criteria in detail and action taken was discussed

○ In Criterion 1:

1.2(c): Curriculum revisions are carried out during Board of Studies (BoS) meetings, incorporating suggestions made by auditors.

1.5: Value-added courses that focus on imparting transferable and life skills have been implemented across all departments. Dr. Nagesh Prabhu recommended preparing a consolidated list of these courses.

1.6: For experiential learning methods, documentary evidence is maintained at the department level.

1.8: Curriculum updates are undertaken based on feedback received from stakeholders, and the corresponding action taken reports are documented at the departmental level.

○ Criterion 2:

2.10: Departments have adopted assessment methods such as project-based learning and self-directed learning. Documentary evidence supporting these initiatives is recorded across departments. Dr. Nagesh Prabhu and Dr. Shrinivasa Rao B. R. highlighted that the 2025 curriculum includes a Project-Based Learning (PBL) component integrated into at least one course per semester, which has already been implemented.

2.6: The implementation of innovative teaching methodologies by various departments is documented.

2.11: Principal informed that the institution's academic calendar is prepared in consultation with the Heads of Departments (HoDs) and the Controller of Examinations (CoE). Once approved by the university, the calendar is disseminated to both faculty and students.

○ Criterion 3

Under research and innovation, overall comment was sufficient time to be made available for faculty to carry out research and consultancy. Additionally, to attract more full-time Ph.D. scholars, the provision of competitive stipends was suggested, for which the university is expected to take necessary action. The Principal shared that the institution has secured funding approvals amounting to approximately ₹2.54 crores for the academic year 2024–25 from various national funding agencies.

○ In criterion 4

Infrastructure and learning resources, auditors suggested to create a video content development facility for which action to be taken by University.



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- Criterion 5 –Student support and progression, Dr. Nagesh Prabhu informed that students can complete the stipulated 165 credits in less than 4 years and University can award the degree. This is not implemented for B.Tech degree as AICTE has not given guidelines for such a facility. Once it is received Nitte (DU) can offer an accelerated degree program and extended degree program for the benefit of the bright students. Under the same criterion 5 for data collection from students about the scholarship received from government and non-government agencies, Mr. Keshava Mogeraya noted that as scholarship disbursements are now entirely digitized, the funds are transferred directly to students' bank accounts, resulting in limited access to such data at the institutional level. In response, the Principal proposed issuing a notification requesting students to submit their scholarship details to the Academic Section prior to the issuance of hall tickets. Additionally, a mechanism may be implemented at the department level to systematically collect this information.
- In criterion 6 –Members opined that university has to take action for organization structure updation, EL encashment facility for teaching staff, performance appraisal to be revised reconsidering weightage of student feedback and mentoring as currently it is relatively high.
- In criterion 7 - Dr. Vidya presented the Safe Operating Procedure (SOP) for handling waste disposal and e-waste handling prepared by Criteria 7 convener to the members and the Principal suggested to get the approval from the university before displaying the same at prominent places.
- For the general suggestions given by auditors, members recommended that departments to maintain comprehensive records of budget utilization, including quotations and purchase orders. Mr. Keshava Mugeraya assured that a hard copy of each purchase order would be provided to the respective departments for documentation purposes. Further, members suggested departments to submit a list of laboratory courses that incorporate open-ended experiments. Additionally, it was noted that suggestion boxes are already available in most departments, and those lacking them should install one promptly. Departments were also advised to ensure timely redressal of grievances received through these channels.
- Dr. Mahesh Prasanna and Mr. Prajwal Achar approved the action points discussed above



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3. CO PO attainment of odd semester 2024-25

- Dr. Vidya S.M, displayed CO/PO attainment of odd semester 2024-25. The CO and PO attainment was out of scale of 5. Mr. Pradeep suggested modifying the PO and CO attainment scale out of 3 as per NBA requirements. He also suggested that as per the new NBA formats total number of PO's are reduced to 11 in place of 12 earlier. Members suggested to implement the same from the 2025-26 academic year.

4. Progress on IQAC plan of action 2024-25

- In agenda 3 - Progress report of IQAC Plan of Action of 2024-25, in Plan element 2, Principal informed that at NMAMIT a two day workshop, in association with Staff Development Centre, NDU was conducted on "Indian knowledge Systems" on 29-30 May 2025. Principal suggested that each department should have at least one technical club. He also informed to collect data about the existing clubs in each department and communicate the details to the University.
- There was suggestion by Mr Prajwal Achar to organise the industry outreach programs. Principal informed that the institution had organized Industry Outreach Programs on 31 May 2025 at Hotel Ocean Pearl Mangalore which targeted only IT related companies in DK and Udupi Districts. He informed the members that the institution has plans for holding similar programs with all sectors of industries. Ms. Bhavana, student representative shared her experience in the IQAC committee and felt the proceedings of the IQAC has helped her understand the process involved in the institutions progress.

The coordinator concluded the meeting at 11.00 A.M. with a note of gratitude to all concerned for their participation and suggestions.

Coordinator-IQAC

Chairman-IQAC
