INTERNAL QUALITY ASSURANCE CELL [IQAC]

MINUTES OF MEETING

Date: 13 July 2024 **Time: 10:00 am** **Venue: Board Room**

Members Present:

1. Dr. Niranjan N Chiplunkar- Chair Person
2. Dr. Vidya S.M.-Coordinator
3. Dr. Shrinivasa Rao B R
4. Mr. A.Yogeesh Hegde
5. Dr. Subrahmanya Bhat K
6. Dr. Kiran Kulkarni
7. Dr. Sitaram Nayak
8. Dr. Mahesh Prasanna K
9. Dr. Sharada U Shenoy
10. Mr. Sathish Kumar Kemmanu
11. Mr. Bharath G. Kumar
12. Dr. Sukesh Rao M
13. Mr. Pradeep Kumar
14. Mr. Keshava Mugeraya
15. Dr. Preetham Shetty
16. Mr. Sandeep
17. Ms. Bhavana (NNM22CC009)

Leave of Absence:

18. Dr. I.R. Mithanthaya
19. Dr. Rekha Bhandarkar
20. Mr. Prajwal Achar
21. Ms. Anna Shanthi D'Souza
22. Dr. Subramanya Bhat

IQAC Agenda

1. Approval of minutes of previous IQAC meeting held on 10th February 2024
2. Approval of Action taken report based on the recommendations of IQAC meeting held on 10th February 2024

3. Discussion on CO attainment analysis of 2023-24 Odd Semester
4. Approval of Institute Industry Collaborations Template for departments
5. Any other matter with the permission of the chair.

➢ Welcome by Chairperson-IQAC

Dr. Niranjan N Chiplunkar, Principal and Chairperson of IQAC opened the meeting and welcomed the external members **Dr. Sitaram Nayak**, Professor, Department of Civil Engineering, NITK Surathkal, **Dr. Kiran Kulkarni**, Scientist, CSIR-National Chemical Laboratory, Pune, **Dr. Mahesh Prasanna K**, Principal, Vivekananda College of Engineering and Technology, Puttur, **Mr. Satish Kumar Kemmanu**, Retired Headmaster, Sri Ramakrishna Higher Primary School, Bola. He also welcomed all internal IQAC members and informed the members that this meeting is the third meeting for the academic year 2023-24 where the follow-up of the previous meeting will be taken-up.

➢ Approval of minutes of previous IQAC meeting held on 10th February 2024

- IQAC Coordinator Dr. Vidya S.M, informed the members that the MoM of previous IQAC meeting held on 10th February 2024 has been approved by the members with no actionable points.
- Dr. Vidya also informed the members that the action taken report based on the recommendations of IQAC meeting held on 10th February 2024 were also approved with no actionable points.
- About setting different number of course outcomes for different types of courses for B. Tech program under Nitte (DU) Dr. Vidya informed the members that list of proposed number of COs for different types of courses was communicated to all HOD's, and it has been suggested that if there is any deviation in the number of course outcomes then it is required to be updated in the curriculum and approved should be taken in the next curriculum revision by the respective BOS.
- Dr Vidya informed that all the approved formats Form 1a, 1b, (list of advanced and slow learners) Form 2 and Form 3 (monitor progress of advanced and slow learners), Form 4

(Consolidated monitoring progress) for Student Performance Monitoring and Documentation of outcome measures for slow learners and advanced learners for B.Tech. program under Nitte (DU) were shared to all the department HODs for implementation.

- Dr. Vidya informed that the approved format was sent to all the mentors to document their interaction with their UG and PG mentees under Nitte (DU) .
- Under any other matter, report on feedback on curriculum from students, teachers, alumni, and external experts obtained for the academic year 2022-23 was approved by IQAC, however IQAC suggested few points for improvement for which plan of action was submitted by HODs to IQAC to bring in improvements in curriculum as per the feedback of stakeholders. Principal added that under NEP scheme the institution is offering various courses related to Humanities like Human Values, Essence of Indian Culture, Environmental Studies and so on. He also mentioned to all the members that just introducing the courses may not suffice, it requires a great effort both from faculty and students in leaning the courses and using them. He mentioned that the course on Life Skills introduced to fifth semester and sixth students for all branches, institution is organizing 2-day FDP on life skills in association with SDC and Sachith Nandagopal on 12-13 July 2024 to streamline the syllabus content to be taught to all students. Principal also mentioned that the institution is hosting a FDP on Cyber Security to facilitate faculty of all departments to offer course on "Cyber Security". Principal told the members that the department of E&E in association with SDC on Nitte (DU) is organizing E-Content Development FDP during 11- 13 July 2024.

➢ Discussion on CO attainment analysis of 2023-24 Odd Semester

- Dr. Vidya presented the CO attainment analysis of all the courses offered during odd semester of all the departments for the year 2023-24. She also explained the Improvement Action Plan for CO Attainment less than target in various courses as shared by the departments. The IQAC members discussed on the courses with lower CO attainment in detail.
- Dr. Niranjan N Chiplunkar enlightened the members about the process of calculation of Course Outcome and explained what the set targets are for each CO attainments and the reason for lower attainments in some course outcomes. He also informed that the overall there is a

improvement in CO attainments and if the plan of action suggested by the departments is incorporated, then the CO attainment can be improved.

- Dr. Vidya informed that the CO attainment of courses offered by the other departments needs to be calculated program wise. Dr. Niranjan N Chiplunkar informed that for first year courses the CO attainment can be calculated program-wise wherever possible.

➢ Approval of Institute Industry Collaborations Template for departments

- Dr. Vidya presented the Institute Industry Collaborations Template for departments which has been prepared by the Institute-Industry Collaboration Cell of the institute have studied & mapped industry engagements related parameters of accreditation NBA, NACC and ranking NIRF.
- She explained various metrices to be considered by the department while taking up the industry institution collaboration. The metrices include
  - Industry Income (Consultancy & Training)
  - Students Internships
  - Students Capacity development and skills enhancement
  - Unique Placement Offers
  - Students and Faculty industrial visits/Field visits
  - Workshops in collaboration with industry
  - Faculty deputed for industry immersion programs
  - Industry sponsored/joint labs and COEs
  - Initiatives related to enhancing teaching & learning, Skill enhancement, Research etc. in collaboration with industry.
  - Number of functional MoUs reflecting the linkages with industries in India and abroad
- Dr. Vidya informed all the members that these metrices must be considered while initiating any industry-related activities by the departments and every detail must be documented. She also indicated that NIRF is expecting 8% industry collaboration, NBA is expecting 8.5% collaboration and NAAC is expecting 4% collaboration.

- Dr. Niranjan N Chiplunkar explained the need for preparing such a template. These templates will be used by the department to present their industrial collaboration for each of the ranking agencies. He briefed about the industry immersion program offered by the Nitte (DU) in support of industry institute collaboration. During the current semester break 13 faculty of different departments have undergone this industry immersion program and the outcome of this program in the form of FDP or offering electives will be taken up in the next semester.

➢ **Any other matter with the permission of the chair**

- Dr. Vidya informed the members that the placement department has sought clarification regarding the feedback on curriculum from industry. She also informed the members that the Nitte (DU) is already taking feedback on curriculum from various stakeholders.
- Mr. Bharath G. Kumar, Head, Department of Counselling, Welfare, Training and Placement, informed that the placement department has prepared a relevant feedback form which will be based on the performance of the candidates. Dr. Niranjan N Chiplunkar suggested that the format prepared by the placement department can be used to collect feedback. Dr. Niranjan N Chiplunkar also suggested that since syllabus copies are available in the college website the placement department can request the officials to go through the curriculum and provide constructive feedback about the same.
- Dr. Vidya listed various Faculty Development Programs organized by different departments and by the SDC, Nitte (DU) during Jan 2024 to May 2024.
- Dr. Niranjan N Chiplunkar encouraged the students' representative to share her views about the proceedings of the meeting. Ms. Bhavana shared her views with reference to the CO attainment of one of the courses that she had taken up in her odd semester.
- Dr. Mahesh Prasanna appreciated the efforts taken by the institution in terms of the industry immersion program and expressed that this will help both faculty and the student community in large.
- Dr. Kulkarni congratulated the efforts of the institution in terms of bringing a lot of new computation courses like Cyber Security to all the students. He suggested that the programs conducted in the institution should be focused and felt that these programs need to be streamlined so that the efforts give better outcomes. Dr. Niranjan N Chiplunkar informed that

after conducting each FDP the outcome is documented. Whenever a faculty attends a FDP or a conference outside the institute he will share his experience with his colleagues. Dr. Niranjan N. Chiplunkar also discussed with Dr. Kiran Kulkarni about possibility of MOU with National Chemical Laboratory, Pune, and suggested Dr. Vidya to proceed with the formalities that has to be initiated.

The coordinator concluded the meeting at 11.10 AM with a note of gratitude to all concerned for their participation and suggestions.

Coordinator-IQAC **Chairman-IQAC**

****