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: 9th November 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. I.R. Mithanthaya
4. Dr. Shrinivasa Rao B R
5. Mr. A.Yogeesh Hegde
6. Dr. Rekha Bhandarkar
7. Dr. Srinath Shetty
8. Dr. Subrahmanya Bhat K
9. Dr. Kiran Kulkarni
10. Dr. Sitaram Nayak
11. Dr. Mahesh Prasanna K
12. Mr. Prajwal Achar
13. Mr. Sathish Kumar Kemmanu
14. Dr. Sharada U Shenoy
15. Dr. Sukesh Rao M
16. Mr. Pradeep Kumar
17. Dr. Preetham Shetty
18. Dr. Subramanya Bhat
19. Mr. Sandeep

Leave of Absence:

20. Mr. Bharath G. Kumar
21. Mr. Keshava Mugeraya
22. Ms. Anna Shanthi D'Souza
23. Ms. Bhavana (NNM22CC009)

Meeting Agenda

1. Approval of the minutes of previous IQAC meeting held on 13th July 2024

2. Approval of Action taken report based on the recommendations of IQAC meeting held on 13th July 2024
3. CO attainment analysis of 2023-24 Even Semester and PO attainment analysis of 2023-24 graduating batch
4. Progress report on Plan of Action of 2023-24
5. Conducting Academic Audit
6. Initiating changes towards meeting ABET requirements
7. Any other matter with the permission of the chair.

Welcome by Chairperson-IQAC

Dr. Niranjan N. Chiplunkar, Principal & Chairman-IQAC opened the meeting and welcomed all the members. He 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 & Technology, Puttur, Mr. Sathish Kumar Kemmanu, Retired Head master, Shri Ramakrishna Higher Primary School, Bola, Mr. Prajwal Achar, Director, SKF Elixer India Private Limited, Moodbidri. He also welcomed all the internal members of IQAC.

Approval of the minutes of previous IQAC meeting held on 13th July 2024

- Dr. Vidya S.M informed all the members that the previous meeting minutes have been communicated to all members through email and all the members have approved the minutes without any modifications

Approval of Action taken report based on the recommendations of IQAC meeting held on 13th July 2024

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

CO attainment analysis of 2023-24 Even Semester and PO attainment analysis of 2023-24 graduating batch

- Dr. Vidya S.M presented the Analysis of Course Outcome (CO) Attainments received from various departments.
- It was noted that the attainment level of particular COs in few courses are less. It was suggested by the Principal to inform HoDs for the improvement of COs attainment level through appropriate action plans.
- Dr. Vidya S.M presented the Analysis of Program Outcome (PO) Attainments received from various departments. All the Departments achieved a benchmark above 3.15.

Progress report on Plan of Action of 2023-24

- Dr. Vidya S.M presented the Progress report on Plan of Action for plan elements as set by Nitte (DU) for 2023-24 based on NAAC Criteria. The 29 Plan elements includes Revision of curricula, Value added courses, Student centric methods of teaching and learning, Augmented blended learning methods, Analysing learning outcome attainment of students, Curriculum feedback from stakeholders, Faculty development programs, Induction programs, Training teachers for development and delivery of e-content/online learning, Program accreditation, Intramural research support, External research funding receipts, Number of externally funded research projects to be obtained, Workshops/seminars conducted on Intellectual Property Rights (IPR) Research methodology, Good clinical Practice, Laboratory, Pharmacy and Collection practices, Research Grant writing and Industry- Academia Collaborations, Number of patents to be published/awarded, Number of copyrights to be awarded, Number of indexed papers to be published, Percentage of publications in Q1/Q2 journals, Create support system for students preparing for competitive examinations/career advancements, Placement cell activities, Alumni association activities, Academic support for teachers, Professional development/administrative training for non teaching staff, Environmental sustainability activities, National level alumini Chapters, Number of industry sponsored joint labs and Centers of excellence, International student exchange activities, International faculty exchange activities, Number of functional MoUs with QS top 1000 universities.
- In plan element 2 for Value Added Courses, as mentioned by NDU, 80% of the students should complete at least one value added course. But only 39% of students of NMAMIT have completed the same. Principal informed to take corrective plan to improve the same. Dr. Sitaram Nayak suggested to introduce the MOOC courses as Value Added Courses.
- For plan element 9 –Training of teachers for development and delivery of e-content/online learning where NMAIT has achieved 9% success rate, Principal suggested to conduct such programs inhouse as resource persons are available in the institution and the success rate can be improved.
- The principal suggested to enhance the attainment of Plan Element 14 (workshops/seminars on Intellectual Property Rights (IPR), research methodology, research grant writing, and industry-academia collaborations) by organizing such programs across all departments.
- To improve Plan Element 16, the Principal suggested that faculty members copyright their YouTube videos.
- Regarding Plan Element 19 (creating a support system for students preparing for competitive examinations and career advancement), the Principal advised

verifying the related data, highlighting ongoing efforts like GATE coaching, placement training, and guidance for higher studies across various departments.

- The principal urged NAAC Criteria Conveners and department coordinators to ensure that no data is overlooked, as it reflects the institution's progress.
- The progress on other plan elements was reviewed and approved, with members stressing the need to sustain and further improve these initiatives.

Conducting Academic Audit

- Dr. Rekha Bhandarkar gave details about Academic and Administrative Audit which will be conducted by the Nitte (DU) which will be completed before December 2024.

Initiating changes towards meeting ABET requirements

- Principal mentioned about preparation of NMAMIT towards ABET Accreditation which helps in visibility at International Level.
- He highlighted the visit of Dr. Omid Ansary, Senior Associate Dean at Pennsylvania State University, Harrisburg, USA who reviewed the Institutions preparedness for ABET accreditation.

Any other matter with the permission of the chair.

- Dr. Vidya S.M presented list of various FDPs conducted by different departments of NMAMIT during June – September 2024 of duration more than 3 days.
- The principal announced that the Centre based NUCAT Entrance Test will be conducted for the admission of students to B. Tech program for next academic year.
- The principal also mentioned the progress of the campus development program initiated last year; he detailed various new facilities coming up at NMAMIT Campus.
- He also announced that management has approved the increase in intake for CSE and AI&ML branch for next academic year and a new M.Tech program in "Mechatronics" in place of "Machine Design" will be started.
- Dr. Mahesh Prasanna congratulated the management and faculty of NMAMIT for the successful academic achievements.
- Mr. Prajwal Achar suggested developing software to track the data by different departments.
- Dr. Sitaram Nayak has suggested to take up the ABET accreditation with complete preparedness. He also announced that his term as VTU nominee as IQAC member will last during December and thanked all the members for the opportunity and discussion. Principal thanked both VTU nominees Dr. Sitaram

Nayak and Dr. Kiran Kulkarni for their guidance and suggestions during their tenure as IQAC members from Academic and Research Institutions respectively

- The principal also announced that the term of Parent Representative Mrs. Anna Shanthi, also has ended as his son has completed the course and thanked her in her absence and instructed coordinator IQAC to identify parent representative.

The coordinator concluded the meeting at 12.00 PM with a note of gratitude to all concerned for their participation and suggestions.

Coordinator-IQAC **Chairman-IQAC**

****