# NAGARJUNA COLLEGE OF ENGINEERING AND TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Date: 20/06/2020**

### CIRCULAR

IQAC meeting is convened on 30$^{th}$ June 2020, at 11.00 AM in the principal office, to discuss the following processes to the quality procedures prescribed by the NAAC. All the members are requested to attend the meeting without fail.

Agenda

1. Teaching & Learning
2. Result Analysis of each course and semesters
3. Attainment of course outcomes, POs.
4. Industry Participation
5. Workshops FDPs/Seminars Conferences conducted/Attended
6. Research, Consultancy and quality publications.
7. Department Budget.
8. Any other matter with the permission of the chair.

Principal

PRINCIPAL
Nagarjuna College of Engineering & Technology
Devanahalli (Tq) Bengaluru (Dt.)-Pin: 562164

**Copy to:** Deans/ HODs: ECE/CSE/ISE/CV/ME/MBA

# NAGARJUNA COLLEGE OF ENGINEERING AND TECHNOLOGY

(Autonomous Institute. Affiliated to VTU)

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 30/06/2020

### MINUTES OF MEETING OF IQAC HELD ON 30th June 2020

A meeting was convened on 30th June 2020to discuss about the following agenda points. Coordinator, IQAC welcomed the members present and requested Principal to chair the meeting and address the members The principal appraised the importance of setting goals for various academic and related activities. The agenda points were taken up one by one for discussion.

1. Teaching and learning for the remaining period of the year 2019-20

   - Reviewed Result analysis of each course and semester
   - All the HOD's were instructed to keep the records of the number of students taking up the exams, number with drawn, Number in eligible in their respective departments.
   - 5th semester results of all the programs were found satisfactory.
   - Project paper presentation is to be made compulsory for eighth semester students.
   - Informed students should do Internship
   - The detailed result analysis was done after the completion of regular exam and makeup exams of odd semester.

2. Attainment of course outcomes Pos and PSOs,

   Attainment as indicated above will calculated in then do the academic year once all the exams are over.

3. Industry participation
   - In the meeting it is informed industry institute interaction can be improved by adding more MOU. HODs and R& D Head informed act on this.
   - More seminar and Workshop can be organized by involving industry participants

4. Workshops/FDP's/Seminars/Conferences conducted/Attended

All department were encouraged to conduct at least one workshop/ conference/ FDP per semester. All the faculty were encouraged to attend at least one FDP outside NCET.

5. Research, consultancy and quality publications

- The number of candidates about to complete Ph.D. was examined by the IQAC committee.
- Number of faculty perusing PhD were less , Hods were informed to instruct their faculty to apply for PhD.
- All faculty were advised to apply for funded project/ consultancy.
- It was observed that quite a good number of papers were published/ presented in journals/ conferences.
- Principal stressed at making publication/ presentation in quality journals.
- Faculty will be encouraged with seed money for publication in peer reviewed journal.

6. Department Budget

- All the department heads were advised to utilize the amount allocated in budget to the full extent.
- All the HOD's were asked to make review of the budget utilized and to take necessary steps to augment the utilization of the budget, if they are lagging behind.
- The meeting concluded with a vote of thanks from the coordinator as there were no other points to discuss.

IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.

Principal

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Devanahalli (Tq) Bengaluru (Dt.)-Pin: 562164

# NAGARJUNA COLLEGE OF ENGINEERING AND TECHNOLOGY

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Date: 2/01/2020**

### CIRCULAR

IQAC meeting is convened on 16th January 2020, at 02.00 PM in the office of the Principal. to discuss about IQAC 2019-20 Progress Status.

Agenda

1. Teaching & Learning
2. Result analysis of each course and semesters
3. Attainment of course outcomes, Pos and PSOs
4. Industry participation
5. Workshops/FDPs/Seminars/Conferences Conducted/Attended
6. Research, Consultancy and quality publications
7. Department Budget
8. Any other matter with the permission of the chair

Principal

**PRINCIPAL**
Nagarjuna College of Engineering & Technology
Devanahalli (Tq) Bengaluru (Dt.)-Pin: 562164

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# NAGARJUNA COLLEGE OF ENGINEERING AND TECHNOLOGY
(Autonomous Institute, Affiliated to VTU)

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date: 16/01/2020

Minutes of IQAC review meeting conducted on 16th January 2020 at 2:00 PM in the Board Room of NCET. Principal, IQAC Co-ordinator, IQAC members, auditee and auditors were present for the meeting.

List of Auditors and department audited

| Sl. no. | Auditor | Department/Supporting Section Audited |
|---|---|---|
| 1 | Dr. Yogeesha & Swathi | Electronics and Communication |
| 2 | Dr. KN Nagesh & Prof.Gopinath | Civil Engineering |
| 3 | Dr. Venkatesh Kumar H & Prof. Ramesh gowda | Computer Science and Engineering |
| 4 | Dr. Sarvesha M V & Prof. ROHITH S | Information Science and Engineering |
| 5 | Dr. Manjunath & Prof. Rambabu | Mechanical Engineering |
| 6 | Dr. Venkatesh Babu and Prof. Swathi | MBA |
| 7 | Prof. Sharadha | Chemistry |
| 8 | Prof. Mamatha | Mathematics |
| 9 | Prof. Sudhakar | Physics |
| 10 | Dr. Nagesh K N & Satyanarayana raju | Examination |
| 11 | Dr. Yogeesha H C & Venkataraju | Office (Administration and Admission) |
| 12 | Prof. Sharadha & Ragavendra | Library |
| 13 | Mr. Shekar | Physical Education |
| 14 | Prof. Satyanarayana Raju | Placement and Training |

Coordinator, IQAC extended welcome to all the members present and requested Principal to chair the meeting and address the Auditees and Auditors. Principal informed  that the

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Departments have to strictly adhere to the IQAC norms. Requested the auditors to present the audit reports of various departments conducted on 10th & 11th January 2020.

Observations/Suggestions:

1. Teaching & Learning
   - The committee reviewed OBE followed by all the departments.
   - All the departments have maintained documents of teaching in prescribed formats
   - It was observed that most of the program's have introduced new professional electives to cater to the changing needs of the industry.

2. Result analysis of each course and semesters
   - Results of first and third semester has been found less than 80% in some courses. Respective departments to take necessary action to improve the result.
   - All the Department should conduct Program exit survey
   - Principal informed that Additional classes should be conduct to improve their academic performance

3. Attainment of course outcomes, Pos and PSOs
   - It has been observed in Department of Computer Science, in consistency of mapping of Cos and Pos which needs to be taken utmost care as it affects the attainment levels of courses
   - In most of the courses of all the programs attainment level found to be satisfactory, in few courses where attainment levels are not met, Principal suggested the HODs to discuss in the Program Assessment Committee for further action.

4. Industry participation
   - Industry experts are being invited in several departments to present the current industrial scenario. It needs to be extended to all departments.
   - In most of the departments, industrial visits have been arranged for the students. Principal suggested to involve industrial experts to teach some selected topics of curriculum at least one course in the program.
   - It was observed that there is a considerable improvement in the Interaction with the Industry by all the departments and the Institute. The Industry experts are part of BOS. and give their valuable inputs for curriculum design.

5. Workshops/FDPs/Seminars/Conferences Conducted/Attended
   - Department of MBA has been suggested to maintain feedback report on training
   - In few departments, faculty have attended the workshop/ FDP outside the NCET. More faculties to attend programs outside the institute.
   - Students should encourage Internship activity

6. Research, Consultancy and quality publications

   - Principal informed Complete all the Research proposals in time and submit Utilization certificate.

- Principal has directed all the HoDs in the meeting to inform their faculty with Ph.D to actively involve in research activities like publishing their work in refereed Journals and to obtain funded research projects
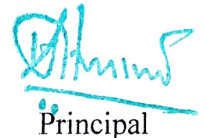
7. Department Budget

- Principal informed all the HODs to plan properly the utilization of 2020-21 budgets. He also informed to verify the utilization every quarterly.

8. Other
   - Principal suggested all the HODs to initiate accreditation processes of NBA, NAAC.
   - It was resolved to participate in National and International Surveys.
   - Faculty meetings are to be held regularly to keep the faculty updated about developments of IQAC
   - Departments should organize Conference/ workshops/FDP frequently
   - Departments were informed to prepare instructional materials as per NGI format.

IQAC meeting concluded with a formal vote of thanks proposed by the coordinator.

Principal

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