

# Nagarjuna College of Engineering & Technology

Bengaluru-562162

(An Autonomous Institution under VTU, Approved by AICTE  
NAAC Accredited with A+ Grade



**NAGARJUNA**  
COLLEGE OF ENGINEERING  
AND TECHNOLOGY

## ***THIRTEENTH MEETING OF INTERNAL QUALITY ASSURANCE CELL (IQAC)***

### ***Minutes of the Meeting***

**Day & Date** : Saturday, 29<sup>th</sup> June, 2024  
**Time** : 10.00 AM  
**Venue** : Chamber of Principal. NCET

## **MINUTES OF THE 13<sup>th</sup> MEETING OF IQAC**

### **HELD ON 29.06.2024 AT 10.00 AM**

#### **AGENDA**

1. To confirm the Minutes & to consider for approval of the Action Taken Report on the decisions of the 12<sup>th</sup> Meeting of IQAC.
2. Information regarding the student and faculty achievements for the Academic year 2023-24.
3. Information regarding the curricular and co-curricular activities of the institution during the Academic year 2023-24.
4. Information regarding the result analysis of the odd semester of the Academic year 2023-24.
5. To consider the ratification of the AQAR Report submitted to NAAC for the year 2022-23.
6. To consider for approval of Feedback Report on the Teaching Learning Process for the Odd Semester of Academic Year 2023-24.
7. To consider the approval of the Report of the Student Satisfaction Survey for the Academic year 2023-24.
8. To consider the approval of the report of Internal Academic & Administrative Audit for the Odd Semester of Academic year 2023-24.
9. To consider the approval of the Annual Report of the Examination Section for the year 2023-24.
10. Any other matter with the permission of the chair.

**Dr. Yogeesha H C**

Associate Director-IQAC & Member Secretary

**Dr. B V Ravishankar**

Principal and Chairman

#### **Members Present:**

<b>Sl. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Position</b>
1.	Dr. B V Ravishankar	Principal, NCET	Chairman
2.	Dr. S G Gopala Krishna	Director, Nagarjuna Education Society, Bengaluru	Governing Body Nominee
3.	Sri Madan Mohan	Sr. Vice President, Human Resource, Aequus Pvt. Ltd., Hattraggi Village, Hukkeri Taluk, Belagavi	VTU Nominee
4.	Mrs. Sindhu Srinivas	Associate Director, Cognizant Technology Solutions, Bengaluru	Alumni Member
5.	Dr. Yogeesha H C	Prof & Head-Mech & Associate Director(IQAC)	Member Secretary/Coordinator
6.	Mr. Periyaswamy	Placements Department	Member

Sl. No.	Name	Designation	Position
7.	Mrs. Pankaja K	Professor - CSE	Member
8.	Dr. Rohith S	Associate. Prof. Dept. of E&C	Member
9.	Dr. Ramesh M Kagalkar	Professor - ISE	Member
10.	Mrs. Brunda N	HR	Members, Non-Teaching Staff of the College
11.	Mr. Shivamurthy	FDA, Admission	
12.	Dr. Nagesh K N	Vice Principal & HOD-ECE	
13.	Dr. Mallikarjun M Kodabagi	HOD-CSE	
14.	Dr. Sanjeev Kumar Hatture	HOD-ISE	
15.	Dr. Syed N H	HOD-CSE(DS)	
16.	Dr. Vijayanand R	Associate. Prof. Dept. of CSE (AIML)	
17.	Dr. H S Govardhan Swamy	HOD-CV	
18.	Dr. Lokesh G R	Associate. Prof. Dept. of MBA	
19.	Dr. Manjunath K	HOD-Chemistry	
20.	Mrs. Sharada T	HOD-Physics	

**MEMBERS SOUGHT LEAVE OF ABSENCE:**

1.	Mr. M.C. Varadaraja	Head, Human Resource Development, Central Food Technology Research Institute (CSIR-CFTRI), Mysore	VTU Nominees
2.	Prof. Shiv Govind Singh	A-609, Academic Block-A, Indian Institute of Technology, Hyderabad	
3.	Dr. Gopalakrishnan K	Advisor-R&D	Member
4.	Dr. Sarvesha M V	Controller of Examinations	Member
5.	Mr. Tulasi Reddy	Finance Officer	Members, Non-Teaching Staff of the College
6.	Mr. M Rajanna	Parent of Tejas Sachin (21CV006)	Parent Member
7.	Mr. Srinivas S	1NC20EC041, VI Sem, Dept. of EC	Student Member

**Minutes of 13<sup>th</sup> Meeting of IQAC**

Thirteenth Meeting of IQAC was held on 29-06-2024 in the Chamber of Principal at 10.00 am. Dr. B V Ravishankar, Principal and Chairman of IQAC extended a warm welcome to all the members and called the meeting to order. He cordially welcomed the VTU nominee Mr. Madan Mohan and Mrs. Sindhu Srinivas, distinguished alumni of our college. Chairman instructed Dr. Yogeesha H C, Associate Director-IQAC and Member Secretary, IQAC to proceed with the agenda. Member Secretary cordially welcomed the chairman and all the members of the IQAC to the meeting and proceeded with the agenda points.

**Section 1: Items for Confirmation and Action Taken Report**

**1.1 Confirmation of the minutes of the 12<sup>th</sup> Meeting of IQAC held on 11.02.2023**

The proceedings of the 12th meeting of the IQAC held on 11th February 2023 were circulated to all the members. Since there are no matters arising, the same is placed for confirmation by the members of IQAC.

### Members confirmed the minutes of the 12th Meeting of IQAC

#### 1.2 **To Note the Action Taken Report on the suggestions/recommendations of the 12th Meeting of IQAC held on 11.02.2023.**

Member Secretary presented the Action taken report on the decisions/resolutions taken in the 12th meeting of the IQAC held on 11th February 2023.

##### **Suggestions:**

- Suggested to prepare the departmental Annual Reports.
- Suggested to take measures to reduce the number of student grievances on examination system and evaluation of answer scripts.
- Suggested to encourage students to present paper presentations and publications.
- Suggested to organize knowledge sharing sessions and guest lectures from industry experts.
- Suggested to organize awareness programmes on evaluation process and scheme of evaluations.

##### **Action Taken Report:**

- Departmental Annual Reports are prepared by each department.
- Measures are taken to reduce the number of student grievances on examination systems by implementing moderation of answer scripts and third valuations if the difference between first and moderation is more than 15.
- Student Enrichment Policy is prepared to encourage students to present papers in national and international conferences by reimbursing the actual expenses. Patent filing and publication charges are borne by the college and NPTEL Examination fee is reimbursed for the successful students.
- Knowledge Sharing Sessions and Guest lectures by industry experts and Alumni are regularly organized.
- Awareness programmes on Examination and Evaluation process is organized during the Student Induction Programme.

**The matter is placed before members for information and members noted the same.**

### **Section 2: Items for Information**

#### 2. **Information regarding the achievement of Institution, Students and Faculty for the Academic year 2023-24.**

Member Secretary informed the members the following points:

- Two Programmes i.e. B.E in CSE and BE in ECE are accredited by NBA for a period of three years.
- NIRF, ARIIA and AISHE data submitted for the year 2022-23.
- Received NIRF Innovation Ranking for the Academic Year 2022-23.

- Recognized and awarded as the active NPTEL, Local Chapter by IIT, Madras for enrolling maximum number of students in NPTEL Courses.
- Students won Prizes in Hackthons, Ideathons, and Paper presentations in various events.
- Students have also published 15 articles in IEEE Conferences and 6 patents.
- Three Student Groups won Project-Code Unnati-Startup Challenge organized by UNDP SAP Labs with a seed money of Rs. 1.00 Lakh each.
- Mr. V Vinay, Student of EC Department awarded with a 2023 IEEE AP-S Undergraduate Fellowship of USD 3000
- Received Rs. 46,500/- as the grant for student projects from KSCST for the year 2023-24 and three student projects got selected for State Level KSCST Project Exhibition.
- Faculty members published 30 research articles in SCIE/Scopus Journals, filed and published 64 patents, 6 Book Chapters and 25 articles in IEEE Conferences Proceedings during 2023-24. Faculty members are Reviewers of SCIE/Scopus indexed journals, Doctoral Committee members and many Professional Society members.
- Faculty Members contributed as Keynote speaker/Session Chair/Organizing Committee/Member of Panel Discussions, etc.
- Faculty members are the members of BOS/BOE of different colleges.
- Dr. Sanjeevakumar Hatture has been nominated as Joint Secretary of IEEE VTS Bangalore Chapter

**The matter is placed before members for information and IQAC noted the same & appreciated the achievements.**

**3. Information regarding the curricular and co-curricular activities of the institution during the Academic year 2023-24.**

Information regarding various curricular and co-curricular activities of the institution for the year 2023-24 were presented by the Member Secretary. The members appreciated the efforts of the Principal and his team in organizing sufficient number of events during the year. Mr. Madan Mohan, VTU nominee placed on record the appreciation for the progress of the institution in the last two years.

**The matter is placed before members for information and IQAC noted the same.**

**4. Information regarding the Result Analysis of the odd semester of the year 2023-24.**

The member secretary presented the Result analysis of the Odd Semester of the Academic Year 2023-24 and the same is provided in Annexure-II.

**The matter is placed before members for information and IQAC noted the same. Further the members suggested to take corrective measures to improve the results.**

### **Section 3: Items for Ratification and Approval**

**5. To consider the ratification of the AQAR Report submitted to NAAC for the year 2022-23.**

NAAC AQAR is prepared and data is submitted online in the NAAC portal. The AQAR is provided as Annexure-III.

**The matter is placed before members for information and IQAC ratified the AQAR Report for the year 2022-23.**

**6. To consider for approval of Feedback Report on the Teaching Learning Process for the Odd Semester of AY 2023-24.**

Member Secretary informed that:

- Feedback is collected from the students on TLP for I, III, V and VII Semester BE students after their CIE-I in online mode.
- Software is used to analyze the collected data and generate the reports.
- Based on the SSI, faculty performance is measured.
- Faculty members having less feedback are called for counselling and suggestions given to improve their teaching skills and student engagements.

The Feedback Report of various programmes/semesters/sections are provided in Annexure-IV.

**The matter is placed before the members for approval and IQAC approved the same.**

**7. To consider the approval of the Report of the Student Satisfaction Survey for the year 2023-24.**

Member Secretary informed that Student Satisfaction Survey data is collected from the students for the Academic year 2023-24 and is analyzed. The Report is enclosed as **Annexure-V**.

**The matter is placed before the members for approval and IQAC approved the same.**

**8. To consider the approval of the report of Internal Academic & Administrative Audit for the Odd Semester of AY 2023-24.**

Member Secretary presented the report of Internal Academic and Administrative Audit for the year 2023-24. The findings of audit are as under

- Publications, R&D activities & Consultancy by the faculty should be improved.
- Best Practices should be identified and documented.
- Alumni interactions with the institution need improvement.
- More Number of Value Added Courses are to be offered.
- Quality of Student Project needs enhancement.
- Department wise Newsletters are suggested.
- Students should be encouraged to take up NPTEL/SWAYAM Courses.
- Course File & Personal Files needs to be updated at regular intervals.
- Slow learners data needs to be maintained properly.

Member Secretary informed that following actions were initiated based on the findings of the Internal Audit:

- Faculty Enrichment Policy has been framed to promote the publications, R & D activities and consultancy by the faculty members.
- Departments are informed to identify their best practices and submit the same to IQAC.
- Departments are informed to organize at least two alumni interactions in a semester.
- Measures are taken to improve the quality of student projects by the use of interdisciplinary and inter-departmental student projects.
- Department wise newsletters are prepared.
- Student Enrichment Policy is in place to promote the involvement of students in NPTEL courses, Publications in conferences and journals, patent filing, seed money for innovative projects and financial assistance for attending hackathons, project competitions, paper presentation contests, etc.
- Instructions are given to the departments to maintain course files and personal files and updated at regular intervals.
- Measures like remedial classes are engaged to improve the performance of slow learners.

The consolidated report of the Internal Academic and Administrative Audit is provided in Annexure-VI.

**The matter is placed before the members for approval and IQAC approved the report of the Internal Academic and Administrative Audit.**

### 9. To consider the approval of the Annual Report of the Examination Section for the year 2022-23.

The Annual Report of the Examination Section is prepared by the Controller of Examinations and the same is placed before the committee for approval. The Annual Report of Examination Section is provided in Annexure-VII.

**The matter is placed before the members for approval and IQAC approved the same.**

### Section 5: Any other Items

Member Secretary highlighted the activities of the IQAC in promoting quality culture in the institution. VTU nominee Mr. Madan Mohan, expressed his appreciation and satisfaction that the college is taking right steps in promoting the quality engineering education. He mentioned that almost all of his earlier suggestions are being implemented and fruits of such efforts are visible.

### Suggestions/Comments by IQAC Members

#### Mr. Madan Mohan, VTU Nominee:

- Appreciated the progress of the institution under the leadership of Dr. B V Ravishankar, Principal.
- Appreciated the Student and Faculty achievements for the Academic Year 2023-24 and suggested to take necessary steps to further improve the same.

- Expressed satisfaction over the number of NPTEL/Swayam Courses taken up by faculty members and students.
- Suggested not to give much weightage to the Student Feedback in the appraisal system.
- Informed that he is ready to extend his helping hand in organizing various expert talks and seminars to the students.

**Dr. S G Gopala Krishna, Director, NES:**

- Commended the establishment of Creative Learning Centre and suggested to ensure that the centre is being optimally utilized by the students.

**Mrs. Sindhu Srinivas, Associate Director, Cognizant Technologies:**

- Noted with appreciation the achievements of students and faculty members for the Academic Year 2023-24.
- Suggested to organize more number of alumni interactions with current students.

**Dr. B V Ravishankar, Principal:**

- Informed that Seed money is being provided faculty members and students to the extent of Rs.2,00,000/- for research activities.
- Informed that all possible steps are taken by the institution for the holistic development of the students and faculty members.
- Informed the HODs to encourage more number of faculty members and students to register with the NPTEL/ SWAYAM Certification Courses.

**Member Secretary:**

Thanked the Chairman and all the other members for participating in the meeting by providing their valuable inputs and suggestions.



Dr. Yogeesh H C  
Associate Director-IQAC & Member Secretary

**Internal Quality Assurance Cell**

Nagarjuna College of Engineering & Technology  
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Dr. B V Ravishankar  
Principal & Chairman  
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