

**INTERNAL QUALITY ASSURANCE CELL**

**2023-2024**

Minutes of the IQAC Meeting number-03

The IQAC meeting for Academic Session 2023-24 was held on 17/04/24 in IQAC Board room, at 2pm.

Members present:

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| Chairperson, IQAC | Dr. Pradeep Kumar Shinde Principal |
| Dean, IQAC | Dr. R.Jayanthi |
| Director, MBA | Dr. H R Venkatesha |
| Senior Academician  | Dr. D M Mahishi  |
| Management representative  | Mrs. Poornima Reddy, Managing Director |
|  MBA Department  | Prof. Ravi Aditya  |
|  Department of Life Science  | Dr. Keshava Murthy |
|  Department of Arts and Humanities   | Prof. Sushma Kattimani |
| Department of Computer Application  | Prof. Praveen Kumar.V |
|  Department of Commerce  | Prof. Banumathi |
|  Department of Management (UG)  | Prof. Ragavendra.K |
| Administrative Officer, | Mr. K. S. Bhavan |
| Finance Officer | Mr. Kiran Shankar |
| Estate Management Officer | Mr. T. Dharmendra Reddy |
| Industry Expert | Dr. K S Naik, General Manager (retd), Bharat Fritz Werner Limited. |
| Nominee of recruiter/employer | Mr. Sridhar, Fidelity National Financial, Bengaluru |

(attendance signature in File)

The meeting was initiated by the Principal, Dr. Pradeep Shinde, welcome the members, and a special invite for the industry representation member Dr. Naik, and Mr. Sridhar, Alumni & recruiter representation member and Dr. Sengottuvelu, Research Head, ABBS, who was a special invitee for the meeting.

 Agenda discussion points were:

**Agenda1 Review of the last IQAC meeting resolutions**

Each department head, gave the information about the number of students enrolled in MOOC courses. It was 33 in BCA, 72 in BBA, 52 in BCom, 12 in B SC, and 100 % in BA and MBA

* Best practice of the departments were discussed, BCom department HOD informed Internship in industry, CAMU assignments were their ‘Best Practice’ BBA department claimed to have special Industry-institute interaction, and aviation related internships as their best practice, BCA department had simulation exercise and mini-projects, MBA department had their Industry-profiling as their best practice. It was advised that best practice should be one only and it should have specific objectives and clear reporting system. UG departments to design one ‘Best practice’ only.
* Course file contents to be forwarded to Principal for approval

**Agenda 2 : Academic improvements:**

Implementation of NEP in UG courses:

Principal informed that in the UG, the curriculum was included with NEP regulations and it was ratified by the BoS, Student feedback is taken in ERP system and analysis is done likewise.

Academic Audit committee:

The audit format was discussed upon and finalised to be implemented with the committee is finalised. It was agreed there should be an internal committee and also one external committee audit.

Activiti ties report:

It is discussed and agreed to follow NACC format for reporting activities from July 2024 onwards, Quality coordinator of each department has responsibility of providing the information and documents related to the department to IQAC

FDP planned: each department had to conduct FDP in domain specific area by June 2024. The department had planned the following FDPs:

BCA: CO-PO mapping and Attainment calculation FDP

BBA: AI/ML for research FDP

BSc: Biotechnology FDP in consultation with Dr. Mahishi

It was discussed to have organisational level FDP on research area within 2024 year ending

Continuous internal evaluation: (CIE) it was discussed to maintain a proper documents of CIE and it has to be submitted to the COE at the end of the semester.

**Agenda -3: Infrastructure and digitalization:**

 Classroom shortages are observed when specializations classes are to be undertaken. This point would be put forward by the principal to Governing council for a positive action.

CAMU is used extensively by UG departments and it is believed to be user friendly, in MBA there are few problems that have to be looked into.

Agenda 4: Research publications and quality of research:

The Principal and Management representative Mrs. Poornima highlighted the importance of research publication and encouraged the research head to conduct session and hand hold UG faculty in writing and publishing papers. It was made mandatory to publish minimum of 2 papers per year by all faculty

Encouragement to be given to students to write and present papers in conferences

Research sessions for smaller groups to be conducted be research head

Research scholars should be coming to campus by July 2024, so their schedule and orientation is planned

Agenda 5: Industry-institute linkage MOUs,

Department heads to work on MOUs, and involve industry experts in departmental activities like review of syllabi, soft skill training.

A balance should be maintained between academics and industry exposure to the students before they complete their graduation.

Agenda 6: Student involvement in entrepreneurship/ research

UG department to be part of IIC cell activities, currently undertaken by MBA department, Prof. Maroli to take up the responsibility of conducting entrepreneurial activities under the IIC banner.

The industry representative Dr. K S Naik, gave a few inputs to improve quality of the academic departments, they were: Lean Management, skill development, Internships, Debate to improve communication, Current events, FDP on research ethics and finally he emphasised quality improvements should be incremental and focused.

The meeting was closed with ‘Vote of Thanks’ proposed by Dr.R.Jayanthi

IQAC Dean Principal