



# ACHARYA INSTITUTE OF TECHNOLOGY

(Affiliated to Visvesvaraya Technological University, Belagavi, Approved by AICTE, New Delhi and Accredited by NBA and NAAC)

## MINUTES OF MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Date & Time** : 12/06/2021 at 10.00AM

**Reference No:** AIT/IQAC/2021-22/MOM/1

**Location** : On Line

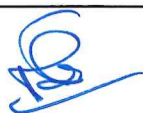
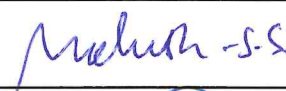

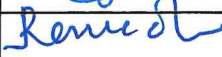





**Duration** : 2 hr

### **Agenda:-**

1. AQAR 2018-19 submission on NAAC portal
2. Audit of NBA preparedness of non-accredited departments
3. Exit survey form questionnaire review and rollout
4. Preparation towards LIC Visit by VTU
5. Any other issues with the permission of the Chairperson

### **List of IQAC Members**

Sl. No.	Name	Designation & Department	Role	Signature
1.	Dr.PrakashM R	Principal, Administration	Chairperson	
2.	Dr.Kerron G Reddy.B	Management Representative	Member	
3.	Dr.Devarajaiah R M	Professor & Head Dept. of MT	Coordinator	
4.	Dr.Lakshmikanth S	Associate Professor, Dept. of ECE	Member Secretary	
5.	Dr.Maneeshpaul	Campus Director	Member	— AB —
6.	Dr Anil B malali	Head QA, Acharya Institutes	Member	
7.	Dr.Rajeswari	Professor & Dean Academics	Member	
8.	Dr.Prashanth C M	Professor & Dean Faculty Development	Member	— AB —
9.	Dr.MuthuKumar	Associate professor & Dean R&D	Member	
10.	Dr.Rajanna K R	Professor & Dean Student Affairs	Member	
12.	Dr.Prakash R	Professor, & HOD Dept. of	Member	

		EEE		
13.	Mr.Marigowda C K	Alumni Coordinator, Associate professor & HOD Dept. of ISE	Member	
14	Dr Mahesh S S	1 <sup>st</sup> year coordinator & Professor, Physics	Member	
15	Dr Nagaraja K C	Assistant Professor , Dept. of ME	Member	
16	Dr.Renuka Devi	Administrative Officer	Member	
17	Mr.Gangadhar	Gram Panchayat Member, Alur	Member from local society	
18	Mr.VinayAnappa	GM Marketing Chola Turbo Machinery International Pvt Ltd	Member from Industry	
19	Dr H N Ramesh	Professor & Dean Institute of management studies and research,Kuvempu university	Parent Member	
20	Mr Girish Kumar	Alumni	Alumni Member	
21	Mr R Pavanshetty	Student, ISE Department	Student member	

#### Action taken from previous meeting:

1. NAAC AQAR 2018-19 data collection and collation was completed and to be reviewed by IQAC
2. NAAC AQAR 2019-20 data collection process from departments have been initiated and is ongoing
3. ARIIA 2021 gap analysis report was submitted by coordinator to IQAC and action plan was discussed


#### Minutes of Meeting:

AIT/IQAC/2021-22/MOM/1/Agenda 1	Dr Devarajaiah R M presented AQAR 2018-19 collated quantitative data criteria wise before IQAC members for validation and qualitative data (criteria wise write-up) were assigned to respective criteria owners for correction. It was decided to submit AQAR 2018-19 after correction.
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	Members were informed regarding AQAR 2019-20 data collection process update
<b>AIT/IQAC/2021-22/MOM/1/Agenda 2</b>	With aim of more departments getting NBA accredited and in line with AICTE mandate that 60% of the programs must be accredited, it was decided to conduct audit to review the status for NBA accreditation preparedness for non NBA accredited departments (CV, ISE, BT, AE and EEE) .IQAC coordinator was asked to identify the programs eligible for NBA accreditation
<b>AIT/IQAC/2021-22/MOM/1/Agenda 3</b>	Exit survey format and questionnaire prepared by IQAC was presented before all members and same was approved for circulation and needful action.
<b>AIT/IQAC/2021-22/MOM/1/Agenda 4</b>	Principle asked the IQAC coordinator to monitor the preparations of the departments for the Local Inspection Committee (LIC) By VTU and to ensure documents are in line with university guidelines.

The chairman of the committee thanked the committee members for attending the meeting.

  
Co-ordinator IQAC

  
Principal  
PRINCIPAL  
ACHARYA INSTITUTE OF TECHNOLOGY  
Solderanahalli Bangalore-560 107





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## MINUTES OF MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Date & Time** : 01/09/2021 at 2.00PM

**Reference No:** AIT/IQAC/2021-22/MOM/2

**Location** : ONLINE Mode

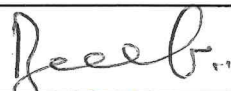



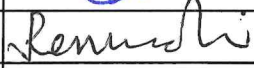


**Duration** : 1hr

**Agenda :-**

1. NAAC AQAR 19-20 data review
2. NAAC AQAR 18-19 Acceptance
3. Preparation by AE and BT departments for NBA Accreditation

### Members Present

Sl. No.	Name	Designation & Department	Role	Signature
1.	Dr.PrakashM R	Principal, Administration	Chairperson	
2.	Dr.Kerron G Reddy.B	Management Representative	Member	
3.	Dr.Devarajaiah R M	Professor & Head Dept. of MT	Coordinator	
4.	Dr.Lakshmikanth S	Associate Professor, Dept. of ECE	Member Secretary	
5.	Dr.Maneeshpaul	Campus Director	Member	— AB —
6.	Dr Anil B malali	Head QA, Acharya Institutes	Member	
7.	Dr.Rajeswari	Professor & Dean Academics	Member	
8.	Dr.Prashanth C M	Professor & Dean Faculty Development	Member	— AB —
9.	Dr.MuthuKumar	Associate professor & Dean R&D	Member	
10.	Dr.Rajanna K R	Professor & Dean Student Affairs	Member	

12.	Dr.Prakash R	Professor, & HOD Dept. of EEE	Member	
13.	Mr.Marigowda C K	Alumni Coordinator, Associate professor & HOD Dept. of ISE	Member	
14	Dr Mahesh S S	1 <sup>st</sup> year coordinator & Professor, Physics	Member	
15	Dr Nagaraja K C	Assistant Professor , Dept. of ME	Member	
16	Dr.Renuka Devi	Administrative Officer	Member	
17	Mr.Gangadhar	Gram Panchayat Member, Alur	Member from local society	— AB —
18	Mr.VinayAnappa	GM Marketing Chola Turbo Machinery International Pvt Ltd	Member from Industry	
19	Dr H N Ramesh	Professor & Dean Institute of management studies and research,Kuvempu university	Parent Member	— AB —
20	Mr Girish Kumar	Alumni	Alumni Member	— AB —
21	Mr R Pavanshetty	Student, ISE Department	Student member	

#### Action taken from previous meeting:


1. NAAC AQAR 2018-19 successfully submitted in August 2021 and subsequent DVV queries were answered. NAAC Accepted AQAR 2018-19 on 07/09/2021.
2. NAAC AQAR 2019-20 , completion of data collection and collation
3. Audit of non-accredited departments towards NBA accreditation and the essentials parameters was conducted for Civil, EEE, ISE and BT and report submitted to the principal
4. Exit survey( in Google form) was rolled out for 2020-21 batch
5. Local inspection committee review was completed in online mode

**Minutes of Meeting:**

AIT/IQAC/2021-22/MOM/2/Agenda 1	AQAR 2019-20 data review : IQAC presented AQAR 2019-20 data before Members and consent was taken for submission of the same on NAAC portal
AIT/IQAC/2021-22/MOM/2/Agenda 1	IQAC coordinator congratulated all the members on successful submission of AQAR 2018-19
AIT/IQAC/2021-22/MOM/2/Agenda 1	Dr Devarajaiah R M , Submitted the status of non-accredited departments before the members and based on SFR and essentials parameters for NBA accreditation it was decided to apply for two UG programs (Aeronautical and Biotechnology) for NBA accreditation in AY 22-23. HODs of two departments were informed to prepare for pre-qualifier.

The chairman of the committee thanked the committee members for attending the meeting.

  
Co-ordinator IQAC

  
Principal  
**PRINCIPAL**  
**ACHARYA INSTITUTE OF TECHNOLOGY**  
Soldevanahalli Bangalore-560 107





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## MINUTES OF MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Date & Time** : 11/12/2021 at 2.00PM

**Reference No:** AIT/IQAC/2021-22/MOM/3

**Location** : Admin Board Room, AIT


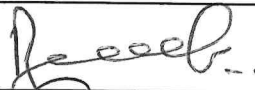


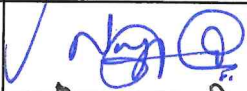
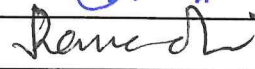


**Duration** : 2hr

### **Agenda:-**

1. Periodic review of NBA Pre-qualifier preparation of AE and BT and SAR documentation
2. Preparation of NBA Compliance Report of 4 UG programs(CSE, ECE, MT and ME)
3. Academic and Admin audit 2020-21
4. ARIIA 2022 registration and NIRF 2022 preparation and data collection
5. Talk on NEP -2020 for provide awareness among faculties
6. Any other issues with the permission of the Chairperson

### **Members Present**

Sl. No.	Name	Designation & Department	Role	Signature
1.	Dr.Prakash M R	Principal, Administration	Chairperson	
2.	Dr.Kerron G Reddy.B	Management Representative	Member	
3.	Dr.Devarajaiah R M	Professor & Head Dept. of MT	Coordinator	
4.	Dr.Lakshmikanth S	Associate Professor, Dept. of ECE	Member Secretary	
5.	Dr.Maneeshpaul	Campus Director	Member	— AB —
6.	Dr Anil B malali	Head QA, Acharya Institutes	Member	
7.	Dr.Rajeswari	Professor & Dean Academics	Member	
8.	Dr.Prashanth C M	Professor & Dean Faculty Development	Member	— AB —
9.	Dr.MuthuKumar	Associate professor & Dean R&D	Member	

10.	Dr.Rajanna K R	Professor & Dean Student Affairs	Member	
12.	Dr.Prakash R	Professor, & HOD Dept. of EEE	Member	
13.	Mr.Marigowda C K	Alumni Coordinator, Associate professor & HOD Dept. of ISE	Member	
14	Dr Mahesh S S	1 <sup>st</sup> year coordinator & Professor, Physics	Member	
15	Dr Nagaraja K C	Assistant Professor , Dept. of ME	Member	
16	Dr.Renuka Devi	Administrative Officer	Member	
17	Mr.Gangadhar	Gram Panchayat Member, Alur	Member from local society	— AB —
18	Mr.VinayAnappa	GM Marketing Chola Turbo Machinery International Pvt Ltd	Member from Industry	
19	Dr H N Ramesh	Professor & Dean Institute of management studies and research, Kuvempu university	Parent Member	— AB —
20	Mr Girish Kumar	Alumni	Alumni Member	— AB —
21	Mr R Pavanshetty	Student, ISE Department	Student member	

**Action taken from previous meeting:**

1. AQAR 2019-20 data collection and collation was completed and after the review of each criteria data it was submitted in Sept 2021. DVV were answered and NAAC accepted AQAR 2019-20 in 05/10/2021
2. The preparation of NBA pre-qualifier was initiated in AE and BT departments



### Minutes of Meeting:

AIT/IQAC/2021-22/MOM/3/Agenda 1	The pre-qualifier document/data of AE and BT department was discussed with members and suggestions were given to respective HODs for improvement. Since AE dept. was new to accreditation process IQAC requested Dr PrakashDabeer, Professor, Dept of ME to mentor them in preparing pre-qualifier and SAR preparation
AIT/IQAC/2021-22/MOM/3/Agenda 2	The NBA accreditation of 4 UG programs (CSE, ECE, ME and MT) is ending in May 2022. Hence it was decided to apply for compliance and respective HODs were informed to prepare Compliance report and periodic review of the progress will be monitored by IQAC team.
AIT/IQAC/2021-22/MOM/3/Agenda 3	Academic and admin audit 2020-21 is tentatively scheduled in March 2022. The list of assessors, list of admin and academic files and Audit evaluation sheets along with complete schedule will be circulated to all departments.
AIT/IQAC/2021-22/MOM/3/Agenda 4	NIRF 2022 data collection process to be started and ARIIA 2022 registration and pre qualifier to be completed on time. Nodal officer for NIRF and ARIIA to be identified for achieving better coordination.
AIT/IQAC/2021-22/MOM/3/Agenda 5	FDP / workshop/talk to be conducted on NEP 2020 awareness, Modern ICT Tools, IPR and innovation and design thinking within next quarter

The chairman of the committee thanked the committee members for attending the meeting.



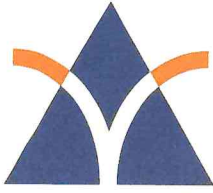
Co-ordinator IQAC



Principal

**PRINCIPAL**

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## MINUTES OF MEETING OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

**Date & Time** : 10/03/2022 at 2.00PM

**Reference No:** AIT/IQAC/2021-22/MOM/4

**Location** : Admin Board Room, AIT


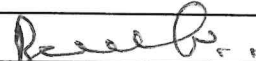



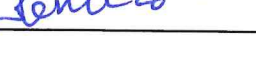




**Duration** : 2hr

**Agenda:-**

1. NIRF 2022 data review and submission
2. Compliance report status and review of 4 UG programs
3. NBA pre qualifier review and SAR preparation
4. FDP to improve teaching pedagogy
5. Awareness program on IEEE membership benefits to students and faculties

### Members Present

Sl. No.	Name	Designation & Department	Role	Signature
1.	Dr.RajathHegde.M M	Principal, Administration	Chairperson	
2.	Mr.Marigowda C K	Vice Principal	Member	
3.	Dr.Kerron G Reddy.B	Management Representative	Member	
4.	Dr.Devarajaiah R M	Professor & Head Dept. of MT	Coordinator	
5.	Dr.Lakshmikanth S	Associate Professor, Dept. of ECE	Member Secretary	
6.	Dr.Maneeshpaul	Campus Director	Member	— AB —
7.	Dr Anil B malali	Head QA, Acharya Institutes	Member	
8.	Dr.Rajeswari	Professor & Dean Academics	Member	
9.	Dr.Prashanth C M	Professor & Dean Faculty Development	Member	— AB —
10.	Dr.MuthuKumar	Associate professor & Dean R&D	Member	

12.	Dr.Rajanna K R	Professor & Dean Student Affairs	Member	
13.	Dr.Prakash R	Professor, & HOD Dept. of EEE	Member	
14	Dr Mahesh S S	1 <sup>st</sup> year coordinator & Professor, Physics	Member	
15	Dr Nagaraja K C	Assistant Professor , Dept. of ME	Member	
16	Dr.Renuka Devi	Administrative Officer	Member	
17	Mr.Gangadhar	Gram Panchayat Member, Alur	Member from local society	
18	Mr.VinayAnappa	GM Marketing Chola Turbo Machinery International Pvt Ltd	Member from Industry	
19	Dr H N Ramesh	Professor & Dean Institute of management studies and research, Kuvempu university	Parent Member	
20	Mr Girish Kumar	Alumni	Alumni Member	
21	Mr R Pavanshetty	Student, ISE Department	Student member	

#### Action taken from previous meeting:

1. NBA preparedness status review of AE and BT department is being conducted periodically by IQAC team. Review and updation of department files is also monitored by team IQAC.
2. The draft compliance report of 4 UG programs are prepared by respective HODs and presented before IQAC and department wise review is being conducted periodically.
3. Admin audit schedule with list of auditors was prepared and audit is scheduled from 7<sup>th</sup> march 2022.
4. DrAsha CN is appointed as NIRF and ARIIA coordinator of the institute and data collection is completed and submission is scheduled after review by IQAC. ARIIA 2022 registration process and pre qualifier data submission is completed .
5. A talk on NEP 2020-Roles of teacher by DrBalaveerareddy, former vice councilor, VTU was organized on 8<sup>th</sup> Feb 2022. In continuation to the talk, it was decided to conduct a lecture series in march to provide awareness among faculties on all aspects of NEP 2020 framework.



## Minutes of Meeting:

AIT/IQAC/2021-22/MOM/4/Agenda 1	NIRF 2022 data was presented before all the members of IQAC and after review, it was decided to submit the NIRF 2022 .
AIT/IQAC/2021-22/MOM/4/Agenda 2	Compliance report of 4 UG programs (CSE, ECE, ME and MT) , prepared by respective HODs is presented before IQAC for review and discussion. A few suggestion were given to respective HODs.
AIT/IQAC/2021-22/MOM/4/Agenda 3	<p>NBA pre qualifier and SAR preparation status of Aeronautical Engineering and Biotechnology departments was presented before the members .An IQAC Team comprising of Dr Rajathhegde -Principal, Dr Rajeshwari -Dean academics, Dr Devarajaiah R M -IQAC coordinator ,Dr Lakshmikanth S -Member secretary –IQAC and Dr PrakashDabeer- Professor , Dept. of ME was formed to conduct periodic review and monitor the preparation of Pre-qualifier and SAR documentation/files.</p> <p>For the Institute level criteria's 8,9 and 10 of NBA-SAR 1<sup>st</sup> year coordinators and Dr Renukadevi, Administrative officer were informed to prepare the documents and provide data to IQAC .</p>
AIT/IQAC/2021-22/MOM/4/Agenda 4	<p>IQAC coordinator informed the members on FDP/Webinar/Talks planned in next quarter</p> <ul style="list-style-type: none"> <li>▪ IQAC in association with chemistry department has planned to conduct two day workshop on use of modern ICT tools for Effective TLP in month of march</li> <li>▪ A lecture series has been planned on NEP -2020 in association with Quality Assurance cell (QA) , Acharya institutes during 8<sup>th</sup>-12<sup>th</sup> March 2022</li> <li>▪ A webinar on awareness on IEEE membership benefits to students and faculties is scheduled in April 2022 by computer science engineering department</li> </ul>
AIT/IQAC/2021-22/MOM/4/Agenda 4	IQAC coordinator informed all the members that administrative audit was completed successfully during 7 <sup>th</sup> - 8 <sup>th</sup> march 2022

The chairman of the committee thanked the committee members for attending the meeting.



Co-ordinator IQAC



Principal

PRINCIPAL

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