



BMS COLLEGE OF ENGINEERING, BENGALURU-19
Autonomous Institute, Affiliated to VTU

**MEETING OF THE NAAC STEERING COMMITTEE MEETING –CYCLE 2
HELD ON 15.08.2017 AT 10.30 AM IN THE OFFICE OF PRINCIPAL**

Members Present	
1	Dr. K MallikharjunaBabu, Principal
2	Dr.B.V.Ravishankar, Vice-Principal
3	Dr. B Kanmani, Dean-Academics
4	Dr.H.S.Guruprasad, Dept. of ISE
5	Dr. M S Dharmaprakash, Dept of CHE
6	Dr.Rangaswamy, Dept of MAT
7	Dr.N.Chowdappa, Chief Librarian
8	Dr.MangalaKeshava, Dept. of CV & Convener –IQAC
Leave of Absence	
1	Dr.RavishankarDeekshit, Dean-Student Affairs
2	Dr.L.Ravikumar, Dept of ME
3	Dr. H N Suma, Dept of ML

At the outset, the Principal extended a cordial welcome to the members and wished them a very Happy Independence Day. The Principal informed that the steering committee has been co-ordinating the compilation and analysis of data related to SSR (Cycle 2). The present meeting is convened in the light of NAAC revising the Assessment and Accreditation Framework (launched in July 2017).

While on the subject, the Principal informed the Director, IQAC to keep the Vice-Principal informed/appraised of all the NAAC related activities and events. In the deliberations that followed the following information were shared:

1. The NAAC has revised Assessment and Accreditation Framework (launched in July 2017). A hardcopy of the Manual of Autonomous Colleges has been provided to all the Steering Committee Members.
2. The revised framework is more ICT enabled and there is drastic reduction in number of questions, size of the report, visit days and so-on.



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The Process

- It is required to submit Information for Quality Assessment (IIQA) online. Duly filled in IIQAs will be accepted by NAAC for further processing and others will be rejected. NAAC will communicate within 10 days
- The Self-Study Report (SSR) to be uploaded along with the IIQA.
- The SSR has to be submitted only online. The Institution should make necessary preparations with the required data, documents before logging on to the SSR online. Careful study of the Manual will be of great help in this regard.
- NAAC will intimate the result to the HEI stating that they have successfully cleared the pre-qualifier within 10 days.
- The quantitative metrics add up to about 70% and the remaining about 30% are qualitative metrics.
- The focus of Peer Team visit will be on the 30% qualitative metrics.
- Concurrently with the Data Validation and Verification the Student Satisfaction Survey will be conducted online by NAAC
- Based on the size and scope of academic offerings of the Institution, the number of days and Experts for onsite visit may vary from 2-3 days with 2-5 expert reviewers visiting the institutions. The visiting teams' role would be very specific in the revised model limited to Qualitative Metrics (QIM). The teams would play an important role in reviewing the intangible aspects.
- Unlike in the past NAAC will not pre-disclose the details of the visiting teams

WINDOW SYSTEM

Applications will be accepted from Institutions during two specified periods in an year,

i.e., May 1st – June 30th

November 1st – December 31st

These two periods are the two "Windows" open for seeking A&A following all procedural details (Submission of IIQA, SSR and peer team visit will be completed during this window itself).



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The Criteria and Key Aspects of assessment, Weightages and reference for providing Data towards Self-Study Report (SSR) are noted hereunder:

CRITERIA	Reference
Criterion I Curricular Aspects (150) Dr. B Kanmani, Dean-Academic	Refer Page 10 to 12 for Key Indicators For SSR Format – Page 45 to 48
Criterion II Teaching-Learning and Evaluation (300) Dr.H.S. Guruprasad, Dept. of IS	Refer Page 12 to 15 for Key Indicators For SSR Format – Page 48 & 54
Criterion III Research, Innovations and Extension (150) Dr. M S Dharma Prakash, CH	Refer Page 15 to 17 for Key Indicators For SSR Format – Page 54 to 62
Criterion IV- Criterion IV – Infrastructure and Learning Resources (100) Dr.N.Chowdappa, Chief Librarian	Refer Page 17 to 18 for Key Indicators For SSR Format – Page 63 to 66
Criterion V Student Support and Progression (100) Dr.RavishankarDeekshit, Dean-Student Affairs	Refer Page 18 to 19 for Key Indicators For SSR Format – Page 67 to 71
Criterion VI: Governance, Leadership and Management (100)	Refer Page 19 to 20 for Key Indicators For SSR Format – Page 71 to 76
Criterion VII Institutional Values and Best Practices (100) Dr. H N Suma, Dept of ML	Refer Page 20 to 22 for Key Indicators For SSR Format – Page 76 to 80
Evaluation Report of the Departments Dr.Rangaswamy, Dept. of MAT	Refer Page 82 To conduct review as per the revised/reduced format and submit the data accordingly.
Preface, Executive Summary, Profile of the Institution and Compliance Report on NAAC Peer observations Dr.MangalaKeshava, Director-IQAC	Executive Summary (Page 36) Profile of the College (Page 37 to 43)

The Principal informed the members to start compiling the data before hand i.e. before submitting IIQA. The Principal asked the Members to conduct meetings with Head of the Departments and Departmental IQAC Co-ordinators and various unit heads and ensure that the data is collected and kept ready.



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1. The Steering Committee members were asked to list out the documents/records to be obtained from central office and provide the same to the IDS section immediately. The Principal and Vice-Principal will monitor the timely submission of the data from various sections in the prescribed format within the time limit.
2. The Director, IQAC was asked to specifically create an online group of Steering Committee Members to share related information.
3. In the light of Dr.L.Ravikumar assuming charge as Institutional Research Co-ordinator, it was decided that compilation and analysis of data pertaining to Criterion VI: Governance, Leadership and Management would be carried out by the office of Principal.

It was decided to conduct a meeting on 11.09.2017 to review the criterion-wise data. The members were instructed to ensure complete preparedness and present the same in the prescribed format alongwith supporting data.

The Principal reiterated that preparation of SSR is an important academic activity and the data should highlight the strengths under each criterion which shall invariably result in the institution getting good grade. The Post Accreditation Activities / Accomplishment shall project the effort of the institute towards continuous improvement and making good academic progress for the (post-accreditation) period.

NAAC is a very important academic activity of the Institution and in a way evaluates the institutional effectiveness in all the parameters/criterion.

The Principal lauded the efforts of the steering committee and requested them to continue their efforts in completing the process of collection of data and present them in the prescribed format during the evaluation meeting to be held on 11.09.2017. The Principal also appreciated them for sparing their time on a holiday.

The Principal thanked the members for their presence and participation in the deliberation.

Mangale Keshava
DIRECTOR, IQAC