



B.M.S. COLLEGE OF ENGINEERING, BENGALURU-19

Autonomous Institute, Affiliated to VTU

MINUTES OF THE MEETING REGARDING THE DEPARTMENTAL CO-ORDINATORS OF INTERNAL QUALITY ASSURANCE CELL [IQAC].

Date: 21.10.2019

Venue: Radhakrishna Hall

Time: 3.00 P.M

Members Present

| SNo | Department | Name |
|-----|---------------------------------|---------------------------|
| 1 | Principal | Dr.B.V.Ravishankar |
| 2 | Civil Engineering | Dr.Geetha Kuntoji |
| 3 | Mechanical Engineering | Dr.R Suresh Kumar |
| 4 | Electrical Engineering | Dr.Chandasree Das |
| 5 | Industrial Engg & Mgmt | Mayur Appaiah |
| 6 | Computer Science | Dr.G.R.Prasad |
| 7 | Information Science | Dr.R.Roopa |
| 8 | Electronics & Telecommunication | Dr.C Gururaj |
| 9 | Electronics & Intn Engg | S Kumuda |
| 10 | Medical Electronics | Dr.Joshi Manisha Shivaram |
| 11 | Chemical Engineering | Dr.Chetan A Nayak |
| 12 | Bio-Technology | Dr.Saisha Vinjamuri |
| 13 | Chemistry | Dr.G Madhu |
| 14 | Mathematics | P Gomathi |
| 15 | MCA | T.S Pushpa |
| 16 | MBA | Dr.S.Manoharan |

The Principal, BMSCE extended a cordial welcome to the members. The Principal stressed that role of the IQAC Departmental coordinators is crucial in ensuring the effective functioning of the IQAC.

The Principal shared the following information.

- Due to medical reasons, Dr.Managala Keshava is on leave uptill 11.11.2019. Dr.S.Manoharan, faculty, Department of MBA will look after and duties of Dr.Managa Keshava during the said period. He is entrusted with the important job of completing the Annual Quality Assurance Report (AQAR) for the year 2018-19. I wish you all extend total support to Dr.Manoharan in successfully completing AQAR for the year 2018-19
- AQAR gives overall picture of the institutional growth in all the seven criteria's identified by NAAC. It also provides systematic data with respect to various improvements to be taken up by the institution. The AQAR is also the Annual report of the Institution. The AQAR will be vetted through the Board of Governors and Academic Council.



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- The Principal also solicited complete co-operation and support of all the members to successfully facilitate the NBA Peer Team visit scheduled from 06.12.2019 to 08.12.2019 to evaluate the following five PG Programmes.

| | |
|---|---|
| 1 | Manufacturing Science & Engg. |
| 2 | VLSI & Embedded Systems |
| 3 | Bio-Medical Signal Processing and Instrumentation |
| 4 | Master of Business Administration |
| 5 | Master of Computer Applications |

The AQAR 2018-19 will be presented before the visiting NBA expert team. The process of submission of departmental data towards AQAR to be completed at the earliest.

- The process of MHRD - National Institutional Ranking Framework (NIRF 2020) has already commenced. Dr.G.Madhu, Faculty of Chemistry is the NIRF Nodal office of the Institution. The IQAC office will be co-ordinating the job of compiling the data. Departmental Co-ordinators shall extend complete support to the NIRF Nodal Officer and IQAC office in this regard.
- The Principal informed the members that the Department of management studies and Research Center, BMSCE is ranked 23 among the outstanding B Schools of Excellence category (GHRDC-CSR B School Survey 2019) which is also third in Karnataka state and has been ranked as 14th by sector. The results have been published in November 2019 issue of 'Competition Success Review Magazine'.
- The Principal informed the co-ordinators to keep their respective HODs informed on all aspects relating to data submission and outcome of various IQAC related meetings.

Dr.Manoharan then presented the metric wise data requirement from the Departments.

Dr.Manoharan informed the members that henceforth the institution need to mandatorily submit the AQAR (Annual Quality Assurance Report) online every year.

- NAAC launched Revised Accreditation Framework since July, 2017 and hence AQAR format was also modified, in cognizance with the new methodology.
- The tools and parameters designed in the new AQAR format are in such a way that the preparation of AQAR would facilitate the colleges for upcoming cycles of Accreditation. Hence the data provided for the AQAR 2018-19 will be the data for SSR for the said period in the Third Cycle of Accreditation.

The AQAR period would be the Academic Year commencing from July 1, 2018 to June 30, 2019.



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Dr.Manoharan briefed the members on the following steps for Filing departmental data:

1. For data entry date format is dd.mm.yyyy only
2. The last date for submission of data in softcopy to IQAC@bmsce.ac.in is 06.11.2019.
3. The co-ordinators shall maintain necessary supporting documents (scanned copy) for each of the metrics and submit the same as and when sought for.
4. The softcopy of the data templates has already been shared. The data to be provided in Excel Sheet strictly adhering to the set formats. For few specified templates, the data may be provided in MS Office format.
5. The information/Data/Achievements related TEQIP project pertaining to the respective departments may be obtained and suitably included.
6. With regards to Proctor-Proctee Ratio (AQAR Metric: 2.3.2), the first year students (mentees) shall be considered under parent department.
7. The institution level data to be collected and facilitated by the IQAC Office.

In the deliberations that followed, Dr.Manoharan briefed the members on the terms used in the AQAR format and the data to be filled. The data related to each metrics were discussed in details with specific reference to the data provided in the previous AQARs. Dr.Manoharan requested the members to feel free to approach him on any needed clarifications.

The meeting concluded with thanks to the Chair.


PRINCIPAL

