



NITTE
(Deemed to be University)

**NMAM INSTITUTE
OF TECHNOLOGY**

Nitte (DU) established under Section 3 of UGC Act 1956 | Accredited with 'A+' Grade by NAAC

INTERNAL QUALITY ASSURANCE CELL [IQAC]

MINUTES OF MEETING

Date: 27 January 2023

Time: 11:00 am

Venue: Board Room

Members Present:

1. Dr. Niranjan N Chiplunkar - Chairman
2. Dr. Shrinivasa Rao B R
3. Dr. I.R. Mithanthaya
4. Mr.Yogeesh Hegde
5. Dr. Sudhakar Shetty
6. Dr. Sridevi Saralaya
7. Shri. Bola Rahul Kamath
8. Dr. Sitaram Nayak
9. Dr. Kiran Kulkarni [*Attended online using Microsoft Teams Meeting Link*]
10. Dr. Subrahmanya Bhat K
11. Dr. Arun Kumar Bhat
12. Dr. Srinath Shetty
13. Dr. Vidya S.M - IQAC Coordinator
14. Dr. Venugopal P S
15. Dr. Jnaneshwar Pai Maroor
16. Dr. Ajith Hebbale
17. Shri. Keshava Mugeraya
18. Mr. Govinda Raj
19. Mr. Sudhakar K.
20. Mr. Sonal Shashikanth



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IQAC Agenda

1. To confirm the Minutes of previous IQAC meeting held on 17 August 2022
2. To discuss Action Taken Report IQAC meeting on 17 August 2022
03. Discussion on Course outcome for the Academic year 2021-22 and Action taken for courses with less attainment
04. Discussion on Results Analysis and Stakeholder's feedback analysis
05. Submission of AQAR for the Academic Year 2021-22
06. Any other matter with the consent of the Chair

Welcome by Chairman-IQAC –

- Dr. Niranjana N. Chiplunkar, Principal & Chairman-IQAC opened the meeting and welcomed all the internal members present in the Boardroom. He welcomed the external members Dr. Sudhakar Shetty, President –Ajekar Padmagopal Education Trust, Dr. Sridevi Saralaya, Professor and Head-Computer Science and Engineering at St. Joseph Engineering College (Autonomous), Mangaluru and Shri. Bola Rahul Kamath, Director, Bolas Agro Pvt. Ltd. He also welcomed and introduced VTU Nominees i.e. Dr. Sitaram Nayak, Professor, Department of Civil Engineering, NITK, Surathkal and Dr. Kiran Kulkarni, Scientist, CSIR-National Chemical Laboratory, Pune.

Action taken report of the IQAC meeting held on 17 August 2022 -

- Dr. Vidya S.M presented the action taken report of the previous meeting for IQAC Approval and the members accepted the action taken report.
- As a part of IQAC Action taken for the Academic year 2022-23, Dr. Vidya S.M presented the Faculty training need analysis that was received from all the Departments.
- Dr. Niranjana N. Chiplunkar highlighted that Civil Engineering Department has not filled-in the Training programs attended by the staffs. He urged Dr. Arun Kumar Bhat, Head, Civil Engineering Department to ensure that data must be duly filled-in and not be left blank. He additionally sought clarification on what the word "In-progress" meant while noting down the Training program attended data submitted by the Department of Electrical and Electronics engineering. Dr.



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Sitaram Nayak opined that the training program attended details must be clearly mentioned and to refrain from using “In-progress” as it is a vague term.

- Dr. Niranjana N. Chiplunkar appreciated the effectiveness of the flipped class courses conducted by the Department of Electrical and Electronics engineering, wherein the pre-recorded videos of laboratory experiments were made accessible to all the students. He added that this mechanism would help students prepare well and understand concepts prior to conducting the laboratory experiments.
- Dr. Vidya S.M showed the Memorandum of Understanding (MoU) format as per the AICTE’s requirements. She added that the same has already been shared with all the Department Heads. Dr. Niranjana N. Chiplunkar opined that almost all the MoUs have similar formats and that the Institution considers the other party requirements before finalizing the MoU Documentation. He stated that the purpose of MoU indicates a non-binding agreement wherein the parties have reached an understanding and are ready to move forward.

Preparation of AQAR for the Academic year 2021-22–

- Presenting the status of NAAC AQAR submissions, Dr. Vidya S.M stated that online entry of data for Academic year 2021-22 is almost ready and stated that the last date of uploading is by 28 February 2023. She added that this data pertains to August 2021 - July 2022. She stated that the details are currently being checked internally to ensure that no erroneous data is uploaded onto the NAAC portal.
- Dr. Niranjana N. Chiplunkar sought clarification if any efforts were done to compare the data that was uploaded for Academic year 2020-21 with the data that will be uploaded for Academic year 2021-22. He stated that this exercise would be fruitful and provides insights to continuous improvements. He requested her to check the same with college NAAC team. Dr. Sridevi voiced out and agreed to the points highlighted by Dr. Niranjana on continuous improvements.
- Dr. Niranjana N. Chiplunkar opined that efforts have been put in building-up Institution’s NIRF and hoped that similar efforts have been put up in building AQAR as well. Dr. Ajith Hebbale responded by stating that NIRF contains 3-year data and that for NAAC complete details are collected only for a year. For AQAR, Journals and conference proceedings are segregated and that for NIRF, data are directly taken from SCOPUS Database.



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- Dr. Sitaram Nayak stated that any faculty attending Seminars / conferences sponsored by the college must share the inputs with the other colleagues of the Department in the form of Knowledge sharing presentation. Also, a brief report of the same must be maintained.

Convert Student project reports into technical paper -

- Dr. Vidya S.M stated that circular dated 18 August 2022 was sent to all the faculty regarding converting students project report to technical paper. He mentioned that another circular would be sent referring to the circular that was sent on 18 August 2022 for follow up of progress.
- Dr. Ajith Hebbale stated that there are various Indexed conference proceedings, which could be considered for publishing papers authored with project students. Dr. Niranjana N. Chiplunkar added that faculty guides must be proactive and take responsibility for Student project paper publications. He mentioned that Technology is getting so advanced that there is AI powered software [Jasper Ai] that writes contents any given topic. It allows you to write blog posts, articles, and even poems, and it will generate content automatically to match your writing style & tone.
- Shri. Bola Rahul Kamath opined that publishing paper should not be the only goal of the faculty and that faculty and students jointly must try to develop something that is useful to the society. He urged faculty that projects must lead to building at least a prototype.
- Dr. I.R. Mithanthaya mentioned that the purpose of Internship is to connect to the society. It is the duty of the faculty mentor to create this interest amongst their student mentees.
- Dr. Sudhakar Shetty spoke about the “Lab to Land” concept and urged that faculty guides must see what was done and identify undone matters in a given project, and advise new project students on driving the undone matters, rather than taking-up all together a different topic. Agreeing to this, Dr. Niranjana N. Chiplunkar stated that serious efforts need to be taken at Institutional level on extending the existing projects.
- Giving an example of KCST-FPP, Dr. Vidya S.M stated that continuous projects are being given to the faculty members by KSCST now as students keep changing. Dr. Sridevi Saralaya highlighted that, many projects on which KSCST reverted to the college faculty and students to do some additional research and development, most of the colleges did not respond back stating that



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faculty/ students have left the college and expressed their inability to drive this further.

- Dr. I.R. Mithanthaya stated that it is the responsibility of the faculty guides to take full details and control of the project as students leave the college after completing the course.
- Dr. Sudhakar Shetty expressed his concern on poor quality of research projects and urged that students must spend more quality time on Literature survey and identifying the research gaps.
- To improve the Quality of research, Dr. Kiran Kulkarni sought clarification on if the college has access or has subscribed to the Journals. He additionally asked if the college has subscribed to E-subscription to the DeLCON Consortium access to sciences related e-journals? Dr. Niranjani N. Chiplunkar replied that the same needs to be checked with the college Librarian, and added that the college is a part of VTU consortium under Visvesvaraya Technological University that provides access to 570+ e-Journals and 4900+ e-Books.
- Dr. Kiran Kulkarni appreciated that college faculty and stated that they are very capable of doing quality research work. He urged them to pass on the excitement to the students as well.
- Dr. Niranjani N. Chiplunkar stated that the college now has 10 Full-time Ph.D Research scholars who are being paid stipend. He mentioned that the numbers of Full time scholars would increase after the second round of admissions for Ph.D, for which advertisements have already been rolled out.

Documents to be contained in the course file -

- Dr. Vidya S.M stated that the List of documents both theory and lab courses to be included in course file was emailed to all faculty. Dr. Niranjani N. Chiplunkar stated that there is now more clarity on course file.

Analysis of Course Outcome (CO) Attainment -

- Dr. Vidya S.M presented the Analysis of Course Outcome (CO) Attainments received from various departments. She added that a threshold was set as 60% of allotted mark and that a target of 3 on a scale of 5 was used to identify whether a CO is attained or not for the academic year 2021-22.
- Dr. Niranjani N. Chiplunkar stated that CO attainment for the Last unit is usually low as students do not take the last unit seriously and that faculty do not get enough class to complete the last unit. He mentioned that circular will be sent to Heads for Analysis of Course Outcome (CO) Attainment for Odd Semesters



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- i.e. 3, 5 and 7 of 2022-23 and also to submit improvement status of courses with less attainment in the ODD Semester of 2021-22
- Dr. Niranjana N. Chiplunkar expressed his concern on attainment of zero outcome for the CO5 for the course 20CS405: Microprocessor & Peripherals.
 - Dr. Sudhakar Shetty advised on using MCQs for unit 5 in order to improve performance as well as CO attainment. He urged faculty to give more attention, guidance and quality time to the students, below average students in particular. He felt that the basic mentality of the students is to bunk class and that even 75% attendance is good considering the current generations attention span. He added that good student's opinion/ views could be sought by the college on curriculum design and development.
 - Dr. I.R. Mithanthaya mentioned that currently faculty members are given enough time to complete the syllabus. There is an increase in the contact hours. He stated that this is possible as the number of credits is reduced from 175 to 160 under the new scheme. He urged faculty to utilize the extra hours in solving additional problems in the class.
 - Dr. Niranjana N. Chiplunkar expressed his concern on non-receipt of the Analysis of Course Outcome (CO) Attainments from the Department of Computer & Communication Engineering.
 - Sharing best practice for the subject IoT, Dr. Venugopal P S mentioned that this has Self-study component and practical component. He stated that faculty in the class either plays role as an end-user or as a project manager. Students spend 10-15 mins in a class making presentations and demonstrations. Appreciating the efforts, Dr. Niranjana N. Chiplunkar stated that the best practices must be institutionalized.

Report on Stakeholder's Feedback on Curriculum -

- During the discussion on feedback from students on curriculum, Shri. Bola Rahul Kamath mentioned that parents and students are not the right people to comment on these matters. Instead, he urged the college to see Global Best Institutions as a benchmark.
- Dr. Niranjana N. Chiplunkar stated that parents' feedback is being sought for as per statutory requirements. Also, he highlighted the instance where in parents are interested in the curriculum, he mentioned that most of the parents who admit their wards to courses on Artificial Intelligence and Data Science Engineering seek queries on curriculum as most of them are Data scientists themselves.



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Any other matters:

Academic Internal Audit of the year 2021 Even Semester -

- Dr. Vidya S.M briefed about the Academic Internal Audit that was conducted and mentioned that there were no major concerns highlighted by the Auditors.

FDP Programs conducted by IQAC -

- Dr. Vidya S.M mentioned that several FDPs were conducted during the year. She shared a brief report of the various FDPs conducted.
- Dr. Niranjan N. Chiplunkar stated that Nitte Engineering Education Unit (NEEU) has been inaugurated and that all the engineering related matters come under its ambit.

The coordinator concluded the meeting at 12:30 PM with a note of gratitude to all concerned for their participation and suggestions.

Coordinator-IQAC

Chairman-IQAC
