Summary					
Meeting	IQAC Meeting				
Meeting Conducted By	Dr. J. Shivakumar				
Date	23-08-2025	From	12:00 noon	To	1:00 pm
Location	Sir M. V. Hall	Note Taker	Dr. Raghavendra	Duration	1 hr

Agenda

1. Review of Previous meeting and action plan
2. Updates on Quality Initiatives by the various departments during last semester
3. Updates on Academic Audit
4. Updates on NAAC/ NBA Preparation
5. Updates on Faculty Development Programs
6. Updates on Student Feedback and Surveys
7. Updates on Research and Development
8. Updates on Industry Partnerships and Collaborations
9. Any Other Matters with the permission of the chair

Attendance List			
Sl. No.	Name	Present	Signature
1	Dr. J. Shivakumar	yes	
2	Dr. Raghavendra P. Bakale	Yes	
3	Dr. Rajashekhargouda Patil	Yes	
4	Dr. B. V. Hubballi	Yes	
5	Dr. Sanjeev Sangami	Yes	
6	Dr. Uttam Patil	YES	23/8
7	Dr. S. Rohitraj		
8	Dr. Venkatratnam Chitturi	Yes	23/8
9	Dr. Prashant Patil	Yes	
10	Dr. Sachinkumar	Yu	23/08/25
11	Dr. Praveen Banasode	Yes	
12	Prof. Vinayakumar R. Bagali	Yes	
13	Mr. Santosh Khatwate		
14	Mr. Vinayak Patki	Yes	V.S.Patk
15	Dr. Ratan Patil (Invited)	Yes	
16	Dr. Mithun (Invited)	Yes	23/8/25
17	Dr. Manuprasad B.K. (Invited)	Yes	
18	Dr. Shivkumar M.A. (Invited)	Yes	23/8/25
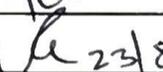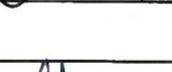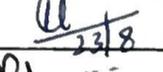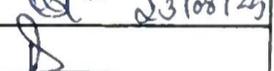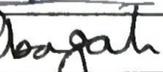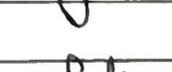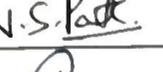
Meeting Notes

1.	**Review of Previous meeting and action plan**

Principal Sir verified the quorum and started the meeting with greeting everyone and reviewing the previous IQAC meeting.

Status of the tasks of the previous IQAC meeting :

T_1:	Reconstitution of various college committees: Completed on 31-07-2025.
T_2:	Addressing the new committee coordinators about their roles and responsibilities: Completed on 19-08-2025.
T_3:	Prepare the schedule of various committee meetings for the next semester-: Completed on 31-07-2025.

2.	**Updates on Quality Initiatives by the various departments during last semester**

- o Each HOD presented their department's initiatives, highlighting key achievements and progress.
- o Principal Sir expressed appreciation for the initiatives taken by all departments, acknowledging the efforts made to enhance quality in various areas.
- o Upon reviewing the initiatives, it was observed that most of the initiatives mentioned were qualitative in nature.
- o To enhance accountability and measurement of these initiatives, the Principal directed the IQAC Coordinator to develop a common format for discussing quality initiatives in a more quantitative manner. This format will enable departments to track progress, set targets, and evaluate the effectiveness of their initiatives.

3.	**Updates on Academic Audit**

- o The Dean Academics provided an update on the academic audit process, stating that regular audits are being conducted for each department as per the established protocol.
- o Principal Sir appreciated each department for getting audited regularly to maintain high academic standards.

4.	**Updates on NAAC/ NBA Preparation**

- o **NBA Preparation**: The NBA preparation process began in the month of June, with weekly compliance meetings held every Friday at 3:30 PM to ensure progress and address challenges.
- o **External Expert Review**: Plans are underway to invite an external expert for a review within the next month to assess the readiness and provide valuable feedback.
- o **Data Preparation**: Data preparation is in progress, including CO-PO mapping, to ensure that all necessary data is accurately compiled and mapped.
- o **NBA Document Updating**: The NBA document updating process was initiated last year, and a mock audit was completed by an external person. A second external audit is planned for next month, with a tight schedule for updating sub-criteria.
- o **Collaboration**: Criteria owners of Civil and Electrical departments are informed to collaborate with each other.
- o **NBA Accreditation of Mechanical department:**
- o a) The department has identified the criteria coordinators.
- o b) Meeting with the coordinators is yet to be initiated.
- o c) Rejuvenation of Gokart and Udaan club is underway.
- o **Challenges**: Challenges have been identified in two key areas:
  a) **CO Attainment**: Ensuring COs are being effectively attained by students.
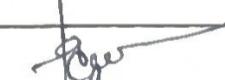 b) **CO Identification**: Accurately identifying and defining COs for each course.

5.	**Updates on Faculty Development Programs**
	o All HODs updated on the number of FDPs conducted by their department, upcoming FDP details and the details of the FDPs attended by their staff. o Principal Sir encouraged HODs to conduct more FDPs o Principal Sir informed the HODs about the "VAANI FDP", a Faculty Development Programme funded by the AICTE-VAANI scheme, which provides financial assistance to institutions for organizing workshops and seminars in Indian regional languages to promote technical education and innovation.
6.	**Updates on Student Feedback and Surveys**
	o Student feedback and surveys are being regularly conducted and analyzed to ensure continuous improvement. o The results are being used to identify areas of improvement and implement necessary changes.
7.	**Updates on Research and Development**
	o The R&D coordinator updated on the following: a) Upcoming events (FDP, webinar, knowledge sharing session) b) Research publications and incentives c) Ph.D. coursework and research achievements d) Funding proposals and conferences e) Research scholars and supervisors f) IPR and patents g) Notable awards (Samsung Innovation Challenge)
8.	**Updates on Industry Partnerships and Collaborations**
	The Industry Collaboration and MOUs update included: a) Total active MOUs across various departments with details on active and non-active statuses. b) NSDC skill training: 240 students trained in 2023-24, with 17 mechanical students certified in 3D printing. c) Jain University collaboration: 240 students trained as IT administrators, with over 100 ECE and CSE students certified.
9.	**Any other matter with the permission of the**
	o **The Course Outcome Standardization update included:** a) Institution-wide decision to standardize all subjects to five Course Outcomes (COs) per NBA recommendations. b) Mathematics department created five COs for subjects with previously only three COs. c) Chemistry department drafted a fifth CO for non-civil streams, while civil streams already had five COs. o **NAAC Awareness Session:** Principal Sir accepted the request to conduct a NAAC Awareness Session. o **Inclusion of New Members:** The proposal to include Dr. Mithun and Dr. Ratan Patil in the IQAC committee is accepted by all the members.

Outcomes of the Meeting

Sl. No	Task	Person Accountable	Timeline	Status
1	To prepare a common format for quantitative discussion of quality initiatives.	IQAC Coordinator	31-08-2025	
2				
3				

Principal and Director

Summary					
Meeting	IQAC Meeting				
Meeting Conducted By	Dr. J. Shivakumar				
Date	06-02-2026	From	3:15 pm	To	4:15 pm
Location	Sir M. V. Hall	Note Taker	Dr. Raghavendra	Duration	1 hr

Agenda

1. Review of Previous meeting and action plan
2. Updates on Quality Initiatives by the various departments during last semester
3. Updates on Academic Audit
4. Updates on NAAC/ NBA Preparation
5. Updates on Faculty Development Programs
6. Updates on Student Feedback and Surveys
7. Updates on Research and Development
8. Updates on Industry Partnerships and Collaborations
9. Admission Strategies implementation
10. Updates on Academics
11. Any Other Matters with the permission of the chair

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Sl. No.	Name	Present	Signature
1	Dr. J. Shivakumar	Yes	
2	Dr. Raghavendra P. Bakale	Yes	
3	Dr. Rajashekhargouda Patil		
4	Dr. B. V. Hubballi		
5	Dr. Sanjeev Sangami	Yes	
6	Dr. Uttam Patil	YES	
7	Dr. S. Rohitraj	Yes	
8	Dr. Venkatratnam Chitturi	Yes	6/2
9	Dr. Prashant Patil	Yes	
10	Dr. Sachinkumar	Yes	06/02/06.
11	Dr. Praveen Banasode	Yes	6/2/2026
12	Prof. Vinayakumar R. Bagali	Yes	6/2/2026
13	Mr. Santosh Khatwate		
14	Mr. Vinayak Patki		
15	Dr. Ratan Patil	Yes	
16	Dr. Mithun B.M.	Yes	

Meeting Notes
Principal Sir verified the quorum and started the meeting by greeting everyone.

Status of the tasks of the previous meeting :	
T₁:	To prepare a common format for quantitative discussion of quality initiatives.: **Completed**

2.	**Updates on Quality Initiatives by the various departments during last semester**
	Each HOD presented their department's initiatives, highlighting key achievements and progress.
	o Principal Sir expressed appreciation for the initiatives taken by all departments, acknowledging the efforts made to enhance quality in various areas.
	o Principal Sir directed all the HOD's to conduct more quality initiatives in the next and maintain the records of all in the prescribed format.
	o Principal Sir directed all the HOD's to share the soft copy of all the quality initiatives of their department to the IQAC coordinator.
3.	**Updates on Academic Audit**
	In absence of the Dean Academics principle sir provided an update on the academic audit as follows, regular audits of EC, EE, CV, ME, MCA departments have been conducted as per the established protocol.
	Academic Audits of CS, AIML and MBA Department is planned in the next week.
4.	**Updates on NAAC/ NBA Preparation**
	o Civil, mechanical and electrical departments have submitted the PQR and it has got approved on 06-02-2025.
	o Next these departments must prepare and submit the SAR within next 60 days
	o All the departments are carrying out NAAC related work on regular basis.
5.	**Updates on Faculty Development Programs**
	Principal Sir noticed that the reports of the Faculty development programs from some of the departments is not being submitted in time and urged all the HOD's to inform all the event coordinators to document the reports of the events in the prescribed format and submit soft copy of it to the IQAC coordinator, for proper tracking and review.
6.	**Updates on Student Feedback and Surveys**
	Principal sir expressed happiness as the
	o Student feedback and surveys are being regularly conducted and analyzed to ensure continuous improvement.
	o The results are being used to identify areas of improvement and implement necessary changes.
7.	**Updates on Research and Development**
	The Dean R&D updated on the following:
	a) Upcoming events (FDP, webinar, knowledge sharing session)
	b) Research publications and incentives
	c) Ph.D. coursework and research achievements
	d) Funding proposals and conferences
	e) Research scholars and supervisors
	f) IPR and patents
	Principal Sir directed Dean R & D to share the soft copy of all the above mentioned details to the IQAC coordinator.

8.	**Updates on Industry Partnerships and Collaborations**	

	The Dean R&D updated on the following:
	The Industry Collaboration and MOUs update which included:
	   a) Total active MOUs across various departments with details on active and non-active statuses.
	   b) Skill training details of the students
	
	o There are 41 MoUs across departments, with only 23 active and 18 inactive, highlighting the need to focus on utilization rather than quantity.
	o Active MoUs have facilitated guest lectures, webinars, workshops, internships, and industrial projects, contributing to skill development.
	o Emphasis was placed on converting inactive MoUs into active collaborations.
	o Principal Sir directed Dean R & D to share the soft copy of all the above mentioned details to the IQAC coordinator.	

9.	**Admission Strategies implementation**	
	o One-page report to be submitted by HOD's on or before 10-02-2026, detailing branding efforts and departmental initiatives. o Admission team has been formed by the principal sir that includes specialized committees for presentation, reception, and branding, with faculty members assigned to visit colleges. o Presentation strategy for college visits should focus primarily on helping PUC students how to crack entrance examinations rather than extensive engineering program details, with college information reserved for the final slide. o Social media presence enhancement by sending examination tips and motivational messages to PUC students across the Balagavi region, with faculty contact information provided for interested students.	
10.	**Updates on academics**	
	o **Innovative Teaching:** Regular classes conducted using effective, innovative pedagogy o **Hands-on Learning:** Study tours, seminars, projects, and workshops organized to enhance practical skills. o **Attendance Monitoring:** Regular tracking on ERP, with action taken on students with poor attendance. o **Parental Engagement:** IA marks shared with parents regularly; online/offline parent-teacher meetings held for feedback. o **Exam Guidance:** Students guided (especially first year students) and monitored for exam form filling. o **Mentoring:** Regular campus and student mentoring, updated on ERP. o **Result Analysis:** Post-exam analysis done, corrective actions taken as needed.	

Outcomes of the Meeting

Sl. No	Task	Person Accountable	Timeline	Status
1	Share the soft copy of all the quality initiatives of the department to the IQAC coordinator	HOD's	On or before 10-02-2026	
2	Event coordinators to document the reports of the FDP's in the prescribed format and submit soft copy of it to the IQAC coordinator	HOD's	On or before 10-02-2026	
3	Share the consolidated details of Research and Development activities to the IQAC coordinator	Dean R & D	On or before 10-02-2026	
4	Details of Industry Collaboration and MOUs update	Dean R & D	On or before 10-02-2026	
5	One-page report to be submitted to the principal sir, detailing branding efforts and departmental initiatives.	HOD's	On or before 10-02-2026	
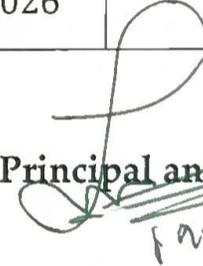
Principal and Director

Principal And Director
Jain College of Engineering
Belagavi 590014