



BANGALORE TECHNOLOGICAL INSTITUTE

(An ISO 9001:2015 Certified Institute)

Kodathi Village, Varthoor, Hobli, Bangalore East Tq, Bangalore Urban District,
Bangalore - 560 035, Karnataka

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www.btibangalore.org

Phone: 7090404050

Internal Quality Assurance Cell (IQAC)

Ref No: BTI/IQAC/23-24/ODD/003

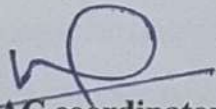
Date: 09.06.2023

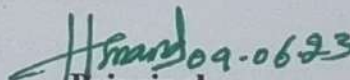
CIRCULAR

A meeting is proposed to be convened with all the members of IQAC at 10.00 am on **15-06-2023** in the Seminar Hall. All the members are requested to make it convenient to attend the same.

Agenda:

1. Introduction of IQAC members and changes in members
2. Academic council meeting and change in IQAC coordinator-selection
3. NAAC Accreditation process and status with experts discussions
4. Innovation in Teaching and learning process and status
5. Faculty activities and achievements and workshops plans.
6. Internal assessment and question papers setting ISO auditing.
7. Value added course and NPTEL courses to enroll and insist more students and staff.
8. Training and Placement activities -to invite noted companies-analysis.
9. Academic and administrative audit by IQAC.
10. Purchase of New PCs and rearrangement of cells and other works-carpentry works in new labs


IQAC coordinator


Principal

Copy to: All HoD's and IQAC Members



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Date: 19th June 2023

Internal Quality Assurance Cell (IQAC)

MINUTES OF THIRD MEETING OF IQAC HELD ON 15th June 23

The 3rd meeting of the Internal Quality Assurance Cell (IQAC) was held at 10.00 am on 15-06-2023 at seminar hall.

The Following Members were Present:

S. No	Name	Designation	Position	Signature
1	Dr. H S Nanda	Principal	Chairperson	
2	Dr. R Bala Sundar Rao	HoD- ME	Coordinator	
3	Dr. Sohan Kumar Gupta	HoD- CS	Faculty Representative	
4	Dr. B. M. Ramalinga Reddy	HoD- CV	Faculty Representative	
5	Prof. Deepa T	HoD- EC	Faculty Representative	
6	Mrs. Gigi Susan George	AP-CV	Faculty Representative	
7	Dr. Mohamed Saleem	Asso. Prof. - ME	Faculty Representative	
8	Mrs. Ambica V	AP-EC	Faculty Representative	
9	Mr. Saravanakumar T	HoD-BS	Faculty Representative	
10	Dr. Riya Kini Jacob	PO	Faculty Representative	
11	Mr. Raghukumar	AO	Administrative officer	
12	Mrs. Ranjana Jha	Admissions In charge	Administrative officer	
13	Mr. Vishwanath Reddy	Kasavanahalli	Nominee from Local Society	
14	Mr. Prithvi Narayana Reddy	Student	Nominee from Students	
15	Ms. Avishka Tomar	Alumni	Nominee from Alumni	
16	Mr. Shashikiran	Managing Director, Arushi Green Energy (India) Private Limited, Bangalore-104	Nominee from Industrialists	
17	Mr. Govinda Swamy	Parent	Nominee from Stakeholders	

Meeting Agenda:

1. Introduction of IQAC members and discussions with changes in members
2. Academic council meeting and IQAC coordinator replacement
3. NAAC Accreditation process and status with experts' discussions
4. Innovation in Teaching and learning process and status
5. Faculty activities and achievements and workshops plans.
6. Internal assessment and question papers setting ISO auditing
7. Value added course and NPTEL courses to enroll and insist more students and staff.
8. Training and Placement activities and analysis.
9. Academic and administrative audit by IQAC. -to invite noted companies.



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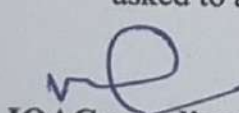
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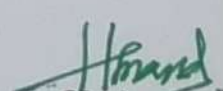
Phone: 7090404050

10. Purchase of New PCs and carpentry works in new labs

The Following are the points discussed:

1. The chairperson introduced all the IQAC members for the academic year 2023-24, as well as the prime responsibilities which include initiating, planning and supervising the numerous academic activities that are necessary to improve the quality of education provided at our institution
2. Discussed on change of IQAC coordinator in view of various works and decided after management directions with effect from August 2023.
3. All HoD's are asked to initiate the preliminary work for the NAAC accreditation process with the help of experts.
4. The faculty members are asked to initiate Innovation in the teaching and learning process and plan to depute.
5. The committee has instructed all HoD's to promote Faculty Development Programs and to conduct some workshops
6. The committee insisted to obtain feedback from students in accordance with university norms for future improvements and also to evaluate rigorously.
7. The committee has demanded faculty orientation programs be organized as well as performance appraisal form to be submitted.
8. Internal assessment test question papers setting is based on course outcomes as mentioned in the syllabus of the university and need to conduct orientation sessions.
9. All HoD's are asked to conduct Parents and Teacher meetings at least once in each semester and planned to conduct.
10. Placement training modules are given by the trainers. From this semester onwards HoD's are asked to create their own syllabus as per the requirements of their students as an add on activities
11. All the students are asked to register NPTEL courses and asked to submit the certificates at the end of the semester and few only showing interest
12. Faculty members are asked to do research, attend conferences and seminars in other institutions and publish their research papers in scholarly journals and again asked all staff to fulfill.
13. As per the budget requirements its decided to purchase new high end PCs and asked to arrange new lab set ups for CSE/AIML Depts.


IQAC coordinator


Chairperson