



BANGALORE TECHNOLOGICAL INSTITUTE

(An ISO 9001:2015 Certified Institute)

Kodathi Village, Varthoor Hobli, Bangalore East Tq, Bangalore Urban District,
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Internal Quality Assurance Cell (IQAC)

Ref No: BTI/IQAC/23-24/EVEN/004

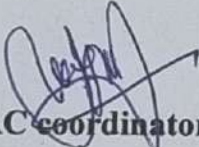
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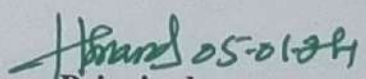
CIRCULAR

A meeting is proposed to be convened with all the members of IQAC at 10.00 am on 10-01-2024 in the seminar hall. All the members are requested to make it convenient to attend the same.

Agenda:

1. Review of last meeting and confirmation.
2. Status of faculty activities and confirmation of New IQAC coordinator
3. Completion of faculty development programs and updates
4. Current status of NPTEL courses completion and actions
5. ISO 9001: 2015 Certification Process Renewal plans
6. Purchase of new PCs
7. New lab set up for AIML


IQAC coordinator


Principal

Copy to: All HoD's and IQAC Members



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Date: 12th January 2024

Internal Quality Assurance Cell (IQAC)

MINUTES OF FOURTH MEETING OF IQAC HELD ON 10th JANUARY, 2024

The 4th meeting of the Internal Quality Assurance Cell (IQAC) was held at 10.00 am on 10th January 2024.

The Following Members were Present:

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

Meeting Agenda:

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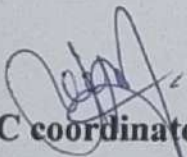
5. ISO 9001: 2015 Certification Process Renewal plans

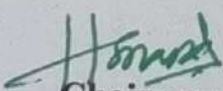
6. Purchase of new PCs

7. New lab set up for AIML

The Following are the points raised for discussion:

1. The coordinator read the minutes from the last meeting, and the IQAC members approved and discussed change of new IQAC Coordinator Dr Sreerama Reddy G M in place of Dr.R.Bala Sundara Rao..
2. The chairperson discussed the faculty development programs organized by external resource person and need to conduct more programs
3. The placement officer is asked to submit the list of placed students and to submit the suggestions to improve the employability skills of the students by calling new agencies.
4. The committee is suggested to conduct Awareness programs on latest Technologies for the faculty members asked to continue.
5. All criterion incharges were asked to submit the preliminary documents on or before 3rd January 2024 for the NAAC accreditation process
6. The faculty members were asked to submit the proof for their innovation in the teaching and learning process with paper publication details.
7. The HODs were asked to share the points discussed in the PTA meetings and asked to maintain the data
8. The committee has reviewed the performance appraisal forms and asked the status of the promotions, awards and rewards and the other developmental opportunities for the faculty members and need to analyse the results
9. Faculty members are asked to submit the research papers published in scholarly journals and certificates for their participation and presentation in national and international conferences.
10. All the faculty members are asked to prepare and update the documents for ISO 9001: 2015 Certification Process Renewal and asked to maintain required data
11. All the departments are asked to submit budget for missing areas especially new lab set up and new PCs requirements.


IQAC coordinator


Chairperson