ANNUAL REPORT – 2019-20

Academic Committee for the Year - 2019-20

Chairperson	Dr. G L Easwara Prasad	Principal
Members	Dr. Divakara Shetty S	Dean (Academics)
	Dr. C R Rajashekhar	Head, Dept. of Mechanical Engg
	Dr. G Purushotham	Head, Dept. of Aeronautical Engg
	Dr. Ganesha Mogaveera	Head, Dept. of Civil Engg
	Dr. Venkataramana Bhat P	Head, Dept. of Computer Science & Engg
	Dr. Vinayambika S Bhat	Head, Dept. of Electronics & Communication Engg
	Mr. Manjunath H	Head, Dept. of Information Science & Engg
	Mr.Sathyanarayana	Head, Dept. of Mechatronics
	Mrs Vineetha Telma D'Souza	Head, Dept. of Chemistry
	Dr. Asha Crasta	Head, Dept. of Mathematics
	Dr Raghavendra Sagar	Head, Dept. of Physics
	Mr. Jayadeva Prasad M	Head, Dept. of Master of Business Administration

ACADEMIC COMMITTEE

Report for the academic year 2019-20

Academic committee of our institution formulates all the requirements for the implementation of teaching learning process; it is uniformly followed by all the departments of our institution. The committee prepares the academic calendar of the institution inline with the academic calendar of the Visvesvaraya Technological university(VTU) and oversees its implementation along with the smooth functioning of classes, examinations, and all other academic requirements. The academic activities during even semester were rescheduled as per the university guidelines due to COVID19 pandemic. The students performance with good results in the examinations clearly shows the effectiveness with which the teaching learning procedures are implemented in the institution.

Our students have secured **7 ranks at university level** during the academic year 2018-19 announced by the University in the month of February 2020. **Ms. Sanmathi Patil** from **Mechanical Engineering secured First rank** and also **secured highest marks among all rank holders in any branch of Engineering and bagged 11 Gold medals**.

List of Rank holders: 2018-19

Sl.No.	Name of Rank holder	Department	Rank
01	Sanmathi S.Patil	Mechanical Engineering	1st Rank
02	Vishnu Chandroth	Aeronautical Engineering	2nd Rank
03	Mamatha C.	Mechatronics Engineering	2nd Rank
04	Sharanya Aravind	Mechatronics Engineering	3rd Rank
05	Sagar Padival K	Civil Engineering	4th Rank
06	Stalin Bangera	Mechatronics Engineering	8th Rank
07	Shwetha S.	Mechatronics Engineering	10th Rank

Faculty orientation program has been conducted on **25/07/2019** as per the decision held during AC meeting of 22/07/2019 on similar lines conducted during the previous academic years. All the newly joined faculty to the institution have been advised about procedures to be followed in the institution with respect to Academic regulations, Research and Development, Examination

process, Hands on training on DHI Software, Effective teaching methodology, NAAC and NBA Documentation process. Dr. Ganesh Mogaveer, HOD Civil Engg, has coordinated the program.

Our students Projects are being financially supported by **Karnataka State Council for Science and Technology**(**KSCST)** for their innovative projects **continuously every year from 2012-13**. During the current academic year 2019-20 total of **23 final year Projects have been financially supported by KSCST** by considering innovative concepts of these projects.

Our students are achieving the **Best Project Award from KSCST** from last 3 years continuously. During the academic year 2019-20 among 23 projects the following **Four projects** have been awarded as **Best project of the State** in the respective Programs, after the State level evaluation of the **projects by the expert committee of KSCST**.

Sl.No.	Department	Title of the project
01	Aeronautical Engineering	Design and Modeling of a Vertical axis wind Turbine to extract wind Energy from Highways to power Electric Vehicle charging Stations
02	Computer Science and Engineering	Generation of Photo realistic images using GAN and SPADE
03	Electronics and Communication Engineering	Intelligent Wiper System for Vehicles
04	Mechanical Engineering	Remote operated Arecanut plucking and spraying machine

Considering the best performance of our students, our Institution has been awarded as **BEST PERFORMING COLLEGE OF THE YEAR 2019-20 by Karnataka State Council for Science and Technology (KSCST) in 43rd Student Project Program**.

Induction program to the first year students has been conducted in two phases one in August from 7th-19th ,2019 and one in February from 3rd – 8th ,2020 as per the guidelines of AICTE and VTU. During the vacation after the odd semester examinations **AICTE activity point program has been very effectively conducted** to the students of second year Engineering by all the departments of our institution as per the guidelines of AICTE and VTU.

MITE has organised a **two day Global Conference on Advanced, Smart and Sustainable Technologies in Engineering (GCASSTE-2020)** on **January 30 & 31, 2020.** The conference jointly organized by the Department of Civil Engineering, Electronics & Communication Engineering and Mechanical Engineering. The conference had received 220 full-length papers from across the globe including countries like Dubai, Singapore, Japan, Indonesia, Nigeria and so on. After thorough scrutiny and review, 169 papers were selected and 149 papers were presented at different tracks in the two-day conference. The conference also had eminent keynote speakers Dr Prahalad V. from National University of Singapore and Dr Bambang,Istigono,University of Andalas,Padang,Indonesia.

Academic activities of the Departments have been conducted in accordance with Calendar of events during the odd semester, but during the even semester 2019-20, due to COVID-19 pandemic the calendar of events couldn't be implemented as per plan. Due to declaration of **Nationwide lockdown from 25th March 2020** announced by the Government of India, **classes and other academic activities were conducted through online platforms** (like Zoom,Google meet,Google classroom, Edmodo, Microsoft teams etc) from 2nd April 2020 by scheduling separate time table for online classes to make it convenient to the students. In addition to the regular academic activities series of webinars on latest technologies by experts are also conducted by all the departments for the benefit of students. Due to **COVID-19 pandemic**, internal assessment tests for even semester of 2019-20, were conducted in the **online mode by issuing necessary instructions.** As per VTU circular dated 22nd July 2020, **Viva Voce examination for final year students was conducted in the online mode,** inline with the scheduled dates notified by the university.

Offline examinations for final year students were conducted as per the direction of VTU by following the SOPs issued by the university. Students have strictly followed the SOP's and offline examinations were conducted smoothly and successfully as per university notification. **Students of 2nd, 4th and 6th semester were promoted by the University** to the succeeding semester based on the continuous internal assessment performance of current semester and also their Semester end Examination performance of the immediate preceding semester.

An interdisciplinary team comprising of pre-final year Mechanical Engineering, Electronics & Communication Engineering and Information Science & Engineering students of our Institution has won **1st Prize in State level Project Competition 'AVISHKAR 2020' conducted by VTU,** Belagavi, for their innovative work on "Medical Emergency Drone" was adjudged the best among 350 projects. As conducted during previous academic years **Annual Student project exhibition and competition Innovation - 2020** has been conducted on 13th July 2020 in association with MITE-IEEE student Chapter by inviting the Industry experts to review the innovative projects and best two projects from each Department have been awarded. Due to COVID-19 pandemic the **Innovation-2020** has been conducted in the online platform.

Details of Academic Committee Meetings conducted during academic year 2019-20:

Number of meetings conducted   :   06

Sr.No.	Date of meeting
01	22/07/2019
02	05/02/2020
03	16/03/2020
04	10/04/2020
05	08/05/2020
06	23/07/2020

First Academic Committee Meeting   Date: 27-07-2019

Agenda: 1.   Faculty Orientation Program
                2.   TCS Student Training
                3.   CSR (Corporate Social Responsibilities)
                4.   Open Elective Subject
                5.   Department News Bulletin
                6.   Interaction with Alumni
                7.   Research Activity
                8.   Professional Body Membership
                9.   Discussion by Academic Dean

Proceedings

1. **Faculty Orientation Program:** It has been decided in the meeting to conduct a faculty orientation program on 25-07-2019 for the newly joined faculty to our institution and Dr. Ganesh Mogaveera has been assigned to coordinate the program.

2. **TCS Students Training:** Prof. Narendra U P, Dean Placement, has informed all the HoD's to send the final list of students for the TCS training.

3. **Corporate Social Responsibility (CSR):** Prof. Satyanarayana, the convener of NSS Cell has been informed to conduct CSR Program on 15th August 2019, to create awareness about social responsibilities as conducted during previous academic years.

4. **Open Elective Subjects:** The Principal has suggested to all the Heads of the Departments to put a common time table to open elective subjects of all departments to provide an opportunity to the students for opting interdisciplinary subjects. After due discussion it was finalized to conduct open elective class from 9:00 AM to 9:55 AM on Monday, Wednesday and Friday during the semester.

5. **Department News Bulletin:** The Principal suggested to all the Heads of the Departments to release the department's annual news bulletin for the academic year 2018-19 at the earliest.

6. **Interaction with Alumni:** It has been decided in the meeting to interact with alumni regularly to have continuous bonding between institution and alumni and also to invite selected alumni for the different activities of the departments.

7. **Research Activity:** All departments to maintain research activity file in the department for every research scholar registered in respective research center. Each faculty must have atleast one journal publication in a Scopus indexed journal or SCI journal during every academic year.

8. **Professional Body Membership:** It is decided to strengthen the professional body membership of faculties in ISTE, GYAN. Principal informed that the activities can be conducted under student ISTE chapter by inviting experts from industries, the expense can be charged to ISTE account.

9. **Discussion by Academic Dean (Dr. Divakar Shetty):** Major focus has to be laid on effective student mentoring system by distributing 10 students to each mentor and to counsel them regularly so as to identify their problems and find the solution for the same and motivate them. Parents meet to be conducted twice in a semester, to discuss the student's performance in academics. All departments to maintain uniformity in internal exams question papers in the institution. All faculties to prepare study materials before delivering the lecture in the classroom.

Second Academic Committee Meeting   **Date: 05-02-2020**

Agenda:
1. Discussion on Management Information System
2. Updating Students data in DHI portal for placement related activities
3. Discussion on student drop out
4. Discussion on final year student projects
5. LIC visit
6. Discussion on Calendar of Events
7. Discussion on Open elective subjects
8. Discussion on even semester academic activities and student counselling
9. Discussion on Anti-ragging
10. SPR Book updating
11. Discussion on additional IA's
12. Discussion on Lab Internal Assessment test schedule

Proceedings

1. **Discussion on Management Information System:** As per the direction from VTU's TEQIP Cell, the information required to be submitted from all the departments to VTU. The committee presided by the principal discussed in detail about the documents to be submitted for the same and informed all the Heads of Departments to provide the information of their respective departments to Dr. Ganesh Mogaveera . Mr. Narendra U. P, Dean Placement, a special invite for today's meeting was informed to provide all the placements related information for the year 2018-19 to complete the data in Management Information System and submit to Dr. Ganesh Mogaveera.

2. **Updating Students data in DHI portal for placement related activities:** In order to smoothen the short listing procedure of students for placement related issues, Heads of Department are directed to update the semester marks obtained by the students in the DHI portal. The Principal also informed Heads of Departments to update the same at the earliest to assist the placement department. In continuation, the Principal also informed to direct mentors of 6th and 8th semesters to update the student's marks scored in their class 10th and 12th in DHI portal.

3. **Discussion on student drop out:** The issue of student drop out was discussed in detail and it was resolved to make more efforts by initiating the identification of such students strictly by their

continuous absence to classes and contact such student's parents well in time to minimize the dropout.

4. **Discussion on final year student projects:** Continuation and improvement of previous project works submitted by final year students is an important aspect to make the project more innovative. This was noted by the academic committee and the Principal informed Heads of Department to select such final year student's proposal and direct concerned project guide to address the inadequacies either personally or by identifying the short comes for next batch students and come up with proper product oriented project.

5. **LIC visit:** The local Inspection Committee (LIC) of VTU may visit the college shortly. Hence, The Principal and Dean Academics informed Heads of Department to keep all the records for the LIC committee inspection ready.

6. **Discussion on Calendar of Events:** The academic committee discussed about calendar of event for even semester and with few minor suggestions from Heads of Department it was approved.

7. **Discussion on Open elective subjects:** The Principal informed the Heads of Department to communicate the open elective subjects offered by their respective branches to all the Heads of Department and further directed to display the same in notice board so that the students can choose the open electives on their interest other than their core branch electives.

8. **Discussion on even semester academic activities and student counselling:** In view of reopening of even semester, principal informed the Heads of Department to plan the academic activities well in advance and take care of syllabus coverage as prescribed by university. In continuation Dean, Academics stressed upon student counselling to know the difficulties faced by the students. Principal also informed that both the faculty should be present during lab hours and follow up the experiments conducted by the students. Since some shortfalls were observed with reference to lab records, the principal informed Heads of Department to direct concerned Batch in-charge faculty in Laboratory to maintain the lab records with uniformity in evaluation and data entry.

9. **Discussion on Anti-ragging:** The Principal informed the Heads of Department that atmost care should be taken to nullify ragging within the college.

10. **SPR Book updating:** Principal presented that the deficiency in SPR books of students and informed Heads of Department to personally look into a few SPR's randomly at regular intervals. The principal

also informed the importance of SPR book during the accreditation process for student outcome evaluation.

11. **Discussion on additional IA's:** With reference to additional IA for absentee students, it was resolved to allow for only those students who represent the college in reputed events. The additional IA should be conducted within 7 days of actual schedule. However, students with genuine health issues could also be given additional IA by verifying the genuineness of health issue.

12. **Discussion on Lab Internal Assessment test schedule:** The academic committee also discussed about the conduction of Lab internal test dates and decided to carry out from 28th May to 1st June. However, addressing the concern of Physics, Chemistry and EC Heads of Department, the committee allowed them to start the lab IA test from 18th May and remaining batches after completion of III IA theory subjects.

Third Academic Committee Meeting   Date: 16-03-2020

Agenda: 1.   On precautionary measures for faculty and staff
2.   On formation of section wise student group
3.   On communicating study materials

Proceedings

1. **On precautionary measures for faculty and staff:** As per the direction of health ministry of both state and central governments, HoD's are informed to convey all the faculty and staff members to maintain enough social distancing and use of face mask during personal interactions along with frequent use of hand sanitizer as a precautionary measure for COVID-19 in the institute campus.

2. **On formation of section wise student group:** Due to absence of students in campus, the HoD's have been informed to guide the students for their academic progress. Thus committee discussed about various online tools to be connected with students and resolved to form section wise whatsapp group to systematically connect with students and advise about their well being and academic progress.

3. **On communicating study materials:** Due to uncertainty in change of university calendar of events, all the HoD's have been informed to communicate study materials like e-books, module wise notes and any other relevant information to students through whatsapp groups.

Fourth Academic Committee Meeting   Date: 10-04-2020

Agenda: 1.   Online learning through flipped environment
               2.   Online learning report
               3.   Mental health and well-Being of Students
               4.   Plan of action for syllabus coverage
               5.   On Revaluation process

Proceedings

1. **On online learning through flipped environment:** Due to the declaration of nationwide lock down from 25th March 2020, it has been decided to track the effectiveness of online classes conducted through modes like zoom, google meet, cisco webex, google class room and edmodo to assist the faculty members to deliver the classes effectively. It is also decided that the HoD's to communicate the students through their mentors to make use of E-shikshana portal, e-books enabled to VTU students through mobile app, MHRD-AICTE initiatives like NEAT platform.

2. **Online learning report:** With reference to the communication dated 30th March 2020 from VTU Belagavi for submission of college wise consolidated report on online learning, Prof. Sathisha updated the committee about the number of course taught through online mode, platform used, and number of teachers involved in teaching and students attendance. The principal instructed the HoD's to contact those students not attending online classes due to network issue either personally or through advisors and help them to continue their learning from home.

3. **Mental health and well-Being of Students**: With reference to a letter dated 5th April 2020 from MHRD, New Delhi, and circular dated 8th April 2020, Principal instructed HoD's to monitor and counsel issues related to mental health, psychological concerns and well being of students by

contacting students personally, through senior faculty members and class advisors by allotting 20-25 students each. The class advisors should call his mentee at least once in a week and interact with them to understand their difficulties and create confidence. The Principal also told that the mentors must maintain the records of all the interactions with their mentees.

4. **Plan of action for syllabus coverage**: The principal and Dean Academics sought the plan of action for syllabus coverage from individual department for conduction of online internal assessments.

5. **On Revaluation process**: Principal informed HoD's to indentify two senior faculty members to process the revaluation application of the students and enter the error free data on VTU portal. The contact details of the faculty handling the revaluation application should be communicated to the students through class whatsapp groups.

Fifth Academic Committee Meeting   Date: 08-05-2020

Agenda: 1.   Discussion on online syllabus coverage
2.   Discussion on online counselling
3.   Discussion to conduct online IA
4.   Discussion on online courses

Proceedings

1. **Discussion on online syllabus coverage:** The HoD's presented the details of syllabus covered in online classes. The HoD's briefed about the syllabus covered in each of the subjects in their departments. The committee discussed about the inconvenience while explaining numerical and problem oriented subjects. Committee members discussed about the possible use of innovative techniques like online tools to explain those subjects in a better way.

2. **Discussion on online counselling and contacting parents:** As discussed in the previous academic committee meeting, Principal and Dean (Academic) asked the details of online counselling of the students with reference to mental health and well-Being of Students. The HoD's detailed the counselling conducted to the committee. It was also discussed to communicate

parents through the HoD's and class advisors for tracking mental health and well being of students since they are at home and not attending offline classes.

3. **Discussion to conduct online IA**: In view of VTU's communication on conducting online internal assessments, Committee discussed in detail about the schedule and procedure to conduct online IA's to fairly evaluate the students. It was decided to conduct first IA from 22nd May. The principal instructed Dean (Examination) to frame the guidelines for online IA and update the committee members for any modification. The committee also discussed about the possibility to conduct MCQ's frequently to allot its marks as assignment marks.

4. **Discussion on online courses:** The principal informed HoD's to communicate respective student advisors about various online courses made available free of cost for student and staff members on coursera.org and many other sites. Both students and faculties were advised to take some course to know about some new area in their respective stream.

Sixth Academic Committee Meeting   Date: 23-07-2020

Agenda: 1.   Discussion on revision classes for final semester
2.   Discussion on Viva Voce examination and Lab exams
3.   Discussion on Viva Voce and offline lab examination procedure
4.   Semester End examination

Proceedings

1. **Discussion on revision classes for final semester:** With reference to VTU circular dated 30th July 2020, HoD's updated the details of the students willing to attend online revision classes. It was reported that the students were satisfied with online classes conducted. Principal also told HoD's to communicate the students about the modification in question paper.

2. **Discussion on Viva Voce examination and Lab exams:** With reference to VTU circular dated 22nd July 2020, the committee discussed about arrangements to be made for online Viva voce examination and offline lab examination for backlog students. Principal instructed to identify one coordinator to respective section and coordinate them to fill online examination applications.

3. **Discussion on Viva Voce and examination procedure:** Principal instructed the HoD's to create the separate online meeting link at least one day earlier for each batch and communicate the same only to the respective batch students. While conducting examination, it was decided to allow only respective examiners and student to maintain the decorum of exam and record the same for submitting to VTU. For offline lab examination, the respective HoD's were informed to allot examiners as per VTU circular and conduct exams maintaining enough social distancing during lab exams.

4. **Semester End examination:** In order to have a smooth conduction of semester end examination for final year students and backlog papers for other semester students, committee decided to collect the whereabouts of students to assist them to call for campus. Principal informed the Dean (Examination) to send all detailed instructions to HoD's so that all the necessary arrangements like transportation, hostel room, enough face mask and hand sanitizers are made available for smooth conduction of examinations.