

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Report for the AY 2021-22

Composition of the Internal Quality Assurance Cell (IQAC) for the Academic Year 2021-22

The composition for the IQAC for the Academic Year 2021-22 is as follows:

Sl. No.	NAME	REPRESENTATION
1	Dr G L Easwara Prasad, Principal	Chairperson
2	Sri. Rajesh Chowta, Management Representative	Member
3	Mr. P R Shetty, Local Society	Member
4	Dr. Ganesha Mogaveera, Professor, Dept. of Civil Engineering	Member
5	Dr. Jyothi S, Associate Professor, Dept. of Mathematics	Member
6	Mr. Shivaramu H T, Senior Assistant Professor, Dept of Mechanical Engineering	Member
7	Mr. Prakash Devadiga, Administrative Officer	Member
8	Ms. Shama M P, Student (USN: 4MT19CV019)	Member
9	Mr. Prajwal Hegde, Alumnus	Member
10	Mr. Mohammed Azan Patni, Employer	Member
11	Mr. Donson D'Souza, Industrialist	Member
12	Mr. Shivayya, Parent	Member
13	Dr Divakara Shetty S, Professor & Dean Academics	Convener

Reconstitution of the Internal Quality Assurance Cell (IQAC) for the Academic Year 2021-22

The following are the members of the reconstituted IQAC for the Academic Year 2021-22 on 06.01.2022.

Sl. No.	NAME	REPRESENTATION
1	Dr M S Ganesha Prasad, Principal	Chairperson
2	Sri. Rajesh Chowta, Management Representative	Member
3	Mr. P R Shetty, Local Society	Member
4	Dr. Jayaprakash M C, Senior Assistant Professor, Dept. of Civil Engineering	Member
5	Ms. Deepthi Shetty, Senior Assistant Professor, Dept. of Electronics & Communication Engineering.	Member
6	Mr. Rajesh Kamath, Senior Assistant Professor, Dept of Information Science & Engineering	Member
7	Dr. Anthoni Praveen Menezes, Associate Professor, Dept. of Physics	Member
8	Mr. Prakash Devadiga, Administrative Officer	Member
9	Ms. Shama M P, Student (USN: 4MT19CV019)	Member
10	Mr. Prajwal Hedge, Alumnus	Member
11	Mr. Mohammed Azan Patni	Member
12	Mr. Donson D'Souza, Industrialist	Member
13	Dr Vinayambika S Bhat, Dean Quality Assurance & HoD - ECE	Convener

Proceedings of IQAC meeting held on 08/10/2021

The chairperson Dr. G. L. Easwara Prasad extended welcome to all the members to the meeting and presented the agenda for discussion.

Approval of the Calendar of Events for the ODD Semester of the Academic Year 2021-22

The Chairperson Dr. G. L. Easwara Prasad presented the Institute Calendar of Events (COE) for the Odd Semester 2021-22 and explained that it is prepared in accordance with the COE of VTU, Belagavi. The committee approved the COE of the Institute and the chairperson requested the convener Dr. Divakara Shetty S to inform the Heads of the Departments to plan the activities for the Odd semester 2021-22 and prepare the Departmental COE in line with COE of the Institute.

Reconstitution of IQAC

The chairperson introduced the new member Ms. Shama M.P, student of Third Year Civil Engineering to the committee and also briefed about the objectives and the functions of IQAC in building a quality culture in the Institute for continual improvement in Teaching-Learning Process.

Preparation for submission of Pre-qualifier for the NBA Accreditation of the Department of Information Science & Engineering and the Department of Mechatronics Engineering.

The chairperson briefed about the documents prepared by the Department of Mechatronics Engineering and the Department of Information Science & Engineering for submitting Pre-Qualifier for the NBA accreditation. Sri. Rajesh Chowta, Management representative urged the departments to work as a team to prepare the necessary documents required for submission of pre-qualifier in November 2021 and for submission of SAR for NBA accreditation. The chairperson also briefed the importance of having NBA accreditation from the Institution, Department and the students point of view.

Quality Initiatives to be undertaken by the Departments

The chairperson presented the list activities to be conducted by the departments in the Odd semester 2021-22. Sri. Rajesh Chowta, Management representative, suggested that every faculty member has to attend at least ONE FDP in the Premier Institution and has to publish TWO Papers in Q1 or Q2 Journals in a year. The IQAC has accepted the suggestion given by Sri. Rajesh Chowta, the management representative and the chairperson requested the convener to communicate this message to all the Heads of the Departments to motivate and support the faculty members to work in this direction. Sri. Rajesh Chowta, also suggested that Patent filing awareness must be given to the students and encourage them to try for Patenting from their Innovative Projects. Mr. Mohammed Azzan Patni suggested that it would be better if the incentives are given to the students as a motivation for publishing papers from their projects and for filing patenting if the idea is innovative. He also suggested for taking steps to improve the verbal communication of the students to crack the interview.

Review of the preparations made for the Peer Team Visit from NAAC for Reassessment

The chairperson briefed the preparation made for peer team visit from the NAAC for reassessment and also briefed about the importance of having NAAC accreditation from the Institute and Students point of view.

Appreciation to the Department of Aeronautical Engineering for setting up of Advanced Vibration Analysis Lab through AICTE - MODROB Scheme

The chairperson appreciated the Department of Aeronautical Engineering for setting up of Advanced Vibration Analysis Lab through AICTE - MODROB Scheme. The chairperson requested Dr. Divakara Shetty S, Convener – IQAC to inform the faculty members of Mechatronics, Mechanical Engineering also to use this laboratory to carryout research activities. Sri. Rajesh Chowta also appreciated the efforts made by the Aeronautical Department and suggested Computer Science & Engineering Department should also try for this scheme for setting up Advanced Research Laboratory in the department.

Review of preparation made by the Electronics & Communication Engineering for NBA Expert Team Visit for Accreditation.

The chairperson briefed about the preparations made for NBA Expert Team Visit by the department of Electronics & Communication Engineering. He also informed the members that the Expert Team will be visiting on 09-09-2021 for document verification.

Academic Audit

The chairperson insisted that the objective of conducting the academic audit is to assess the academic performance of the departments as a whole, to identify its strength and limitations, make the faculty & the departments are accountable to its performance and set a new benchmark continuous improvement in Teaching-Learning process. Sri. Rajesh Chowta, suggested to give the highest priority to the academic audit which reflects the Strength & Weakness of the faculty members and the Department. He also suggested to nominate only the professors as the Internal Auditors which was accepted by the committee members.

Result Analysis of I Semester B.E. 2020-21

The chairperson has highlighted the results of I semester of Physics & Chemistry Cycles which was appreciated by the committee members.

The convener thanked the members for participating in the meeting and for giving valuable suggestions for improving the quality of education at MITE.

Proceedings of IQAC meeting held on 11/04/2022

The outcome of the discussions noted as follows:

Discussed about the improvements made by the Dept. of Aeronautical Engineering based on the compliance report. Also, informed the department to identify a venue among the available laboratories in the department for student project presentation and to sensitize all the stake holders & make them aware about the probable dates of NBA expert team visit.

For the Mechatronics Engineering program, it is decided 20th April 2022 is the last day for the preparation of SAR for accreditation. In this regard, head of the department of Mechatronics briefed about the progress of all criteria. Also, conveyed head of the department to submit the SAR after verification to IQAC convener for the final approval.

The convener of IQAC briefed about the importance of getting MBA department accredited and also to initiate the following:

- a. To meet the pre-qualification, it has been decided for the recruitment of 2 doctoral candidates to the department and paper advertisement should be released for the recruitment of candidates.
- b. To improve the faculty and student publication in peer reviewed Journals / Conferences.
- c. To improve the Industry & International connect, regular Alumni interaction and to re-initiate the student exchange program with the International Universities.

It is decided that every department should write a proposal to different funding agencies to organize International / National Conferences.

To improve the domain knowledge among the lab instructors for effective demonstration of laboratory courses it has been decided to encourage lab instructors to take up certification programs in **Swayam – NPTEL etc.** Also, it has been decided to request management to support these laboratory instructors by providing Examination fee for certification. In this regard it is decided to authorize respective head of the department to nominate 3 candidates for the same.

The convenor IQAC briefed about the importance of publishing papers related to final year project outcomes and it has been decided to implement the same effectively from the current academic year.

The details of the points discussed other than the listed agenda is as follows:

- a. It has been decided to send a circular to all the departments to **strictly implement** the changes made in different **formats**.
- b. To improve the efficiency in decision making it has been decided to provide **Leadership Training** to Head of the Departments and senior faculty members. In this regard, committee authorized Principal to identify and finalize trainer at the earliest.
- c. Convenor IQAC strongly urged all the departments to practice **Best Practices** of the institution effectively.
- d. Since the institution introduced “**Study of Japanese Language**” from current academic year it has been decided to nominate minimum 2 faculty members including interested head of the department for this program.