

R.V. COLLEGE OF ENGINEERING
Bengaluru – 560059.

Proceedings of IQAC Meeting held on 22nd Sep 2018

Members Present:

- 1) Dr. K.N. Subramanya, Principal
- 2) Prof. Jason D. Ugargol, Registrar
- 3) Sri. D.P. Nagaraj, Hon. Jt. Secretary, RSST.
- 4) Mr. S.K. Venkatesh, Admin Manager
- 5) Mr. Ganapathy Aithal, Accounts Superintendent
- 6) Prof. K. Vasudeva Banninathaya, Professor, Dept. of EEE
- 7) Prof. B. Anand, Professor, Dept. of ME
- 8) Prof. Nagashree N. Rao, Assoc. Professor, Dept. of BT
- 9) Prof. Ramaa A., Assoc. Professor, Dept. of IEM
- 10) Prof. Archana M.R, Asst. Professor, Dept. of CV
- 11) Dr. N.K. Srinath, Dean (Academics)
- 12) Prof. S.C. Prasanna Kumar, Professor, Dept. of EIE
- 13) Dr. Sreenath.K, Dy.Registrar – Co-ordinator

External Members:

- 14) Dr. M.H. Kori, Technology Consultant

Leave of Absence:

- 1) Dr. Sudarshan Rao, M/s. BigSolv Labs
- 2) Prof. U.H. Acharya, Professor, SQC & OR Unit, Indian Statistical Institute.
- 3) Mr. Girija Kolagada, Director, Software Development, Cloud Native Engg. Group & GBU, Oracle India Pvt. Ltd.

At the outset, the Principal welcomed all the members.

Sub. No. 13: To read and record proceedings of the Sub No: 13 of previous meeting held on 14.09.2018 and consolidated proceedings of internal IQAC meetings held in this reference.

Extension meeting is scheduled in reference with subject No 7 of IQAC meeting held on 02 Nov 2017 & Sub No: 13 of meeting held on 14.09.2018

Principal briefed about the discussions in reference with subject No: 13 which was discussed in the previous IQAC meeting held on 14.09.2018. Further, briefed about the gist of the internal IQAC meetings held.

Henceforth, the discussion points under this Subject No: 13 & shall be referred as Item Numbers with serial number starting from 01, as this discussions are more focussed on Metric's/elements from NAAC criterions in line with preparedness for Re-Assessment.

Extract of Sub No: 13 of meeting held on 14.09.2018:

The Principal stated that, as opined by the committee members on previous IQAC meetings that institution has the capability for achieving better grade than the existing grade accorded by NAAC, it was decided to apply for Re assessment in reference with Sub No: 7 of IQAC meeting held on 02 Nov 2017.

In line with this the committee members have been briefed on the changes in pattern of NAAC Assessment & accreditation and the preparedness of the institution to that effect on the new guidelines.

Also it is proposed to initiate application filing for IQA in October first week (2018), wherein also it was discussed to do a thorough analysis of previous gaps raised, submitted documents till date to

NAAC(AQARs) and to list out grey areas if any to identify the areas for improvement as internal process to further strengthen the preparedness level.

Item. No. 01:

The Principal explained to the committee regarding need of integrating cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics in to the programs.

Also, mentioned that institution is offering programs with focus on above mentioned as courses with emphasis on latest trends.

Also, one of the committee members suggested to develop a SOP for integrating cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics in to the programs

Item. No. 02: The Principal briefed the committee regarding number of value-added courses imparting transferable and life skills offered during the last five years

Dr. Kori enquired regarding the procedure adopted by the institution for offering value-added courses; Principal briefed that as per existing structure the value added courses are being offered as student's activities, such as student chapter activities, innovation clubs etc

It is also suggested to develop a policy for Identifying & offering value added courses in line existing process

Item. No. 03: Structured feedback received from Students, Teachers, Employers, Alumni, and Parents

The Principal stated that, Institution has a system of collecting feedback from all the above mentioned stake holders; where in one of the committee member sought clarification on Mode of feedback analysis received, principal briefed that as of now there is a process of doing partial analysis only where in it is thought to have a structured feedback analysis committee in place.

Item. No. 04: Extract of **Item no: 2 from May 2018 MoM:** The Principal briefed the committee regarding number of Programmes where syllabus revision was carried out during the last five years

Dr. Kori enquired regarding the procedure adopted by the institution for syllabus revision; Principal briefed that as per existing process the respective dept will prepare, and submit to BoS which in turn put forward for Academic council; which shall happen based on VTU guidelines or 3 years once as per Institutional policy

Where in it was suggested to develop a policy for Syllabus review in line existing process, also mentioned this whole process has to be through IQAC to validate them as Quality improvements.

Principal highlighted that the proposed process is under implementation.

4. **Item. No. 05:** The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Principal briefed that remedial classes are being conducted for slow learners and for encouraging advanced learners institution offers various students activities such as student chapters & innovative clubs are active.

The committee members also proposed to draft a policy document and process for identifying slow learners, advanced learners & offering programs in the college.

6. **Item. No. 06:** use of student centric methods, such as experiential learning, participative learning and problem solving methodologies for enhancing learning experience

Principal stated that Student centric methods, such as experiential learning, participative learning and problem solving methodologies are being offered as Tutorial classes in the Institution, where in it is proposed to develop a structured mechanism (policy).

7. **Item. No. 06:** Extract of Item No:5 from MoM of May 2018: Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc)

Principal briefed about that the improvements in teaching, learning & evaluation is initiated through encouraging teachers to use more ICT based practices, and also mentioned that faculty have been briefed to mention the use of ICT tools adopted by them in their respective lesson plan.

Principal highlighted that incorporation in pedagogy / lesson plan is done and Policy development is under Process.

The meeting concluded with discussions on above points.


IQAC Co-ordinator


Chairperson
PRINCIPAL
R V COLLEGE OF ENGINEERING
BANGALORE - 560 059

Action taken report (ATR) of MoM of IQAC Extension Meeting held on 22 Sep 2018

Date: 28/09/2018

Item No	Minutes of Meeting	Discussion Point	Action Proposed / taken	Resolution
1	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics	List of courses with emphasis on latest trends Developing a SOP	The list of courses added for emphasis on latest trends is suggested for replacement with an articulation giving general introduction on courses with cutting edge technologies, environment and sustainability. Also, it may be mentioned in the articulation that there is no gender based discrimination in RVCE.	On process
2	Number of value-added courses imparting transferable and life skills offered during the last five years	List of value added courses imparting transferable and life skills Developing a SOP	It is proposed that the list of value added courses may be included with students activities, such as student chapter activities, innovation clubs etc. To develop a policy for Identifying & offering value added courses in line existing process	On Process

3	Structured feedback received from 1) Students, 2) Teachers, 3) Employers, 4) Alumni 5) Parents, for design and review of syllabus - Semester wise /year wise	Collecting feedback form with partial analysis –Structured feedback Analysis committee.	It is proposed to constitute feedback analysis committee to monitor & conduct the feedback analysis of stakeholders, so as to generate feedback reports which shall be put forward for decision making in governing council/ respective committees	Shall be implemented from next academic process (2018-19)
4	Item no: 2 from May 2018 MoM/AAR dt:		The proposed process is under implementation.	Action completed
5	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners	The remedial classes are being conducted for slow learners and for encouraging advanced learners institution offers various students activities such as student chapters & innovative clubs are active but no formal policy document.	It is proposed to draft a policy document and process for identifying slow learners, advanced learners & offering programs in the college.	Draft policy development under process.
6	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are being offered as Tutorial classes – Structured mechanism (policy) need to be developed	A policy has to be devised regarding the conduction of experiential learning, problem solving (tutorial classes – mode of conduction, no of teachers to be involved, mentioning in lesson plan) in different schemes(2016, 2018)	On process

7	Item No: 5 from May 2018 MOM/ Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc(current year data)		Policy to be devised with use of e-resources and e-LMS	Incorporation in Pedagogy / Lesson plan is done. Policy development under Process.
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N.K. Smith
 IQAC Coordinator

S. Ramesh
 Chairperson
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