

# K.S. INSTITUTE OF TECHNOLOGY, BANGALORE - 560109 IQAC MEMBERS - 2022-23

Sl.No	Name	Designation	Members
1	Dr. Dilip Kumar K	Principal	Chair Person
2	Dr. K. V. A. Balaji	C. E. O.	Management Representative
3	Dr. Chanda V Reddy	Professor	Chief Coordinator
4	Dr.D. R. Swamy	Dean Research, JSSIT	External Member - Nominee from local society
5	Mr. Keshvan Y V	Manager	Administrative officer
6	Dr. P.N. Sudha	HOD ECE	Member
7	Dr. Rekha Venkatapur	HOD CSE	Member
8	Dr. M. Umashankar	HOD ME	Member
9	Dr. Vaneeta M	HOD AIML	Member
10	Dr.Deepa S	HOD CSD	Member
11	Dr. Jalaja P	HOD BS&H	Member
12	Dr. Bharathi V	HOD Library	Member
13	Mr. Praveen A	Asst. Professor, ECE Dept	Dept. Coordinator
14	Dr. Saleem Khan	Asst. Professor, ME Dept	Dept. Coordinator
15	Mrs. Geetha R	Asst. Professor, CSE Dept	Dept. Coordinator
16	Mr. Sunil Kumar N	Asst. Professor, BS&H Dept	Dept. Coordinator
17	Mrs. Sahana Sharma M	Asst. Professor, AIML Dept	Dept. Coordinator
18	Mrs Sushma A	Asst. Professor, CSD Dept	Dept. Coordinator
19	Mr.Veerappaji.B.Shivanna	Talent Acquisition	Industry
20	Mr.N.G.Raju	Head, Talent Acquisition	Industry
21	Mrs.Swathi K	Alumni	Alumni
22	Mr.Vinay	Alumni	Alumni
23	Disha Shivani	Alumni	Student Coordinator
24	Santosh Hegde	Alumni	Student Coordinator
25	Mr. C.B. Veerabhadraiah	Parent	Parent Coordinator
26	Mr. Ashok Hegde	Parent	Parent Coordinator

IBAC Coordinator

**IQAC** Coordinator K. S. Institute of Technology BENGALURU - 560 109.

framas: PRINCIPAL

#### Discussions on

- 1. The minutes of previous meeting and action taken report was read and confirmed.
- 2. External auditing by academic experts from outside college.
- 3. One to one interaction with the faculty from industry/academic experts.
- 4. Preparation of 2022-23 AQAR report as per the formats of 2021-22. Criteria coordinators of NAACwere requested to provide data for the same.
- 5. Preparation of Annual report by IQAC members.All HOD's and committee coordinators were requested to provide data for the same.

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

27-04-2023

#### Circular

# **IQAC MEETING 3**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: CEO Office

Date: 28<sup>th</sup> April 2023

Time : 03:00 pm

# The agenda for the meeting are:

To discuss on the following

- 1. Discussion on External audit format.
- 2. Preparation of AQAR Report.
- 3. Preparation of college Annual report.

Any other matters related.

**IQAC** Coordinator

IQAC Coordinator K. S. Institute of Technology BENGALURU - 560 109. Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

Date: 28/04/2023

### **Minutes Of IQAC Committee Meeting 3**

Following members attended the meeting on 28th April 2023:

Sl.No	Name	Members	Signature
1	Dr. Dilip Kumar K	Chair Person	Dhumog.
2	Dr. K. V. A. Balaji	Management	le Gurs
3	Dr. Chanda V Reddy	Chief Coordinator	@ Ils
4	Dr.D. R. Swamy	External Member	la O
5	Mr. Keshvan Y V	Administrative officer	A Kym
6	Dr. P.N. Sudha	Member	M
7	Dr. Rekha Venkatapur	Member	1 Ducarapu
8	Dr. M. Umashankar	Member	Manus
9	Dr.Vaneeta M	Member	Varida
10	Dr.Deepa S. R	Member	mela
11	Dr. Jalaja P	Member	dasi
12	Dr. Bharathi V	Member	Brawn
13	Mr. Praveen A	Dept. Coordinator	Rank
14	Dr. Saleem Khan	Dept. Coordinator	Salved
15	Mrs. Geetha R	Dept. Coordinator	Com
16	Mr. Sunil Kumar N	Dept. Coordinator	
17	Mrs. Sahana Sharma M	Dept. Coordinator	de la companya della companya della companya de la companya della
18	Mrs Sushma A	Dept. Coordinator	Cw d
19	Mr.Veerappaji.B.Shivanna	Industry	Veerappan
20	Mr.N.G.Raju	Industry	Pravie
21	Mrs.Swathi K	Alumni	Swoth
22	Mr.Vinay	Alumni	Vinor
23	Disha Shivani	Student Coordinator	Disha
24	Santosh Hegde	Student Coordinator	Calesta
25	Mr. C.B. Veerabhadraiah	Parent Coordinator	110 elle
26	Mr. Ashok Hegde	Parent Coordinator	12000 101

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No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

# ACTION TAKEN REPORT

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Discussion on External audit format.	Audit format was discussed and freezed.	IQAC coordinators, Department HOD'sand NBA coordinators.
2	Preparation of AQAR Report.	Discussion on AQAR	IQAC coordinators, and Department HOD's
3	Preparation of college Annual report.	Discussion on Annual ,IQAC MEMBERS WILL PREPARE REPORT	

IQAC Coordinator

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109

Principal

K.S. INSTITUTE OF TECHNOLOGY

BENGALURU - 560 109.



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

8-12-2022

#### Circular

### **IQAC MEETING 2**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: CEO Office

Date: 10<sup>th</sup>December 2022

**Time**: 03:15pm

#### The agenda for the meeting are:

To discuss on the following

- 1. Discussion on formats of 2021 scheme for 2<sup>nd</sup> year and 2022 scheme for 1<sup>st</sup> year.
- 2. Discussion on Statutory Committee.

Any other matters related.

**IQAC** Coordinator

IQAC Coordinator

K. S. Institute of Technology

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Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

Date: 10/12/2022

### **Minutes Of IQAC Committee Meeting 2**

Following members attended the meeting on 10<sup>th</sup> December 2022:

Sl.No	Name	Members	Signature
1	Dr. Dilip Kumar K	Chair Person	Phumon
2	Dr. K. V. A. Balaji	Management	le Gun
3	Dr. Chanda V Reddy	Chief Coordinator	Rolly
4	Dr.D. R. Swamy	External Member	Efac
5	Mr. Keshvan Y V	Administrative officer	( West
6	Dr. P.N. Sudha	Member	150
7	Dr. Rekha Venkatapur	Member	on wearapm
8	Dr. M. Umashankar	Member	Manked
9	Dr.Vaneeta M	Member	Varata
10	Dr.Deepa S.R	Member	alefe
11	Dr. Jalaja P	Member	dala:
12	Dr. Bharathi V	Member	brannit
13	Mr. Praveen A	Dept. Coordinator	Rary
14	Dr. Saleem Khan	Dept. Coordinator	Calous h
15	Mrs. Geetha R	Dept. Coordinator	Cor
16	Mr. Sunil Kumar N	Dept. Coordinator	
17	Mrs. Sahana Sharma M	Dept. Coordinator	des.
18	Mrs Sushma A	Dept. Coordinator	She d
19	Mr. Veerappaji.B. Shivanna	Industry	Veerapipan
20	Mr.N.G.Raju	Industry	famin
21	Mrs.Swathi K	Alumni	Swalar
22	Mr.Vinay	Alumni	Vinay
23	Disha Shivani	Student Coordinator	Diehe
24	Santosh Hegde	Student Coordinator	Saluble;
25	Mr. C.B. Veerabhadraiah	Parent Coordinator	1/08 Mas
26	Mr. Ashok Hegde	Parent Coordinator	ante.

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BENGALURU - 560 109

#### **Discussions on**

- 1. The minutes of previous meeting and action taken report was read and confirmed.
- 2. Rubrics of integrated lab of 2021 schemefor 2nd year was revised.
- 3. Formats for Internal assessment question paper and Scheme, Lesson Plan, CO-PO Mapping, slowlearners of 22 scheme for 1st year respectively were confirmed.
- 4. Members of the statutory committee were reframedbyprincipal under the concern of allHOD's.

IQAC Coordinator
K. S. Institute of Technology

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No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

# **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Discussion on formats of 2021 scheme for 2 <sup>nd</sup> year and 2022 scheme for 1 <sup>st</sup> year.	Formats for new schemesare discussed and finalized.	IQAC coordinators, and Department HOD's
2	Discussion on Statutory Committee.	Statutory Committee was formed.	IQAC coordinators, and Department HOD's

IQAC Coordinator

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.

Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

23-08-2022

#### Circular

#### **IQAC MEETING 1**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: CEO Office

Date: 24<sup>th</sup>August2022

**Time**: 02:00 pm

#### The agenda for the meeting are:

To discuss on the following

- 1. Internal Audit of various documents and schedule for all departments.
- 2. Departmental events to be conducted. like Any other matters related.

**IQAC** Coordinator

IQAC Coordinator
K. S. Institute of Technology
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Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

Date: 24/08/2022

## **Minutes Of IQAC Committee Meeting 1**

Following members attended the meeting on 24<sup>th</sup> August 2022:

Sl.No	Name	Members	Signature
1	Dr. Dilip Kumar K	Chair Person	Bhumos.
2	Dr. K. V. A. Balaji	Management	L. Gum
3	Dr. Chanda V Reddy	Chief Coordinator	B M
4	Dr.D. R. Swamy	External Member	les Qu
5	Mr. Keshvan Y V	Administrative officer	( Algul
6	Dr. P.N. Sudha	Member	My
7	Dr. Rekha Venkatapur	Member	on mentapin
8	Dr. M. Umashankar	Member	Alhama
9	Dr. Vaneeta M	Member	Vancita
10	Dr.Deepa S, R	Member	beeka
11	Dr. Jalaja P	Member	dasi
12	Dr. Bharathi V	Member	Mount
13	Mr. Praveen A	Dept. Coordinator	Don't
14	Dr. Saleem Khan	Dept. Coordinator	ajud
15	Mrs. Geetha R	Dept. Coordinator	Corr
16	Mr. Sunil Kumar N	Dept. Coordinator	Small
17	Mrs. Sahana Sharma M	Dept. Coordinator	do
18	Mrs Sushma A	Dept. Coordinator	Ene a
19	Mr.Veerappaji.B.Shivanna	Industry	Verraf Dan
20	Mr.N.G.Raju	Industry	Paris
21	Mrs.Swathi K	Alumni	Swathi-
22	Mr.Vinay	Alumni	Vinay
23	Disha Shivani	Student Coordinator	Dishe
24	Santosh Hegde	Student Coordinator	Satistic
25	Mr. C.B. Veerabhadraiah	Parent Coordinator	Veettes
26	Mr. Ashok Hegde	Parent Coordinator	dutter

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K.S. Institute of Technology

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#### **Discussions on**

- 1. The minutes of previous meeting and action taken report was read and confirmed.
- 2. Course and personal file of all faculties from respective department will be verified by external member of other department along with IQAC Coordinator.
- 3. Respective HOD's are responsible for conducting the audit as per convenience.
- 4. Conducting the departmental events mentioned in the calendar of events with tentative dates.
- 5. Conducting college level events such as technical related FDPby CSE and ECE, Sate level Sentinel Hackathon by CSE, Marathon by IEEE ECE, and Project exhibition OF all departments,

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 10

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No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

### **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Internal Audit of various documents and schedule for all departments.	Departmental and NBA files to be audited.	IQAC coordinators, Department HOD'sand NBA coordinators.
2	Departmental events to be conducted.	Minimum two workshops, six technical seminars, Project exhibition and Paper presentation.	IQAC coordinators, and Department HOD's

TQAC Coordinator

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.

Principal



# K.S. INSTITUTE OF TECHNOLOGY, BANGALORE - 560109 IQAC MEMBERS - 2021-22

Sl.No	Name	Designation	Members	Signature
1	Dr. Dilip Kumar K	Principal	Chair Person	Sturoge
2	Dr. K. V. A. Balaji	C. E. O.	Management	A Church
3	Dr. Chanda V Reddy	Professor	Chief Coordinator	(8) Mo
4	Dr.D.R.Swamy	Dean Research,	External Member - Nominee from local	6 and
5	Mr.Keshvan Y V	Manager	Administrative	The state of the s
6	Dr. Ram P Rustagi	HOD AIML	Member	Rien
7	Dr. P.N. Sudha	HOD ECE	Member	1
8	Dr. Rekha Venkatapur	HOD CSE	Member	O Leuc coupon
9	Dr. M. Umashankar	HOD ME	Member	Mary
10	Dr. Jalaja P	HOD BS&H	Member	(Jasi .
11	Dr. Bharathi V	HOD Library	Member	Maning
12	Mr. Praveen A	Asst. Professor, ECE	Dept. Coordinator	Var
13	Dr. Saleem Khan	Asst. Professor, ME	Dept. Coordinator	Calle
14	Mrs. Geetha R	Asst. Professor, CSE	Dept. Coordinator	Geetha P
15	Mr. Sunil Kumar N	Asst. Professor,	Dept. Coordinator	querra n
16	Mr. Krupesha D	Asst. Professor,	Dept. Coordinator	AD-
17	Mr. Veerappaji. B. Shivanna	Talent Acquisition	Industry	Um ha
18	Mr.N.G.Raju	Head, Talent	Industry	Provenay.
19	Mrs.Swathi K	Alumni	Alumni	Sills
20	Mr.Vinay	Alumni	Alumni	Oliman,
21	Shreya V Dev	Alumni	Student Coordinator	91
22	Srinivas S	Alumni	Student Coordinator	10000
23	Mr. Vasudevachar C	Parent	Parent Coordinator	levey.
24	Mr. H S Suresh	Parent	Parent Coordinator	gunda.

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IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.

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No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

27-04-2022

#### Circular

### **IQAC MEETING 3**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: CEO Office

Date : 28<sup>th</sup> April 2022

Time : 03:00 pm

### The agenda for the meeting are:

To discuss on the formats of

- 1. Discussion on various assignments
- 2. Slow learners and Course end survey formats.

Any other matters related.

**IQAC** Coordinator

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.

Principal PRINCIPAL



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

Date: 28/04/2022

#### Minutes Of IQAC Committee Meeting 3

Following members attended the meeting on 28th April 2022:

Sl.No	Name	Members	Signature
1	Dr. Dilip Kumar K	Chair Person	Ekuron.
2	Dr.K.V.A.Balaji	Management	U Gur
3	Dr.Chanda V Reddy	Chief Coordinator	(R) M
4	Dr.D.R.Swamy	External Member	-610
5	Mr.Keshvan Y V	Administrative officer	( Want
6	Dr. Ram P Rustagi	Member	
7	Dr. P.N. Sudha	Member	My
8	Dr. Rekha Venkatapur	Member	On en crapa
9	Dr. M.Umashankar	Member	Many
10	Dr. Jalaja P	Member	Jasi
11	Dr. Bharathi V	Member	Maum
12	Mr.Praveen A	Dept. Coordinator	Park
13	Dr. Saleem Khan	Dept. Coordinator	Company to
14	Mrs. Geetha R	Dept. Coordinator	Cay
15	Mr. Sunil Kumar N	Dept. Coordinator	Sand-
16	Mr. Krupesha D	Dept. Coordinator	die
17	Mr. Veerappaji. B. Shivanna	Industry	Veerappa
18	Mr.N.G.Raju	Industry	Pura
19	Mrs.Swathi K	Alumni	Swalli
20	Mr.Vinay	Alumni	Vinay
21	Shreya V Dev	Student Coordinator	Shreyo V
22	Srinivas S	Student Coordinator	Saini
23	Mr. Vasudevachar C	Parent Coordinator	Vanderales
24	Mr. H S Suresh	Parent Coordinator	Sus

TAAC Coordinator

IQAC Coordinator
K. S. Institute of Technolog
BENGALURU - 560 109.

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K.S. INSTITUTE OF TECHNOLOGY

BENGALURU - 560 109

#### **Discussions on**

- 1. The minutes of previous meeting and action taken report was read and confirmed.
- 2. As per NBA feedback different types of assignment formats was finalised.
- 3. Preparation of 2021-22 AQAR report as per the formats of 2020-21. Criteria coordinators of NAAC were requested to provide data for the same.
- 4. Preparation of Annual report by IQAC members. All HOD's and committee coordinators were requested to provide data for the same.

TBAC COOPDINATOR

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.

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No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

#### **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Discussion on var assignments	ous As per NBA feedback the assignments of different formats were discussed and finalized.	IQAC coordinators, Department HOD's and NBA coordinators.
2	Slow learners and Co end survey formats.	Finalized with a format considering all the constraints.	IQAC coordinators, and Department HOD's

Political Coosdinator

**IQAC** Coordinator K. S. Institute of Technology BENGALURU - 560 109.

Principal

PRINCIPAL



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

03-01-2022

#### Circular

## **IQAC MEETING 2**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

**Venue**: CEO Office **Date**: 4<sup>th</sup> January 2022

Time : 03:00 pm

## The agenda for the meeting are:

To discuss on

1. Pre-requisite for Internal tests.

2. Discussion on formats for Lesson Plan and CO-PO Mapping for 2021 scheme.

Any other matters related.

IQAC Coordinator

**IQAC** Coordinator K. S. Institute of Technology BENGALURU - 560 109.

Principal PRINCIPAL

#### **Discussions** on

- 1. The minutes of previous meeting and action taken report was read and confirmed.
- 2. Process of conducting Internal test and marks allocation along with blue book front page was finalized.
- 3. Formats for Internal assessment question paper and Scheme, Lesson Plan, CO-PO Mapping for 2021 scheme.
- 4. Increase the number of papers publishing in SCI/SCIE/Scopus Indexed journals to. All HOD's were informed to convey to their faculty members to do the same.

IGAC COORDINATOR

IQAC Coordinator
K. S. Institute of Technolo
BENGALURU - 560 109.

PRINCIPAL

K.S. INSTITUTE OF TECHNOLOGY



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

Date: 04/01/2022

#### **Minutes Of IQAC Committee Meeting 2**

Following members attended the meeting on 4<sup>th</sup> January 2022:

Sl.No	Name	Members	Signature
1	Dr. Dilip Kumar K	Chair Person	Churas.
2	Dr.K.V.A.Balaji	Management	Mars
3	Dr.Chanda V Reddy	Chief Coordinator	ande
4	Dr.D.R.Swamy	External Member	A Charles
5	Mr.Keshvan Y V	Administrative officer	1 som
6	Dr. Ram P Rustagi	Member	
7	Dr. P.N. Sudha	Member	M
8	Dr. Rekha Venkatapur	Member	Muchtap
9	Dr. M.Umashankar	Member	Mami
10	Dr. Jalaja P	Member	Jasi
11	Dr. Bharathi V	Member	Manmi
12	Mr.Praveen A	Dept. Coordinator	Dark
13	Dr. Saleem Khan	Dept. Coordinator	Salant
14	Mrs. Geetha R	Dept. Coordinator	Care
15	Mr. Sunil Kumar N	Dept. Coordinator	Shursh -
16	Mr. Krupesha D	Dept. Coordinator	down
17	Mr.Veerappaji.B.Shivanna	Industry	Veerappon
18	Mr.N.G.Raju	Industry	Imie
19	Mrs.Swathi K	Alumni	Sunthe
20	Mr.Vinay	Alumni	Vinay
21	Shreya V Dev	Student Coordinator	Shreya V
22	Srinivas S	Student Coordinator	Sgin
23	Mr. Vasudevachar C	Parent Coordinator	Vanderoelas
24	Mr. H S Suresh	Parent Coordinator	Sus

TEAC Coosdinatos

**IQAC** Coordinator K. S. Institute of Technology BENGALURU - 560 109.



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

## **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Pre requisite for Internal test.	As per new scheme (2021) the internal marks allotment and blue book front page were designed and finalized.	IQAC coordinator and Department HOD's
2	Discussion on Lesson plan and CO-PO Mapping for the academic year 2021 scheme.	CO-PO mapping is done and approved	Department HOD's and Faculties

P 1/1/22

IGAC Gosdinatos

IQAC Coordinator K. S. Institute of Technology BENGALURU - 560 109. Principal

PRINCIPAL



Ref: KSIT/Com/2021-2022

Date: 17.09.2021

### CIRCULAR

This is to inform that IQAC committee meeting will be held on 20.09.2021 at 10.30 AM in CEO chamber. The members are requested to attend the same.

#### AGENDA:

- 1. To discuss about NBA Inspection.
- 2. To discuss about academics.
- 3. To discuss about SOP released by University for the commencement of B.E higher semester classes.
- 4. Any other matters.

Dr. CHANDA V REDDY

Co - ordinator, IQAC Committee

IQAC Coordinator
K. S. Institute of Technolog.
BENGALURU - 560 109.

Dr. DILIP KUMAR K

PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109

Information to: All members.





Date: 20.09.2021

#### Minutes of IQAC Committee Meeting

Following members attended the meeting:

SI.No	Name	Members	Signature
1	Dr. Dilip Kumar K	Chair Person	Dungs
2	Dr.K.V.A.Balaji	Management	Light
3	Dr.Chanda V Reddy	Chief	@ lb
4	Dr.D.R.Swamy	External Member	600
5	Mr.Keshvan Y V	Administrative officer	9 Asm
6	Dr. Rekha Venkatapur	Member	Pal
7	Dr. P.N. Sudha	Member	N
8	Dr. M Umashankar	Member	M
9	Dr. Dayananda R B	Member	0
10	Dr. Jalaja P	Member	dag
11	Dr. Bharathi V	Member	Manny.
12	Mr.Praveen A	Dept.Co-ordinator	Park
13	Dr. Saleem Khan	Dept.Co-ordinator	Saltas
14	Mrs.Geetha R	Dept.Co-ordinator	Geethol
15	Mr. Sunil Kumar N	Dept. Co-ordinaror	- FS
16	Mr.Veerappaji.B.Shivanna	Industry	Vasudaic.
17	Mr.N.G.Raju	Industry	Briga.
18	Mrs.Swathi K	Alumni	Suth
19	Mr.Vinay	Alumni	Uliny
20	Shreya V Dev	Student Coordinator	Shreyare
21	Srinivas S	Student Coordinator	Som
22	Vasudevachar C	Parent Coordinator	Ceaver.
23	H S Suresh	Parent Coordinator	Jones

**IQAC** Coordinator K. S. Institute of Technolog BENGALURU - 560 109. PRINCIPAL

#### **Discussions on**

- 1. The minutes of previous meeting and action taken report was read and confirmed.
- 2. NBA filesof all departments will be verified by external member along with IQAC Coordinator.
- 3. Respective HOD's are responsible for conducting the verification as per convenience.
- 4. SOP released by the university was directed to Covid task force to follow strictly for commencement of higher semester classes.
- 5. Attending courses such asFDPs, workshops, and webinars for all the department faculty members and studentsin reputed colleges.

IBAC COOPDENATOR.

IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109.

K.S. INSTITUTE OF TECHNOLOGY

BENGALURU - 560 109. -



#### **ACTION TAKEN REPORT**

SI. No.	Subject/Issue	Outcome of discussion	Responsibility
1	NBA Inspection.	IQAC & NBA Co-ordinator will be visiting all the departments to verify documents.	Dr. Chanda V Reddy Dr. P N Sudha
2	Academics.	All department heads are decide to made arrangements for the commencement of higher semester classes.	All Department HOD's
3	SOP released by University for the commencement of B.E higher semester classes.	Covid taskforce co-ordinator was informed to make necessary arrangements as per SOP.	Dr. Sureka B

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IQAC Coordinator
K. S. Institute of Technology
BENGALURU - 560 109

Dr. DILIP LUMAR K

PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109



# K.S. INSTITUTE OF TECHNOLOGY, BANGALORE - 560109 IQAC MEMBERS - 2020-21

Sl.No	Name	Designation	Members
1	Dr. Dilip Kumar K	Principal	Chair Person
2	Dr. K. V. A. Balaji	C. E. O.	Management Representative
3	Dr. Chanda V Reddy	Professor	Chief Coordinator
4	Dr.D.R.Swamy	Dean Research, JSSIT	External Member - Nominee from local society
5	Mr.Keshvan Y V	Manager	Administrative officer
6	Dr. Ram P Rustagi	HOD AIML	Member
7	Dr. P.N. Sudha	HOD ECE	Member
8	Dr. Rekha Venkatapur	HOD CSE	Member
9	Dr. M. Umashankar	HOD ME	Member
10	Dr. Jalaja P	HOD BS&H	Member
11	Dr. Bharathi V	HOD Library	Member
12	Mr. Praveen A	Asst. Professor, ECE Dept	Dept. Coordinator
13	Dr. Saleem Khan	Asst. Professor, ME Dept	Dept. Coordinator
14	Mrs. Geetha R	Asst. Professor, CSE Dept	Dept. Coordinator
15	Mr. Sunil Kumar N	Asst. Professor, BS&H Dept	Dept. Coordinator
16	Mr. Krupesha D	Asst. Professor, AIML Dept	Dept. Coordinator
17	Mr.Veerappaji.B.Shivanna	Talent Acquisition	Industry
18	Mr.N.G.Raju	Head, Talent Acquisition	Industry
19	Mrs.Swathi K	Alumni	Alumni
20	Mr.Vinay	Alumni	Alumni
21	Shreya V Dev	Alumni	Student Coordinator
22	Srinivas S	Alumni	Student Coordinator
23	Mr. Vasudevachar C	Parent	Parent Coordinator
24	Mr. H S Suresh	Parent	Parent Coordinator



# K.S. INSTITUTE OF TECHNOLOGY, BANGALORE - 560109 IQAC MEMBERS KIST OF 2020-21(REVISED LIST)

Sl.No	Name of the Member	Designation	Category
1	Dr.K.V.A.Balaji	CEO & Principal	Chair Person and Management Representative
2	Dr.Dayananda R B	Professor	Chief Coordinator/Director
3	Dr.D.R.Swamy	Dean Research, JSSIT	Nominee from local society
4	Mr.Keshvan	Manager	Administrative officer
5	Dr. Rekha Venkatapur	HOD CSE	Mémber
6	Dr. P.N. Sudha	HOD ECE	Member
7	Dr. K. Rama Narasimha	HOD ME	Member
8	Prof. Chanda V Reddy	HOD TCE	Member
9	Mr. Sunil Kumar N	HOD BS&H	Member
10	Dr. Bharathi V	HOD Library	Member
11	Mr. Pradeep K R	Asst.Professor,CSE Dept	Coordinator
12	Mr. Praveen A	Asst.Professor,ECE Dept	Coordinator
13	Mrs. Sreesudha N	Asst.Professor,ME Dept	Coordinator
14	Mrs. Devika B	Asst.Professor,TCE Dept	Coordinator
15	Mr. Vidyaranya Kollipal	Associate Vice President & Lead, Mphasis Limited.	Member from Industry
16	Mr. N. G. Raju	Head, Talent Acquisition	Member from Industry
17	Mrs. Swathi K	Alumni	Member
18	Mr. Vinay	Alumni	Member
19	Ms Shreyas V Dev	Student	Member
20	Mr. Srinivas S	Student	Member
21	Mr. Vasudevachar C	Parent	Member
22	Mr. H. S. Suresh	Parent	Member

PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109



Ref: KSIT/Com/2021-2022

Date: 22.03.2021

### CIRCULAR

This is to inform that IQAC committee meeting will be held on 24.03.2021 at 10.30 AM in CEO chamber. The members are requested to attend the same.

#### AGENDA:

- 1. To discuss about academics.
- 2. To discuss about online FDP.
- 3. Any other matters.

Dr. DAYANANDA R B

Co - ordinator, IQAC Committee

Dr. K V A Balaji

PRINCIPAL

K.S. INSTITUTE OF TECHNOLOGY BENGALURU - 560 109.

Information to: All members.



Date: 24.03.2021

### Minutes of IQAC Committee Meeting

Following members attended the meeting:

SI.No	Name	Members	Signature
1	Dr.K.V.A.Balaji	Chair Person & Management	le Gun
2	Dr.Dayananda R B	Chief	0-1
3	Dr.D.R.Swamy	External Member	
4	Mr.Keshvan Y V	Administrative officer	In som
5	Dr. Rekha Venkatapur	Member	Or!
6	Dr. P.N. Sudha	Member	1
7	Mr. M Umashankar	Member	23
8 ,	Dr. Chanda V reddy	Member	08
9	Mr. Sunil Kumar N	Member	
10	Dr. Bharathi V	Member	proming.
11	Mr.Praveen A	Dept.Co-ordinator	Park
12	Ms. Sreesudha N	Dept.Co-ordinator	Som
13	Ms. Devika B	Dept. Co-ordinaror	ALD.
14	Mr.Veerappaji.B.Shivanna	Industry	Jeor Shrame
15	Mr.N.G.Raju	Industry	Daster
16	Mrs.Swathi K	Alumni	Sharthe
17	Mr.Vinay	Alumni	Viran
18	Shreya V Dev	Student Coordinator	Shreyard
19	Srinivas S	Student Coordinator	Show
20	Vasudevachar C	Parent Coordinator	Lovery.
21	H S Suresh	Parent Coordinator	house

D-4

Dr. DAYANANDA RB Co-ordinator, Igac Committee



#### **ACTION TAKEN REPORT**

SI.	Subject/Issue	Outcome of discussion	Responsibility
1	Academics.	Practical's were supposed to be conducted in offline and Theory subjects were continued in online.	All Department HOD's
2	online FDP	5 day FDP is supposed to be conducted by this month end under ISTE.	ECE HOD

DY. DAYANANDA RB Co-ordinator, IRAC Committee Dr. K V A BALAJI
PRINCIPAL
K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109.



Ref: KSIT/Com/2020-2021

Date: 24.06.2020

### CIRCULAR

This is to inform that IQAC committee meeting will be held on 26.06.2020 at 3.00 PM in CEO chamber. The members are requested to attend the same.

#### AGENDA:

- 1. To discuss about online classes.
- 2. To discuss about taking up online courses for both faculties & students.
- 3. Any other matters.

Dr. DAYANANADA R B Co – ordinator, IQAC Committee Dr. TV GOVINDA RAJU

PRINCIPAL INSTITUTE OF TECH

K.S. INSTITUTE OF TECHNOLOGY
BENGALURU - 560 109.

Information to: All members.



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

26.06.2020

### **Minutes of IQAC Committee Meeting**

Following members attended the meeting:

SLNo	Name	Members	Signature
1	Dr. T.V. Govinda Raju	Chair Person	h
2	Dr.K.V.A.Balaji	Management Representative	( Barral W
3	Dr.Dayananda R B	Chief Coordinator/Director	0-1
4	Dr.D.R.Swamy	External Member	BO.
5	Mr.Keshvan Y V	Administrative officer	Frank
6	Dr. Rekha Venkatapur	Member	K CNT
7	Dr. P.N. Sudha	Member	Ha V
8	Dr. K. Rama Narasimha	Member	W/
9	Prof. Chanda V Reddy	Member	a to
10	Dr. Jaya Kumar K R	Member	Const
11	Dr. Bharathi V	Member	blocum
12	Mr.Pradeep K R	Dept.Coordinator	- Pre-
13	Mr.Praveen A	Dept.Coordinator	(New York)
14	Mrs.Sreesudha N	Dept.Coordinator	10 01
15	Mrs.Devika B	Dept.Coordinator	686
16	Mr. Veerappaji.B. Shivanna	Industry	No.
17	Mr.N.G.Raju	Industry	123.120
18	Mrs.Swathi K	Alumni	
19	Mr.Vinay	Alumni	J Jmey-
20	Junaid Khan	Student Coordinator	134 0.7
21	Akshatha Shenoy U	Student Coordinator	A. J. H. 80.
22	Mr. Murthy K N A	Parent Coordinator	bounday beer
23	Mr. Javeed Pasha	Parent Coordinator	

**IQAC** Coordinator

Principal 26.6.20 K.S. INSTITUTE OF TECHNOLOGY BENGALURU - 560 109.



### **ACTION TAKEN REPORT**

SI.	Subject/Issue	Outcome of discussion	Responsibility
1	Online classes.	Online classes are to be conducted using Licensed MS Teams	Dr. Ram Rustagi
2	taking up online courses for both faculties & students	Faculties and Students were suggested to take NPTL & Coursera Certified Courses.	All Department HOD's

DY DAYANANDARB

Co-ordinator, IQAC committee

Dr. T V Govinda Raju

PRINCIPAL



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

IQAC/2019-20

10-03-2020

#### Circular

### **IQAC MEETING 3**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: Old Board room Date : 11.03.2020 Time : 3:15 PM

#### The agenda for the meeting are:

To briefly discuss about development programs for teaching faculties.

To enhance the Research culture activities to be carried out.

**IQAC** Coordinator

Copy to:

All Members:

Principal

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- BENGALURU - 560 109. -



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

11-03-2020

#### MINUTES OF THE MEETING 3

A meeting of all the members of IQAC was convened on 11<sup>th</sup> March 2020 at 02:00PM, old board room, KSIT Bangalore.

Following members attended the meeting:

SLNo	Name	Members	Signature
T	Dr. T.V. Govinda Raju	Chair Person	h
2	Dr.K.V.A.Balaji	Management Representative	Duri od X
3	Dr.Dayananda R B	Chief Coordinator/Director	0_1_
4	Dr.D.R.Swamy	External Member	MADL
5	Mr.Keshvan Y V	Administrative officer	For an
6	Dr. Rekha Venkatapur	Member	6001
7	Dr. P.N. Sudha	Member	
8	Dr. K. Rama Narasimha	Member	36,,-
9	Prof. Chanda V Reddy	Member	D -149
10	Dr. Jaya Kumar K R	Member	NO.
11	Dr. Bharathi V	Member	bherrio
12	Mr.Pradeep K R	Dept, Coordinator	also
13	Mr.Praveen A	Dept.Coordinator	(Red)
14_	Mrs.Sreesudha N	Dept.Coordinator	10. du
15	Mrs.Devika B	Dept.Coordinator	JA 5
16	Mr. Veerappaji. B. Shivanna	Industry	La constant
17	Mr.N.G.Raju	Industry	1232
18	Mrs.Swathi K	Alumni	4
19	Mr. Vinay	Alumni	. / Smay
20	Junaid Khan	Student Coordinator	Jad
21	Akshatha Shenoy U	Student Coordinator	Autable Elica
22	Mr. Murthy K N A	Parent Coordinator	
23	Mr. Javeed Pasha	Parent Coordinator	

**IQAC** Coordinator

Principal PRINCIPAL

# K S I T

# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

## **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility	
1	Development programs for teaching faculties and students		Faculties and Mentors	
2	To enhance the Research culture activities to be carried out.	Land the state of	Department HOD's	

IQAC Coordinator



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

IQAC/2019-20

06-11-2019

#### Circular

#### **IQAC MEETING 2**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: Old Board room Date : 07.11.2019 Time : 03:00 PM

#### The agenda for the meeting are:

- To discuss on NBA SAR Submission.
- To briefly discuss about academic development programs.
- To discuss the method for conducting internal and external academic audit.

**IQAC** Coordinator

Copy to:

All Members:

Principal 6.11.19 K.S. INSTITUTE OF TECHNOLOGY

BENGALURU - 560 109.



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

07-11-2019

#### **MINUTES OF THE MEETING 2**

A meeting of all the members of IQAC was convened on 7th November 2019 at 02:00PM, old board room, KSIT Bangalore.

Following members attended the meeting:

SLNo	Name	Members	Signature
1	Dr. T.V. Govinda Raju	Chair Person	he
2	Dr.K.V.A.Balaji	Management Representative	Chart of N
3	Dr.Dayananda R B	Chief Coordinator/Director	0
4	Dr.D.R.Swamy	External Member	ALD.
5	Mr.Keshvan Y V	Administrative officer	For gold
6	Dr. Rekha Venkatapur	Member	W CV
7	Dr. P.N. Sudha	Member	6
8	Dr. K. Rama Narasimha	Member	
9	Prof. Chanda V Reddy	Member	a all
10	Dr. Jaya Kumar K R	Member	CARE 1
11	Dr. Bharathi V	Member	bherrier
12	Mr.Pradeep K R	Dept.Coordinator	also
13	Mr.Praveen A	Dept.Coordinator	(Red)
14	Mrs.Sreesudha N	Dept.Coordinator	10. Sele
15	Mrs.Devika B	Dept.Coordinator	\$ A 10 0
16	Mr. Veerappaji. B. Shivanna	Industry	he made
17	Mr.N.G.Raju	Industry	10.0
18	Mrs.Swathi K	Alumni	- U
19	Mr. Vinay	Alumni	. / Smay
20	Junaid Khan	Student Coordinator	134
21	Akshatha Shenoy U	Student Coordinator	Astath Elic
22	Mr. Murthy K N A	Parent Coordinator	
23	Mr. Javeed Pasha	Parent Coordinator	

**IQAC** Coordinator

Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

## **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	NBA SAR Submission.	NBA SAR submission was successfully uploaded with help of all the members involved the activities.	NBA Coordinator and Staff
2	Internal and external academic audit	Internal audit was conducted by a team consists of department quality assurance cell coordinator and senior professors.  The external audit was conducted by the external auditor appointed by the IQAC	IQAC Coordinators
		and college.  The meeting discussed the report on internal and external audits conducted and expressed satisfaction on the performance of all faculty members.	

IQAC Coordinator

Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

IQAC/2019-20

19-08-2019

#### Circular

#### **IQAC MEETING 1**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: Old Board room Date: 21.08.2019 Time: 02:00 PM

#### The agenda for the meeting are:

• To discuss on criteria wise verification of NBA SAR.

• To briefly discuss about the post NAAC analysis along with suggestions and recommendations

• To discuss the overall analysis of AQAR submission.

**IQAC** Coordinator

Copy to:

All Members:

Principal 19 PRINCIPAL



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

21-08-2019

#### MINUTES OF THE MEETING 1

A meeting of all the members of IQAC was convened on 21st August 2019 at 02:00PM, old board room, KSIT Bangalore.

Following members attended the meeting:

SI.No	Name	Members	Signature
Ť	Dr. T.V. Govinda Raju	Chair Person	h
2	Dr.K.V.A.Balaji	Management Representative	Downs
3	Dr.Dayananda R B	Chief Coordinator/Director	0-1-
4	Dr.D.R.Swamy	External Member	A D
5	Mr.Keshvan Y V	Administrative officer	For and
6	Dr. Rekha Venkatapur	Member	The state of the s
7	Dr. P.N. Sudha	Member	<b>b</b>
8	Dr. K. Rama Narasimha 🕐	Member	`',,-
9	Prof. Chanda V Reddy	Member	Dally
10	Dr. Jaya Kumar K R	Member	100
11	Dr. Bharathi V	Member	bherren
12	Mr.Pradeep K R	Dept.Coordinator	alou
13	Mr.Praveen A	Dept.Coordinator	(Rec)
14	Mrs.Sreesudha N	Dept.Coordinator	10 du
15	Mrs.Devika B	Dept.Coordinator	Ab a
16	Mr. Veerappaji.B. Shivanna	Industry	head
17	Mr.N.G.Raju	Industry	193
18	Mrs.Swathi K	Alumni	ds .
19	Mr.Vinay	Alumni	. / Smay
20	Junaid Khan	Student Coordinator	130
21	Akshatha Shenoy U	Student Coordinator	Ashath Elica
22	Mr. Murthy K N A	Parent Coordinator	
23	Mr. Javeed Pasha	Parent Coordinator	

**IQAC** Coordinator

Principal PRINCIPAL



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

#### **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Criteria wise verification of NBA SAR.	Individually all the criterion Incharge of NBA were interacted with the fellow members of the NBA team and submitted plan of action to NBA Coordinators.	its Department
2	Post NAAC analysis along with suggestions and recommendations.	A rigorous discussion is made on suggestions and recommendations given by Peer team members for overall development of Institution.	NAAC Coordinators

**IQAC** Coordinator

Principal PRINC PRINCIPAL -K.S. INSTITUTE OF TECHNOLOGY - BENGALURU - 560 109. -



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

06-04-2019

#### Circular

#### **IQAC MEETING 5**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue : Old Board room Date : 08.04.2019 Time : 04:00 PM

#### The agenda for the meeting are:

5.1 Confirmation of previous minutes of meeting.

5.2 Preparedness of the documents for the NAAC Inspection.

5.3 Evaluation of IQAC file

5.4 Any other issues with the permission of the chair.

Copy to:

All Members:

Principal PRINCIPAL



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

08-04-2019

#### MINUTES OF THE MEETING 5

A meeting of all the members of IQAC was convened on 08<sup>th</sup> April 2019 at 04:00PM, old board room, KSIT Bangalore.

Following members attended the meeting:

SI.No	Name	Members	Signature
1	Dr. T.V. Govinda Raju	Chair Person	241
2	Dr.K.V.A.Balaji	Management Representative	Lain
3	Dr.Dayanand R B	Chief Coordinator/Director	0
4	Dr.D.R.Swamy	External Member	18600
5	Mr.Keshvan Y V	Administrative officer	1 por soul
6	Dr. Rekha Venkatapur	Member	02
7	Dr. P.N. Sudha	Member	<u></u>
8	Dr. K. Rama Narasimha	Member	
9	<b>P</b> € Chanda V Reddy	Member	(A) Ils
10	Dr. Jaya Kumar K R	Member	(us.
11	Dr. Bharathi V	Member	Mharing -
12	Mr.Pradeep K R	Dept.Coordinator	ne -
13	Mr.Praveen A	Dept.Coordinator	Pele
14	Mrs.Sreesudha N	Dept.Coordinator	Quadh
15	Mrs.Devika B	Dept.Coordinator	Ab 0
16	Mr.Veerappaji.B.Shivanna	Industry	his more
17	Mr.N.G.Raju	Industry	1-2
18	Mrs.Swathi K	Alumni	47
19	Mr.Vinay	Alumni	1/2 Dinark
20	Junaid Khan	Student Coordinator	trad
21	Akshatha Shenoy U	Student Coordinator	the holf of the
22	Mr. Murthy K N A	Parent Coordinator	
23	Mr. Javeed Pasha	Parent Coordinator	•

- 1. Confirmation of previous minutes of meeting.
- 2. Quarterly meeting of IQAC need to be conducted with all the members present and agenda of Meeting must be more specific on academic, research, facilities etc
- 3. Professional body member to be added in the composition of IQAC preferably ISTE.
- 4. Maintenance of Academic Audit Manual.
- 5. Gate to gate audit need to be maintained at department and college level.
- 6. Fix target for each level, to be evaluated further
- 7. Faculty diary to be introduced.
- 8. Each faculty should have pre-defined objective and their achievements should be evaluated further.

aruated further.

- 9. Faculty Empowerment program need to be connected every semester and internship for faculty need to be made mandatory.
- 10. Qualitative and quantitative Appraisal has to been done every year.
- 11. Maintenance of Suggestion Box in each Department and complete tracking process has to be assigned to a faculty.
- 12. System to handle grievance.

13. Combination of different levels of bloom's taxonomy should be included in the question paper.

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No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

09-11-2018

#### **IQAC MEETING 4**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: Old Board room
Date: 12.11.2018
Time: 10:00 am

#### The agenda for the meeting are:

4.1 Confirmation of previous minutes of meeting.

4.2 Discussion on Proposal Writing for Funded Projects

4.3 Discussion on Mentoring System.

Copy to:

All Members:

RENGALURU - 560 11

#### 3. Discussion on Mentoring System.

Discussed to improve the quality of Mentoring system. Current implementation of the system and its benefits are discussed

It is decided that next meeting will be scheduled in 2nd week of August 2018. Meeting ended with Principal Dr. T.V. Govinda Raju thanking the members.



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

#### **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Discussion on Proposal Writing for Funded Projects.	The information regarding different funding agencies has circulated among faculty members.	and Research
2	Discussion on Mentoring System.	The mentoring system was explained and gave some recommendations to improve the existing system.	Principal HODs and Mentors
		Mentor book for a student is to be maintained for all the four years and to be closed at the course completion.	

**r**Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

01-08-2018

## **IQAC MEETING 3**

This is to inform that meeting will be held for all the members of IQAC as per the following details.

Venue: Old Board room
Date: 03.08.2018
Time: 10:00 am

#### The agenda for the meeting are:

- 3.1 Confirmation of previous minutes of meeting.
- 3.2 Improvement in teaching and learning activities.
- 3.3 Discussion on improving the performance of academic and administrative activities.

Copy to:

All Members:

Principal

8.18



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

03-08-2018

#### MINUTES OF THE MEETING 3

A meeting of all the members of IQAC was convened on 3<sup>rd</sup> August 2018 at 10:00am, old board room, KSIT Bangalore.

Following members attended the meeting:

Sl.No	Name	Members	Signature
1	Dr. T.V. Govinda Raju	Chair Person	Kas
2	Dr.K.V.A.Balaji	Management Representative	Maries
3	Dr.Dayananda R B	Chief Coordinator/Director	0-1
4	Dr.D.R.Swamy	External Member	1400
5	Mr.Keshvan Y V	Administrative officer	160/7 m an
6	Dr. Rekha Venkatapur	Member	
7	Dr. P.N. Sudha	Member	M
8	Dr. K. Rama Narasimha	Member	
9	Prof. Chanda V Reddy	Member	60 th
10	Dr. Jaya Kumar K R	Member	ALD:
11	Dr. Bharathi V	Member	bol assura)
12	Mr.Pradeep K R	Dept.Coordinator	res.
13	Mr.Praveen A	Dept.Coordinator	Paur
14	Mrs.Sreesudha N	Dept.Coordinator	Hundl
15	Mrs.Devika B	Dept.Coordinator	(A A)
16	Mr. Veerappaji. B. Shivanna	Industry	
17	Mr.N.G.Raju	Industry	2.5
18	Mrs.Swathi K	Alumni	14
19	Mr.Vinay	Alumni	Viney
20	Junaid Khan	Student Coordinator	Imed
21	Akshatha Shenoy U	Student Coordinator	that off & Sha
22	Mr. Murthy K N A	Parent Coordinator	The service 8 - CE
23	Mr. Javeed Pasha	Parent Coordinator	STANDER AND STANDARD

## 1. Confirmation of previous minutes of meeting.

The minutes of the previous meeting was read, confirmed and recorded.

## 2. Improvement in teaching and learning activities.

- Monitoring of course files, lecture Schedules, course plans of faculty.
- Conduction of Seminars, Quiz Programs in class rooms. (pedagogy techniques)
- Arrangement of technical talks by eminent personalities.

#### 3. Discussion on improving the performance of academic and administrative activities.

Coordinator discussed the action plan ensuring timely, efficient and progressive performance of academics. Suggestions were given by the committee members to overcome the weaknesses.

- Various industries/companies need to be contacted for internship/projects opportunities for students.
- Assessing the quality parameters and providing required suggestions for the improvement. (Question paper pattern, publications, Time tables formats, Event formats)
- Encouraging R&D and Consultancy.
- Arrangement of seminars / workshops, FDPs on emerging technologies for faculty.

It is decided that next meeting will be scheduled in 2nd week of November 2018. Meeting ended with Principal Dr. T.V. Govinda Raju thanking the members.

Principal



No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore – 560109

#### **ACTION TAKEN REPORT**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Improvement in teaching and learning activities.  Conduction of Seminars, Quiz Programs in class rooms.  Arrangement of technical talks by eminent personalities.  CO-PO writing	Exhaustive Question Bank for all the subjects is provided for each student.  Updating of course files is done.  As per discussion conducted seminars and quiz programs for each subject.  Technical talks by eminent personalities have been arranged on emerging technologies.  Discussion on CO-PO writing has been done to the faculties by their respective HOD's.	Principal ,HOD's and all Faculties
2	Discussion on improving the performance of academic and administrative activities.	Various companies have been contacted for the sake of students' internships/projects.  Make sure MOUs are functional	Principal HODs and IQAC coordinator

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