



JSS MAHAVIDYAPEETHA  
**JSS ACADEMY OF TECHNICAL EDUCATION, BENGALURU**

Affiliated to Visvesvaraya Technological University, Belagavi, Karnataka, INDIA  
Approved by All India Council for Technical Education, New Delhi  
UG programs accredited by NBA: CIVIL, CSE, ECE, E&IE, ISE, IEM & MECHANICAL ENGG.  
Accredited by NAAC with A+ grade

**Proceedings of the IQAC Meeting held on 23<sup>rd</sup> Aug 2023 from 3:30 pm to 4:30pm, in the Boardroom to discuss about the activities to be carried out related to NAAC and preparation of AQAR 2022-23.**

**Members Present:**

1.	Dr. Rekha P M, Prof & Head, Dept. of ISE, JSSATE, Bengaluru	IQAC Coordinator
2.	Dr. Prabhudev Jagadeesh, Professor, Dept. of CSE	Institute Profile Coordinator
3.	Mr. Manohar, Assistant Professor, Dept. of ECE	
4.	Mrs. Bhanumathi K S, Assistant Professor, Dept. of E&IE	Criteria 1 Coordinator
5.	Dr. Abhijeeth H V, Associate Professor, Dept. of ISE	Criteria 2 Coordinator
6.	Dr. Pavithra G S, Assistant Professor, Dept. of CSE	
7.	Dr. Sanjay Shekar, Associate Professor, Dept. of Civil Engg.	Criteria 4 Coordinator
8.	Dr. Abdul Razak B H, Assistant Professor, Dept. of Civil Engg.	Criteria 5 Coordinator
9.	Dr. Vanishree Beloor, Assistant Professor, Dept. of IEM	
10.	Dr. Yogesh K B, Associate Professor, Dept. of ME	Criteria 6 Coordinator
11.	Dr. B N Venkatesh, Assistant Professor, Dept. of ME	
12.	Dr. Lathamani B, Associate Professor, Dept. of MBA	Criteria 7 Coordinator
13.	Dr. Niranjana Kunduru, Associate Professor, Dept. of CSE	
14.	Reshma B, Assistant Professor, Dept. of ISE	AQAR Facilitator

**Agenda:**

1. Welcome and Context setting: Dr. Rekha P M, IQAC Coordinator
2. Discussions with Criteria Heads.
3. Vote of Thanks.

**Discussions/ Deliberations:**

**1. Welcome and Context Setting:**

Dr. Rekha P M, IQAC Coordinator, welcomed all the members to the meeting and highlighted the purpose of the meeting.

## 2. Discussions/ Clarifications:

During the discussion, Dr. Rekha P M informed about the AY consideration for data fetching is from June 2022 to May 2023. For further clarification mail has been sent to the NAAC office and waiting for the response of the same.

To fill Part A and Institutional Profile a discussion was made with Dr. Rekha P M, Dr. Prabhudev Jagadeesh and Mr. Manohar and finalised the content. Dr. Prabhudev Jagadeesh asked for the data from some criteria to fill the Institutional Profile. Discussion was made to fetch and fill the data in some of the criteria.

During the discussion, it is also been conveyed that, as there is a deadline in submission of the QS-I gauge on 15<sup>th</sup> Sept, to slow down the data collection work till 15<sup>th</sup> September as per the instructions by Dean Academics. It also decided to fill the excel sheets and later after validating the data and start for the supporting document collection. Clarification was also given to collect the documents as per the requirement in each criterion. The QIM questions should be filled with all the increments in the Institutions.

In Criteria 4, the library details should be updated with all new subscriptions and updating in the library automations. Criteria 5 QIMs can be updated as there are many activities organised by the student welfare including the scholarship distribution and outreach activities. Discussion was also made on the institutional policies whether to refine the policies and retain the same.

It is also been conveyed, the a request is made to HOI to finalize the strategic plan for the Academic Year as it has to be updated in the college website and to be included in the Criteria 6.

It is also conveyed that website will be restructured according to the requirement for the AQAR submission. It is also been conveyed that the criteria heads should go through the questions where few of them should be updated in the college website.

Dr. Rekha P M instructed that document which is claimed as the supporting documents should be signed by the IQAC coordinator seal with the signature. Also it is conveyed that the every poster/flyer/invitations etc. should include IQAC in it. Before uploading it to the NAAC portal, every document should have IQAC signature in that. Also make sure that the geo-tagged photos while uploading the documents.



Institutional Best Practices and Institutional Distinctiveness should be discussed and finalised by a brain storming Session. It is conveyed to the criteria 7 coordinator should discuss with all Department Heads. It is also conveyed that the CO-PO document should


be maintained common across the entire department as shared template. Dr. Rekha P M insisted that the SSS (Student Satisfactory Survey) should be filled by instructing the students at the department level.

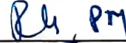
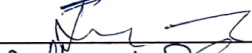
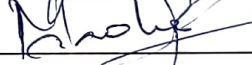







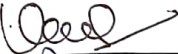


After the discussion the status of each criterion is collected and informed to update the meeting proceedings in the drive shared. As per the Criteria heads, Criteria 1 and 2 data collection is in progress and supporting documents. Few criteria have to collect the data from the Institute Level and it is in the process. Criteria 6 70% data collection completed, and a request for the GC meeting proceedings. Criteria 7 the meeting is done and discuss about the Institutional best practices and distinctiveness.

### 3. Vote of Thanks:

Dr. Rekha P M concluded the meeting with a thank you note to all attendees by highlighting the points discussed in the meeting.

**Members Absent:** 1. Dr. Usha S, M,   
2. Dr. Chamaraj N A 

 PM 23/2/23  
Dr. Rekha P M  
Coordinator – IQAC

Sl. No	Name of the Faculty	Signature
1.	Dr. Rekha P M, Prof & Head, Dept. of ISE, JSSATE, Bengaluru	
2.	Dr. Prabhudev Jagadeesh, Professor, Dept. of CSE	
3.	Mr. Manohar, Assistant Professor, Dept. of ECE	
4.	Mrs. Bhanumathi K S, Assistant Professor, Dept. of E&IE	
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