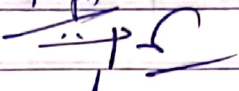
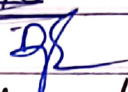
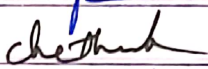
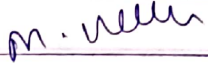
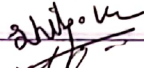
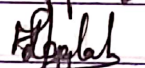
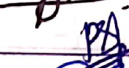
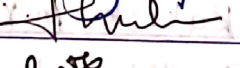
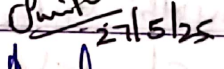
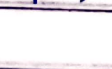
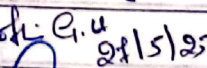
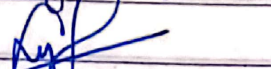
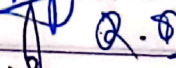
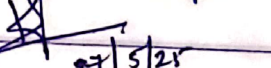
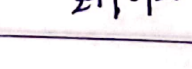


27/5/2025

An IQAC meeting was held for all IQAC members and HOD's at 11:00am in the ECE seminar hall on 27/5/2025 to discuss few points.

1. Dr. Jasad Bapat 
2. Dr. Prasanna Kumar HK 
3. Dr. Anesh S. T. 
4. Dr. Ajay 
5. Dr. Chethan L.S. 
6. RAKESH M.K. 
7. Dr. Shanmukha M.C. 
8. Shilpa K.G. 
9. Nagaraja H.S. 
10. Shanthkumary 
11. Nithin H.V. 
12. Dr. Shashikumara J.K. 
13. Miranda Surya Prakash 
14. Dr. Pramod Gopal Pan 
15. Dr. Girisika L. 
16. Dr. Mohan Kumar 
17. Dr. Sunitha B.S. 
18. Dr. Pramod 
19. Dr. Vinay Kumar B. M. 
20. Pooja K. Gauda 
21. Dr. Jyothi G.H. 
22. Likeshio Thomas 
23. Dr. R. SEKAR 
24. Kavya MP 

Dr. Om Prakash Yadav, IQAC Coordinator started the meeting by greeting all the IQAC members and HODs of all the departments.

Following are the minutes of the meeting.

1. Software for Institution Management:

- * To facilitate the purchase of software for the college, everyone was requested to specify their requirements, particularly focusing on how the software could help reduce manual work, minimize errors and integrate all tasks related to college.
- * Dr. Prasad Bapat, the Exam Incharge, requested a user-friendly integrated software solution for IA conduction, automatic fee updation, IA duty allotment, result preparation etc.
- * Mrs. Pooja, CDC Chief, requested the automatic updation of students results and backlogs, along with the inclusion of a certificate course column to help categorize students based on their certifications.
- * Dr. Areesh, HOD, Dept. of Mathematics, suggested the development of a parent-friendly app to allow guardians to monitor their ward's academic progress.
- * Dr. Sunitha, HOD, Dept of Data Science, recommended implementing automatic result analysis, along with an online system for question paper submission to both reviewer and the examination section.

- * Everyone also suggested including comprehensive faculty and student information in the system.
- * Members were requested to arrange a demo of ERPs which they knew.

2. Continuous Internal Evaluation :

- * Dr. Om Prakash Yadav emphasized the importance of ensuring a fair evaluation of CCE Components. He stated that assessments should be based on student's actual performance and aligned with the nature of the subject.
- * Dr. Arjun U suggested including a 1-credit subject such as NSS, Yoga or Sports under internal evaluation, similar to the approach taken for UHV, SFH and IDT.

3. Format for Laboratory Courses & Record :

- * A new common record format was presented to everyone, and suggestions were invited for any changes/improvements.
- * Everyone suggested removing the CO-PO mapping from the record.
- * It was suggested ~~for~~ that the faculty signature to be included in the index sheet, and that the index and CE sheets be merged for better clarity.
- * Records to be of 10 pages.
- * Vision and Mission to be handwritten by student itself.

- * It was suggested that department names should not be specified; instead, the branch name should be included on the label, making it common across all the departments and thereby reducing costs.
- * It was also suggested to implement common formats for assignment books to maintain consistency across departments.

4. Internal Assessment Question Paper and Analysis:

- * Everyone suggested using full length A4 sheets for student copies of the QP.
- * Including the reviewer's comment on question paper was made mandatory.

5. Annual Quality Assurance Report 2024-25

- * The data for AQAR 2024-25 to be collected, in this regard IQAC members have been collected criteria-wise for its preparation.
- * Members were informed that only data to their criteria part would be collected for AQAR 2024-25. Additionally all HoDs were requested to provide data on time.

B. Student Attendance Considerations :

- * All HoDs were requested to monitor the attendance of students from the beginning of the semester for theory / laboratory courses.

7. Restructuring of Committees :

- * It has been decided that all the committees are to be restructured. Present members were informed to submit the report of the work done during their tenure by June 30/06/2025. Chairman / Coordinators / members may get changed. The new Committee would be functional from September onwards.

8. Management Information System.

- * The Vice Principal has emphasized the need to begin collecting updates and data from the respective departments using the MIS system developed and proposed by IQAC. The data collection process should commence from the start of upcoming semester.

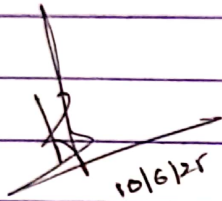
9. Student Faculty Ratio :

- * Initially, the IQAC proposed maintaining a SFR of 1:20 based on the sanctioned intake, including first year students.

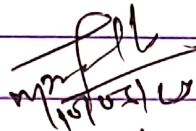
However, it was later decided that the SFR would be calculated

based on the number of faculty members available within the department excluding first-year students.

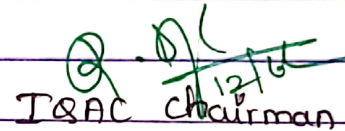
10. It was proposed to include at least one faculty from each department for IQAC.



IQAC Member



IQAC Coordinator



IQAC Chairman

Principal

PES Institute of Technology & Management
NH-206, Sagar Road, SHIVAMOGGA-577 204.