



BANGALORE TECHNOLOGICAL INSTITUTE

(An ISO 9001:2015 Certified Institute)

Kodathi Village, Varthoor Hobli, Bangalore East Tq, Bangalore Urban District,
Bangalore, Karnataka, 560035

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Internal Quality Assurance Cell (IQAC)

Ref No: BTI/IQAC/22-23/ODD/001

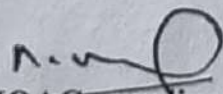
Date: 17.06.2022

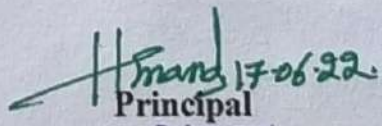
CIRCULAR

A meeting is proposed to be convened with all the members of IQAC at 10.00 am on 20-06-2022 in the Seminar Hall. All the members are requested to make it convenient to attend the same.

Agenda:

1. Introduction of IQAC members.
2. Academic council meeting.
3. NAAC Accreditation process.
4. Innovation in Teaching and learning process.
5. Faculty activities and achievements.
6. Internal assessment and question papers setting.
7. Value added course and NPTEL courses.
8. Training and Placement activities.
9. Academic and administrative audit by IQAC.


IQAC coordinator


Principal
Principal
Bangalore Technological Institute (BTI)
Kodathi, Off Sajapur Road
Bangalore-560035

Copy to: All HoD's and IQAC Members



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Date: 20th June 2022

Internal Quality Assurance Cell (IQAC)

MINUTES OF FIRST MEETING OF IQAC HELD ON 20th JUNE, 2022

The first meeting of the Internal Quality Assurance Cell (IQAC) was held at 10.00 am on 20th June 2022.

The Following Members were Present:

S. No	Name	Designation	Position	Signature
1	Dr. H S Nanda	Principal	Chairperson	
2	Dr. R Bala Sundar Rao	HoD- ME	Coordinator	
3	Dr. Manjula N	Trustee	Member from the Management	
4	Dr. Sohan Kumar Gupta	HoD- CS	Faculty Representative	
5	Prof. B. M. Ramalinga Reddy	HoD- CV	Faculty Representative	
6	Prof. Deepa T	HoD- EC	Faculty Representative	
7	Mrs. Gigi Susan George	AP-CV	Faculty Representative	
8	Dr. Mohamed Saleem	Asso. Prof. - ME	Faculty Representative	
9	Mrs. Ambica V	AP-EC	Faculty Representative	
10	Mr. Saravanakumar T	HoD-BS	Faculty Representative	
11	Mrs. Riya Kini Jacob	PO	Faculty Representative	
12	Mr. Raghukumar	AO	Administrative officer	
13	Mrs. Ranjana Jha	Admissions Incharge	Administrative officer	
14	Mr. Vishwanath Reddy	Kasavanahalli	Nominee from Local Society	
15	Mr. Prithvi Narayana Reddy	Student	Nominee from Students	
16	Ms. Avishka Tomar	Alumni	Nominee from Alumni	
17	Mr. C L Gowda	Secretary	Nominee from Employer	
18	Mr. Shashikiran	Managing Director, Arushi Green Energy (India) Private Limited, Bangalore-104	Nominee from Industrialists	
19	Mr. Govinda Swamy	Parent	Nominee from Stakeholders	

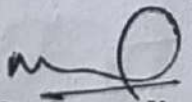
Meeting Agenda:

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The Following are the points discussed:

1. The chairperson introduced all the IQAC members for the academic year 2022-23, as well as the prime responsibilities which include initiating, planning and supervising the numerous academic activities that are necessary to improve the quality of education provided at our institution.
2. All HoD's are asked to initiate the preliminary work for the NAAC accreditation process.
3. The faculty members are asked to initiate Innovation in the teaching and learning process.
4. The committee has instructed all HoD's to promote Faculty Development Programs.
5. The committee insisted to obtain feedback from students in accordance with university norms for future improvements.
6. The committee has demanded faculty orientation programs be organized as well as performance appraisal form to be submitted.
7. Internal assessment test question papers setting is based on course outcomes as mentioned in the syllabus of the university.
8. All HoD's are asked to conduct Parents and Teacher meetings at least once in each semester.
9. Placement training modules are given by the trainers. From this semester onwards HoD's are asked to create their own syllabus as per the requirements of their students.
10. All the students are asked to register NPTEL courses and asked to submit the certificates at the end of the semester.
11. Faculty members are asked to do research, attend conferences and seminars in other institutions and publish their research papers in scholarly journals.


IQAC coordinator


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Principal
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