



JAWAHARLAL NEHRU NATIONAL COLLEGE OF ENGINEERING, SHIMOGA

INTERNAL QUALITY ASSURANCE CELL (IQAC)

Date:3.11.2018

Proceedings of the 21th Meeting of IQAC, held in the Meeting Hall, AD Block at 4.00 PM on 30.10.2018

1. Members Present:

<u>Sl. No.</u>	<u>Name</u>	<u>Designation</u>	<u>Dept.</u>	<u>Remarks</u>
1.	Sri. S. N. Nagaraja	Secretary, NES	-	Special Invitee
2.	Dr. H. R. Mahadevaswamy	Principal	-	Chairman
3.	Dr. S V Sathyanarayana	Professor	ECE	Coordinator
4.	Dr. L.K. Sreepathi	Vice Principal	Mech	Member
5.	Dr. K. M. Basappaji	Professor	Mech	Member
6.	Prof. R. K. Baliga	Assoc. Prof.	Phy	Member
7.	Dr. C. G. Hemamalini	Professor	Civil	Member
8.	Smt. SavithaMadhav	Manager-H R	NES	Mgmt. Nominee
9.	Mr. Koushik R Udupa	-	7 th ECE	U G Student Rep.
10.	Prateeksha M Badal	-	3 rd MBA	P G Student Rep.,
11.	Sri. N G Ajanna	Asst. Professor	EEE	Research Scholar

Sri. Rajendra Prasad (Alumni Rep.), Smt. Rashmi Sooryanarayana (Industry Nominee) and Dr. M. G. Krishnamurthy, Professor, MBA (Member) were granted leave of absence.

2. Agenda:

1. Initial remarks by the Principal/Chairman-IQAC
2. Review of previous meeting proceedings and action taken
3. Updates
4. Academic and Administrative Audit – AAA
5. Upgrading domain skill set of students and improving employability – A model for implementation
6. Alumni Meet at Bangalore
7. Review of NBA process
8. Any other topic with the permission of the chair

3. Proceedings:

1. After welcoming all the members to the meeting, the IQAC Coordinator placed before the members the agenda of the meeting, which was already circulated along with the meeting notice.
2. The Chairman-IQAC (Principal) in his initial remarks presented briefly the highlights of the agenda of the meeting. He requested all the members to give their valuable inputs on the topics of the meeting so that it could be communicated to the department level for implementation.

3. IQAC Coordinator gave a brief review of previous meeting proceedings and the action taken thereon:
 - a. Domain skill based trainings were being planned by placement department in consultation with the department placement coordinators. For 5th semester UG students and III MCA students training on Communication Skills was arranged during 13 – 14, Oct. 2018. All the students attended this program and got benefited this.
 - b. Centralized Internal Assessment was conducted for First Year UG students during 15-17, Oct. 2018
 - c. Design of answer booklet for Preparatory Examination of First Year UG course was underway
 - d. First Year Teachers meeting was organized on 27.9.2018
 - e. Calendar of HoDs Interaction with First year students was prepared: Second week of October, November and December
4. The following observations and the comments were made by Sri. S. N. Nagaraja:
 - a. At the end of any technical training / Training on Communication Skills, a test should be conducted to assess the knowledge / skills gained by the students after the training.
 - b. He also felt that there should be more number of surprise tests to students so that they would be prepared to take the tests every day.
5. IQAC Coordinator presented updates and important programs conducted in the institution and at department level:

a. PG Admission Statistics: 2018-19

Sl. No	Branch	CET	MQ	Total
1	MBA	59	61	120
2	MCA	09	26	35
3	MCA Lateral Entry – III Sem	11		11
4.	M.Tech			
	CSE	12	01	13
	Design	00	00	00
	NIE	02	00	02
	CIM	00	00	00
	DECS	04	00	04
	TE & M	09	01	10
	PE	04	00	04
Total				33

b. NAAC Revisit Results

NAAC awarded 'B' grade to the institute in the NAAC revisit held on 16– 18, Aug. 2018 : Improvement in the CGPA by 0.42 compared to the last CGPA of 1.87 : Current CGPA - 2.29.

Recommendations:

- i. Green Audit of campus and facilities be carried out by external agency
 - ii. Faculty may be encouraged to research and submit research proposals to state and national bodies like UGC, AICTE, DST etc.
 - iii. Alumni association needs to be formalized and strengthened
 - iv. Student placement need strengthening with core companies
 - v. Steps may be initiated for national and international collaborations
 - vi. Career Counseling cell to be established
 - vii. Industrial visits be made a regular practice
 - viii. Student /Institutional Chapters of professional bodies to be established
 - IQAC coordinator informed the following members that the above recommendations need to be fulfilled before we go for the second cycle of NAAC accreditation. Among the above recommendations, Sl. No. (iv) and (vii) are already in place.
 - Sri. S. N. Nagaraja expressed his opinion about the funding available in NAIN and he told that the funding provided by NAIN is underutilized. In this regard he informed that faculty members should be actively involved and work along with students which will in turn help students.
- c. **UGC Certification:** Institute is included in the list of colleges under Section 2 (f) & 12 (B) of the UGC Act 1956. Under this, the institute is declared fit to receive Central assistance in terms of Rules framed under Section 12 (B) of the UGC Act. 1956. We are eligible to receive UGC's support in respect of teachers & students related schemes as our institute is being self-financing & unaided.
- d. **Programs organized by the departments:**
- (i) International Conference on Emerging & sustainable trends in Civil Engineering during 27-28, September, 2018 was successfully organized by department of Civil Engineering.
Support: SERB, DST, New Delhi and Local Organizations
Inauguration & Keynote Speaker: Dr.Lakshman Nandagiri,Professor NITK, Surathkal
Resource Persons: Dr. Y.R.Sathyaji Rao, Scientist-F & Head,NIH,Kakinada,Andhra Pradesh, Dr. Rajendra S, Principal, Dr. K.P.Sudeer, Professor, IIT, Madras, Dr.Paresh Chandra Deka, Professor,NITK Surathkal
Participants: Research Scholars, faculty members of JNNCE & other institutions
Papers Presented: 38
Program: Four Invited Talks, 8 Paper presentation sessions and a Panel Discussion
Valedictory Address: Dr. K.P.Sudeer, Professor, IIT, Madras
Outcome: 38 research scholars presented their work and there was panel discussion by which the delegates were exposed to the current trends and advances in Civil Engineering
 - (ii) Centre for Innovation & Entrepreneurship – CIE organized “Entrepreneurship Awareness Camp – EAC” sponsored by EDII, DST – NIMAT Project 2018-19, under the aegis of NSTEDB, DST during 4-6, October 2018
Inauguration: Sri. Khalandar Khan, District Skill Development & Employment Officer, Shivamogga & Dept. of Skill Development, Entrepreneurship & Livelihood, Govt. of Karnataka

Resource Persons: Eminent Industrialists, Successful Entrepreneurs, Professors

Delegates: 150+ participants from JNNCE and other colleges

Outcome: Created awareness in topics like Identification of opportunities for Entrepreneurs, Mechanism of Product Selection and Technology assistance from R&D Labs, Technical & Commercial aspects of SSI unit, financial aspects & assistance to SSI unit, Creative Business and the common problems faced by Entrepreneurs, Provided an opportunity for the delegates to enhance their knowledge & interest in Entrepreneurship, Industry visit to DXC Tech., Shantala Spherocast and Pragathi Spherocast

- Sri. S. N. Nagaraja suggested MBA students to prepare a questionnaire and audit NES institutions. He further requested Smt. Savitha Madhav to take the responsibility.

(iii) An Interactive session on "Importance of NAAC in Engineering Education Institutes" by Dr. Vishnukanth Chatpalli, Advisor, NAAC, Bangalore was arranged on 13 Oct. 2018

Participants: Professors, HoDs, IQAC members & Dept. NAAC Coordinators

Outcome: An overview of Assessment by NAAC and tasks & responsibilities of the institute in ensuring the quality in education was discussed. Importance of the Academic and Administrative Audit was highlighted and there was good interaction with the audians

(iv) PG orientation Program was arranged on 15th Oct. 2018.

Chief Guest: Smt. Asha Sheshadri, Progressive Farmer & Women Entrepreneur.

200+ PG newly admitted students attended the program

(v) **Parents Meet:** All the departments organized parents meet on 28.10.2018.

Many parents attended the meet and interacted with the teachers. The teachers informed about the performance of the wards. The following were the overall opinion given the parents:

- a. Positive Feedback about Teaching Learning Process
- b. To arrange coaching classes for GATE, TOFEL
- c. Some issues in Transportation Facility
- d. To arrange more placement training
- e. To arrange training on Communication skills to rural students
- f. To have common Class timings 9.00AM to 5.00PM

(vi) **Dept. Forum Activities**

- Many technical events were organized by all the Dept. Forums
- Telecommunication dept. forum "TELEGMA" was inaugurated on 29.10.2018
- IE (I) Students Chapter & IETE Shimoga Centre celebrated Engineer's Day on 30.10.2018

Chief Guest: Sri. Ashok Vasnad, Chief Engineer, Bhadra CADA, Shimoga

e. **Student Enrichment Programs**

- **Three Day Student Development Program On Research Methodology For PG & Ph.D. Scholars In Commerce & Management by MBA Department- 25-27, Oct.2018**

Inauguration & Keynote: Dr. P. Nagesh, SJCE, Mysore

Participants: Research Scholars and Final Year MBA Students

Outcome: Exposure to students in conducting Marketing Research, identification of problem area, the open software's in organizing the literatures on the problem area were demonstrated, hands on experience to students in designing of Questionnaire, application of Statistical packages, and Report writing.

- **Two Day Demonstration & Awareness program on “Pneumatic Technology on Industrial Automation” - The FESTO Mobile ExpoTrainer by Mechanical Engineering Dept. during 26-27, Oct. 2018**

Participants: UG students of all branches

Outcome: Exposure to students in the area of Mechatronics, Demonstration of various applications in Industrial Automation

- **Two Day Workshop on “Digital Image Processing” followed by Hackathon by E & C Department in association with NITK Suratkal during 27 – 28, Oct. 2018**

Participants: Final & Pre-final year students and Research Scholars

Outcome: Exposure to students on fundamental concepts of Image Processing & its applications, Familiarization software tool MATLAB, Hands on experience to students in designing tasks on Image Processing

- **Two Day Workshop on “Electrical System Design & Detailed Engineering” by E & E Department in during 29 – 30, Oct. 2018**

Resource Persons: Satish Deshpande & Team, Hariva Venture, INDO – QATAR Skill Development Center, Bangalore

Participants: Final year students and M.Tech Students

Expected Outcome: Exposure to the concepts of Electrical System Design, Power Systems Planning & Estimation, Development of Drawings & Material Specifications

f. **Achievements: Sports**

- JNNCE bagged medals in VTU power lifting competition:
Men Category: 1 Gold & 1 Bronze medal in Men: 66 kg category , 2nd place in Team championship.
Women Category: 1 Gold: 63 Kg category and 2 Silver medals: 47 Kg & 73 Kg Category, 3rd place in Team championship.

This event was organised by Sahyadri College of Engineering, Mangalore

g. **Placement Drive:**

Organization	No. of offers	Packages in Lakhs per Annum
TCS	63	3.34
SLK Software	10	2.80
Crimson Logic	05	4.00
Mphasis	02	2.50
Advance India	02	3.75
Tata Elexi	16	4.00
Total	98	

6. **Academic and Administrative Audit – AAA**

a. IQAC Coordinator presented following points as the background of the agenda:

- Suggestion from Dr. Vishnukanth Chatpalli, NAAC Advisor during his interaction

- The monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review.
 - By establishing Internal Quality Assurance Cell (IQAC) and undergoing External Quality Assurance process it's possible to continuously strive for excellence.
 - Would be a check of our readiness for any kind of Accreditation Process
- b. IQAC Coordinator also presented the methodology to be followed to undergo AAA:
- NAAC has not prescribed any specific methodology or guidelines for conducting AAA.
 - **Criteria:** IQAC of HEIs can decide set of criteria to be used for AAA. Some HEIs follow NAAC criteria as it compliments periodic assessment and accreditation by NAAC
 - **Periodicity:** Internal: Annual ; External: 3 Years or 5 Years
 - **Selection of peers/experts:** Since peer review is backbone of AAA, similar to accreditation by NAAC, it is important to select good experts as peers for AAA.
 - **Process:** HEIs can device its own process including self-evaluation by faculty and administrative units, schedule of onsite visit, format of report and outcome etc...
 - **Outcome:** The outcome of AAA may be placed before Internal Quality Assurance Cell (IQAC) and Governing Bodies (GB) of the HEIs. Plan of action can be prepared to implement the suggestions accepted by IQAC and GB.
 - It is important that HEIs should formally prepare the guidelines / statues / ordinances for AAA, so that it becomes an institutionalized practice.
- c. Sri. S. N. Nagaraja felt that this kind of audit is very important to assure the education quality. He also felt that Internal AAA should be done twice in a year. He expressed his opinion to conduct faculty audit to ensure faculty competence.
- d. IQAC chairman informed that institute specific AAA criteria should be designed to fulfill the requirements of both NBA & NAAC. He also felt that it is required to identify the peer group for external audit in consultation with NAAC.
- e. All the members were of the opinion to practice AAA by taking the help of the colleges which were already practicing AAA.

Decision: It was decided to design institute specific AAA criteria and to have AAA as a regular practice

7. Upgrading domain skill set of students and improving employability – A model for implementation

- a. IQAC Coordinator informed the members that this topic was also discussed in the last meeting and sought the suitable implementation model which can be adopted in the semester scheme.
- b. He also presented some of the attempts which were being practiced by various departments:
- Tutorial on Microcontrollers to pre-final year students – 5.00PM to 6.30PM
 - Organized hands on workshops
 - “Interactive Session” with Final Year ECE, EEE, IS, CS and TCE by Nano Source Technology during 26th and 27th October 2018 (Our Alumni: Rakesh Nandakumar – 2004 EEE)
- c. Sri. S. N. Nagaraja presented his idea to prepare the set of skills a student should attain at the end of each semester and then identify the skills that were not attained. Then bridge this gap by organizing additional training by experts.

- d. All the members were of the opinion that such trainings should be planned at the beginning of the semester so that the regular classes would not be hampered.

Decision:

- As decided in the 20th meeting, it was resolved to design a template for process of preparing the domain specific skill sets and mapping the companies to that skill set and to circulate to all departments
- It was decided to direct the placement committee to plan and coordinate this event in consultation with the respective departments in the beginning of each semester.

Action:

- Departments to identify the domain specific skill sets and mapping the companies to that skill set
- Department placement coordinators to prepare skill set and plan for the training

8. Alumni Meet at Bangalore

- a. IQAC Coordinator presented following points as the background of the agenda:
- During May 3rd Saturday of every year Alumni Meet scheduled at our Campus
 - Many of the Alumni working at Bangalore ; would be a good gathering
- b. He also informed the tentative schedule as 8.12.2018 or 15.12.2018 - Saturday
- c. Dr. L. K. Sreepathi suggested fulfilling the recommendations/ suggestions made in the earlier general body meeting.
- d. IQAC coordinator informed that one of the suggestions was to update the alumni data base and to design a active Alumni Web portal. He informed that this task has been taken up by the alumni association executive committee.
- e. All the members agreed to organize the alumni meet at Bangalore.

Decision:

- It was resolved to direct the alumni association executive committee to plan for the alumni meet at Bangalore during December first or second week.
- It was also decided to have alumni association office in old library building and speed up the process of updating alumni database and web portal.

9. Review of NBA process

- a. IQAC Coordinator presented following points regarding NBA process of the institute:
- OBE process was being practiced in all departments
 - NBA Team audited all departments: Course Files of 2018 -19 was verified
 - NBA committee meeting was held on 27.10.2018 to discuss the proceedings of Department Audit and finalise next set of tasks
 - In phase- II, it was decided to audit the OBE documents of 2017-18 (Even Sem) and Vision, Mission & PEO formulation process
- b. IQAC coordinator also informed about the recent revision of NBA process in the duration of award of accreditation, i.e., 3 years of provisional accreditation and 6 years for full accreditation in place of present 2 years provisional accreditation and 5 years for full accreditation since 23.10.2018. Student staff ratio – SFR should be 25:1 for 3 years and 15:1 for 6 years
- c. Sri. S. N . Nagaraja informed to prepare a proper action plan to prepare for NBA process and asked to speed up the process.
- d. IQAC chairman informed that based on the OBE readiness the department would be identified to apply for NBA pre-qualifier.

Decision:

- It was resolved to identify the departments to go for NBA based in the outcome of NBA internal audit

10. Any other points with the permission of the chair:

- a. IQAC Coordinator presented an additional topic – “student mentoring” with the permission of the chairman. He proposed the following points regarding student mentoring process:
- Designate a Mentor Coordinator in the department.
 - Mentor Coordinator would allot students to each faculty. Note that if a student is allotted a particular faculty, he / she should be his /her mentor till that student completes the degree.
 - Conduct the meeting with respective student and get all the details & enter it in the mentor diary which is already circulated.
 - Call the ward personally in case of the student with poor performance (Poor attendance and IA)
 - Maintain the mentor meeting details. Note that at least three meetings should be conducted in semester.
- b. Dr. L. K. Sripathi informed the importance of the role of the mentors in the all round development of the student. It would be the responsibility of each mentor to inform the parents of such students having poor performance. He also proposed to have suitable measure to ban the mobile in the campus to bring discipline in the campus.
- c. Dr. C. G. Hemamalini proposed to allot the slot in the regular time table for student mentoring.
- d. Smt. Savitha Madhav informed that the OAM software can be efficiently used for student mentoring.

Decision:

- It was resolved to include separate slot for student mentoring in the regular time table from the next semester
 - It was resolved to prepare the guidelines for the student mentoring and direct the HoDs to regularly follow the mentoring process.
 - It was decided to form a vigilance squad to go around the campus and confiscate mobile if the students were using mobile in the campus.
11. The meeting concluded, with the Chairman thanking all the members for their active participation.


(Dr.H. R.Mahadevaswamy)
Principal & Chairman-IQAC

To:

All the members and HODs of all the departments