



A T M E®
College of Engineering



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Programs accredited by NBA, New Delhi – **UG:** CV, ECE, EEE and ME (Validity up to June 2025), **UG:** CSE (Validity up to June 2026)

Minutes of the IQAC Meeting

Date: 23rd September 2023

Time: 11.00am

Venue: IQAC Meeting Hall.

Agenda:

- Action plan for conducting the academic activities in 2023-24
- Initiate MOUs related collaborated activities including extension activities
- Policy interventions to ensure the research related activities
- Schedule of the IQAC internal audit and external audit

Chairperson: Dr. L. Basavaraj

Members Present:

1. Dr. L. Basavaraj - Chairperson
2. Dr. Govindgowda M. S. - Dean Academics
3. Dr. Sachidanandamurthy K. L. - Administrative Officer
4. Dr. Mahesh Lohith K. S.
5. Dr. Sunitha Patel M. S.
6. Mr. Ravikumar S.
7. Dr. Avinash K.
8. Mr. Manu Vijay
9. Mr. Raghavendra L.
10. Dr. Vinod Kumar P.
11. Mr. Yogesh N.
12. Mr. Girish M.
13. Ms. Anupama Shetter
14. Dr. Shyam Vasudev Rao -
15. Mr. Sunil Kumar H. V. – Employer
16. Yashwanth – Student representative



- ✚ The Chairperson extended a warm welcome to all the members of the IQAC team, expressing appreciation for their continued dedication and contributions.
- ✚ Mr. Girish M. provided an overview of the Minutes of the Meeting (MOM) from the previous session. He highlighted key points, actions taken, and pending tasks to ensure continuity and alignment with the institution's quality objectives. He also outlined the agenda for the current meeting, emphasizing the importance of addressing each point systematically for effective decision-making.
- ✚ Dr. Govindgowda M. S. emphasized the necessity of creating a well-structured academic calendar. He suggested that the calendar should balance curricular and co-curricular activities, ensuring students have opportunities for both academic excellence and personal development. He proposed involving department heads in the planning process to cater to specific departmental needs.
- ✚ Dr. Mahesh Lohith K. S. highlighted the need for organizing regular workshops and Faculty Development Programs (FDPs) to enhance teaching methodologies. He suggested focusing on the integration of technology in teaching, advanced pedagogical techniques, and interdisciplinary approaches to benefit both faculty and students.
- ✚ Mr. Ravikumar proposed introducing interdisciplinary project-based learning modules to foster collaboration among students from various disciplines. He emphasized that such initiatives would encourage critical thinking, creativity, and problem-solving skills, making students industry-ready.
- ✚ Mr. Sunil Kumar H. V. underscored the importance of establishing partnerships with key industry players to provide skill enhancement opportunities and internships for students. He also recommended engaging local community organizations for extension activities that address societal needs, thereby fostering social responsibility among students. Furthermore, he proposed monitoring the outcomes of existing MOUs to assess their effectiveness and leveraging successful partnerships to initiate new collaborations.
- ✚ Ms. Anupama Shetter presented data on recent facility upgrades and library initiatives aimed at enhancing the learning environment. She provided insights into the budget



utilization across departments, ensuring transparency and highlighting areas where further improvements could be made.

- ✚ Dr. Chethan S. recommended drafting policies to support faculty and students in undertaking high-impact research projects. He emphasized the need to allocate funds for research initiatives and incentivize publications in reputed, high-ranking journals to encourage a culture of research excellence.
- ✚ Dr. Mahesh Lohith K. S. proposed scheduling the external audit after completing the submission of the Annual Quality Assurance Report (AQAR) for 2023-24. This would ensure that all necessary data and reports are available for review during the audit process.
- ✚ Mr. Girish M. informed the team that the proforma for the internal and external audits would be shared at the earliest. He emphasized the importance of preparing all required documentation and keeping them ready for the audit process. Additionally, he stressed the need to compile a compliance report that addresses observations and recommendations from previous audits, ensuring continuous improvement and adherence to quality standards.
- ✚ The meeting was concluded with vote of thanks.

IQAC Chairperson

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