



BHARAT INSTITUTE OF ENGINEERING AND TECHNOLOGY

Mangalpally (V), Ibrahimpatnam (M), RangaReddy (D)
Hyderabad- 501 510, Telangana, India

MEETING NOTICE

Date: 01-06-2023

Sub: Convening the 19th meeting of IQAC (19/2023-24) Reg.

A meeting of IQAC is convened on 05-06-2023 at 10:30AM in the BIET Seminar Hall to discuss the following agenda.

1. Review of II, III & IV Years B.Tech Academic Results of all branches for 2022-23 II Semester
2. Review of Department wise R&D Reports for 2022-23
3. Review of Institute level all committees progress of 2022-23 and action plan for 2023-2024.
4. Review of delivery details and mapping of Program Outcomes/ Program Specific Outcomes of contents beyond the syllabus for 2023-24 by considering workshops / Seminars / Guest Lectures / FDPs/Conferences etc conducted
5. Review on student satisfactory survey i.e. feedback collection, Analysis and Action Taken
6. NPTEL/MOOCs online courses enrollment for July-December, 2023 semester.
6. Any other with the permission of the chair.

All Members of IQAC are expected to attend the meeting and contribute their wisdom.

Dr.PAPIYADUTTA
Coordinator, IQAC

Dr.K.VENUGOPAL
Chairperson, IQAC

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



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Minutes of 19th IQAC meeting held on 05-06-2022 at 10:30AM

Principal greeted all the members of IQAC and welcomed them to the meeting and declared the meeting at the venue at 10:35AM.

Honorable Chairman addressed the following activities

Presentation and Review of II, III & IV Years B.Tech Academic Results of all branches for 2022-23 II Semester

a) CSE and its allied branch Results Presented by Dr. Mahesh Lokande, Academic incharge.

Action Taken:

- Conduction of Remedial Classes for failure students with immediate effect by allocating senior faculty and regular attendance of Remedial classes should be monitored.
- Subject wise faculty who secured results <50%, required to submit the undertaking forms and Class In-charges & Mentors who secured results <50%, required to submit the undertaking forms b) as per institute policy.

b) ECE Department Results presented by Mr. Ravi Kumar, Academic Incharge

Action Taken:

- Conduction of Remedial Classes for failure students with immediate effect by allocating senior faculty and regular attendance of Remedial classes should be monitored.
- Subject wise faculty who secured results <50%, required to submit the undertaking forms and Class In-charges & Mentors who secured results <50%, required to submit the undertaking forms as per institute policy.

c) EEE Department Results Presented by Dr. A. Ganguly, Incharge

Action Taken:

- Conduction of Remedial Classes for failure students with immediate effect by allocating senior faculty and regular attendance of Remedial classes should be monitored.
- Subject wise faculty who secured results <50%. required to submit the undertaking forms and Class In-charges & Mentors who secured results <50%, required to submit the undertaking forms as per institute policy.



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IQAC Committee have taken the following resolutions:

- Improve R&D activities to achieve good rank in NIRF.
- Academic & Academic Audit cell Incharges of respective department to monitor daily class work.
- Encourage students to do internship and recommend to the management for honorarium for best projects
- IQAC members reviewed the delivery details and mapping of Program Outcomes / Program Specific Outcomes of contents beyond the syllabus for 2023-24 by considering workshops / Seminars / Guest Lectures / Faculty Development Programs / Conferences etc conducted.
- All College level committee in charges presented and explained about the activities carried out during 2022-23 academic year along with minutes of meeting and plan of action for 2023-24.
- All Associate professors/ professors should publish papers in SCI/SCOPUS and refereed journals.
- All Assistant professors should publish papers at least in UGC journals
- All the faculties should also submit your plan and contribution towards smart campus/Green Campus/Clean Campus along with NBA/NIRF/NAAC/API appraisal form by end of August.
- Dr. K.Venugopal reviewed student satisfactory survey i.e. feedback collection. Analysis and suggested to initiate proper action on each feedback received from students.

Dr.PAPIYADUTTA
Coordinator, IQAC

Dr.K.VENUGOPAL
Chairperson, IQAC

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MEETING NOTICE

Date: 08-01-2024

Sub: Convening the 20th meeting of IQAC (20/2023-24) Reg.

A meeting of IQAC is convened on 10-01-2024 at 2:30 PM in the BIET Seminar Hall to discuss the following agenda.

1. Presentation and Review of I Year B.Tech Academic Results for 2023-24, II- Semesters.
2. Training Plan of Action for 2023-24 for final year students of all branches.
3. NPTEL Online courses enrollment of Faculty and Students for JAN-APRIL, 2024 semester.
4. Research and development activities Presentation.
5. NAAC plan of action for the next cycle.
5. Any other item with the permission of the chair.

All Members of IQAC are expected to attend the meeting and contribute their wisdom.

Dr.PAPIYADUTTA
Coordinator, IQAC

Dr.K.VENUGOPAL
Chairperson, IQAC

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



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Minutes of 20th IQAC meeting held on 10-01-2024 at 02:30 PM

Principal greeted all the members of IQAC and welcomed them to the meeting and declared the meeting at 2:35 PM

Item-1: Presentation and Review of I Year B.Tech Academic Results for 2021-22 I & II Semesters of all branches

- Overall I Semester results analysis presented by Dr. T. Sudha, In-charge of first year.

Action Taken:

- Subject wise faculty who secured results <50%, required to submit the undertaking forms and Class In-charges & Mentors who secured results <50%, required to submit the undertaking forms as per institute policy.
- Conduction of Remedial Classes for failure students with immediate effect by allocating senior faculty and regular attendance of remedial classes should be monitored.

Results Review Committee:

- To review the results presented by all the departments, a committee is constituted with Dr. V. Kannan, Professor, department of ECE as Convener and academic incharge of first year as a member.

Item- 2: Training Plan of Action for 2023-24 for final year students of all branches

- **CSE and its allied branch Training details presented by Mr. Romy Sinha, Training Incharge.**

Action Taken:

- Identify training needs for final year B.Tech students by conducting Mock Test or any other Assessment Test, based on assessment test identify the students who required Basic Training(Slow Learners) and students who required Advanced Training (Advanced Learners)
- Prepare Laboratory occupancy time table section wise as per the training areas identified
- Include emerging areas in computer sciences filed like Android, Artificial Intelligence, Cloud Computing, Machine Learning etc
- Follow the TASK activities by consulting Placements department.



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- **ECE Department Training details presented by Mr. Satyabrath Singh, Training Incharge**

Action Taken:

- Identify training needs for final year B.Tech students by conducting Mock Test, based on assessment test identify the students who required Basic Training (Slow Learners) and students who required Advanced Training (Advanced Learners)
 - Prepare Laboratory occupancy time table section wise as per the training areas identified.
 - Include emerging areas in ECE like Embedded Systems, VLSI, Matlab, Cadence etc
 - Follow the TASK activities by consulting Placements department.
 - Ensure every student and training faculty to be enrolled in NPTEL online courses related to training areas identified.
- **EEE Department Training details presented by Ms. Srilakshmi, Training Incharge**
- ### **Action Taken:**

- Identify training needs for final year B.Tech students by conducting Mock Test or any other Assessment Test, based on assessment test identify the students who required Basic Training (Slow Learners) and students who required Advanced Training (Advanced Learners)
 - Prepare Laboratory occupancy time table section wise as per the training areas identified.
 - Include emerging areas in EEE like Power Systems, Solar and Renewable Energies, 3D Printing, Robotics etc.
 - Follow the TASK activities by consulting Placements department.
 - Ensure every student and training faculty to be enrolled in NPTEL online courses related to training areas identified.
- **Mechanical Department Training details presented by Mr.Subrajith, Training Incharge**

Action Taken:

- Identify training needs for final year B.Tech students by conducting Assessment Test, based on assessment test identify the students who required Basic Training (Slow Learners) and students who required Advanced Training (Advanced Learners)
- Prepare Laboratory occupancy time table section wise as per the training areas identified.



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- Include emerging areas in Mechanical like CAD/CAM, 3D Printing, Robotics etc.
- Follow the TASK activities by consulting Placements department.

Item-3: NPTEL Online courses enrollment of Faculty and Students

- It is mandatory to all faculties to enroll in NPTEL online courses every semester. And every faculty should enroll for JAN-APRIL semester.
- All class mentor should insist every student to enroll in NPTEL courses and apply any one course for certification exam.
- Department wise list of faculty enrollment is to be submitted to SPOC before the deadline.

Item- 4: R&D Activities Review

- Dr. Papiya Dutta, Incharge R&D, presented the details of R&D Activities upto first semester.
- It is mandatory for the every faculty to publish atleast one paper in reputed journal and to attend one conference in every semester.
- Suggested final year students to publish their project work in any reputed journal/conference before External project Viva-Voce.

Action Taken:

- Conduct meeting with department level R&D in charges to analyze the data related to Publications, funded Projects Applied, Grants Received etc. and assess the weightage for NBA and NAAC.

Item-5: NAAC plan of action for next cycle:

- It is recommended to complete the pending AQARs and prepare for the IIQA for the next cycle of NAAC.

Item-6: Concluding Remarks

Honorable Chairman Sri CH. Venugopal Reddy

- All doctorates should prepare a report with list of publications, MOUs. R&D Grants, Books published, Mini projects /Major Projects given to students, conferences/workshops conducted etc.
- Department wise achievements by students and faculties to be displayed on College website and department notice boards.



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- Registration in Professional societies & student chapters immediately and organize activities in collaboration with registered societies.
- Focus on R&D activities as it has marks in accreditation all
- faculty should concentrate on R&D Activities.

Meeting concluded with thanks to the In-charge and members.

Dr.PAPIYADUTTA
Coordinator, IQAC

Dr. K. VENUGOPAL
Chairperson, IQAC

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC