

**6.1.2****IQAC Minutes of Meeting****Index**

Sl. No.	Particulars	Page No.
1.	IQAC Minutes of Meeting - 2016-17	2 – 3
2.	IQAC Minutes of Meeting – 2017-18	4 – 5
3.	IQAC Minutes of Meeting – 2018-19	6 – 15
4.	IQAC Minutes of Meeting – 2019-20	16 – 24
5.	IQAC Minutes of Meeting -2020-21	25 - 31



AMC ENGINEERING COLLEGE

18th KM, Bannerghatta Road Bengaluru 560083

FORMATION OF THE IQAC - 2016-17

S. No	Name of the Person	Designation	Roles
1	Dr. T.N.Srineevasa	Principal	Chairman- IQAC
2	Dr. N Amuthan	HOD/EEE	Member
3	Dr. Shashishankar A S	HOD/CV	Member
4	Dr. Sivasankari G.G.	HOD/CSE	Member
5	Dr. Girisha C	HOD/ME	Member
6	Dr. Uma Reddy N V	HOD/ECE	Member
7	Dr. Latha C. A.	HOD/ISE	Member
8	Dr. V Mini	HOD/Physics	Member
9	Dr. Venkata Lakshmi V	HOD/Chemistry	Member
10	Dr. R Gangadhara Reddy	HOD/Mathematics	Member
11	Mrs. Shivani	HOD/MBA	Member
12	Dr. ACMV. Srinivas	HOD/MCA	Member
13	Nishant Kumar Gautam	Chairman, All India Corporate Council for Skill Development	Member


Principal

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BENGALURU - 560 083.





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18th KM, Bannerghatta Road Bengaluru 560083

ACTION TAKEN REPORT ON THE DECISIONS OF THE IQAC MEETINGS- 2016-17

Meeting Date	Decision Taken	Action taken
12/12/2016	<ol style="list-style-type: none">1. At the outset, the Director of IQAC extended a cordial welcome to all the members and thanked profusely the meticulous work done by all the coordinators, The Director IQAC also instructed coordinators to prepare a draft action plan to be chalked out by IQAC at the beginning of the year towards quality achievements and the outcome to be achieved by the end of the year.2. It was stressed that the department IQAC coordinators role is crucial in ensuring the effective functioning of the cell.3. The coordinators should maintain cumulative record of all the departmental activities / achievements to monitor the progress.	<ol style="list-style-type: none">1. Based on the decisions taken in the meeting, it was decided to take up the following initiatives:2. All the HODs and department IQAC coordinators instructed their staffs to involve themselves and contribute their might in fully achieving the objectives of IQAC.3. The coordinators were asked to collect information on the quality issues which will help them to prepare AQAR (Annual Quality Assurance Report).4. The HODs instructed their IQAC coordinators to ensure that the department information has been aptly highlighted / projected.
10/04/2017	<ol style="list-style-type: none">1. The Principal instructed all the Heads to conduct Add on Certificate Programs at least 2 per department and Conduct minimum 2 Value Added courses in each Program.	<ol style="list-style-type: none">1. The coordinators asked the faculty members of their respective departments to record the reforms done in academics by IQAC which has developed a system for conscious, consistent and catalytic improvement in performance of the college and channelized the efforts and measures of the college towards academic excellence.2. It was decided to highlight the workshop, seminar etc. that are organized by each department which has enhanced the quality of teaching learning process.3. The reforms made by the exam cell in internal examination of the college also to be highlighted.



Gishu
Principal

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FORMATION OF THE IQAC - 2017-18

S. No	Name of the Person	Designation	Roles
1	Dr. A.G.Nataraj	Principal	Chairman
2	Dr. A K Murthy	Dean, Academics	Vice-Chairman
3	Dr. K N Bhanuprakash	HOD/EEE	Director - IQAC
4	Dr. Shashishankar A S	HOD/CV	Member
5	Dr. Latha C A	HOD/CSE	Member
6	Dr. Girisha C	HOD/ME	Member
7	Dr. Uma Reddy N V	HOD/ECE	Member
8	Dr. Bindhu Madhavi	HOD/ISE	Member
9	Dr. V Mini	HOD/Physics	Member
10	Dr. Venkata Lakshmi V	HOD/Chemistry	Member
11	Dr. R Gangadhara Reddy	HOD/Mathematics	Member
12	Mrs. Shivani	HOD/MBA	Member
13	Dr. ACMV. Srinivas	HOD/MCA	Member
14	Nishant Kumar Gautam	Chairman, All India Corporate Council for Skill Development	Member
15	Dr Bhartheesh	Systems Engineer, ABIBA Systems	Member

Girishu
Principal

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ACTION TAKEN REPORT ON THE DECISIONS OF THE IQAC MEETINGS- 2017-18

Meeting Date	Decision Taken	Action taken
10/07/2017	<ol style="list-style-type: none"> At the outset, the Director of IQAC extended a cordial welcome to all the members and thanked profusely the meticulous work done by all the coordinators, The Director IQAC also instructed coordinators to prepare a draft action plan to be chalked out by IQAC at the beginning of the year towards quality achievements and the outcome to be achieved by the end of the year. It was stressed that the department IQAC coordinators role is crucial in ensuring the effective functioning of the cell. The coordinators should maintain cumulative record of all the departmental activities / achievements to monitor the progress. Motivating students to do many innovative projects and participate in competitions at National and International level Directing towards publication of papers in quality journals by students and faculty members. 	<ol style="list-style-type: none"> Based on the decisions taken in the meeting, it was decided to take up the following initiatives: All the HODs and department IQAC coordinators instructed their staffs to involve themselves and contribute their might in fully achieving the objectives of IQAC. The coordinators were asked to collect information on the quality issues which will help them to prepare AQAR (Annual Quality Assurance Report). The HODs instructed their IQAC coordinators to ensure that the department information has been aptly highlighted / projected.
12/03/2018	<ol style="list-style-type: none"> The Principal instructed all the Heads to conduct Add on Certificate Programs at least 2 per department and Conduct minimum 2 Value Added courses in each Program. Establishing research and innovation forums in each department. Refresher Programs for the faculty. 	<ol style="list-style-type: none"> The coordinators asked the faculty members of their respective departments to record the reforms done in academics by IQAC which has developed a system for conscious, consistent and catalytic improvement in performance of the college and channelized the efforts and measures of the college towards academic excellence. It was decided to highlight the workshop, seminar etc. that are organized by each department which has enhanced the quality of teaching learning process. The reforms made by the exam cell in internal examination of the college also to be highlighted.





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No.:

Proceedings of the Principal and Chairperson IQAC Order

Date: 16/07/2018

By the direction of the Governing body, undersigned is pleased to reconstitute Internal Quality Assurance Cell (IQAC) for the Academic Year 2018-2019. The cell shall report the work and activities of the cell once in three months, minimum four times in an academic year to the Governing body. These orders will come in to force from the day of issue of orders and they will be on same until further orders are issued. Following is the constitution of IQAC

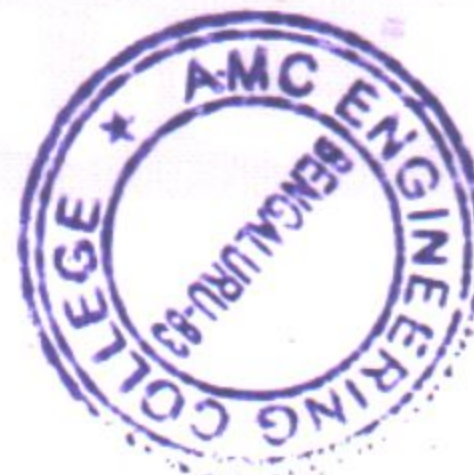
Sl No.	Name of Member	Designation	Role
1.	Dr. T.N.Sreenivasa	Principal	Chairperson
2.	Mr. Shaik Moonirul Haque	Director - Skill Development Center	Member -Management Representative
3.	Dr. Shashishankar A	Head, Dept. of Civil Eng.	Member -Teaching Faculty Representative
4.	Mr. Mahesh M	Office Manager	Member – Non Teaching Faculty Representative
5.	Ms. Chitra (ECE)	Student Council President	Member – UG Female Student Representative
6.	Mr. Likith R (ISE)	Student Council Vice-President	Member – UG Male Student Representative
7.	Ms. Priyanka (MBA)	Student Council Secretary	Member – PG Female Student Representative
8.	Mr. Raushan Singh	Student Council Treasurer	Member – PG Male Student member Representative
9.	Dr. Manoj P B	Alumni	Member – Alumni Representative
10.	Mr. Rajendran K Mr. S. M. Rahman	Parent (of Male) Parent (of Female)	Member – Parent Representative
11.	Dr. Gangareddy	Industry	Member – Industry Representative
12.	Dr. Solaimuthu	Professor	Member – Coordinator
13.	Prof. Selvamathi	Asst. Prof in EEE	Joint Coordinator

Principal & Chairperson IQAC

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Copy to:

1. Chairman and Vice Chairman
2. Committee Members
3. All the HOD's
4. IQAC File





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Proceedings of the Internal Quality Assurance Cell AMC Engineering College Held on Dt. - 16-07-2018

No.:

Agenda:-

- Action Plan for the Academic year 2018-19
- Review of Infrastructure and Learning Resource Available
- Finalize Best Practices to be adopted for the Academic Year 2018-19

The 1st meeting for the year 2018-19 of IQAC was held on 16-07-2018 at 11:00 AM at Board Room of the college.

Members Present

Sl.No	Name	Designation in IQAC
1.	Dr.T.N.Srinivasa	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

Action Plan for the Academic year 18-19

1. IQAC Chairman Informed all the Criterion in-charge to provide updated information about the committees constitution for the year 2018-19 in 10 days
2. He informed that all the criterion Incharge arrange to conduct below mentioned activities through respective committees and take necessary support / help from Administrative Officer, Chief Finance Officer, Industries, Students and Alumni's.
 - ❖ Conduct Add-On Certificate courses.
 - ❖ Minimum 2 Value Added Courses to be offered by each Department.
 - ❖ Plan for Field Visits/ Internships/Project Work for students meticulously.
 - ❖ Adhere to University guidelines for conducting of internal examinations and university exam.
 - ❖ Conduct Student Satisfaction Survey on overall performance of the college, and to submit analysis report in next meeting for quality improvement aspects in the institution.
 - ❖ Collect feedback on curriculum from all stockholders, analyze and submit report with recommendation to BOM through IQAC.
 - ❖ Faculties to submit research proposals for funding.





- ❖ Conduct minimum 1 IPR activity in each department.
- ❖ R & D Department to start incubation center for innovation and start-ups institution.
- ❖ Faculties to submit proposals for having attended Conferences Workshops, Seminars, and Training Programs so as to enable office to provide Travel & Dearness allowance.
- ❖ Faculties are informed to take action to publish papers in UGC notified journals and also to involve in activities of editing books and chapters.
- ❖ Conduct Extension Activities in coordination with NSS, Government, NGO's and other Organizations. Involve maximum number of students these activities. Special emphasis to be given on activity related to Swachh Bharath, Gender Equity, and Environmental sustenance.
- ❖ Concerned Committees to have Linkages, Collaboration, MoU's with Corporates, Industries, Institutions, NGO's, and Government for Conducting Student, Faculty and Research exchange activities.
- ❖ Instructed to conduct capability enhancement, Alumni and placement activities.
- ❖ To Conduct National Festivals / Birth and Death Ceremonies of National Leaders & Commemorative days.
- ❖ Finance committee is Instructed to Allocate sufficient Budget for all activities including Infrastructure, Academic Support Activities, E- Governance, Library, Sports, Cultural, Faculty and Student Welfare schemes, Green Initiatives, Incubation Centre and some of the special training programs as per the request of committee Chair-Persons and HOD's.

IQAC Chairman informed all the members - Reports of all the above activities conducted to be presented in next and subsequent meetings and also to maintain proper documents for having conducted these activities.

Agenda 2:

Infrastructure and Learning Resource

Agenda 2:-

- ❖ Review was conducted regarding availability of facilities for teaching learning -All 63 classrooms are Wi-Fi/LAN equipped, 62 laboratories and 7 Seminar halls with ICT facilities available.
- ❖ Chairman IQAC instructed to initiate action to increase the internet bandwidth from 155 Mbps to 500 Mbps.
- ❖ It is decided to allocate Rs. 800.00 Lakhs budget for infrastructure augmentation.
- ❖ Review conducted regarding availability of reference books, journals for the use of students and staffs in the library, chief librarian is informed to take indent from all HOD's regarding requirements of text books, reference books and journals.

Agenda: 3

Best Practices to be adopted for the Academic Year

Decided to implement following Best Practices in the institution for the Current Academic Year

- ❖ Promotion of Green Campus
- ❖ Library Automation

Meeting concluded with vote of thanks by IQAC coordinator.

A. S. Nataraj
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No.: **Proceedings of the Internal Quality Assurance Cell AMC Engineering College held on
Dt – 15-10-2018**

Agenda:-

- Review of Action Taken on the proceedings of meeting held on 16-07-2018, 1st meeting.
- Review of Research, Innovations and Extension Activities
- Review of Student Support Activities of the Institution.

The 2nd meeting for the year 2018-19 of IQAC was held on 15-10-2018 at 10:30AM in Board Room of the college.

Members Present

Sl.No	Name	Designation in IQAC
1.	Dr.T.N.Srinivasa	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

- ❖ Action Taken on the proceedings of IQAC 1st meeting was reviewed and approved.

Agenda 2:-

Review of Research, Innovations and Extension Activities

It is observed that following activities are conducted till date by different Committees

- ❖ Decided to provide incentive to 5 Faculties who received award/recognition at National level.
- ❖ 28 projects received funding from various agencies and industries worth of Rs. 2.0715 Lakhs
- ❖ Chairman IQAC informed to provide seed money to the faculty for conducting research.
- ❖ 2 Extension activities have been conducted, Chairman informed to conduct some more activities involving NSS/NCC/Red Cross by the end of 3rd quarter.
- ❖ 1 Research Publication published in UGC notified National Journal and 101 Research Publications were published in UGC notified International Journal
- ❖ Out of total 30 IPR activities planned for the year, 8 programs have been conducted till date. Chairman informed to speed up the process and complete the process by the end of next quarter.



- ❖ Person Incharge informed the Committee during the year it is planned to have Linkage with 36 organizations for internship, on-the-job training, project work etc.
- ❖ Chairman informed Research committee to develop research promotion policy and upload on institutional website.



Agenda 3:-

Review of Student Support Activities of the Institution

- ❖ Review was held regarding number of students getting scholarship from Govt. and institution. It is observed that 80 applications received for Free-ships from the Institution and around 1300 applications for Scholarship from different Govt. Departments. Chairman informed the person concerned to speed up the work of processing applications.
- ❖ The person Incharge informed the committee it is planned to conduct 11 activities under capability enhancement scheme, till date 4 activities completed.
- ❖ It is observed that competitive examination and career counseling committee is conducting classes for the interested students. Chairman informed the person Incharge to enroll more number of students who can benefit from the same.
- ❖ IQAC Chairman suggested keeping records of student proceeding to higher education and student's opted different career.

Chairman informed all the Committee Members that the activities conducted by respective committees will be reviewed as per the above instructions during subsequent meetings, hence all the members to attend meeting with activity reports of their concerned committees.

IQAC Chairman also stressed upon faculties on following points for quality Improvement in the institution.

1. To concentrate on POs and CO's attainment, Identify gaps in each course and plan for value added / enrichment courses
2. Detailed Course files to be maintained by all faculties
3. All faculties to update their profiles and apply for becoming members of BOS for Academic Council of respective affiliating university and other colleges
4. Faculties to involve in evaluation and question paper setting work of university
5. Faculties to publish more number of publications in UGC notified journals and involve in the work of editing books and chapters.
6. Enrich library resources program wise and facilities / services to be maintained properly.
7. Placement activities to be planned and implemented program wise for better placement of students.
8. Students need to be motivated for higher education.
9. Alumni association to consider the feasibility of conducting program- wise alumni meet, plan for value adding for the use of students.

Meeting concluded with vote of thanks by IQAC coordinator

A. S. Nataraj
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No.: **Proceedings of the Internal Quality Assurance Cell AMC Engineering College Held on
Dt - 21-01-2019**

Agenda:-

- Review of Action Taken on the proceedings of meeting held on 15-10-2018 2nd meeting of IQAC.
- Review of Governance, Leadership and Management

The 3rd meeting for the year 2018-19 of IQAC was held on 21-01-2019 at 10:30AM in Board Room of the college.

Members Present

Sl. No	Name	Designation in IQAC
1.	Dr.A.G.Nataraj	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

Action Taken on the proceedings of IQAC 2nd meeting was reviewed and approved.

Agenda 2:-

Review of Governance, Leadership and Management

- ❖ Reviewed implementation of e-governance in areas of planning of development, administration, financial and accounts, student's admission and support and Examination. IT department of the institution manages e-governances implementation – if any support/updation is required advised to bring it notice of the IQAC for needful.
- ❖ Decided to organize professional/administrative training programs, 2 each for teaching and non-teaching staff during current year.
- ❖ Faculties to be deputed for conference/workshops with financial support from the institution.
- ❖ To encourage teachers to attend orientation programs, short-terms courses and refresher course.



- ❖ Accounts departments is informed to conduct regular internal audit department wise and at institutional level and also to get external audit done for the expenditure incurred during previous year.
- ❖ Grants received for previous year and its Utilization and action plan for getting grants from various funding agencies during the current year is reviewed.

Meeting concluded with vote of thanks by IQAC coordinator

A. S. Nataraj

**PRINCIPAL
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Proceedings of the Internal Quality Assurance Cell AMC Engineering College Held on Dt. 29-04-2019

No.:

Agenda:-

- Submission and review of Annual Quality Assurance Report for the year 2018-19
- Review of Outcome achieved on Plan of action towards quality enhancement.

The 4th meeting for the academic year 2018-19 of IQAC was held on 29-04-2019 at 10:30 AM in Board Room of the college.

Members Present

Sl. No	Name	Designation in IQAC
1.	Dr.A.G.Nataraj	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
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7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

The IQAC have reviewed the total Annual Quality Assurance Report for the year 2018-19 and approval was given to place before the governing council.

Following are the initiatives taken and activities conducted by the institution during 2018-19

- New certificate programmes started - 12
- No of Value Added courses offered - 14
- Field Projects / Internships under taken – 14 Departments, no. of Students Participated in Internships– 647 & no. of Students Participated in Field Projects – 305.
- Total number of permanent faculty - 277.
- No of faculty with Ph.D. - 10.
- Demand Ratio – Number of seats available – 1614, Students Enrolled-627
- Honours and recognitions received by teachers – 05 faculties.
- Result- total cumulative pass percentage of the entire programs UG 97% and PG 96%





- Student Satisfaction Survey Conducted 2000 students responded.
- Research funds sanctioned by the institution- **Rs, 2,07,150**
- 30 Workshops/Seminars Conducted on Intellectual Property Rights.
- Awards for Innovation won by Institution/Teachers/Researchscholars/Students – 33.
- Ph. Ds awarded – 10.
- Research Publications in the Journals notified on UGC website – National level- 01, international level- 101.
- Books and Chapters in edited Volumes / Books published – 67.
- Faculty participation in Seminars/Conferences and Symposia – 137 Faculties.
- Number of extension and outreach programmes conducted – 6.
- Number of Students participating in extension activities- 600 students.
- Number of Collaborative activities – 11 ,number of students benefited through Linkage activities with institutions – 548 and MoUs signed with institutions – 9
- Budget utilized for Infrastructure Development is – **Rs. 603 lakhs**, maintenance of Academic Facilities –**Rs. 186 lakhs**, maintenance of Physical Facilities- **Rs.570 lakhs**.
- During the year 2519 -Text Books, 95 - Reference Books-and 1681 - print Journals purchased.
- During the year 80 students' availed financial support from institution, and 1291 students from different Government Department.
- 11 capability enhancement programs conducted benefiting -all students, 598 and 838 students benefited by Guidance for competitive examination and career counseling respectively.
- Through On Campus-241 students placed in different companies and off campus 63 students got placement, 23 students joined for higher education.
- During 2018-19 Alumni Contributed - **Rs, 4.00 Lakhs**.
- 22 Teachers provided with financial support of - **Rs, 32,100** for attending conferences / Workshops.
- 18 Professional training programs conducted for teaching and 1 for non- teachingstaff.
- 2 Gender Equity promotion programs conducted and 5 Programs on universal Values and Ethics.

Agenda 2:-

- IQAC coordinator brought to the notice of the committee the outcome achieved on the action plan chalked out by the IQAC in the beginning of the year towards quality enhancement as follows

Plan of Action	Achievements/Outcomes
Conduct Student Satisfaction Survey on overall performance of the Institution and also conduct feedback from different stakeholders regarding curricula and syllabus	Student Satisfaction Survey conducted, Students responded – 2000
Focus on strengthening Field Visits, Internship and Project work	674 Students completed Internships and 293 Students participated in Field Visits
To have more Linkages, Collaboration and MoUs with other Institutions/Agencies benefitting more students and faculties	During the year 122 Linkages, 11 Collaborative activities and 3 MoUs signed benefitting 65 faculties and 818 students

Encourage faculties to participate in seminars/conference/symposia	<ul style="list-style-type: none"> • 15 Faculties attended seminars/workshops at International level, 237 at National level, 10 at State level, 5 at Local level • 25 Faculties presented papers at International level, 25 at National level, 5 at State level. • 5 Faculties participated as resource person at National level, 4 at State level, 14 at Local level.
Encourage faculties to publish books and edit volumes.	30 Books published by faculty during the year.

Meeting concluded with vote of thanks by IQAC coordinator

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No.:

Proceedings of the Principal and Chairperson IQAC Order

Date: 22/07/2019

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1.	Dr. A. G. Nataraj	Principal	Chairperson
2.	Mr. Santhosh Satpathy	Director - Skill Development Center	Member -Management Representative
3.	Dr. Shashishankar A	Head, Dept. of Civil Eng.	Member -Teaching Faculty Representative
4.	Mr. Ashok	Office Manager	Member – Non Teaching Faculty Representative
5.	Ms. Ashmitha (ISE)	Student Council President	Member – UG Female Student Representative
6.	Mr. Aadil Saleem Bhatt(Civil)	Student Council Vice-President	Member – UG Male Student Representative
7.	Ms. Alfiya (CSE)	Student Council Secretary	Member – PG Female Student Representative
8.	Mr. Ullas Gowda (ME)	Student Council Treasurer	Member – PG Male Student member Representative
9.	Dr. Manoj P B	Alumni	Member – Alumni Representative
10.	Mr. Rajendran K Mr. S. M. Rahman	Parent (of Male) Parent (of Female)	Member – Parent Representative
11.	Dr. Gangareddy	Industry	Member – Industry Representative
12.	Dr. Sreenivas S	Professor	Member – Coordinator
13.	Prof. Shivalingaswamy	Asst. Prof in EEE	Joint Coordinator

A.G. Nataraj

Principal & Chairperson IQAC

Copy to:

1. Chairman and Vice Chairman
2. Committee Members
3. All the HOD's
4. IQAC File



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No.:

Proceedings of the Internal Quality Assurance Cell, AMC Engineering College Held on Dt – 22-07-2019

Agenda:-

- Action Plan for the Academic year 19-20
- Best Practices to be adopted for the Academic Year

The 1st meeting for the year 2019-20 of IQAC was held on 22-07-2019 at 11:30AM at Board Room of the college.

Members Present

Sl. No	Name	Designation in IQAC
1.	Dr.A.G.Nataraj	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
11.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
12.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
13.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present.
Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

Action Plan for the Academic year 19-20

1. IQAC Chairman Informed all the Criterion in-charge to provide updated information about the committees constitution for the year 2019-20 in 10 days
2. He informed that all the criterion in Charges arrange to conduct below mentioned activities through respective committees and take necessary support / help from Administrative Officer, Chief Finance Officer, Industries, Students and Alumni's.
 - ❖ Conduct Add on Certificate Programs at least 2 per department.
 - ❖ Conduct minimum 2 Value Added courses in each Program.
 - ❖ To conduct Student Satisfaction Survey on overall performance of the college, and to submit analysis report in next meeting so as to take necessary steps for quality improvement aspects in the institution.



- ❖ To collect feedback on curriculum from all stockholders, analyze and submit report with recommendation to BOM through IQAC.
- ❖ Faculties to submit research proposals for funding.
- ❖ Adhere to University guidelines for conducting of internal examinations and university exam.
- ❖ To conduct IPR activities and to incubate Start-Ups in the institution.
- ❖ Collect proposal from faculties those to attend State, National, International and local level - Conferences Workshops, Seminars, and Training Programs to provide incentives.
- ❖ To Conduct Extension Activities in coordination with NSS, Government, NGO's and other Organizations. Involve maximum number of students these activities. Special emphasis to be given on activity related to Swatch Bharath, Gender Equity, and Environmental Activities.
- ❖ Plan for Field projects/ internships for students meticulously.
- ❖ Instructed to conduct capability enhancement, Alumni and placement activities.
- ❖ To instruct all the faculties to initiate action to publish papers, informed to involve in activities of editing books and chapters.
- ❖ To initiate action to have Linkages, Collaboration, MoU's with Corporates, Industries, Institutions, NGO's, and Government for Conducting Student, Faculty and Research exchange activities.
- ❖ Finance committee is Instructed to Allocate sufficient Budget for all activities including Infrastructure, Academic Support Activities, E-Governance, Library, Sports, Cultural, Faculty and Student Welfare schemes, Green Initiatives, Incubation Centre and some of the special training programs as per the request of committee Chair-Persons and HOD's.
- ❖ To concentrate on POs and CO's attainment, Identifies gaps in each course and plan for value added / enrichment courses
- ❖ Detailed Course files to be maintained by all faculties
- ❖ Faculties to involve in in evaluation and question paper setting work of university
- ❖ Faculties to publishing more number of publications in UGC notified journals and involve in the work of editing books and chapters.
- ❖ Enrich library resources program wise and facilities / services to maintain properly
- ❖ Administrative wing is informed to review and update insurance facility for staff and students
- ❖ Placement activity to planned and implemented program wise for better placement of students.
- ❖ Students need to be motivated for higher education.
- ❖ Alumni association to consider the feasibility of conducting program wise alumni meet, plan for value adding for the use of students.



3. IQAC Chairman informed all the members - Reports of all the above activities conducted to be presented in next and subsequent meetings and also to maintain proper documents for having conducted these activities

Agenda 2:-

Best Practices to be adopted for the Academic Year

Decided to implement following Best Practices in the institution for the Current Academic Year

- ❖ ICT Based Teaching-Learning
- ❖ Campus Automation

Chairman informed all the Committee Members that the activities conducted by respective committees will be reviewed as per the above instructions during subsequent meetings, hence all the members to attend meeting with activity reports of their concerned committees.

Meeting concluded with vote of thanks by IQAC coordinator.

A. S. Nataraj
**PRINCIPAL
AMC ENGINEERING COLLEGE
BENGALURU - 560 083.**





AMC

ENGINEERING COLLEGE

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No.: **Proceedings of the Internal Quality Assurance Cell AMC Engineering College
Held on Dt. - 29-10-2019**

Agenda:-

- Review on action taken on the proceedings of previous meeting
- Review of Student Support and Progression

The 2nd meeting for the year 2019-20 of IQAC was held on 29-10-2019 by 11:30 am at Board Room of the college.

Members Preset

Sl. No	Name	Designation in IQAC
1.	Dr.A.G.Nataraj	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

At the outset IQAC coordinator welcomed the Hon'ble Chairman and members of IQAC and encouraged members to support and strengthen IQAC.

Agenda wise review conducted by the Chairman and following are points discussed and decision taken.

Agenda 1 : Review on action taken on the Proceedings of previous meeting

Criterion In-Charges briefed about the activities undertaken by their respective committee chairperson.

Criterion 1-

- 15 Value added courses implemented in different departments.
- Feedback was collected from all the stakeholders and analyzed.

Criterion-2- Informed the Committee out of total 1542 seats sanctioned 730 students admitted in the institution, total enrolled students are 2427 and fulltime teachers are 249.

- Mentor mentee Orders issued, slow and advanced learners identified.



Criterion-3- In the first quarter 7 IPR activities has been conducted out of 9 activities planned for the year.

- 16 Faculties/Students got awards in different fields.
- It is planned to conduct 4 Extension activities in coordination with NSS.
- Under collaborative program 4 agencies identified.
- Internships are planned for 641 students with various Institution/Industry/Research Lab.
- MOU's signed with 3 agencies.

Criterion-4- Criterion in-Charge brought to the notice of the committee Rs.802.00 Lakhs budget allocated for infrastructure augmentation, Rs. 250.00 Lakhs allocated for academic facilities and Rs. 680.00 lakhs for physical facilities during the year.

During the year 515 new Text Books, 16 Reference Books and 1661 Print Journals purchased

Criterion-5- Informed the committee 596 students Applications received for financial support from institution, 905 Applications for OBC department, 231 Applications for Social Welfare Departments, 48 for Supernumerary quota and 9 for PMSS.

- 5 Capability enhancement program were conducted during the first quarter.
- It is planning to conduct 2 alumni meetings during the academic year.

Criterion-6-

- 3 professional development training programme organized for teaching staff and 1 for Non-Teaching staff, 9 programmes are planned for Teaching staff throughout the year.
- Chairman informed the members to collect applications from faculties to award incentives for having attended workshops/seminars.

Criterion-7- Informed the committee 5 programs on gender equity promotions are planned to implement in next quarter.

- 5 programs conducted on eco- friendly campus.

IQAC Chairman appreciated the committee chairperson for activities conducted and informed them to speed up the work for other activities as discussed in previous meeting.

Agenda 2: Review of Student Support and Progression

Activities under Student Support & Progression were reviewed. Following are the deliberations:



- IQAC Chairman informed the concerned to forward the applications received from students for Freeship and Scholarship to the management and concerned government departments.
- IQAC Chairperson informed the committee chairperson to invite more number of companies for on campus interview and see that majority student gets placed.
- The Criterion Incharge informed the committee following sports & cultural activities are planned for the year 2019-20.

Cultural Activities - First Year Inaugural Function, Colosseum 2019-
Intracollegiate Fest For AMCEC Students, Women's Day Celebration, Ethnic Day
Celebration, Teacher's Day Celebration, Fresher Party for CSE Students.

Sports Activities - Inter departmental Cricket Selection, KHO-KHO selection for
First Year Students, Basketball competition, Inter department Hockey
competition, Kabaddi Tournament for First Year Students, Sports Introduction
Program for First year Student's, KHO-KHO selection and Inter department throw
ball competition

- 698 passed out students registered for Alumni and Rs. 3, 49,000/- contribution received from Alumni.

IQAC Chairman informed the members concerned to strictly adhere to the schedule planned under Collaborative, Linkages and MoU's.

The Chairman thanked all the members regarding the activities conducted and informed them to maintain records of all these activities in the format required by NAAC

Meeting concluded with vote of thanks by IQAC coordinator.

A. G. Nataraj
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No.: **Proceedings of the Internal Quality Assurance Cell, AMC Engineering College**
Held on Dt. – 27-01-2020

Agenda:-

- Review of Curricular Aspect
- MOU's , Linkages with different agencies/Institutions

The 3rd meeting for the year 2019-20 of IQAC was held on 27-01-2020 by 10:30AM at Board Room of the college.

Members Present

Sl. No	Name	Designation in IQAC
1.	Dr.A.G.Nataraj	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present. Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

- ❖ Till date it is observed that 8 Certificate Courses conducted out of 12 planned for the year.
- ❖ It is observed that out of 15 Value Added Courses planned for all the departments 11 VAC got completed and 3 will be conducted in coming months.
- ❖ Decided to Collect Feedback from all stakeholders before end 3rd quarter.
- ❖ Field projects/Internships planned/executed, reviewed and approved.



Agenda 2:-

MOU's, Linkages with different agencies/Institutions

Criterion Incharge explained in detail linkage and MOU's that will be implemented during the year and arrangements made for the same.

- Linkages with 122 institutions benefitting 641 students in the form of Internships and Field Visits.
- Following are the MoU's signed with other institutions during the year
 - MoU signed with "CISCO" for "CCNA Course: Introduction to Networks, Switching, Routing and Wireless Essentials" benefitting 54 students, 1 teacher
 - MoU signed with "Dry waste management" for "CCNA Course: Introduction to Networks, Switching, Routing and Wireless Essentials" benefitting 23 students, 5 teacher
 - MoU signed with "Manobhu Technology Pvt. Ltd." for "Workshop on Recent Development in power Transmission System" benefitting 100 students, 15 teacher
 - MoU signed with "Infosys" for Campus Connect Program benefitting 3 faculties and 390 students.
 - MoU signed with "ATSSL" for conducting workshops and training benefitting 33 faculties and 223 students.

Meeting concluded with vote of thanks by IQAC coordinator.

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No.: **Proceedings of the Internal Quality Assurance Cell, AMC Engineering College
Held on Dt. 27-07-2020**

Agenda:-

- Submission and review of Annual Quality Assurance Report for the year 2019-20

The 4th meeting for the year 2019-20 of IQAC was held on 27-07-2020 by 11:00AM on Virtual Meeting.

Members Present

Sl. No	Name	Designation in IQAC
1.	Dr.A.G.Nataraj	Chairman
2.	Dr.A.K.Murthy	Director/Coordinator
3.	Dr.BhanuPrakash	Deputy Coordinator
4.	Prof. Shivalingaswamy	Member
5.	Dr.BhanuPrakash	Member & Criteria -1 In charge
6.	Dr.Umareddy.N.V	Member & Criteria-2 In charge
7.	Dr.Girisha.C	Member & Criteria-3 In charge
8.	Dr.Shashishankar.A	Member & Criteria-4 In charge
9.	Dr.Latha.C.A	Member & Criteria-5 In charge
10.	Dr.Venkatalakshmi	Member & Criteria-6 In charge
11.	Dr.BindhuMadhavi	Member & Criteria-7 In charge
12.	Prof. Manoj.P.B	Alumni Representative

IQAC coordinator welcomed Chairman and all the members present.

IQAC Chairman thanked all the faculty for conducting online classes during the pandemic period.

Following are the decision taken after detailed deliberations on the agenda.

Agenda 1:-

The IQAC have reviewed the total Annual Quality Assurance Report for the year 2019-20 and approval was given to place before the governing council.

Following are the initiatives taken and activities conducted by the institution during 2019-20

- Field Projects / Internships under taken – 10 Departments, no. of Students Participated in Internships– 674 & no. of Students Participated in Field Projects – 293.
- Total number of permanent faculty - 268.



- Demand Ratio – Number of seats available – **1542**, Enrolled-**730** .
- Honors and recognitions received by teachers – **2 Faculties**.
- Result- total cumulative pass percentage of the entire programs **UG 96% and PG 94%**
- Student Satisfaction Survey Conducted **2000 students** responded.
- Research funds sanctioned by different agencies – **Rs. 10,35,500**
- **9 Workshops/Seminars** Conducted on Intellectual Property Rights – extension and outreach.
- **16 Awards** for Innovation won by Institution/Teachers/Research scholars/Students.
- Ph. Ds awarded – **9**.
- Research Publications in the Journals notified on UGC website – International level- **48**.
- Books and Chapters in edited Volumes / Books published – **30**.
- **Faculty participation in Seminars/Conferences and Symposia – 267 Faculties.**
- Number of extension and outreach programmes conducted – **4**.
- Awards and recognition received for extension activities – **_____**.
- Number of Students participating in extension activities- **170 students**.
- Number of Collaborative activities – **11**, number of students benefited through Linkage activities – **641 and** MoU's signed with institutions – **3**
- Budget utilized for Infrastructure Development is – **Rs. 802 lakhs**, maintenance of Academic Facilities –**Rs. 168 lakhs**, maintenance of Physical Facilities- **Rs. 605 lakhs**.
- During the year **515** - Text Books, **16** - Reference Books-and **1661** -print Journals.
- During the year **596** students' availed financial support from institution, and **1193** students from different Government Department.
- **7** capability enhancement programs conducted benefiting **-2662 students**, **674 students** and **759 students** benefited by Guidance for competitive examination and career counseling respectively.
- Through On Campus-**139 students** placed in different companies and off campus **88 students** got placement, **18 students** joined for higher education.
- During 2019-20 Alumni Contributed – **Rs. 3.49 Lakhs**.
- **21 Teachers** provided with financial support of – **Rs. 31.525** for attending conferences / Workshops.
- **9 Professional training programs** conducted for teaching and **1** for non- teaching staff.
- **5 Gender Equity** promotion programs conducted and **29 Programs** on universal Values and Ethics.

IQAC Chairman thanked all

Meeting concluded with vote of thanks by IQAC coordinator.



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No.:

Proceedings of the Internal Quality Assurance Cell, AMC Engineering College Held on 09-06-2021

Agenda:-

- Action Plan for the Academic year 2020-21
- Best Practices to be adopted for the Academic Year

The 1st meeting for the year 2020-21 of IQAC was held on 09/06/2021 at 11:30AM at Board Room of the college.

Members Present

Sl.No	Name	Designation in IQAC	Signature
1.	Dr. A. G. Nataraj	Chairman	<i>A G Nataraj</i>
2.	Dr. A. K. Murthy	Director/Coordinator	<i>A K Murthy</i>
3.	Dr. BhanuPrakash	DeputyCoordinator	<i>Dr. BhanuPrakash</i>
4.	Prof. Shivalingaswamy	Member	<i>Shivalingaswamy</i>
5.	Dr. BhanuPrakash	Member & Criteria - 1 In charge	<i>Dr. BhanuPrakash</i>
6.	Dr. Jennita	Member & Criteria - 2 In charge	<i>Dr. Jennita</i>
7.	Dr. Girisha.C	Member & Criteria - 3 In charge	<i>Dr. Girisha.C</i>
8.	Dr. Shashishankar.A	Member & Criteria - 4 In charge	<i>Dr. Shashishankar.A</i>
9.	Dr. Nirmala	Member & Criteria - 5 In charge	<i>Dr. Nirmala</i>
11.	Dr. Venkatalakshmi	Member & Criteria - 6 In charge	<i>Dr. Venkatalakshmi</i>
12.	Dr. BindhuMadhavi	Member & Criteria - 7 In charge	<i>Dr. BindhuMadhavi</i>
13.	Prof. Manoj.P.B	Alumni Representative	<i>Prof. Manoj.P.B</i>

IQAC coordinator welcomed Chairman and all the members present.
Following are the decision taken after detailed deliberations on the agenda.

Action Plan for the Academic year 2020-21

1. IQAC Chairman Informed all the Criterion in-charge to provide updated information about the committees constitution for the year 2020-21 in 10 days
2. He informed that all the criterion in Charges arrange to conduct below mentioned activities through respective committees and take necessary support / help from Administrative Officer, Chief Finance Officer, Industries, Students and Alumni's.
 - ❖ Conduct Add on Certificate Programs at least 2 per department.
 - ❖ Conduct minimum 2 Value Added courses in each Program.

- ❖ To conduct Student Satisfaction Survey on overall performance of the college, and to submit analysis report in next meeting so as to take necessary steps for quality improvement aspects in the institution.
- ❖ To collect feedback on curriculum from all stockholders, analyze and submit report with recommendation to BOM through IQAC.
- ❖ Faculties to submit research proposals for funding.
- ❖ Adhere to University guidelines for conducting of internal examinations and university exam.
- ❖ To conduct IPR activities and to incubate Start-Ups in the institution.
- ❖ Collect proposal from faculties those to attend State, National, International and local level - Conferences Workshops, Seminars, and Training Programs to provide incentives.
- ❖ To Conduct Extension Activities in coordination with NSS, Government, NGO's and other Organizations. Involve maximum number of students these activities. Special emphasis to be given on activity related to Swatch Bharath, Gender Equity, and Environmental Activities.
- ❖ Plan for Field projects/internships for students meticulously.
- ❖ Instructed to conduct capability enhancement, Alumni and placement activities.
- ❖ To instruct all the faculties to initiate action to publish papers, informed to involve in activities of editing books and chapters.
- ❖ To initiate action to have Linkages, Collaboration, MoU's with Corporates, Industries, Institutions, NGO's, and Government for Conducting Student, Faculty and Research exchange activities.
- ❖ Finance committee is Instructed to Allocate sufficient Budget for all activities including Infrastructure, Academic Support Activities, E-Governance, Library, Sports, Cultural, Faculty and Student Welfare schemes, Green Initiatives, Incubation Centre and some of the special training programs as per the request of committee Chair-Persons and HOD's.
- ❖ To concentrate on POs and CO's attainment, Identifies gaps in each course and plan for value added / enrichment courses
- ❖ Detailed Course files to be maintained by all faculties
- ❖ Faculties to involve in evaluation and question paper setting work of university.
- ❖ Faculties to publishing more number of publications in UGC notified journals and involve in the work of editing books and chapters.
- ❖ Enrich library resources program wise and facilities/services to maintain properly
- ❖ Administrative wing is informed to review and update insurance facility for staff and students
- ❖ Placement activity to planned and implemented program wise for better placement of students.
- ❖ Alumni association to consider the feasibility of conducting program wise alumni meet, plan for value adding for the use of students.

3. IQAC Chairman informed all the members - Reports of all the above activities conducted to be presented in next and subsequent meetings and also to maintain proper documents for having conducted these activities

Best Practices to be adopted for the Academic Year

Decided to implement following Best Practices in the institution for the Current Academic Year

- ❖ ICT Based Teaching-Learning
- ❖ Campus Automation

Chairman informed all the Committee Members that the activities conducted by respective committees will be reviewed as per the above instructions during subsequent meetings, hence all the members to attend meeting with activity reports of their concerned committees.

Meeting concluded with vote of thanks by IQAC coordinator.

Girish
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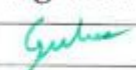









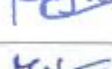
No.: **Proceedings of the Internal Quality Assurance Cell AMC Engineering College**
Held on Dt. – 21-09-2021

Agenda:-

- Review on action taken on the proceedings of previous meeting
- Review of Student Support and Progression

The 2nd meeting for the year 2020-21 of IQAC was held on 21/09/2021 by 11:30 am at Board Room of the college.

Members Present

Sl.No	Name	Designation in IQAC	Signature
1.	Dr.Girisha.C	Chairman	
2.	Dr.BhanuPrakash	Coordinator	
3.	Prof. Shivalingaswamy	Member	
4.	Dr.BhanuPrakash	Member & Criteria - 1 In charge	
5.	Dr.Jennita	Member & Criteria - 2 In charge	
6.	Dr. Amruthan	Member & Criteria - 3 In charge	
7.	Dr.Shashishankar.A	Member & Criteria - 4 In charge	
8.	Dr.Nirmala	Member & Criteria - 5 In charge	
9.	Dr.Venkatalakshmi	Member & Criteria - 6 In charge	
10.	Dr.Sathya	Member & Criteria - 7 In charge	
11.	Prof. Manoj.P.B	Alumni Representative	

At the outset IQAC coordinator welcomed the Hon'ble Chairman and members of IQAC and encouraged members to support and strengthen IQAC.

Agenda wise review conducted by the Chairman and following are points discussed and decision taken.

Agenda1: Review on action taken on the Proceedings of previous meeting

Agenda 2: Review of Student Support and Progression

Activities under Student Support & Progression were reviewed. Following are the deliberations:

- IQAC Chairman informed the concerned to forward the applications received from students for Freeship and Scholarship to the management and concerned government departments.
- IQAC Chairperson informed the committee chairperson to invite more number of companies for on campus interview and see that majority student gets placed.
- The Criterion Incharge informed the committee following sports & cultural activities are planned for the year 2020-21.

Cultural Activities - First Year Inaugural Function, Colosseum 2020 Intercollegiate Fest For AMCEC Students, Women's Day Celebration, Ethnic Day Celebration, Teacher's Day Celebration, Fresher Party for CSE Students.

Sports Activities - Inter departmental Cricket Selection, KHO-KHO selection for First Year Students, Basketball competition, Inter department Hockey competition, Kabaddi Tournament for First Year Students, Sports Introduction Program for First year Student's, KHO-KHO selection and Inter department throw ball competition

IQAC Chairman informed the members concerned to strictly adhere to the schedule planned under Collaborative, Linkages and MoU's.

The Chairman thanked all the members regarding the activities conducted and informed them to maintain records of all these activities in the format required by NAAC

Meeting concluded with vote of thanks by IQAC coordinator.

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