



H.K.E. Society's
Sir. M. Visvesvaraya College of Engineering
(Affiliated to VTU - Belagavi, Approved by AICTE - New Delhi, Accredited by NAAC)
Yeramarus Camp, Raichur - 584135



“IQAC”

Date: 15-10-2024

Meeting with HoD's

Time: 10.45 am onwards
Venue: IQAC Room

It is to bring to the kind notice of all the HOD's to plan and execute events for the academic year 2023-24 as listed below keeping college academic calendar in reference. The following are the important events for which dates need to be reserved:

1. Department meetings (one/month)
2. Mentor meetings (every fifteen days)
3. Project phase-1 & 2 dates
4. DAC meeting (one/semester)
5. FDP/workshops dates
6. Seminars/Guest lecture/webinars dates (two per semester)
7. Value Added Course (VAC) / Bridge course dates (minimum one per semester)
8. AICTE Activity point program review (two per semester)
9. Alumni Meet (one per year)
10. Parents Meet (one per year)
11. Readiness with department academic files
12. Student activities (every fifteen days)
13. Students feedback on teacher (one per semester)
14. Stakeholders feedback on curriculum with action taken report
15. One activity related to community service
16. NEP Preparedness for NAAC.

Aside for all the activities, detailed report along with photographs, brochures (if any) and participation details need to be documented. This is applicable to odd and even semester of 2023-24.

Member Present:

- Dr. Vishwanath P.
- Prof. Shankar Gowda
- Dr. Sharan Kumar
- Prof. Anil Kanta
- Prof. Bandayya Chikmat
- Dr. Gurunath K


IQAC Coordinator


Principal



“IQAC”

Date: 21-10-2024

Circular

It is to bring to the kind notice of all committee chairpersons to attend the meeting on 22-10-2024 in IQAC room.

Agenda:

1. Revised cell members (if any).
2. Yearly Plan with list of activities, meetings.
3. Activities conducted during the odd term for the year 2023-24.
4. Suggestions & Comments.

The cell heads are requested to attend the meeting along with team members as per the below mentioned slots:

Sl.NO	Date	Committee	Time of meeting	Venue
1	24-10-2024	Academic	2.15 pm to 2.45 pm	IQAC Room
2		NISP	2.45 pm to 3.15 pm	
3		Exam	3.30 pm to 4.00 pm	
4		Library & E-Shikshana	4.00 pm to 4.30 pm	
5		Sports & NSS	10.00 am to 10.30 am	
6	25-10-2024	Statutory Bodies	10.30 am to 11.00 am	
7		Cultural	11.00 am to 11.30 am	
8		Students Counseling	11.30 am to 12.00 noon	


IQAC Coordinator


Principal



“IQAC”

Date: 26-10-2024

Time: 02.00 pm onwards
Venue: IQAC Room

Agenda: Criteria-Wise data analysis (2023-24) & data requirement for NAAC (2024-25)

Minutes of Meeting (MOM):

- Meeting started with a welcome note by IQAC coordinator.
- It was informed to all to collect the below mentioned criteria-wise important points in reference.

Sl.No	Criteria	Points
1	Criterion 1 – Curricular Planning and Implementation	• Academic calendar at department level after receiving from academic coordinator. • List of Faculty participation in university related works like (QP setting, Valuation, BOE, BOS, Academic council members) with supporting docs. • Design, Development and Execution of Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of students enrolled for Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of courses that demonstrate experiential learning through project work, filed work and internship. • Collection of Internship/project/field work certificates and reports. • Stakeholder's feedback on curriculum along with action taken report.
2	Criterion 2 – Teaching-learning and Evaluation	• Student's enrolment list. • Seats earmarked. • Programs for slow learners (Remedial) and fast learners (Online certification courses/paid internships, etc). • Events demonstrating experiential learning (eg: mini projects, survey, presentations etc.,).

		• Events demonstrating participative learning (eg: workshops, SDP's, Hackathon, etc.,). • Events demonstrating problem solving methodologies (soft skill, technical, contests etc.,). • List of full time teachers with their DOJ, Exp in this institution. • List of teacher who left/joined/retired/expired. • E-learning resources via ERP or drive. • List of ICT tools. • Mentor allotment proceedings, Sample mentor forms, Grievances addressed and resolved. • IA time tables, IA duty allotments, sample evaluated IA bluebooks, IA schemes, IA meetings, IA Grievances recorded and resolved along with student details. • Displaying CO's of new scheme syllabus along with existing one in website. • Regular practice of CO-PO mapping to attainment. • College Student database for SSS, preparing questionnaire, creating Google form to collect responses and to prepare analysis report.
3	Criterion 3 - Research, Innovations and Extension	• Funds from govt/non govt agencies towards projects. • Eligible departments to apply for grants from government and non-governmental agencies for research projects. • Workshops/seminars to be conducted on research methodology, Intellectual Property Rights (IPR) and entrepreneurship. • PhD recognised research guides along with research scholar details. • Paper publications. • List of MoU's. • Activities under MoU to make them functional along with details. • List of NSS activities along with student participation details, event reports, certificates, etc. • Appreciation letter by nearby community/govt offices. • NSS calendar of events along with meetings and their MOM. • Awards / recognition for extension activities. • Events conducted for nearby community or beyond campus with details. • One activity under Red Cross banner. • Collaboration letters for students exchange, faculty exchange.
4	Criterion 4 - Infrastructure and Learning Resources	• Geotagged photos of all classrooms, ICT facilities, play grounds (indoor and outdoor), hostel play area, etc . • Financial Audit report (internal & external). • Library Details (books purchased, budget, bills, details of subscription to online journals with bills) to be updated. • Library usage details. • IT infrastructure details (internet bills, wifi bills, etc). • Maintenance related files from department, office, vehicle committee, hostels, sports, IT incharge & campus.

5	Criterion 5 - Student Support and Progression	• Scholarship & free ship details provided by government from office. • Scholarship & free ship details provided by college from office. • List of Capacity building and skills enhancement initiatives (Soft skills, Language and communication skills, Life skills like yoga, physical fitness, health and hygiene & ICT/computing skills) along with report, photographs and participants list. • List of events on competitive examinations and career counselling along with report, photographs and participants list. • Student grievances to be registered online (min 3 grievances/month). • Placement details along with orders. • Collection of higher study & competitive examinations details yearly. • List of students with awards/medals for outstanding performance in sports/cultural at state/ national/ international level. • Check for student's representation in various administrative college committees. • Document on Alumni registration, Alumni committee members list, Alumni contribution, Alumni audit report.
6	Criterion 6 - Governance, Leadership and Management	• GB meeting proceedings along with action taken. • Institutional strategic / perspective plan. • Policy documents of all cells, HR service policy doc. • Screenshots of portals used for e-governance of operations. • Welfare measure related documents from office (Maternity Leave, Medical Leave, Gratuity, PF, PPF). • Teachers provided with financial assistance to attend FDP's. • Teachers provided with financial assistance towards professional body membership. • Professional development / administrative training programs organised for teaching & non-Teaching faculty. • Collection of FDP cert from each faculty (Undergo Professional Development Programmes, Orientation, Induction Programmes, Refresher Course, Short Term Course). • PBAS - teaching & Non-teaching). • Internal & external financial audit reports. • Documents on fund mobilization (like civil consultancy work, bank rents, hostel facility for GEC girls, Lab facilities for GEC students etc). • IQAC MOM, IQAC plan of action, significant contributions.
7	Criterion 7 - Institutional Values and Best Practices	• To prepare annual gender sensitization plan. • Reports & Photographs of facilities for women on safety and security, Counselling, Common Rooms, Day care, etc. • Documents and geotagged photographs on facilities for alternate sources of energy like solar energy, use of LED.

		• Documents, MoU's and geotagged photographs on facilities for managing solid waste, liquid waste, E-waste. • Documents and geotagged photographs on water conservation facilities like Rain water harvesting, open well recharge, construction of tanks and bunds, etc. • Policy documents, MOM's and geotagged photographs on Green campus initiatives including restricted entry of vehicles, Use of bicycles, Ban on plastic & Landscaping. • Certificates, awards and reports on quality audit on environment & energy including green audit, energy audit, environment audit, clean and green campus recognition, beyond campus environmental promotional activities. • Policy document, letters and geotagged photographs on disabled friendly facilities like ramps, display boards, sign boards, scribe, washrooms etc. • Documents and geotagged photographs on institutional efforts in providing tolerance & harmony towards cultural, regional, communal socioeconomic, etc. • Activity reports on constitutional obligations like values, rights, duties and responsibilities of citizens. • Policy document on code of ethics, Monitoring committee composition and its MOM, activities organised along with reports. • Reports and geotagged photographs on celebration of commemorative days. • Identifying 2 best practices. • Documents on Institutional distinctiveness.
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Member Present:

- Prof. Veeresh B.
- Dr. Sangamesh
- Prof. Kristaiah Shetty
- Prof. D.N. Sangamesh
- Dr. Venugopal N.
- Prof. Bandayya Chikmat


IQAC Coordinator


Principal



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“IQAC”

Date: 28-10-2024

Time: 11.00 am onwards

Venue: IQAC Room

As part of regular NAAC process, IQAC is requesting all the criteria heads to submit a detailed AQAR analysis report of your criteria for the previous 3 years in coordination with your criteria members. It can include strengths, scope for metric-wise data improvisation, deficiencies, shortfalls, planning at institutional level/departmental level, etc.

The analysis report must be submitted to IQAC for consolidations & actions on or before 30th of Oct, 2024.

IQAC truly respects the continuous efforts of your team in making & completing the yearly process of NAAC in smooth manner.

Member Present:

- Prof. Veeresh B.
- Dr. Sangamesh
- Prof. Kristiah Shetty
- Prof. D.N. Sangamesh
- Dr. Venugopal N.
- Prof. Bandayya Chikmat


IQAC Coordinator


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“IQAC”

Date: 04-11-2024

Meeting with Criteria-1

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: Criteria-1: Data Analysis (2023-24) & Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2023-24 was reviewed according to the below mentioned check list.
- Also, it was informed to collect data in the same order for the AY: 2024-25.

Sl.No	Criteria	Points
1	Criterion 1 – Curricular Planning and Implementation	• Academic calendar at department level after receiving from academic coordinator. • List of Faculty participation in university related works like (QP setting, Valuation, BOE, BOS, Academic council members) with supporting docs. • Design, Development and Execution of Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of students enrolled for Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of courses that demonstrate experiential learning through project work, filed work and internship. • Collection of Internship/project/field work certificates and reports. • Stakeholder's feedback on curriculum along with action taken report.

Member Present:

- Prof. Veeresh B.
- Dr. Ashwin R.K.
- Prof. Anantalaxmi


IQAC Coordinator


Principal



“IQAC”

Date: 05-11-2024

Meeting with Criteria-2

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: Criteria-2: Data Analysis (2023-24) & Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2023-24 was reviewed according to the below mentioned check list.
- Also, it was informed to collect data in the same order for the AY: 2024-25.

Sl.No	Criteria	Points
1	Criterion 2 – Teaching-learning and Evaluation	• Student's enrolment list. • Seats earmarked. • Programs for slow learners (Remedial) and fast learners (Online certification courses/paid internships, etc). • Events demonstrating experiential learning (eg: mini projects, survey, presentations etc.,). • Events demonstrating participative learning (eg: workshops, SDP's, Hackathon, etc.,). • Events demonstrating problem solving methodologies (soft skill, technical, contests etc.,). • List of full time teachers with their DOJ, Exp in this institution. • List of teacher who left/joined/retired/expired. • E-learning resources via ERP or drive. • List of ICT tools. • Mentor allotment proceedings, Sample mentor forms, Grievances addressed and resolved. • IA time tables, IA duty allotments, sample evaluated IA bluebooks, IA schemes, IA meetings, IA Grievances recorded and resolved along with student details. • Displaying CO's of new scheme syllabus along with existing one in website.

		• Regular practice of CO-PO mapping to attainment. • College Student database for SSS, preparing questionnaire, creating Google form to collect responses and to prepare analysis report.
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Member Present:

- Prof. Suresh Patel
- Prof. Shilpa Patil
- Prof. Saroja Shetty
- Prof. Srishaila Reddy
- Prof. Chaitra



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 06-11-2024

Meeting with Criteria-3

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: Criteria-3: Data Analysis (2023-24) & Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2023-24 was reviewed according to the below mentioned check list.
- Also, it was informed to collect data in the same order for the AY: 2024-25.

Sl.No	Criteria	Points
1	Criterion 3 - Research, Innovations and Extension	• Funds from govt/non govt agencies towards projects. • Eligible departments to apply for grants from government and non-governmental agencies for research projects. • Workshops/seminars to be conducted on research methodology, Intellectual Property Rights (IPR) and entrepreneurship. • PhD recognised research guides along with research scholar details. • Paper publications. • List of MoU's. • Activities under MoU to make them functional along with details. • List of NSS activities along with student participation details, event reports, certificates, etc. • Appreciation letter by nearby community/govt offices. • NSS calendar of events along with meetings and their MOM. • Awards / recognition for extension activities. • Events conducted for nearby community or beyond campus with details. • One activity under Red Cross banner.

		• Collaboration letters for students exchange, faculty exchange.
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Member Present:

- Dr. Sangamesh H
- Prof. Subhash Police Patil
- Prof. Vijayendra Kukanur
- Prof. Basamma Patil



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 07-11-2024

Meeting with Criteria-3

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: Criteria-4 & 7: Data Analysis (2023-24) & Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2023-24 was reviewed according to the below mentioned check list.
- Also, it was informed to collect data in the same order for the AY: 2024-25.

Sl.No	Criteria	Points
1	Criterion 4 - Infrastructure and Learning Resources	• Geotagged photos of all classrooms, ICT facilities, play grounds (indoor and outdoor), hostel play area, etc . • Financial Audit report (internal & external). • Library Details (books purchased, budget, bills, details of subscription to online journals with bills) to be updated. • Library usage details. • IT infrastructure details (internet bills, wifi bills, etc). • Maintenance related files from department, office, vehicle committee, hostels, sports, IT incharge & campus.

Sl.No	Criteria	Points
2	Criterion 7 - Institutional Values and Best Practices	• To prepare annual gender sensitization plan. • Reports & Photographs of facilities for women on safety and security, Counselling, Common Rooms, Day care, etc. • Documents and geotagged photographs on facilities for alternate sources of energy like solar energy, use of LED. • Documents, MoU's and geotagged photographs on facilities

		for managing solid waste, liquid waste, E-waste. • Documents and geotagged photographs on water conservation facilities like Rain water harvesting, open well recharge, construction of tanks and bunds, etc. • Policy documents, MOM's and geotagged photographs on Green campus initiatives including restricted entry of vehicles, Use of bicycles, Ban on plastic & Landscaping. • Certificates, awards and reports on quality audit on environment & energy including green audit, energy audit, environment audit, clean and green campus recognition, beyond campus environmental promotional activities. • Policy document, letters and geotagged photographs on disabled friendly facilities like ramps, display boards, sign boards, scribe, washrooms etc. • Documents and geotagged photographs on institutional efforts in providing tolerance & harmony towards cultural, regional, communal socioeconomic, etc. • Activity reports on constitutional obligations like values, rights, duties and responsibilities of citizens. • Policy document on code of ethics, Monitoring committee composition and its MOM, activities organised along with reports. • Reports and geotagged photographs on celebration of commemorative days. • Identifying 2 best practices. • Documents on Institutional distinctiveness.
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Member Present:

- Prof. Kristaiah Katkam
- Mr. Ravikanth Patil
- Prof. Bandayya Chickmath
- Prof. Jyothi B. K.
- Prof. Sandeep Patil


IQAC Coordinator


Principal



“IQAC”

Date: 08-11-2024

Meeting with Criteria-5

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: Criteria-5: Data Analysis (2023-24) & Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2023-24 was reviewed according to the below mentioned check list.
- Also, it was informed to collect data in the same order for the AY: 2024-25.

Sl.No	Criteria	Points
1	Criterion 5 - Student Support and Progression	• Scholarship & free ship details provided by government from office. • Scholarship & free ship details provided by college from office. • List of Capacity building and skills enhancement initiatives (Soft skills, Language and communication skills, Life skills like yoga, physical fitness, health and hygiene & ICT/computing skills) along with report, photographs and participants list. • List of events on competitive examinations and career counselling along with report, photographs and participants list. • Student grievances to be registered online (min 3 grievances/month). • Placement details along with orders. • Collection of higher study & competitive examinations details yearly. • List of students with awards/medals for outstanding performance in sports/cultural at state/ national/ international level. • Check for student's representation in various administrative college committees. • Document on Alumni registration, Alumni committee members list, Alumni contribution, Alumni audit report.

Member Present:

- Prof. Sangamesh D. N.
- Prof. Bhagyalakshmi
- Prof. Geetha N
- Prof. Hanumantrao Diwate
- Mr. Dannapa Pasodi



IQAC Coordinator



Principal



“IQAC”

Date: 09-11-2024

Meeting with Criteria-6

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: Criteria-6: Data Analysis (2023-24) & Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2023-24 was reviewed according to the below mentioned check list.
- Also, it was informed to collect data in the same order for the AY: 2024-25.

Sl.No	Criteria	Points
1	Criterion 6 - Governance, Leadership and Management	• GB meeting proceedings along with action taken. • Institutional strategic / perspective plan. • Policy documents of all cells, HR service policy doc. • Screenshots of portals used for e-governance of operations. • Welfare measure related documents from office (Maternity Leave, Medical Leave, Gratuity, PF, PPF). • Teachers provided with financial assistance to attend FDP's. • Teachers provided with financial assistance towards professional body membership. • Professional development / administrative training programs organised for teaching & non-Teaching faculty. • Collection of FDP cert from each faculty (Undergo Professional Development Programmes, Orientation, Induction Programmes, Refresher Course, Short Term Course). • PBAS - teaching & Non-teaching). • Internal & external financial audit reports. • Documents on fund mobilization (like civil consultancy

		work, bank rents, hostel facility for GEC girls, Lab facilities for GEC students etc). • IQAC MOM, IQAC plan of action, significant contributions.
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Member Present:

- Dr. Venugopal N.
- Prof. Mahantesh Patil
- Prof. Sujatha. J
- Prof. Basavaraj Asaraddi



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 21-11-2024

Reference: Action Taken for meeting dated-28-10-2024.

Time: 2.00 pm onwards

Venue: IQAC Room

Based on the data received by IQAC from the respective criteria coordinator, the detailed analysis report of the same was presented before all the NAAC steering members. It was also suggested to improvise in the metrics with below satisfactory levels. It can include strengths, scope for metric-wise data improvisation, deficiencies, shortfalls, planning at institutional level/departmental level, etc.

Member Present:

- Prof. Veeresh B.
- Dr. Sangamesh
- Prof. Kristaiah Shetty
- Prof. D.N. Sangamesh
- Dr. Venugopal N.
- Prof. Bandayya Chikmat


IQAC Coordinator


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Yeramarus Camp, Raichur – 584135



“IQAC”

Date: 18-12-2024

Meeting with Criteria-1 & 2

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-1 & 2 data collected for AQAR 2023-24.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C1 & C2 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards 2024-25 data.

Sl.No	Criteria	Points
1	Criterion 1 – Curricular Planning and Implementation	• Academic calendar at department level after receiving from academic coordinator. • List of Faculty participation in university related works like (QP setting, Valuation, BOE, BOS, Academic council members) with supporting docs. • Design, Development and Execution of Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of students enrolled for Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of courses that demonstrate experiential learning through project work, filed work and internship. • Collection of Internship/project/field work certificates and reports. • Stakeholder's feedback on curriculum along with action taken report.

Sl.No	Criteria	Points
2	Criterion 2 – Teaching-learning and Evaluation	• Student's enrolment list. • Seats earmarked. • Programs for slow learners (Remedial) and fast learners (Online certification courses/paid internships, etc).

		• Events demonstrating experiential learning (eg: mini projects, survey, presentations etc.,). • Events demonstrating participative learning (eg: workshops, SDP's, Hackathon, etc.,). • Events demonstrating problem solving methodologies (soft skill, technical, contests etc.,). • List of full time teachers with their DOJ, Exp in this institution. • List of teacher who left/joined/retired/expired. • E-learning resources via ERP or drive. • List of ICT tools. • Mentor allotment proceedings, Sample mentor forms, Grievances addressed and resolved. • IA time tables, IA duty allotments, sample evaluated IA bluebooks, IA schemes, IA meetings, IA Grievances recorded and resolved along with student details. • Displaying CO's of new scheme syllabus along with existing one in website. • Regular practice of CO-PO mapping to attainment. • College Student database for SSS, preparing questionnaire, creating Google form to collect responses and to prepare analysis report.
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Member Present:

- Prof. Veeresh B.
- Dr. Ashwin R.K.
- Prof. Anantalaxmi
- Prof. Shilpa Patil
- Prof. Saroja Shetty
- Prof. Chaitra
- Prof. Srishaila Reddy
- Prof. Suresh Patel

IQAC Coordinator


Principal



“IQAC”

Date: 19-12-2024

Meeting with Criteria-3 & 4

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-3 & 4 data collected for AQAR 2023-24.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C3 & C4 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards 2024-25 data.

Sl.No	Criteria	Points
1	Criterion 3 - Research, Innovations and Extension	• Funds from govt/non govt agencies towards projects. • Eligible departments to apply for grants from government and non-governmental agencies for research projects. • Workshops/seminars to be conducted on research methodology, Intellectual Property Rights (IPR) and entrepreneurship. • PhD recognised research guides along with research scholar details. • Paper publications. • List of MoU's. • Activities under MoU to make them functional along with details. • List of NSS activities along with student participation details, event reports, certificates, etc. • Appreciation letter by nearby community/govt offices. • NSS calendar of events along with meetings and their MOM. • Awards / recognition for extension activities. • Events conducted for nearby community or beyond campus with details. • One activity under Red Cross banner. • Collaboration letters for students exchange, faculty

		exchange.
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Sl.No	Criteria	Points
2	Criterion 4 - Infrastructure and Learning Resources	• Geotagged photos of all classrooms, ICT facilities, play grounds (indoor and outdoor), hostel play area, etc . • Financial Audit report (internal & external). • Library Details (books purchased, budget, bills, details of subscription to online journals with bills) to be updated. • Library usage details. • IT infrastructure details (internet bills, wifi bills, etc). • Maintenance related files from department, office, vehicle committee, hostels, sports, IT incharge & campus.

Member Present:

- Dr. Sangamesh H
- Prof. Subhash Police Patil
- Prof. Vijayendra Kukanur
- Prof. Basamma Patil
- Prof. Kristaiah Katkam
- Mr. Ravikanth Patil


IQAC Coordinator


Principal



“IQAC”

Date: 20-12-2024

Meeting with Criteria-5 & 6

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-5 & 6 data collected for AQAR 2023-24.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C5 & C6 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards 2024-25 data.

Sl.No	Criteria	Points
1	Criterion 5 - Student Support and Progression	• Scholarship & free ship details provided by government from office. • Scholarship & free ship details provided by college from office. • List of Capacity building and skills enhancement initiatives (Soft skills, Language and communication skills, Life skills like yoga, physical fitness, health and hygiene & ICT/computing skills) along with report, photographs and participants list. • List of events on competitive examinations and career counselling along with report, photographs and participants list. • Student grievances to be registered online (min 3 grievances/month). • Placement details along with orders. • Collection of higher study & competitive examinations details yearly. • List of students with awards/medals for outstanding performance in sports/cultural at state/ national/ international level. • Check for student's representation in various administrative college committees. • Document on Alumni registration, Alumni committee members list, Alumni contribution, Alumni audit report.

Sl.No	Criteria	Points
2	Criterion 6 - Governance, Leadership and Management	• GB meeting proceedings along with action taken. • Institutional strategic / perspective plan. • Policy documents of all cells, HR service policy doc. • Screenshots of portals used for e-governance of operations. • Welfare measure related documents from office (Maternity Leave, Medical Leave, Gratuity, PF, PPF). • Teachers provided with financial assistance to attend FDP's. • Teachers provided with financial assistance towards professional body membership. • Professional development / administrative training programs organised for teaching & non-Teaching faculty. • Collection of FDP cert from each faculty (Undergo Professional Development Programmes, Orientation, Induction Programmes, Refresher Course, Short Term Course). • PBAS - teaching & Non-teaching). • Internal & external financial audit reports. • Documents on fund mobilization (like civil consultancy work, bank rents, hostel facility for GEC girls, Lab facilities for GEC students etc). • IQAC MOM, IQAC plan of action, significant contributions.

Member Present:

- Prof. Sangamesh D. N.
- Prof. Bhagyalakshmi
- Prof. Geetha N
- Prof. Hanumantrao Diwate
- Mr. Dannapa Pasodi
- Dr. Venugopal N.
- Prof. Mahantesh Patil
- Prof. Sujatha. J
- Prof. Basavaraj Asaraddi


IQAC Coordinator


Principal



“IQAC”

Date: 21-12-2024

Meeting with Criteria-7

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-7 data collected for AQAR 2023-24.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C7 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards 2024-25 data.

Sl.No	Criteria	Points
1	Criterion 7 - Institutional Values and Best Practices	• To prepare annual gender sensitization plan. • Reports & Photographs of facilities for women on safety and security, Counselling, Common Rooms, Day care, etc. • Documents and geotagged photographs on facilities for alternate sources of energy like solar energy, use of LED. • Documents, MoU's and geotagged photographs on facilities for managing solid waste, liquid waste, E-waste. • Documents and geotagged photographs on water conservation facilities like Rain water harvesting, open well recharge, construction of tanks and bunds, etc. • Policy documents, MOM's and geotagged photographs on Green campus initiatives including restricted entry of vehicles, Use of bicycles, Ban on plastic & Landscaping. • Certificates, awards and reports on quality audit on environment & energy including green audit, energy audit, environment audit, clean and green campus recognition, beyond campus environmental promotional activities. • Policy document, letters and geotagged photographs on disabled friendly facilities like ramps, display boards, sign boards, scribe, washrooms etc. • Documents and geotagged photographs on institutional efforts in providing tolerance & harmony towards cultural,

		regional, communal socioeconomic, etc. • Activity reports on constitutional obligations like values, rights, duties and responsibilities of citizens. • Policy document on code of ethics, Monitoring committee composition and its MOM, activities organised along with reports. • Reports and geotagged photographs on celebration of commemorative days. • Identifying 2 best practices. • Documents on Institutional distinctiveness.
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Member Present:

- Prof. Bandayya Chickmath
- Prof. Jyothi B. K.
- Prof. Sandeep Patil



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



H.K.E. Society's
Sir. M. Visvesvaraya College of Engineering
(Affiliated to VTU - Belagavi, Approved by AICTE - New Delhi, Accredited by NAAC)
Yeramarus Camp, Raichur - 584135



“IQAC”

Date: 10-01-2025

Time: 10.00 am onwards

Venue: IQAC Room

Agenda: AQAR Filled data review-1 Criteria-Wise for the year 2023-24

Minutes of Meeting (MOM):

- Meeting started with a welcome note by chairperson & IQAC coordinator to all the members.
- AQAR Data uploaded to NAAC portal was presented before members.
- Data pertaining to Part-A, Extended Profile were evaluated by all principal, the HOD's and senior members of institute.
- Later Criteria-wise data was presented for correctness/updates and the same were noted by respective criteria coordinators.
- The meeting was concluded by principal instructing to make all modifications and present before 18-01-2025 for submission.

Member Present:

- Dr. Vishwanath P.
- Prof. Shankar Gowda
- Dr. Sharan Kumar
- Prof. Anil Kanta
- Prof. Bandayya Chikmat
- Dr. Gurunath K
- Prof. Veeresh B.
- Dr. Sangamesh
- Prof. Kristaiah Shetty
- Prof. D.N. Sangamesh
- Dr. Venugopal N.
- Prof. Smita Chetti
- Prof. Sandeep Patil
- Prof. Sumangala Itagi

- Prof. Rachamma Patil
- Prof. Renuka Devi
- Prof. Bhagyalakshmi



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 18-01-2025

Time: 10.00 am onwards

Venue: IQAC Room

Agenda: AQAR 2023-24 Filled data final review.

Minutes of Meeting (MOM):

- Meeting started with a welcome note by chairperson & IQAC coordinator to all the members.
- AQAR Data uploaded after incorporating first review modifications to NAAC portal was presented before members for final review.
- Data pertaining to Part-A, Extended Profile were evaluated by all principal, the HOD's and senior members of institute.
- Later Criteria-wise data was presented for final validations.
- After validation, the AQAR was uploaded to NAAC portal for review.

Member Present:

- Dr. Vishwanath P.
- Prof. Shankar Gowda
- Dr. Sharan Kumar
- Prof. Anil Kanta
- Prof. Bandayya Chikmat
- Prof. Veeresh B.
- Dr. Sangamesh
- Prof. Kristaiah Shetty
- Prof. D.N. Sangamesh
- Dr. Venugopal N.
- Prof. Smita Chetti
- Prof. Sandeep Patil
- Prof. Sumangala Itagi
- Prof. Rachamma Patil

- Prof. Renuka Devi
- Prof. Bhagyalakshmi



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 10-02-2025

Time: 11.00 am onwards

Venue: IQAC Room

Agenda: AQAR 2023-24 acceptance from NAAC after review.

Minutes of Meeting (MOM):

- Meeting started with a welcome note by chairperson & IQAC coordinator to all the members.
- It was informed to all that AQAR Data uploaded to NAAC portal for review has been accepted after review on 27-01-2025.
- All the members were congratulated for their constant and continuous support extended during the process.
- As we are about to complete the first cycle during February 2026, The same were also informed to keep continuing with same zeal and attitude and improvise over the days to come. Also were informed to work towards getting better maturity grade level in upcoming accreditation cycles.
- The meeting was formally concluded by principal.

Member Present:

- All staff


IQAC Coordinator


Principal



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“IQAC”

Date: 10-02-2025

Time: 2.00 pm onwards

Venue: IQAC Room

As it was the beginning of Even Term, It was brought to the kind notice of all the HOD's to plan and execute events for the academic year 2024-25 as listed below keeping college academic calendar in reference. The following are the important events for which dates need to be reserved:

1. Department meetings (one/month)
2. Mentor meetings (every fifteen days)
3. Project phase-1 & 2 dates
4. DAC meeting (one/semester)
5. FDP/workshops dates
6. Seminars/Guest lecture/webinars dates (two per semester)
7. Value Added Course (VAC) / Bridge course dates (minimum one per semester)
8. AICTE Activity point program review (two per semester)
9. Alumni Meet (one per year)
10. Parents Meet (one per year)
11. Readiness with department academic files
12. Student activities (every fifteen days)
13. Students feedback on teacher (one per semester)
14. Stakeholders feedback on curriculum with action taken report
15. One activity related to community service.
16. NEP preparedness for NAAC.

Aside for all the activities, detailed report along with photographs, brochures (if any) and participation details need to be documented. This is applicable to odd and even semester of 2024-25.

Member Present:

- Dr. Vishwanath P.
- Prof. Shankar Gowda
- Dr. Sharan Kumar
- Prof. Anil Kanta
- Prof. Bandayya Chikmat
- Dr. Gurunath K


IQAC Coordinator


Principal



“IQAC”

Date: 22-02-2025

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Criteria-Wise data collection for the year 2024-25.

Minutes of Meeting (MOM):

- IQAC Coordinator welcomed all members.
- As we are about complete NAAC first cycle, it was informed about applying for second cycle of NAAC during the month of Aug/sep 2025 based on revised framework by NAAC. It was also discussed to go with Binary accreditation or Maturity Based Grade Levels.
- Based on the below mentioned key points, metric wise, All the criteria coordinators were informed to collect the data.

Sl.No	Criteria	Points
1	Criterion 1 – Curricular Planning and Implementation	• Academic calendar at department level after receiving from academic coordinator. • List of Faculty participation in university related works like (QP setting, Valuation, BOE, BOS, Academic council members) with supporting docs. • Design, Development and Execution of Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of students enrolled for Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of courses that demonstrate experiential learning through project work, filed work and internship. • Collection of Internship/project/field work certificates and reports. • Stakeholder's feedback on curriculum along with action taken report.
2	Criterion 2 – Teaching-learning and Evaluation	• Student's enrolment list. • Seats earmarked. • Programs for slow learners (Remedial) and fast learners

		(Online certification courses/paid internships, etc). • Events demonstrating experiential learning (eg: mini projects, survey, presentations etc.,). • Events demonstrating participative learning (eg: workshops, SDP's, Hackathon, etc.,). • Events demonstrating problem solving methodologies (soft skill, technical, contests etc.,). • List of full time teachers with their DOJ, Exp in this institution. • List of teacher who left/joined/retired/expired. • E-learning resources via ERP or drive. • List of ICT tools. • Mentor allotment proceedings, Sample mentor forms, Grievances addressed and resolved. • IA time tables, IA duty allotments, sample evaluated IA bluebooks, IA schemes, IA meetings, IA Grievances recorded and resolved along with student details. • Displaying CO's of new scheme syllabus along with existing one in website. • Regular practice of CO-PO mapping to attainment. • College Student database for SSS, preparing questionnaire, creating Google form to collect responses and to prepare analysis report.
3	Criterion 3 - Research, Innovations and Extension	• Funds from govt/non govt agencies towards projects. • Eligible departments to apply for grants from government and non-governmental agencies for research projects. • Workshops/seminars to be conducted on research methodology, Intellectual Property Rights (IPR) and entrepreneurship. • PhD recognised research guides along with research scholar details. • Paper publications. • List of MoU's. • Activities under MoU to make them functional along with details. • List of NSS activities along with student participation details, event reports, certificates, etc. • Appreciation letter by nearby community/govt offices. • NSS calendar of events along with meetings and their MOM. • Awards / recognition for extension activities. • Events conducted for nearby community or beyond campus with details. • One activity under Red Cross banner. • Collaboration letters for students exchange, faculty exchange.
4	Criterion 4 - Infrastructure and Learning Resources	• Geotagged photos of all classrooms, ICT facilities, play grounds (indoor and outdoor), hostel play area, etc . • Financial Audit report (internal & external). • Library Details (books purchased, budget, bills, details of subscription to online journals with bills) to be updated. • Library usage details.

		• IT infrastructure details (internet bills, wifi bills, etc). • Maintenance related files from department, office, vehicle committee, hostels, sports, IT incharge & campus.
5	Criterion 5 - Student Support and Progression	• Scholarship & free ship details provided by government from office. • Scholarship & free ship details provided by college from office. • List of Capacity building and skills enhancement initiatives (Soft skills, Language and communication skills, Life skills like yoga, physical fitness, health and hygiene & ICT/computing skills) along with report, photographs and participants list. • List of events on competitive examinations and career counselling along with report, photographs and participants list. • Student grievances to be registered online (min 3 grievances/month). • Placement details along with orders. • Collection of higher study & competitive examinations details yearly. • List of students with awards/medals for outstanding performance in sports/cultural at state/ national/ international level. • Check for student's representation in various administrative college committees. • Document on Alumni registration, Alumni committee members list, Alumni contribution, Alumni audit report.
6	Criterion 6 - Governance, Leadership and Management	• GB meeting proceedings along with action taken. • Institutional strategic / perspective plan. • Policy documents of all cells, HR service policy doc. • Screenshots of portals used for e-governance of operations. • Welfare measure related documents from office (Maternity Leave, Medical Leave, Gratuity, PF, PPF). • Teachers provided with financial assistance to attend FDP's. • Teachers provided with financial assistance towards professional body membership. • Professional development / administrative training programs organised for teaching & non-Teaching faculty. • Collection of FDP cert from each faculty (Undergo Professional Development Programmes, Orientation, Induction Programmes, Refresher Course, Short Term Course). • PBAS - teaching & Non-teaching). • Internal & external financial audit reports. • Documents on fund mobilization (like civil consultancy work, bank rents, hostel facility for GEC girls, Lab facilities for GEC students etc). • IQAC MOM, IQAC plan of action, significant contributions.
7	Criterion 7 - Institutional Values and Best Practices	• To prepare annual gender sensitization plan. • Reports & Photographs of facilities for women on safety and

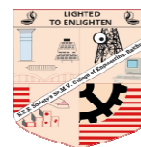
		security, Counselling, Common Rooms, Day care, etc. • Documents and geotagged photographs on facilities for alternate sources of energy like solar energy, use of LED. • Documents, MoU's and geotagged photographs on facilities for managing solid waste, liquid waste, E-waste. • Documents and geotagged photographs on water conservation facilities like Rain water harvesting, open well recharge, construction of tanks and bunds, etc. • Policy documents, MOM's and geotagged photographs on Green campus initiatives including restricted entry of vehicles, Use of bicycles, Ban on plastic & Landscaping. • Certificates, awards and reports on quality audit on environment & energy including green audit, energy audit, environment audit, clean and green campus recognition, beyond campus environmental promotional activities. • Policy document, letters and geotagged photographs on disabled friendly facilities like ramps, display boards, sign boards, scribe, washrooms etc. • Documents and geotagged photographs on institutional efforts in providing tolerance & harmony towards cultural, regional, communal socioeconomic, etc. • Activity reports on constitutional obligations like values, rights, duties and responsibilities of citizens. • Policy document on code of ethics, Monitoring committee composition and its MOM, activities organised along with reports. • Reports and geotagged photographs on celebration of commemorative days. • Identifying 2 best practices. • Documents on Institutional distinctiveness.
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Member Present:

- Prof. Veeresh B.
- Dr. Sangamesh
- Prof. Kristaiah Shetty
- Prof. D.N. Sangamesh
- Dr. Venugopal N.
- Prof. Bandayya Chikmat


IQAC Coordinator


Principal



“IQAC”

Date: 14-03-2025

Circular

It is to bring to the kind notice of all cells/committee heads along with members to attend the meeting as per below mentioned time slots.

Agenda: To discuss about

1. Revised cell members (if any).
2. Plan of activities for Even Semester 2024-25.
3. Meeting with Minutes.
4. Details of Activities conducted during the odd semester 2024-25.
5. Suggestions & Comments (if Any).

The cell heads are requested to attend the meeting along with team members as per the below mentioned slots:

Sl.NO	Date	Committee	Time of meeting	Venue
1	20-03-2025	Academic	10.00 to 10.30 am	IQAC Room
2		NISP-IIC,IPR	10.30 to 11.00 am	
3		Exam	11.15 to 11.45 am	
5	21-03-2025	Statutory Bodies	10.00 to 10.30 am	
6		Cultural	10.30 to 11.00 am	
7		Library & E-Shikshana	11.15 to 11.45 am	
8	22-03-2025	Students Counseling	10.00 to 10.30 am	
9		Sports & NSS	10.30 to 11.00 am	
10		Women Empowerment Cell	11.15 to 11.45 am	


IQAC Coordinator


Principal



“IQAC”

Date: 20-03-2025

Meeting with Criteria-1 & 2

Time: 10.00 am onwards

Venue: IQAC Room

Agenda: Criteria-1: Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2024-25 till date was reviewed according to the below mentioned check list.
- Further, it was informed to make a analysis with previously submitted data for improvements.

Sl.No	Criteria	Points
1	Criterion 1 – Curricular Planning and Implementation	• Academic calendar at department level after receiving from academic coordinator. • List of Faculty participation in university related works like (QP setting, Valuation, BOE, BOS, Academic council members) with supporting docs. • Design, Development and Execution of Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of students enrolled for Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of courses that demonstrate experiential learning through project work, filed work and internship. • Collection of Internship/project/field work certificates and reports. • Stakeholder's feedback on curriculum along with action taken report.

Sl.No	Criteria	Points
2	Criterion 2 – Teaching-learning and Evaluation	• Student's enrolment list. • Seats earmarked. • Programs for slow learners (Remedial) and fast learners (Online certification courses/paid internships, etc). • Events demonstrating experiential learning (eg: mini projects, survey, presentations etc.,). • Events demonstrating participative learning (eg: workshops,

		SDP's, Hackathon, etc.,). • Events demonstrating problem solving methodologies (soft skill, technical, contests etc.,). • List of full time teachers with their DOJ, Exp in this institution. • List of teacher who left/joined/retired/expired. • E-learning resources via ERP or drive. • List of ICT tools. • Mentor allotment proceedings, Sample mentor forms, Grievances addressed and resolved. • IA time tables, IA duty allotments, sample evaluated IA bluebooks, IA schemes, IA meetings, IA Grievances recorded and resolved along with student details. • Displaying CO's of new scheme syllabus along with existing one in website. • Regular practice of CO-PO mapping to attainment. • College Student database for SSS, preparing questionnaire, creating Google form to collect responses and to prepare analysis report.
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Member Present:

- Prof. Veeresh B.
- Dr. Ashwin R.K.
- Prof. Anantalaxmi
- Prof. Shilpa Patil
- Prof. Saroja Shetty
- Prof. Srishaila Reddy
- Prof. Chaitra


IQAC Coordinator


Principal



“IQAC”

Date: 21-03-2025

Meeting with Criteria-3, 4 & 5

Time: 10.00 am onwards

Venue: IQAC Room

Agenda: Criteria-3: Data Requirement for AQAR (2024-25)

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2024-25 till date was reviewed according to the below mentioned check list.
- Further, it was informed to make a analysis with previously submitted data for improvements.

Sl.No	Criteria	Points
1	Criterion 3 - Research, Innovations and Extension	• Funds from govt/non govt agencies towards projects. • Eligible departments to apply for grants from government and non-governmental agencies for research projects. • Workshops/seminars to be conducted on research methodology, Intellectual Property Rights (IPR) and entrepreneurship. • PhD recognised research guides along with research scholar details. • Paper publications. • List of MoU's. • Activities under MoU to make them functional along with details. • List of NSS activities along with student participation details, event reports, certificates, etc. • Appreciation letter by nearby community/govt offices. • NSS calendar of events along with meetings and their MOM. • Awards / recognition for extension activities. • Events conducted for nearby community or beyond campus with details. • One activity under Red Cross banner. • Collaboration letters for students exchange, faculty exchange.

Sl.No	Criteria	Points
2	Criterion 4 - Infrastructure and Learning Resources	• Geotagged photos of all classrooms, ICT facilities, play grounds (indoor and outdoor), hostel play area, etc . • Financial Audit report (internal & external). • Library Details (books purchased, budget, bills, details of subscription to online journals with bills) to be updated. • Library usage details. • IT infrastructure details (internet bills, wifi bills, etc). • Maintenance related files from department, office, vehicle committee, hostels, sports, IT incharge & campus.

Sl.No	Criteria	Points
3	Criterion 5 - Student Support and Progression	• Scholarship & free ship details provided by government from office. • Scholarship & free ship details provided by college from office. • List of Capacity building and skills enhancement initiatives (Soft skills, Language and communication skills, Life skills like yoga, physical fitness, health and hygiene & ICT/computing skills) along with report, photographs and participants list. • List of events on competitive examinations and career counselling along with report, photographs and participants list. • Student grievances to be registered online (min 3 grievances/month). • Placement details along with orders. • Collection of higher study & competitive examinations details yearly. • List of students with awards/medals for outstanding performance in sports/cultural at state/ national/ international level. • Check for student's representation in various administrative college committees. • Document on Alumni registration, Alumni committee members list, Alumni contribution, Alumni audit report.

Member Present:

- Dr. Sangamesh H
- Prof. Subhash Police Patil
- Prof. Vijayendra Kukanur
- Prof. Basamma Patil
- Prof. Kristaiah Katkam
- Mr. Ravikanth Patil
- Prof. Sangamesh D. N.

- Prof. Bhagyalakshmi
- Prof. Geetha N
- Prof. Hanumantrao Diwate
- Mr. Dannapa Pasodi



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 22-03-2025

Meeting with Criteria-6 & 7

Time: 10.00 am onwards

Venue: IQAC Room

Agenda: Criteria-6 & 7: Data Requirement for AQAR (2024-25).

Minutes:

- Meeting started with a welcome note by IQAC coordinator.
- As per previous MoM's Data collected for the AQAR 2024-25 till date was reviewed according to the below mentioned check list.
- Further, it was informed to make a analysis with previously submitted data for improvements.

Sl.No	Criteria	Points
1	Criterion 6 - Governance, Leadership and Management	• GB meeting proceedings along with action taken. • Institutional strategic / perspective plan. • Policy documents of all cells, HR service policy doc. • Screenshots of portals used for e-governance of operations. • Welfare measure related documents from office (Maternity Leave, Medical Leave, Gratuity, PF, PPF). • Teachers provided with financial assistance to attend FDP's. • Teachers provided with financial assistance towards professional body membership. • Professional development / administrative training programs organised for teaching & non-Teaching faculty. • Collection of FDP cert from each faculty (Undergo Professional Development Programmes, Orientation, Induction Programmes, Refresher Course, Short Term Course). • PBAS - teaching & Non-teaching). • Internal & external financial audit reports. • Documents on fund mobilization (like civil consultancy work, bank rents, hostel facility for GEC girls, Lab facilities for GEC students etc). • IQAC MOM, IQAC plan of action, significant contributions.

Sl.No	Criteria	Points
2	Criterion 7 - Institutional Values and Best Practices	• To prepare annual gender sensitization plan. • Reports & Photographs of facilities for women on safety and security, Counselling, Common Rooms, Day care, etc. • Documents and geotagged photographs on facilities for alternate sources of energy like solar energy, use of LED. • Documents, MoU's and geotagged photographs on facilities for managing solid waste, liquid waste, E-waste. • Documents and geotagged photographs on water conservation facilities like Rain water harvesting, open well recharge, construction of tanks and bunds, etc. • Policy documents, MOM's and geotagged photographs on Green campus initiatives including restricted entry of vehicles, Use of bicycles, Ban on plastic & Landscaping. • Certificates, awards and reports on quality audit on environment & energy including green audit, energy audit, environment audit, clean and green campus recognition, beyond campus environmental promotional activities. • Policy document, letters and geotagged photographs on disabled friendly facilities like ramps, display boards, sign boards, scribe, washrooms etc. • Documents and geotagged photographs on institutional efforts in providing tolerance & harmony towards cultural, regional, communal socioeconomic, etc. • Activity reports on constitutional obligations like values, rights, duties and responsibilities of citizens. • Policy document on code of ethics, Monitoring committee composition and its MOM, activities organised along with reports. • Reports and geotagged photographs on celebration of commemorative days. • Identifying 2 best practices. • Documents on Institutional distinctiveness.

Member Present:

- Dr. Venugopal N.
- Prof. Mahantesh Patil
- Prof. Sujatha. J
- Prof. Basavaraj Asaraddi
- Prof. Bandayya Chickmath
- Prof. Jyothi B. K.
- Prof. Sandeep Patil


IQAC Coordinator


Principal



“IQAC”

Date: 26-05-2025

Meeting with Criteria-1 & 2

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-1 & 2 data collected for AQAR 2024-25.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C1 & C2 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards NAAC Second cycle preparations.

Sl.No	Criteria	Points
1	Criterion 1 – Curricular Planning and Implementation	• Academic calendar at department level after receiving from academic coordinator. • List of Faculty participation in university related works like (QP setting, Valuation, BOE, BOS, Academic council members) with supporting docs. • Design, Development and Execution of Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of students enrolled for Value Added Course (VAC)/Bridge course/Add on/Certificate. • List of courses that demonstrate experiential learning through project work, filed work and internship. • Collection of Internship/project/field work certificates and reports. • Stakeholder's feedback on curriculum along with action taken report.

Sl.No	Criteria	Points
2	Criterion 2 – Teaching-learning and Evaluation	• Student's enrolment list. • Seats earmarked. • Programs for slow learners (Remedial) and fast learners (Online certification courses/paid internships, etc). • Events demonstrating experiential learning (eg: mini projects,

		survey, presentations etc.,). • Events demonstrating participative learning (eg: workshops, SDP's, Hackathon, etc.,). • Events demonstrating problem solving methodologies (soft skill, technical, contests etc.,). • List of full time teachers with their DOJ, Exp in this institution. • List of teacher who left/joined/retired/expired. • E-learning resources via ERP or drive. • List of ICT tools. • Mentor allotment proceedings, Sample mentor forms, Grievances addressed and resolved. • IA time tables, IA duty allotments, sample evaluated IA bluebooks, IA schemes, IA meetings, IA Grievances recorded and resolved along with student details. • Displaying CO's of new scheme syllabus along with existing one in website. • Regular practice of CO-PO mapping to attainment. • College Student database for SSS, preparing questionnaire, creating Google form to collect responses and to prepare analysis report.
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Member Present:

- Prof. Veeresh B.
- Dr. Ashwin R.K.
- Prof. Anantalaxmi
- Prof. Shilpa Patil
- Prof. Saroja Shetty
- Prof. Chaitra
- Prof. Srishaila Reddy
- Prof. Suresh Patel

IQAC Coordinator


Principal



“IQAC”

Date: 27-05-2025

Meeting with Criteria-3, 4 & 5

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-3, 4 & 5 data collected for AQAR 2024-25.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C3 & C4 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards NAAC Second cycle preparations.

Sl.No	Criteria	Points
1	Criterion 3 - Research, Innovations and Extension	• Funds from govt/non govt agencies towards projects. • Eligible departments to apply for grants from government and non-governmental agencies for research projects. • Workshops/seminars to be conducted on research methodology, Intellectual Property Rights (IPR) and entrepreneurship. • PhD recognised research guides along with research scholar details. • Paper publications. • List of MoU's. • Activities under MoU to make them functional along with details. • List of NSS activities along with student participation details, event reports, certificates, etc. • Appreciation letter by nearby community/govt offices. • NSS calendar of events along with meetings and their MOM. • Awards / recognition for extension activities. • Events conducted for nearby community or beyond campus with details. • One activity under Red Cross banner. • Collaboration letters for students exchange, faculty exchange.

Sl.No	Criteria	Points
2	Criterion 4 - Infrastructure and Learning Resources	• Geotagged photos of all classrooms, ICT facilities, play grounds (indoor and outdoor), hostel play area, etc . • Financial Audit report (internal & external). • Library Details (books purchased, budget, bills, details of subscription to online journals with bills) to be updated. • Library usage details. • IT infrastructure details (internet bills, wifi bills, etc). • Maintenance related files from department, office, vehicle committee, hostels, sports, IT incharge & campus.

Sl.No	Criteria	Points
3	Criterion 5 - Student Support and Progression	• Scholarship & free ship details provided by government from office. • Scholarship & free ship details provided by college from office. • List of Capacity building and skills enhancement initiatives (Soft skills, Language and communication skills, Life skills like yoga, physical fitness, health and hygiene & ICT/computing skills) along with report, photographs and participants list. • List of events on competitive examinations and career counselling along with report, photographs and participants list. • Student grievances to be registered online (min 3 grievances/month). • Placement details along with orders. • Collection of higher study & competitive examinations details yearly. • List of students with awards/medals for outstanding performance in sports/cultural at state/ national/ international level. • Check for student's representation in various administrative college committees. • Document on Alumni registration, Alumni committee members list, Alumni contribution, Alumni audit report.

Member Present:

- Dr. Sangamesh H
- Prof. Subhash Police Patil
- Prof. Vijayendra Kukanur
- Prof. Basamma Patil
- Prof. Kristaiah Katkam
- Mr. Ravikanth Patil
- Prof. Sangamesh D. N.
- Prof. Bhagyalakshmi
- Prof. Geetha N

- Prof. Hanumantrao Diwate
- Mr. Dannapa Pasodi



IQAC Coordinator



Principal

H.K.E. Society's Sir M Visvesvaraya College of Engineering, Raichur



“IQAC”

Date: 28-05-2025

Meeting with Criteria-6 & 7

Time: 2.00 pm onwards

Venue: IQAC Room

Agenda: Review of Criteria-6 & 7 data collected for AQAR 2024-25.

Meeting Minutes:

- IQAC coordinator started the meeting with a welcome to all the members.
- Metric wise data of C6 & C7 criteria collected were reviewed for changes/modifications.
- Keeping previous AQAR data, the collected data was analysed and scope for improvements were informed to concerned criteria coordinator and members.
- Also, it was informed to parallel start working towards NAAC Second cycle preparations.

Sl.No	Criteria	Points
1	Criterion 6 - Governance, Leadership and Management	• GB meeting proceedings along with action taken. • Institutional strategic / perspective plan. • Policy documents of all cells, HR service policy doc. • Screenshots of portals used for e-governance of operations. • Welfare measure related documents from office (Maternity Leave, Medical Leave, Gratuity, PF, PPF). • Teachers provided with financial assistance to attend FDP's. • Teachers provided with financial assistance towards professional body membership. • Professional development / administrative training programs organised for teaching & non-Teaching faculty. • Collection of FDP cert from each faculty (Undergo Professional Development Programmes, Orientation, Induction Programmes, Refresher Course, Short Term Course). • PBAS - teaching & Non-teaching). • Internal & external financial audit reports. • Documents on fund mobilization (like civil consultancy work, bank rents, hostel facility for GEC girls, Lab facilities for GEC students etc). • IQAC MOM, IQAC plan of action, significant contributions.

Sl.No	Criteria	Points
2	Criterion 7 - Institutional Values and Best Practices	• To prepare annual gender sensitization plan. • Reports & Photographs of facilities for women on safety and security, Counselling, Common Rooms, Day care, etc. • Documents and geotagged photographs on facilities for alternate sources of energy like solar energy, use of LED. • Documents, MoU's and geotagged photographs on facilities for managing solid waste, liquid waste, E-waste. • Documents and geotagged photographs on water conservation facilities like Rain water harvesting, open well recharge, construction of tanks and bunds, etc. • Policy documents, MOM's and geotagged photographs on Green campus initiatives including restricted entry of vehicles, Use of bicycles, Ban on plastic & Landscaping. • Certificates, awards and reports on quality audit on environment & energy including green audit, energy audit, environment audit, clean and green campus recognition, beyond campus environmental promotional activities. • Policy document, letters and geotagged photographs on disabled friendly facilities like ramps, display boards, sign boards, scribe, washrooms etc. • Documents and geotagged photographs on institutional efforts in providing tolerance & harmony towards cultural, regional, communal socioeconomic, etc. • Activity reports on constitutional obligations like values, rights, duties and responsibilities of citizens. • Policy document on code of ethics, Monitoring committee composition and its MOM, activities organised along with reports. • Reports and geotagged photographs on celebration of commemorative days. • Identifying 2 best practices. • Documents on Institutional distinctiveness.

Member Present:

- Dr. Venugopal N.
- Prof. Mahantesh Patil
- Prof. Sujatha. J
- Prof. Basavaraj Asaraddi
- Prof. Bandayya Chickmath
- Prof. Jyothi B. K.
- Prof. Sandeep Patil


IQAC Coordinator


Principal