



WAYANAMAC EDUCATION TRUST®

DON BOSCO INSTITUTE OF TECHNOLOGY

- Approved by AICTE, New Delhi
- Recognised by Govt. of Karnataka

- Affiliated to VTU, Belagavi
- Accredited by NAAC



DBIT/IQAC/2023-24/JAN/013

Date: 18.01.2024

Notification

As per the direction of the Principal and Director-IQAC the following members are nominated for **Academic Committee** to work under the guidelines of IQAC for the academic year 2023-24.

The constitution of the **Academic Committee** members will be follows:

Sl No.	Name of the Faculty	Designation	Department	Role
1.	Dr. Nagabhushana B S	Principal		Chairman
2.	Dr. Gowramma. G. S	HoD- AI&DS	AI&DS	Head & Convener Academics
3.	Prof. Umavathi A	Associate Professor	S&H	Member
4.	Prof. Babitha	Associate Professor	ECE	Member
5.	Prof. Giridhara Gowda	Associate Professor	CSE	Member
6.	Dr. Shankar Gowda S R	Associate Professor	ISE	Member
7.	Prof. Sulochana.Akkalkot	Associate Professor	EEE	Member
8.	Prof. Dharshan B G	Associate Professor	ME	Member
9.	Prof. Manjularani P	Assistant Professor	CIVIL	Member
10.	Mr. Puneeth Kumar P	Assistant Professor	AI&ML	Member
11.	Dr. Nagaraja P	Professor	AI&DS	Member
12.	Prof. Siddalingappa	Assistant Professor	MBA	Member


Academic Convener


IQAC-Director
Bengaluru-560 074
Mysore Road, Kumbalagodu
Don Bosco Institute of Technology
Director - IQAC


Principal

PRINCIPAL
Don Bosco Institute of Technology
Kumbalagodu, Mysore Road,
Bangalore - 560 074

Roles & Responsibilities

- ❖ Academic committee, striving for excellence, reviews the various activities and procedures adopted by individual, department/section/committees of the institution in achieving holistic quality performance and enhanced programme outcomes.
- ❖ The purpose of the Academic committee to review, assess, and evaluate the performance of the various departments and appreciate their achievements and give suggestions for further improvement in quality of teaching, research, administration, and curricular and extra-curricular activities.

- ❖ The following sections/activities are under consideration for Academic Activity
 - Teaching & non-teaching staff.
 - Infrastructural facilities.
 - Computer, internet and library facilities available.
 - Library and information centre
 - Teaching learning process -methods.
 - Feedback mechanism
 - Mentoring system
 - Department activities.
 - Research facilities/publications/patents.
 - Skill development and personality development programmes.
 - Internal and external examinations.
 - Result analysis
 - Placement & Training

- ❖ The following are the Responsibilities of the committee
 - To identify the opportunities for academic and administrative reforms
 - To develop the quality culture in the institution by suggesting the methods for the excellence
 - To develop and apply the quality benchmarks for various academic and administrative activities
 - To build an organized methodology of documentation and internal communication
 - To check the documentation of the various activities leading to quality improvement
 - To prepare the Academic Audit report as per guidelines and to be submit to IQAC.



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Internal Quality Assurance Cell

DBIT/IQAC/2023-24/OCT/060

Date: 06-04-2024

Academic Committee (AC) Academic Year 2023-24(Even semester)

Minutes of Meeting

Agenda of the Meeting:

Agenda 1: Description of lacunae found in general in all departments.

Agenda 2: Discussion of some achievements/ best practices in some departments.

Agenda 3: To study the Audit report and update the files in the department accordingly.

Agenda 1: Description of lacunae found in general in all departments.

The meeting started with welcome by convener and the principal addressed the committee members & HoD's by discussing about the previous minutes of meeting and continued with the agenda of the meeting. Discussed about the gaps in each department as per report of Department Academic audit verification for the academic year 2022-23(Even Semester). CO-PO attainment of 2018 scheme not calculated in some departments and CO-PO threshold values in calculator need to be updated as per the new scheme 2021 & 2022 format. Content beyond syllabus not available in some departments. Few faculties member's professionals body membership details need to be updated and need to join the professionals body. Few faculties member's need to update the CL & OOD details. Few faculties member's need to update the Resume & Latest Salary Slip.

Agenda 2: Discussion of some achievements/ best practices in some departments.

The following are the observations of the auditors

- Motivations for the students to participate in other institute activities both technical & Non-Technical events.
- There is increasing tendency in applying for patents and publication of papers and other research activities.

Agenda 3: To study the Audit report and update the files in the department accordingly.

The department HoDs were informed to look into the audit reports of the auditees and get the faculty course files, personal files and Department academic files updated. Advice to the committee members to correct the gaps within one week and to be verified by Department HOD before the external academic audit.

Samaru
CONVENOR 06/04/24

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Internal Quality Assurance Cell

The following Academic committee members attended the meeting conducted on 06-04-2024

Sl No	Faculty Name	Designation	Department	Role	Signature
1	Dr. Nagabhushana B S	Principal		Chairman	
2	Dr. Gowramma G S	Professor	AI&DS	Convener	
3	Dr. Nagaraja P	Professor	AI&DS	Member	
4	Mr. Gopinath C Y	Professor	ECE	Member	
5	Mrs. Babitha S	Associate Prof.	ECE	Member	
6	Mrs. Umavathi A	Associate Prof.	Mathematics	Member	
7	Mr. Dharshan B G	Associate Prof.	ME	Member	
8	Mrs. Sulochana I Akkalkot	Associate Prof.	EEE	Member	
9	Dr. Shankar Gowda S R	Associate Prof.	ISE	Member	
10	Mr. Dinesh Babu	Associate Prof.	CSE	Member	
11	Mr. Puneethkumar P	Assistant Prof.	AI & ML	Member	
12	Mr. Shivanigappa	Assistant Prof.	MBA	Member	

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