



# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

05-02-2024

## Circular

### IQAC MEETING 3

This is to inform that meeting will be held for all the members of IQAC as per the following details.

**Venue:** CEO Office

**Date:** 6<sup>th</sup> Feb 2024

**Time:** 3.00pm

#### The agenda for the meeting are:

To discuss on the following

1. Assignment-if any changes required
2. Blue book
3. Question Paper template and marks distribution for 2022 scheme if any changes required.
4. RUBRICS for project, Seminar and internship
5. Departmental events to be conducted during the year 2024-25 EVEN SEM.

Any other matters related.

**IQAC Coordinator**

**IQAC Coordinator**  
K. S. Institute of Technology  
BENGALURU - 560 109.

**Principal**

**PRINCIPAL**  
K.S. INSTITUTE OF TECHNOLOGY  
BENGALURU - 560 109.



# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

10-08-2024

## IQAC MINUTES OF THE MEETING 3

A meeting of all the members of IQAC was convened on 7<sup>th</sup> Feb 2025 at 02:00PM, CEO Sir's cabin, KSIT Bangalore.

1. Dr K.V.A Balaji sir asked to take feedback on biology assignment.
2. In publications the college name should be specified as follows" K. S. INSTITUTE OF TECHNOLOGY.BENGALURU-109"
3. CO-PO mapping and Lesson plan doesn't require principals signature.
4. Master register and attendance register has to be reframed.
5. Rubrics of marks for mini project/main project were discussed and finalised with three parameters. Project (60) + Report (20) + Viva / Presentation (20) =100.
6. All NAAC Criteria coordinators are requested to load the AQAR data into the Hard disc given by NAAC coordinator.
7. NBA coordinator should give the CO PO mapping format .
8. Dr K.V.A Balaji sir has asked Dr. Chanda V reddy to discuss and frame happiness index.
9. Device a matrix to measure the mentor performance on 1 to 5 scales.
10. Progress reports will be sent through ERP from this semester onwards.

IQAC Coordinator

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**K. S. Institute of Technology**  
**BENGALURU - 560 109.**

Principal

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**K.S INSTITUTE OF TECHNOLOGY**  
**BENGALURU - 560 109**



# Attended Members List of Meeting 3

Sl.No	Name	Members	Signature
1	Dr. DilipKumar K.	Chair Person	
2	Dr. K. V. A. Balaji	Management Representative	
3	Dr. Chanda V. Reddy	Chief Coordinator	
4	Dr. D. R. Swamy	External Member-Nominee From local society	
5	Dr. P. N. Sudha	Member	
6	Dr. Rekha B Venkatapur	Member	
7	Dr. M. Umashankar	Member	
8	Dr. Ganga Holi	Member	
9	Dr. Girish T. R.	Member	
10	Dr. Suresh.B.M	Member	
11	Dr. Deepa S.	Member	
12	Dr. Jalaja P.	Member	
13	Dr. Bharathi V.	Member	
14	Mr. Rajesh. G.L.	Dept. Coordinator	
15	Dr. Venkataramana B. S.	Dept. Coordinator	
16	Dr. Bharathi. Gururaj	Dept. Coordinator	
17	Ms. Sheba Jebakani	Dept. Coordinator	
18	Ms. Lakshmi K. K.	Dept. Coordinator	
19	Ms. Sushma A.	Dept. Coordinator	
20	Ms. Shashikala.H.C	Dept. Coordinator	
21	Ms. Rajashree M Byalal	Dept. Coordinator	
22	Mr. Kiran R. Sankanur	Industry	
23	Mr. Y. V. Keshvan	Administrative officer	
24	Dr. Swathi K.	Alumni	
25	Mr. Vinay	Alumni	
26	Ms. Aditi Dubey	Student Coordinator	
27	Mr. Rakshith.M	Student Coordinator	
28	Mr. Rakesh Dubey	Parent Coordinator	
29	Mr. Rajashekhar H. S.	Parent Coordinator	

**ACTION TAKEN REPORT -3**  
**FOR THE MEETING HELD ON 6<sup>TH</sup> FEB 2025**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Assignment	Feedback has to be taken from the students	All HODs
2	Lesson plan and COPO mapping , Attendance register and master Register	The formats were reframed	All IQAC Co-ordinators
3	College Affiliation in publications	Was freezed to " K. S. INSTITUTE OF TECHNOLOGY, BENGALURU-109"	All IQAC Co-ordinators
4	AQAR	Data will be stored in Hard disc by criteria coordinators.	NAAC Criteria Co- ordinators

  
IQAC Coordinator

**IQAC Coor.dinator**  
**K. S. Institute of Technology**  
**BENGALURU - 560 109.**

  
Principal

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# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

08-08-2024

## Circular

### IQAC MEETING 2

This is to inform that meeting will be held for all the members of IQAC as per the following details.

**Venue :**CEO Office

**Date :**12<sup>th</sup> Aug2024

**Time :** 03:00pm

#### The agenda for the meeting are:

To discuss on the following

1. Self Appraisal formats.
2. Cover sheet format of blue book
3. Question Paper template and marks distribution for 2022 scheme.
4. Departmental events to be conducted during the year 2023-24
5. AQAR

Any other matters related.

**IQAC Coordinator**

**IQAC Coordinator**  
**K. S. Institute of Technology**  
**BENGALURU - 560 109.**

**Principal**  
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# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

16-08-2024

## IQAC MINUTES OF THE MEETING 2

A meeting of all the members of IQAC was convened on 12<sup>th</sup> Aug 2024 at 03:00PM, CEO Sir's cabin, KSIT Bangalore.

### Discussions on

1. The minutes of previous meeting and action taken report, read and confirmed.
2. Blue Book Cover sheet format, checked and confirmed.
3. Question Paper template and marks distribution for 2022 scheme which was found satisfied and retained.
4. Conducting department level technical events such as workshop, college level Hackathon by CSE department, technical talk and Project exhibition for final years of all departments was found satisfied and asked to continue and were decided to conduct International Conference.
5. AQAR preparation with all criteria requirements.

**IQAC Coordinator**  
**K. S. Institute of Technology**  
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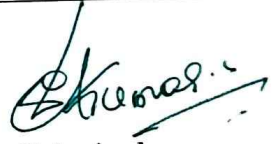
## Attended Members List of Meeting 2

Sl.No	Name	Members	Signature
1	Dr. DilipKumar K.	Chair Person	
2	Dr. K. V. A. Balaji	Management Representative	
3	Dr. Chanda V. Reddy	Chief Coordinator	
4	Dr. D. R. Swamy	External Member-Nominee From local society	
5	Dr. P. N. Sudha	Member	
6	Dr. Rekha B Venkatapur	Member	
7	Dr. M. Umashankar	Member	
8	Dr. Ganga Holi	Member	
9	Dr. Girish T. R.	Member	
10	Dr. Suresh.B.M	Member	
11	Dr. Deepa S.	Member	
12	Dr. Jalaja P.	Member	
13	Dr. Bharathi V.	Member	
14	Mr. Rajesh. G.L.	Dept. Coordinator	
15	Dr. Venkataramana B. S.	Dept. Coordinator	
16	Dr. Bharathi. Gururaj	Dept. Coordinator	
17	Ms. Sheba Jebakani	Dept. Coordinator	
18	Ms. Lakshmi K. K.	Dept. Coordinator	
19	Ms. Sushma A.	Dept. Coordinator	
20	Ms. Shashikala.H.C	Dept. Coordinator	
21	Ms. Rajashree M Byalal	Dept. Coordinator	
22	Mr. Kiran R. Sankanur	Industry	
23	Mr. Y. V. Keshvan	Administrative officer	
24	Dr. Swathi K.	Alumni	
25	Mr. Vinay	Alumni	
26	Ms. Aditi Dubey	Student Coordinator	
27	Mr. Rakshith.M	Student Coordinator	
28	Mr. Rakesh Dubey	Parent Coordinator	
29	Mr. Rajashekhar H. S.	Parent Coordinator	

**ACTION TAKEN REPORT -2**  
**FOR THE MEETING HELD ON 12<sup>th</sup> Aug 2024**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Self Appraisal formats for nonteaching	Framed and finalized	IQAC coordinators, and Department HOD's
2	Cover sheet format of blue book	Finalized	IQAC coordinators and Department HOD's
3	Question Paper templet and marks distribution for 2022 scheme.	Templet is finalized and approved	IQAC coordinators and Department HOD's
4	Departmental events to be conducted.	Minimum two workshops, six technical seminars, Project exhibition and Paper presentation. International Conference to be conducted was finalized.	IQAC coordinators and Department HOD's
5	AQAR	Preparation requirements were discussed	IQAC coordinators and Department HOD's

  
**IQAC Coordinator**  
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**K. S. Institute of Technology:**  
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# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

15-07-2024

## Circular

### IQAC MEETING 1

This is to inform that meeting will be held for all the members of IQAC as per the following details.

**Venue** :CEO Office

**Date** :16<sup>th</sup>July 2024

**Time** : 03:00pm

**The agenda for the meeting are:**

To discuss on the Preparation for NAAC Visit.

Any other matters related.

**IQAC Coordinator**

**IQAC Coordinator**  
**K. S. Institute of Technology**  
**BENGALURU - 560 109.**

**Principal**

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# K.S. INSTITUTE OF TECHNOLOGY

No.14, Raghuvanahalli, Kanakapura Main Road, Bangalore - 560109

## IQAC MINUTES OF THE MEETING – 1 FOR THE MEETING HELD ON 16<sup>th</sup> JULY 2024

A meeting of all the members of IQAC was convened on 16<sup>th</sup> July 2024 at 03:00PM, CEO Sir's cabin, KSIT Bangalore.

### Discussions on:

1. All Criteria updating status.
2. Preparation for the visit.

IQAC Coordinator  
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## Attended Members List of Meeting 1

Sl.No	Name	Members	Signature
1	Dr. DilipKumar K.	Chair Person	
2	Dr. K. V. A. Balaji	Management Representative	
3	Dr. Chanda V. Reddy	Chief Coordinator	
4	Dr. D. R. Swamy	External Member-Nominee From local society	
5	Dr. P. N. Sudha	Member	
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29	Mr. Rajashekhar H. S.	Parent Coordinator	



**ACTION TAKEN REPORT – 1**  
**FOR THE MEETING HELD ON 16<sup>th</sup> JULY 2024**

Sl.No.	Subject/Issue	Outcome of discussion	Responsibility
1	Preparation for NAAC Visit.	Preparedness for the Visit and important points to be followed were discussed and finalized.	IQAC coordinators, and Department HOD's

  
**IQAC Coordinator**

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