



# **NEW HORIZON COLLEGE OF ENGINEERING**

Autonomous College Permanently Affiliated to VTU, Approved by AICTE & UGC  
Accredited by NAAC with 'A' Grade, Accredited by NBA

## **INTERNAL QUALITY ASSESSMENT AND ASSURANCE MEETING**

11th September 2020

### **Minutes of the Meeting**

**VENUE:** Conference Room, Chhatrapati Shivaji Block

**TIME:** 3.00 pm

## CIRCULAR

HCE/CIR/2020/

Date: 09/09/2020

Internal Quality Assessment & Assurance Cell (IQAC) Meeting-II is scheduled on 11/09/2020, at 3:00PM at the Conference Hall.

The Agenda Points for the meeting are as under

### AGENDA POINTS FOR IQAC METING-II

1. Confirmation of Previous MOM of IQAC held on 6/01/2020.
2. Review of action for the even semester (calendar of Events).
3. Review on Audit observation and Compliance for NBA Tire- 1 Certification.
  - a. Academic Audit
  - b. General & Infrastructural Requirement
4. Review of MIS report of even semester.
5. Programmes conducted for the even semester 2020.
6. Review on audit of department inventory.

All the Committee Members are requested to attend the meeting.

Sd/-

**PRINCIPAL**

*New Horizon College of Engineering*

*Bangalore - 560103*

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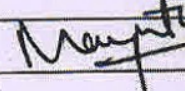

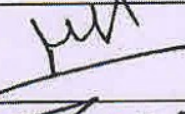
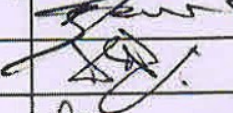

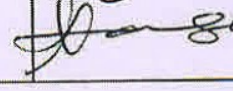
**NEW HORIZON COLLEGE OF ENGINEERING**  
**INTERNAL QUALITY ASSESSMENT & ASSURANCE MEETING**

**Meeting-II, 2020**

**Agenda**

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2. Review of action for the even semester (calendar of Events).
3. Review on Audit observation and Compliance for NBA Tire- 1 Certification.
  - c. Academic Audit
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### Members of the IQAC

Sl No	Member Name	Designation	Position	Signature
1	Dr. Manjunatha	Principal	Chairman	
2	Dr. Girija Srinivasulu	Director-NHQASDC	Member	
3	Dr. Prashanth C.S.R	Dean-Academics	Member	-
4	Dr. M.S Ganesh Prasad	Dean- ME	Member	
5	Dr. Gopal Krishna	Dean-R&D	Member	
6	Dr. Anitha Rai	HOD-Library	Member	
7	Mr. Anil Kumar Hangal	HOD-QA	Member Secretary	

#### MINUTES OF THE MEETING

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Principal Dr Manjunatha, Chairman of the IQAC, welcomed all the members with brief address.

#### Agenda - 1

Confirmation of the previous MoM of IQAC held on 06.01.2020.

Principal read out the minutes of the previous meeting.

All the points were discussed and approved by all the members.

The minutes of the meeting was passed by the members unanimously.

MOM enclosed as **Annexure - I**.

## **Agenda - 2**

Review of action for the even semester (Calendar of Events)

It was informed by Principal that the Calendar of Events of the individual departments are finalised based on the calendar of events of the institution and institution calendar of events are finalised based on the VTU guidelines.

Director QASDC informed that, there must be a slot for conducting of FDP Programs in the calendar of events.

Calendar of events of institution and individual department are enclosed as **Annexure - II.**

## **Agenda - 3**

Review on Audit observation and compliance for NBA Tier - 1 certificate

- a) Academic Audit
- b) General and Infrastructural Audit

### **Academic Audit**

Dean - ME informed that the Academic audit was conducted by Committee comprising of Principal, Dean - ME, Dean - Academics, Dean - R&D and three HOD of other department. He also informed that all the program level criteria were very well presented by the respective co-coordinator.

### **General and Infrastructural Audit**

General & Infrastructure audit was conducted by committee comprising of Registrar, Dr. Vishwanath B - ME Dept, Dr. Hanuman Kumar - CSE, Mr. Anil Kumar Hangal - Head Quality Assurance & Ms. Sridevi - Administrator - HR

It was informed that a compliance Audit will be planned to check the compliance of observations made during the audit.

Academic Audit Report and General & Infrastructural Audit reports are enclosed as **Annexure - III**

#### **Agenda - 4**

##### **Review of MIS reports**

All the MIS report of the even semester were reviewed by the committee members and the member have expressed their happiness. It was informed that all the programmes after March 2020 have been conducted on line due to COVID - 19.

MIS report enclosed as **Annexure - IV**.

#### **Agenda - 5**

Principal informed that the programmes conducted during the semester by each department were reviewed with the respective HODs. There are about 28 parameter.

The members have expressed their happiness on the performance of all the departments.

The report is enclosed as **Annexure - V**

#### **Agenda - 6**

##### **Review on Audit of Department Inventory.**

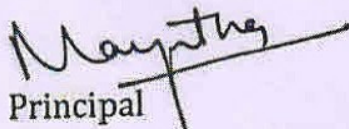
Head Quality Assurance informed that the department inventory of all the departments was audited. There are 52 departments including academic and non academic departments. The discrepancy between the physical inventory and the system inventory is about 5%.

It is decided to Audit the inventory of all the departments once in a year as this data is required during financial year accounts audit.

All the members have appreciated the inventory audit system.

One sample audit report enclosed as **Annexure - VI**.

Head Quality Assurance - Member secretary proposed the vote of thanks and the meeting was concluded.

  
Principal

## NEW HORIZON COLLEGE OF ENGINEERING

Ref No. : NHCE/IQAC/2020

Date: 06<sup>th</sup> August 2020

### NOTIFICATION

#### **Sub: Constitution of Internal Quality Assurance Cell (IQAC) for the Year 2020-21**

The IQAC has been constituted for the year 2020-21 with the following members.

<i>S.No</i>	<i>Name &amp; Designation</i>	<i>Committee Members</i>
1	<b>Dr. Manjunatha</b> Principal	Chairman
2	<b>Dr. Girija Srinivasalu</b> Director QASDC	Member
3	<b>Dr. Gopal Krishna</b> Dean R&D	Member
4	<b>Dr. Prashanth CSR</b> Dean Academics	Member
5	<b>Dr. M.S. Ganesha Prasad</b> Dean ME	Member
6	<b>Dr. Anitha Rai</b> HOD Library	Member
7	<b>Mr. Anil Kumar Hangal</b> Head Quality Assurance	Member Secretary

The Chairman and members of the committee are requested to accept their nomination.

  
PRINCIPAL

To  
All the members of the committee