



RAO BAHADUR Y. MAHABALESWARAPPA ENGINEERING COLLEGE, BELLARY
Internal Quality Assessment Cell



Ref: //RYMEC/IQAC/Even/2016-17/01

Date: - 21-06-2017

Circular

All the department coordinators of PAC, DAC and Course Coordinator Committee's Meeting is called to discuss the further proceedings and it's hereby informed to submit 4 years meeting proceedings of respective committee's to academic monitoring committee(AMC) without fail.

Venue: Principal chamber

Date: 22/06/2017

Time: 10:30 AM

PRINCIPAL

Copy to: All the Departments



RAO BAHADUR Y. MAHABALESWARAPPA ENGINEERING COLLEGE, BELLARY
Internal Quality Assessment Cell



Ref: RYMEC/IQAC/Even/2016 -2017/01

Date: 22-06-2017

The following is the agenda to be discussed during the meeting to be held on 22-06-2017.

Agenda 1:

To discuss about action taken report submission.

Agenda 2:

To discuss gap identification for 2017-18.

Agenda 3:

To discuss about action plan to fill the gap.

Agenda 4:

Class Coordinator Meeting Proceedings.

Agenda 5:

Any other subject with permission of chair

IQAC Convener:

Dr. Veeragangadhara Swamy T M

NAAC Cordinator

Dr.Girisha H

Principal

Dr. H Yerrannagoudru



Minutes of the Meeting held on 22/06/2017 at 10:30 Am at Principal Chamber.

The meeting was conducted under chairmanship of Principal and the members present in the meeting. The following resolutions were made in the meeting and finally chairman of the meeting concluded the meeting by presenting vote of thanks to all members of the meeting.

Agenda 1	To discuss about action taken report submission.
Resolution	<ul style="list-style-type: none">• Member agree to submit action taken report on or before 29/06/2017
Agenda 2	To discuss gap identification for 2017-18.
Resolution	<ul style="list-style-type: none">• Members Agreed to identify the gaps and submit the same to the IQAC on or before 29/06/2017
Agenda 3	To discuss about action plan to fill the gap.
Resolution	<ul style="list-style-type: none">• Committee members concluded about action plan to fill the gap and to submit before IQAC.
Agenda 4	Class Coordinator Meeting Proceedings.
Resolution	<ul style="list-style-type: none">• All the members were informed to submit meeting proceedings to IQAC.
Agenda 5	Any other subject with permission of chair

Sl No	Name of the Staff Member	Role in IQAC committee	Signature
1	Dr.Hiregoudar Yerrannagoudru	Principal and Director	
2	Dr. Veeragangahara Swamy T M	Convener	
3	Dr. Girish H	NAAC Coordinator	

Encl: Details of Meeting Members



RAO BAHADUR Y. MAHABALESWARAPPA ENGINEERING COLLEGE, BELLARY
Internal Quality Assessment Cell



Ref: //RYMEC/IQAC/Even/2016-17/02

Date: - 29-06-2017

Circular

All the HOD's are here by inform to submit the planned curricular, extracurricular activities, subject allotment, time table for the coming academic semester to the IQAC in the form of soft and hard copies on or before 1st July 2017.

Softcopy : iqacrymec@gmail.com

Hard Copy: Establishment Section.

PRINCIPAL

Copy to: All the Departments



RAO BAHADUR Y. MAHABALESWARAPPA ENGINEERING COLLEGE, BELLARY
Internal Quality Assessment Cell



All the HOD's are hereby informed to maintain the NAAC related files in the department with proper data.

List of files to be maintained is attached with this circular.

NAAC MOC visit is scheduled on 10th July 2017.

IQAC

PRINCIPAL

Copy to: All the Departments



Ref: RYMEC/IQAC/Even/2016 -2017/02

Date: 11-07-2017

The following is the agenda to be discussed during the meeting to be held on 15-07-2017.

Agenda 1:

To set Guidelines for Academic Quality Improvement

Agenda 2:

To set Guidelines for Administrative Quality Improvement

Agenda 3:

To set guidelines for Extracurricular activities Quality Improvement

Agenda 4:

Any other subject with permission of chair

IQAC Convener:
Dr. Veeragangadhara Swamy T M

Principal
Dr. K.Veeresh



Ref No: RYMEC/Circular/2017-18

Date: 14.07.2017

C I R C U L A R

All the HOD's are here by Informed to attend the Internal Quality Assurance cell meeting tomorrow at 10.30 AM at Principal's Chamber without fail.

Date: 15-07-2017 Saturday

Copy to:

1. All the departments
2. Establishment section
3. NAAC Coordinator
4. IQAC Convener

Principal

Dr.k.Veeresh



Proceedings of IQAC Meeting held on 15-07-2017 @ 10.30AM at Principal's chamber

The following Suggestions/Guidelines were given by Dr. Manjaiah, Dean, Mangalore University.

1. **Best/Unique practices** of each department to be **hosted** on college **Website**.
 2. A Team must be constituted to Visit to top Engineering colleges and take guidelines/suggestion from those colleges to improve overall efficiency of the institute.
 3. Community Services to be rendered from each department for the benefit of the Society
 4. More emphasis to be given to **Placement Activities and R&D activities** of the institute. Placement activity being the most important factor for the upliftment of the institution. In this regard Placement officer should be excluded from all academic works and must be encouraged to work only towards placements to yield better publicity/reputation for the college.
All Faculty members must involve themselves in research activities and fetch grants from external agencies like DST/AICTE/CPRI etc and must file for patents.
Publications of faculty especially in indexed oriented (Scopus), good impact factor (Web of science like SCIE/ESCI) and paper presentation overseas must be encouraged and supported with financial benefits.
 5. Campus cleaning activity must be taken up by faculty and students once in a month
 6. Exclusive team must be constituted for **institution branding/advertisement** both at national and international level.
 7. Bridging gap between Industry-Institute by collaborating with industries like IBM, ISBO, NAI, BOSCH etc.
 8. Students are to be motivated for internship programs and encouraged to receive fellowship from DST/MHRD/AICTE.
 9. **IQAC meetings** to be held **quarterly** and modalities/ policies governing IQAC are to be viewed seriously.
 10. Doctoral Committee programs/ synopsis review of research scholars must be conducted seriously at the research centers of the institute.
 11. Self appraisal from staff has to be collected periodically. Involvement of all staff is must for overall development of the institution.
 12. After completion of each IA test, feedback has to be collected both from parents and students.
 13. Self appraisal from staff has to be collected periodically. Involvement of all staff is must for overall development of the institution.
 14. Outcome of Best final year projects must be a journal publication.
 15. Symposiums, National & International conferences ,Student chapters, FDP's are to be organized by Fetching grants or availing sponsorship from IBM, ISRO, ISTE and others
- Further Dr. Manjaiah promised to help in providing foreign delegates for international conferences as patrons/reviewers.



RAO BAHADUR Y. MAHABALESWARAPPA ENGINEERING COLLEGE, BELLARY
Internal Quality Assessment Cell



The following Suggestions/Guidelines were given by various department HOD's

Dr.T.Hanumantha Reddy,Vice Principal, Professor & Head,Dept. of CSE expressed that Academic Audit/Faculty development Audit of individual departments have to be carried out Periodically and outcome of academic/faculty development audit has to be reviewed for improvement in academic/faculty performance.

Dr. Mallikarjuna,Professor & Head, Dept of Civil Engineering suggested that some software's pertaining to MCQ of different subjects have to be purchased for benefit of students and different teaching aids to be used by faculty in class rooms for effective Teaching.

Dr.Thimmanagoud, Professor & Head,Dept of IPE suggested that uniform procedures must be adopted for final year project assessment that includes Weekly report submission, literature surveys, Guidelines collected from professors etc.



Date: 22-07-2017

Meeting proceedings on 21-07-17 from external Expert on NAAC Prof.Karisiddappa Rtd. Professor,Karnataka University and and Dr.H.M. kashinath Rtd. Professor,Karnataka University.

Guidelines:

1. Procedure to Identify Progressive Teacher and encouragement given by the management.
2. Regularly Web site should be updated for all the activities, Mail-ids of all the staff at college domain and all intra communication through mails. Consultancy Cell at web site.
3. Parents and alumni Meet documentation
4. Intellectual property rights (IPR) policy signed by the Management.
5. Guidelines for Code of Conduct signed by the Management.
6. Emblem should be put at Principal Chamber and Explanation of Emblem documented.
7. Separate IQAC cell should be created with Infrastructure and published at web site.
8. Audit objection report for accounts
9. Accademic and Administrative Audit by External Exports.
10. Green Audit
11. Practice of Social responsibility of the organisation should documented.
12. Planting of trees, student's involment for maintenance of the environment.
13. Facility provided at Garden for comfortable ambiance for the students .
14. Water Harvesting.
15. Management of e-Waste, Bio-Waste like in Girls Hostel.
16. Suggestion Box Maintenance and action taken documents.
17. Consultancy cell at all the departments, Regulation Document.
18. Area should be mentioned at College Maps
19. Guidelines for staff Welfare.
20. Photo gallery of eminent person visit to college.
21. Prominent Alumni List.
22. Guest signature book.
23. MoUs with other organisations for all the Departments.
24. Department wise Handouts which consist of all the Information Related to the Department.

IQAC Convener

NAAC Coordinator

Dr.Veeragangadhara Swamy T.M

Dr.Girish



CIRCULAR

Date: 09.12.2017

All the HOD's / Coordinators are here by informed to take necessary action to submit the following documents to IQAC in hard copy and send soft copy to IQACRYMEC@gmail.com.

1. Complete subject allotment on or before 25th Dec 2017 for even semester 2017-18.
2. Care should be taken while allotting the difficult subjects by identifying skilled faculty in the subject area and prepare plan to get the best results.
3. Conduct tutorials for difficult subjects by giving highest preference. Include tutorial timing in time table without fail and maintain execution records.
4. Conduct minimum one workshop for application oriented and difficult subjects, submit the tentative dates on or before 30th Dec 2017.
5. Submit the even semester time table on or before 30th Dec 2017.
6. Upload soft copy of best notes prepared by the concerned subject faculty for the even semester to the college website.
7. Prepare department calendar of events with all the activities and submit on or before 25th Jan 2018.
8. Conduct minimum one training programme related to the placements.
9. Submit the activity and Best practices carried out in the odd semester on or before 30th Dec 2017.

IQAC CONVENER

Dr. Veeragangadhara swamy TM

PRINCIPAL

Dr. Kuppagal Veeresh

Copy to :

- 1) The Chairman, RYMEC
- 2) All the HOD's/Coordinators
- 3) Establishment section



CIRCULAR

Date: 17-12-2017

All the HOD's/Coordinators are here by informed to take necessary action to submit the following documents to IQAC in hard copy and send soft copy to IQACRYMEC@gmail.com.

10. Complete subject allotment on or before 25th Dec 2017 for even semester 2017-18.
11. Care should be taken while allotting the difficult subjects by identifying skilled faculty in the subject area and planned to get the best results.
12. Conduct tutorials for difficult subjects by giving highest preferences. Include tutorial timing in time table without fail and maintain execution records.
13. Conduct minimum one workshop for application oriented and difficult subjects submit the tentative dates on or before 30th Dec 2017.
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16. Prepare department calendar of events with all the activities and submit on or before 25th Jan 2018.
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18. Submit the activity and Best practices carried out in the odd semester on or before 30th Dec 2017.

IQAC CONVENER

Dr. Veeragangadhara swamy TM

PRINCIPAL

Dr. Kuppagal Veeresh

Copy to

- 4) The Chairman RYMEC
- 5) All the HOD's/Coordinators
- 6) Establishment section



CIRCULAR

Date: 17-12-2017

Alumni office bearers are hereby informed to attend the meeting on 19-12-17 at 11.00am to discuss the following agenda at principal chamber.

1. Alumni association activities conducted and planned for the academic year 2017-18.
2. Plans to strengthen the alumni network.
3. Alumni meet dates and venue finalisation.
4. Action taken on Alumni feedback.
5. Any other matter to be discussed with the permission of the chair.

IQAC CONVENER

Dr.Veeragangadhara swamy TM

PRINCIPAL

Dr. Kuppagal Veeresh

Copy to

- 1) The Chairman RYMEC
- 2) All the HOD's/Coordinators
- 3) Establishment section



30-01-2018

CIRCULAR

All the Teaching and Non-Teaching staff is hereby informed to register your any Skill-Set to create RYMEC Skill-Set Bank at the following address, it will be used for skill transformation process to faculty and student community as per your interest. This Knowledge transformation work will be rewarded by the organisation.

Address for registration:

Mr.Prasanna Kumar S.S

Asst.Professor, CSE

Mb:7411006231

RYMECSKILLBANK@gmail.com

Format to be followed:

Name,Designation and Department:

Skill-Set:

IQAC CONVENER

Dr.Veeragangadhara swamy TM

PRINCIPAL

Dr. Kuppagal Veeresh

Copy to

- 1) The Chairman RYMEC
- 2) All the HOD's/Coordinators
- 3) Establishment section



Ref: RYMEC/R&DC/2018/1/1

Date 23rd Jan 2018



Proceedings of the Meeting held on 22nd Jan 2018

1. Allocation of fund for R&D activities in the annual budget at department level.
2. EDC coordinator suggested to market innovative projects to enhance industry interaction and to foster industry relevant research. Industry –Institution tie up for research activity.
3. Alumni secretary to promote research involving Alumni.
4. HOD's are informed to conduct College level final year students' projects exhibition 'Aavishkar' last week of April 2018. It should be a recurring annual event as a brand building activity
5. Dean R&D Informed to conduct Workshop on Research methodology/IPR to be before 28th February 2018.
6. HOD'S are informed to established Consultancy cell in each department for fund generation.
7. HOD'S are informed to promote Interdisciplinary projects in each department.
8. HOD'S are informed to submitted Projects proposals for various funding agencies.
9. Management will decide for Faculty/students Research promotion funds and incentives.
10. HOD's are informed to setup the system to award Innovative idea/implementation in each department.
11. IEEE student chapter will be established by encouraging the faculty and students.

Dr. Veeragangadhara Swamy T M,
Convener, IQAC

Dr. S.M. Shashidhar
Dean, R&D Cell

Dr.K.Veeresh,
Principal

Chairman
Governing Body, RYMEC