



Bear's
Institute
of Technology 
MANGALORE

Clarity of Mind+Purity of Heart



Governing Council Meeting
on
03rd January, 2023

Clarity of Mind+Purity of Heart



Governing Council Meeting

on

03rd January, 2023

**MINUTES OF THE MEETING OF BOARD OF TRUSTEES HELD ON TUESDAY, 03rd JANUARY, 2023
AT BEARYS KNOWLEDGE CAMPUS, LAND-END, BOLIYAR NEAR MANGALORE UNIVERSITY,
INNOLI, MANGALORE, KARNATAKA - 574153**

Present:

Mr. Syed Mohammed Beary	Chairman and Managing Trustee
Mr. Abubakar Siddique Beary	Trustee
Mr. Mohidin Mazhar Syed Beary	Trustee

In Attendance:

Dr. S.I. Manjur Basha	Principal, BIT Mangalore
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Welcome:

Mr. Syed Mohamed Beary occupied the chair and conducted the proceedings of the meeting. The Chairman welcomed all the Trust members for attending the meeting.

After ascertaining that the physical quorum for the meeting was present, the agenda items were taken up for consideration.

➤ **Noting of the minutes of the previous meeting:**

The minutes of the previous meeting was placed before the board were duly noted.

The Chairman and the members of the Trust, thanked the Principal and the staff of BIT, BEADS and BITPT for organising and successfully completion of the following:

- a) **Green Walkathon and also planting of saplings on the eve of World Green Building Week for safeguarding the environment and to promote "Clean and Green City".**
- b) **Azadi Ka Amrut Mahotsav to commemorate 75 years of India's Independence.**
- c) **Beach cleaning drive at Ullal, Clean Beach & Green Ullal to raise awareness on respecting the nature and importance of maintaining hygiene.**
- d) **Swach Sagar Abhiyan- Program is to keep cleaning Sea Shores/Beaches free from plastic and waste.**

➤ **Introduction of New Course in the forth coming academic events and NBA Accreditation:**

The Chairman placed before the Board, the approval letter of VTU, Belagavi and AICTE New Delhi to offer 4 years UG Program in AI-DS (Artificial Intelligence & Data Science) at BIT, Mangalore for the academic year 2022-23 and expressed his happiness on getting the VTU and AICTE approval.

The Management decided and passed the resolution that, fresh affiliation application should be submitted to AICTE New Delhi and DTE/HED for the grant of approval for a new course of Diploma in Computer Science for the academic year 2023-24 at Diploma level.

The Management also passed the resolution to appoint, Dr. S.I.Manjur Basha, Principal of BIT Mangalore to authorise, to coordinate, submit/sign the required documents with and all the educational departments to secure necessary approvals for the new courses.

As NBA or NAAC is mandatory in Educational Institution, management decided and passed the resolution that BIT should be accredited to NAAC first and Dr. Nalini Elizabeth Rebello HOD of Civil Department is appointed as coordinator for NAAC accreditation and informed to coordinate with all the departments and directed to submit the 'IIQA' by June-2023.

➤ **Appointment of Teaching and Non-teaching staff:**

The Chairman placed before the Board, the profile of candidates who were appointed under various departments. The details of such appointments made are furnished as under:

TEACHING STAFF			
Sl. No.	Name	Department	Qualification
1.	Mr. Mubarak Khan Pastoni	Physics	M.Sc
2.	Ms. Alfiya Minaz	Mathematics	M.Sc
3.	Ms. Prathiksha U	Mathematics	M.Sc
4.	Ms. Nikitha C	Electronics & Communication Engg.	M.Tech
5.	Ms. Sujay K	Electronics & Communication Engg.	M.Tech
6.	Mr. Mujawar Mehaboob Riyaz Ahamed	Electronics & Communication Engg.	M.E
7.	Ms. Nusaiba	Computer Science & Engg.	M.Tech
8.	Ms. Umaira	Computer Science & Engg.	M.Tech
9.	Dr. Nalini Elizabeth Rebello	Civil Engg.	Ph.D

NON-TEACHING STAFF		
Sl. No.	Name	Department
1.	Mr. Abdul Sathar	Lab Instructor - ME
2.	Mr. Bharathraj M	Lab Instructor - ME
3.	Ms. Fathima Asreena	Programmer - CSE
4.	Ms. Ayshath Fahiza	Programmer - CSE
5.	Mr. Shrikanth	Programmer - ECE
6.	Mr. Shankar	Librarian
7.	Mr. Mohammad Niyaf	Attender
8.	Mr. Mohammed Rafeez	Attender

➤ **Admissions:**

Sl. No.	Program	Total Admissions
1	UG Program – 1 st year(CET/Mgmt./COMEDK-KRLMPCA)	192
2	Admissions through Lateral Entry (2 nd year)	07
3	PG – Program	05

The details of total admissions made in the year as above are placed before the Board. The Board of Trustees noted the above details.

➤ **BIT Events:**

The Board considered the matter and decided on following:

- ❖ BIT Utsav-Annual Day
- ❖ BIT Graduation Day.
 - Dates for the above Events.
 - Procedures for Registration and submission.
 - Members of program committee, Advisory committee.
 - List of speakers to be invited.
 - Venue and other related details.

➤ **Purchase of Equipments:**

The Chairman placed the Trustees, the list of requisite equipments, purchased for various departments for the academic year 2022-23.

The list of equipments purchased for academic year 2021-22 was also placed at the meeting for which the approval was already been obtained.

The Board of Trustees took a note of above list of Equipments.

➤ **Books and Journals:**

The Chairman tabled the details with respect to purchase of Books and Journals for the academic year 2022-23.

Numbers of copies	:	588
UG	:	588
PG	:	NIL
Number of Title added	:	21
UG	:	21
PG	:	NIL
Books	:	Rs. 31,856/-
E-Journals (VTU E-Consortium)	:	Rs. 5,69,000/-
Journals	:	Rs. 40,060

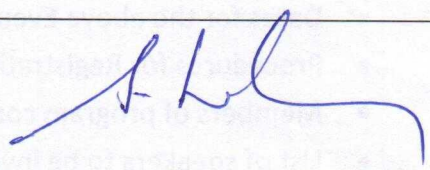
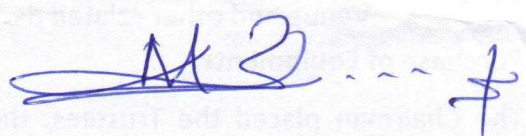
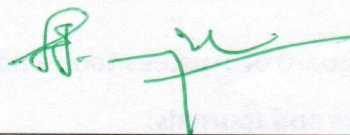
The Board of Trustees noted the above details.

Members have suggested to conduct value added course, faculty development programs, sports activities during the academic year and also suggested to take individual commitment to complete the 100% admission in the forth coming academic year.







➤ **Vote of Thanks:**

There being no other business to transact, the meeting concluded with vote of thanks to chair.

Signature of the Members Present:

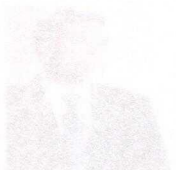
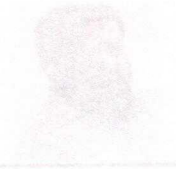
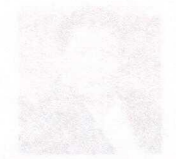


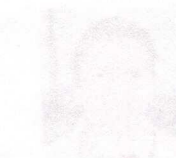

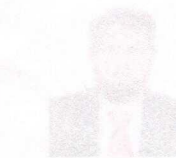
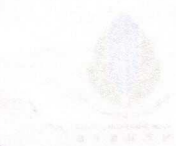
SI NO.	Name of the Member	Signature
1	Mr. Syed Mohamed Beary Chairman & Managing Trustee	
2	Mr. Abubakar Siddique Beary Trustee	
3	Mr. Mohidin Mazhar Syed Beary Trustee	
4	Dr. S.I Manjur Basha Principal, BIT Mangalore Ex-Officio Member Secretary	

Governing Council - Bearys Academy of Learning

Sl. No.	Name & Company	Photo
1	Syed Mohamed Beary Chairman & Managing Trustee	
2	Mohammed Ashraf Beary Trustee	
3	Abubaker Siddique Beary Trustee	
4	Mohidin Mazhar S Beary Trustee	
5	M.H. Khatkhatay Trustee	
6	Olivia Trustee	
7	Nasir Mohideen Trustee	
8	Dr. S.I. Manjur Basha Member Secretary	
9	CII-IGBC Nominee Member	



Governing Council - Berys Academy of Learning

Sl. No.	Name & Company	Photo
1	Syed Mohamed Berys Chairman & Managing Trustee	
2	Mohammed Ahsan Berys Trustee	
3	Abubaker Siddique Berys Trustee	
4	Mohidin Mazhar 2 Berys Trustee	
5	M.H. Khatkhatay Trustee	
6	Olivia Trustee	
7	Nasir Mohideen Trustee	
8	Dr. S.I. Manjur Basha Member Secretary	
9	CI-IGCC Nominee Member	

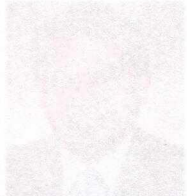
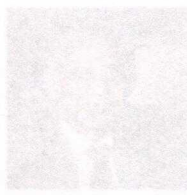
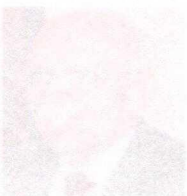
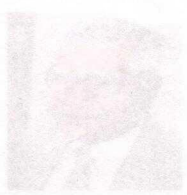
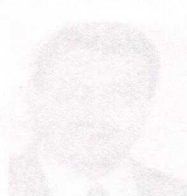
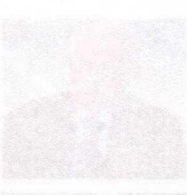
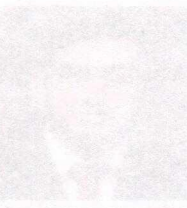


Advisory Council - Bearys Academy of Learning

Sl. No.	Name & Company	Photo
1	Dr. Ajay S Mookerjee Executive Director Harvard Business School Research Centre, India	
2	Dr. Satya Sharma Executive Director (CEWIT) Stony Brook University, USA	
3	Dr. B.M. Hegde First Vice Chancellor MAHE Deemed University, Manipal	
4	Mahendra Raj Chairman, Mahendra Raj Consultants Fonder President - Indian Association of Structural Engineers	
5	Altaf Mulla Director – Product Marketing Motorola	
6	B Sheikh Ali First Vice Chancellor Mangalore & Goa Universities	
7	Prof. Abdul Rahman Former Vice Chancellor Kannur University	



Advisory Council - Berys Academy of Learning

Sl. No.	Name & Company	Photo
1	Dr. Ajay S Mookerjee Executive Director Harvard Business School Research Centre, India	
2	Dr. Satya Sharma Executive Director (CEWIT) Stony Brook University, USA	
3	Dr. B.M. Hegde First Vice Chancellor Kannur Deemed University, Manipal	
4	Mehendra Raj Chairman, Mehendra Raj Consultants Former President - Indian Association of Structural Engineers	
5	Atul Mulla Director - Product Marketing Motorola	
6	B. Sheikh Ali First Vice Chancellor Mangalore & Goa Universities	
7	Prof. Abdul Rahman Former Vice-Chancellor Kannur University	





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GOVERNING COUNCIL MEETING

ON

14-07-2020

**MINUTES OF THE MEETING OF BOARD OF TRUSTEES HELD ON TUESDAY, 14 JULY, 2020 AT 11.00 AM
at BEARYS KNOWLEDGE CAMPUS LAND-END, BOLIYAR NEAR MANGALORE UNIVERSITY, MANGALORE,
KARNATAKA 574153**

Present:

Mr. Syed Mohammed Beary	Chairman and managing trustee
Mr. Abubakar Siddique Beary	Trustee
Mr. Mohidin Mazhar Syed Beary	Trustee

In attendance:

Dr. S . I. Manjur Basha	Member Secretary
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Welcome:

Mr. Syed Mohamed Beary occupied the Chair and conducted the proceedings of the Meeting. The Chairman welcomed all the Trust Members for attending the Meeting.

After ascertaininfg that the physical quorum for the meeting was present, the agenda items were taken up for consideration.

1. The Chairman of BIT emphasized the importance of getting accreditation at the earliest. In this regard he urged all HOD's and faculty to work towards obtaining NAAC/NBA accreditation, by focusing meticulously on planning and preparation of the same.
2. **Noting of the minutes of the previous Meeting:**

The minutes of the previous Meeting as placed before the Board were duly noted.

The Management decided to apply for a new course of B. Pharmacy with an intake of 60 seats to RGUHS/PCI, New Delhi and Government of Karnataka for the academic year 2021-22.

The Management passed the resolution to appoint, Dr. S.I. Manjur Basha, Member Secretary, to authorised, to coordinate, submit/sign the required documents with and all the educational departments to secure necessary approvals for the new courses.

3. **International Conference on 'Sustainable Urban Development, Resource Conversation & food security; SURF -2020:**

The Chairman placed before the Board, proposal for conducting Online 2nd International conference on Sustainable Urban Development, Resource Conservation and Food Security (SURF 2020). The Board considered the matter and after a detailed Deliberation, decided on the following points:

- Dates for Registration for the Conferences
- Procedure for Registration and submission of related documents
- List of Topics
- Members of program Committee, Advisory Committe and IETS Technical Comittee
- List of Speakers to be invited
- Venue and other related details

Management conveyed their message seeking complete co-operation from the Heads of the Institution / departments and faculties for the successful conduction of 3 days Web based International Conference on 'Sustainable Urban Development, Resource Conservation and Food Security – 2020', "SURF-2020.

3. Appointments of Teaching and Non-teaching staff:

The Chairman placed before the Board, the profile of candidates who were appointed under various Departments. The details of such appointments made are furnished as under:

TEACHING STAFF			
Sl. No.	Name	Department	QUALIFICATION
1.	Ms. Rashmi A V	E&C Engineering	M.Tech
2.	Ms. Deekshitha K	Civil Engineering	M.Tech
3.	Mr. Vijay H	Civil Engineering	M.Tech
4.	Ms. Soumya A S	Mathematics	M.Sc.
5.	Mr. Basithali Reshamwale	Mathematics	M.Sc.
6.	Ms. Shruthi	Physics	M.Sc.
7.	Mr. Afsar Baig	Computer Science & Engg.	M.Tech (Ph.D)
8.	Mr. Asif Mulla	Computer Science & Engg.	M.Tech

NON-TEACHING STAFF			
Sl. No.	Name	Department	Qualification
1.	Ms. Shahina Banu S U	Administration	MBA

4. purchase of Equipment:

The Chairman placed before the Trustees; the list of requisite equipment purchased for various departments for the academic year 2020-21.

The list of equipment purchased for academic year 2019-20 was also placed at the meeting for which the approval was already been obtained.

The Board of Trustees took note of above lists of equipment.

5. Books and Journals:

The Chairman tabled the details with respect to purchase of Book and journals for the academic year 2019-20:

Number of copies	: 433
UG	: 223 volumes
PG	: 16 Volumes

No. of titles added : 26
UG : 15
PG : 08

Books : Rs. 52,582/-
E-journals (VTU- E Consortium) : Rs. 1,00,000/-
Journals : Rs. 38,240/-

The Board of Trustees notes the above details.

Members have suggested to conduct value added courses, faculty development programs, and Sports activities in the year to come.

Due to the Covid-19 pandemic, Management implemented the new fee structure for the academic year 2020-21 to encourage the students seeking admission in various courses by offering of 50% fee concession on tuition fee.

6. Vote of Thanks:

There being no other business to transact, the meeting concluded with a vote of thanks to Chair.

Date of signing by Chairman:

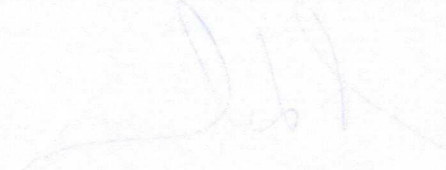



Place of signing by Chairman: Mangalore

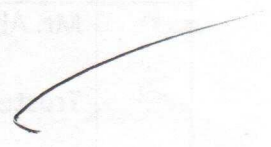


CHAIRMAN

Signature of the Members Present:

Sl No.	Name of the Member	Signature
1	Mr. Syed Mohamed Beary Chairman & Managing Trustee	
2	Mr. Abubakar Siddique Beary Trustee	
3	Mr. Mohidin Mazhar Syed Beary Trustee	
4	Dr. S. I Manjur Basha Principal, BIT Mangalore Ex-Officio Member Secretary	

Signature	Name of the Member
	Mr. Abdul Wahid Bary
	Chairman & Managing Director
	Mr. Abdul Aziz Siddiqui Bary
	Mr. Moinuddin Mansur Syed Bary





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GOVERNING COUNCIL MEETING

ON

02.01.2020

11-7-2020

Members Present:

- | | | |
|----|---|------------------------------------|
| 01 | Mr. Syed Mohamed Beary
Chairman & Managing Trustee | Chairman |
| 02 | Mr. A. Siddique Beary
Trustee | Member |
| 03 | Mr. Mazhar S Beary
Trustee | Member |
| 04 | Dr. S. I. Manjur Basha
Principal, BIT Mangalore | Ex-officio Member Secretary |

AGENDA:

- Read and record the meeting notice.
- Approval of appointments made for the teaching and non-teaching post.
- Approval for implementing of revised pay scale.
- Approvals of AICTE, VTU for the academic year 2020-2021.
- Any other subjects with the permission of the chair.

PROCEEDING:

1. Read and record the meeting notice.

The agenda is placed before the committee for kind information and approval.

2. **Approvals of VTU, AICTE for the academic year 2020-21**

Application for the Continuation /Affiliation of Approval of UG Courses and also fresh application for fresh affiliation to Research program in Physics and Mathematics is submitted to VTU and Application for the Continuation /Affiliation of Approval to AICTE for the academic year 2020-21 is to be submitted.

3. **Approval of Appointments of Teaching and Non-teaching staff:**

Following staff members are appointed for various departments.

The detail of appointment made is placed before the committee for kind information.

TEACHING STAFF			
SL. NO.	NAME	DEPT	QUALIFICATION
1.	Mr. Pranamyia	Civil Engineering	M.Tech
2.	Mr. Rakesh Kumar	Civil Engineerig	M.Tech

4. **Implementation of revised D A to the faculty**

Principal presented the details of scheme of implementation of new D A to the faculty members. After discussion it was approved.

5. **Promotion given to the faculty:**

Principal has brought to the notice of the members about the promotion to be given to following faculty members.

Sl. No	Name of the faculty	Existing position	Promotion to the position
1	Dr. Vinutha P R	Asst. Prof	Assoc. Prof
2	Dr. Vasantha Kumar	Asst. prof	Assoc. Prof.
3	Mr. Imran Mohammed Ali	System Admin	Sr. System Admin

6. Approval for purchase of Equipments:

Equipments were purchased for various departments and same is placed before the committee for the approval.

Approval was given for the equipment's purchased for the academic year 2019-20.

7. Purchase of Books and Journals:

- The following number of books and journals were purchased for the academic year 2019-20

No. of Copies: 433

Books worth Rs. 192069/- were purchased.

- E-Journals (VTU- E Consortium): 1,00,000/-
- Journals 38240/-

Meeting concluded with a vote of thanks by the Principal.



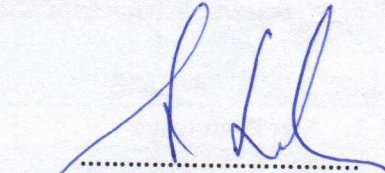
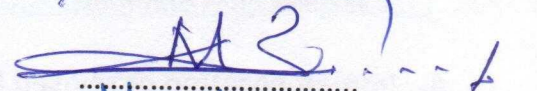
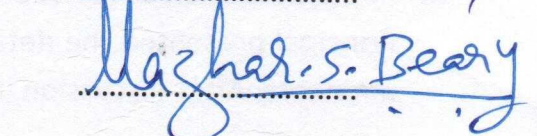
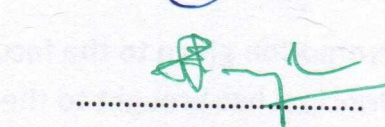
Ex-officio Member Secretary



Chairman

Signature of the Members Present

1. Mr. Syed Mohamed Beary
Chairman & Managing Trustee
2. Mr. A. Siddique Beary
Trustee
3. Mr. Mazhar S Beary
Trustee
4. Dr. S. I Manjur Basha
Principal, BIT Mangalore
Ex-Officio Member Secretary



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GOVERNING COUNCIL MEETING

ON

25-10-2019

Members Present:

- | | | |
|----|---|------------------------------------|
| 01 | Mr. Syed Mohamed Beary
Chairman & Managing Trustee | Chairman |
| 02 | Mr. A. Siddique Beary
Trustee | Member |
| 03 | Mr. Mazhar S Beary
Trustee | Member |
| 04 | Ms. Olivia
Trustee | Member |
| 05 | Dr. S. I. Manjur Basha
Principal, BIT Mangalore | Ex-officio Member Secretary |

AGENDA:

- Read and record the meeting notice.
- Approval of the budget of the year 2019-2020.
- Approval of the balance sheet of the year 2018-2019.
- Student admissions for the year 2019-2020.
- Approvals from AICTE, VTU and Government of Karnataka for the academic year 2019-2020.
- University examination results of the year 2018-19.
- Approval of appointments made for the teaching and non-teaching post.
- Approval for equipment purchased and to be purchased.
- Approval for books and journals purchased.
- Approval for implementing of revised pay scale.
- Any other subjects with the permission of the chair.

PROCEEDING:

1. Read and record the meeting notice.
The agenda is placed before the committee for kind information and approval.
2. Approval of the budget for the year 2019-2020
Budgets proposed for the year 2019-20 is placed before the committee for discussion and approval.
3. Approval of Balance sheet for the year 2018-2019.
The audited balance sheet for the year 2018-2019 is placed before the committee for discussion and approval.
4. Student admissions detail for the year 2019-2020

The admission of the students for the first year 2019-2020 for various branches is as follows:

Admission for the year 2019-20						
Sl. No.	Branch	Admission through CET	Admission Through KRLMPCA /SNQ	Admission through Management	Total Admission	Vacant Seats
01	CV	00	00	20	20	40
02	CS	23	03	36	62	01
03	EC	02	03	15	20	43
04	ME	00	01	21	22	39
TOTAL		25	07	92	124	123

Admission for the year 2019-20						
Sl. No	Branch	Admission through CET	Admission Through KRLMPCA	Admission through Management	Total Admission	Vacant Seats
01	Machine Design	00	00	00	00	18
02	Computer Science & Engg.	00	00	01	01	17
Total		00	00	01	01	01

Above data is placed before the committee for kind information. Members expressed their unhappiness over the less admission. Chairman suggested many strategies to improve the admissions. Members requested the Principal to implement new strategies to get 100% admissions.

- 5. Approvals of VTU, AICTE and Govt. of Karnataka for the academic year 2019-20.**
Approval letters of VTU, AICTE and Govt. of Karnataka for the academic year 2019-20 is placed before the committee for kind information.

6. University Examination Results of the year June / July 2019.

IV year and department wise:

Sl. No.	Department	Percentage
1	Civil Engineering	100
2	Computer Science & Engineering	100
3	Electronics & Communication Engineering	100
4	Mechanical Engineering	90

III year and department wise:

Sl. No.	Department	Percentage
1	Civil Engineering	79
2	Computer Science & Engineering	96
3	Electronics & Communication Engineering	62.5
4	Mechanical Engineering	20

II year and department wise:

Sl. No.	Department	Percentage
1	Civil Engineering	52
2	Computer Science & Engineering	72
3	Electronics & Communication Engineering	47
4	Mechanical Engineering	16

I year and department wise:

Sl. No.	Department	Percentage
1	Physics stream	64.84
2	Chemistry Stream	61.90

The committee has advised the Principal and respective dept. faculty to put maximum effort to bring very good result in all departments.

7. Approval of Appointments of Teaching and Non-teaching staff:

Following staff members are appointed for various departments.

The detail of appointment made is placed before the committee for kind information.

TEACHING STAFF			
SL. NO.	NAME	DEPT	QUALIFICATION
1.	Ms. Umme Najma S K	Computer Science & Engg.	M. Tech
2.	Mr. Chaithanya J C	Civil Engineering	M.Tech
3.	Mr. Girish Bhat	Civil Engineering	M.Tech
4.	Mr. Hasan Wahqhan M N	Civil Engineerig	M.Tech

NON-TEACHING STAFF			
SL. NO.	NAME	DEPT	DESIGNATION
1.	Ms. Suzaifa	Computer Science & Engg.	Programmer
2.	Ms. Swathi	Physics	Attender
3.	Mr. Vignesh Shettigar	Mechanical	Lab Instructor
4.	Mrs. Mamatha Bhandary	Administration	Counsellor
5.	Mr. Mamatha	Administration	Assistant

8. Implementation of revised D A to the faculty

Principal presented the details of scheme of implementation of new D A to the faculty members.

9. Promotion given to the faculty:

Principal has brought to the notice of the members about the deficiencies pointed out by the LIC Committee regarding shortage of Faculty positions and shortfall in Internet Bandwidth leased line connectivity and provided the details of the compliance report submitted to the University in response to the LIC Committee.

10. Approval for purchase of Equipments:

Equipments were purchased for various departments and same is placed before the committee for the discussion and approval.

Approval was given for the equipments to be purchased for the academic year 2019-20.

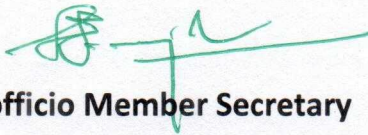
Members visited the library and expressed their satisfaction regarding the arrangements made both reference and issue section. Approval was given for the books and journal purchased during the academic year 2018-19.

Members have suggested to conduct value added courses, faculty development programs, NSS and sports activities in the year to come to improve the image of the institution.

11. Purchase of Books and Journals:

- The following number of books and journals were purchased for the academic year 2018-19
No. of Copies: 536
Books worth Rs.2,26,218.50/- were purchased.
- E-Journals (VTU- E Consortium): 1,00,000/-
- Journals 33,320/-

Meeting concluded with a vote of thanks by the Principal.



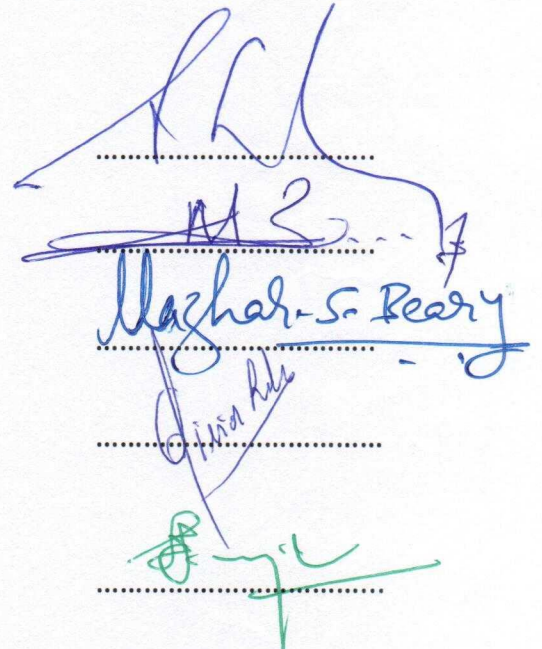
Ex-officio Member Secretary



Chairman

Signature of the Members Present

1. Mr. Syed Mohamed Beary
Chairman & Managing Trustee
2. Mr. A. Siddique Beary
Trustee
3. Mr. Mazhar S Beary
Trustee
4. Ms. Olivia
Trustee
5. Dr. S .I Manjur Basha
Principal, BIT Mangalore
Ex-Officio Member Secretary



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.....
Mazhar S Beary
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Program 172 and other activities in the year to come to improve the range of...

1.1 Progress of Books and Journals

The following number of books and journals were purchased for the current year
2018-19
no. of copies 120
books worth Rs. 28,318.50/- were purchased
Total amount Rs. 1,00,000/-
Total amount Rs. 120/-

Meeting concluded with a vote of thanks by the Chairman





2. Name of the Officers Present

- 1. Mr. A. Sridharan Bhat
- 2. Mr. A. Sridharan Bhat
- 3. Mr. A. Sridharan Bhat
- 4. Mr. A. Sridharan Bhat
- 5. Mr. A. Sridharan Bhat
- 6. Mr. A. Sridharan Bhat
- 7. Mr. A. Sridharan Bhat
- 8. Mr. A. Sridharan Bhat
- 9. Mr. A. Sridharan Bhat
- 10. Mr. A. Sridharan Bhat





BIT/MOM/2022-23/

Date: 23-10-22

Minutes of HoD's Meeting

Date of meeting: 23-10-2022

Members Present:

Sl.No	Name	Designation
1	Dr. S. I. Manjur Basha	Principal, BIT
2	Dr. Nalini E Rabello	HoD-Civil Engineering
3	Dr. Abdulla Gubbi	HoD-Electronics and Communication Engineering
4	Dr. Anjum Khan	HoD-Basic Science
5	Dr. Vasantha Kumar	HoD-Mechanical Engineering
6	Prof. Mohammed Sinan	HoD Incharge – Computer Science and Engineering

Agenda:

1. Graduation day program for passed out 2022 Graduates
2. Press meet
3. Dispatch of Invitation
4. Graduation day program Committee
5. Memoir and Memento
6. Lunch arrangements
7. Master of ceremony
8. IT related works

Principal welcomed the members and put forth the agenda

Graduation day program dates has been discussed and decided on 29-10-2022.

He further discussed about Press meet calling date and decided to be on 27-10-2022.

Principal instructed for dispatch of invitation card for graduation day program to students and parents, before 26-10-2022 through email and phone calling. Also to be informed about instructions to be followed.

Overall co-ordinator for the graduation day has been discussed and Prof. Ruksana Algur took over all co-ordinator for the Graduation day – 2022.



BEARYS INSTITUTE OF TECHNOLOGY

(Approved by AICTE, New Delhi, Affiliated to Visvesvaraya Technological University, Belagavi)

Near Mangalore University, Lands End, Innoli
Mangaluru, Karnataka-574153

Principal informed regarding memoir and memento will be handled by Mr. Saleem of Bearys Group.

Menu for lunch has been discussed and decided to make lunch arrangements for 1000 participants. Its responsibility was given to Prof. Mohammed Sinan.

Members for Master of ceremony has been discussed, identified as Prof. Joyson Prakash Miranda and Prof. Afiya.

All IT related works handed over by the principal to Prof. Afsar Baig.

Principal requested all members to work towards grand success of graduation day program.

Principal concluded the meeting by thanking all present.

Principal, BIT



BIT/MOM/2021-22

Date: 09-04-22

Minutes of HoD's Meeting

Date of meeting: 09-04-2022

Members Present:

Sl.No	Name	Designation
1	Dr. S. I. Manjur Basha	Principal, BIT
2	Dr. Abdulla Gubbi	HoD-Electronics and Communication Engineering
3	Dr. Anjum Khan	HoD-Basic Science
4	Dr. Vasantha Kumar	HoD-Mechanical Engineering
5	Prof. Zaheer Ahmed	HoD Incharge - Civil Engineering
6	Prof. Mohammed Sinan	HoD Incharge – Computer Science and Engineering

Agenda:

1. Renovation of CADD lab
2. Indentation requirement
3. Finalization of IA marks
4. NAAC Work

Principal welcomed the members and put forth the agenda.

Discussion was made to separate CADD lab for both Civil and Mechanical Engineering department with a partition and additional computers. Cut off dates for the completion of the work have been finalised and are as follows.

For Mechanical CADD lab:

Wiring work – 04-05-2022

Networking – 11-05-2022

Computer installation – 18-05-2022

For Civil CADD lab:

All the works to be completed by 25-05-2022.

Principal have decided to keep a separate indent order for extra chairs and also for electrical fitting.

Internal performance of students have been discussed and finalized the IA marks.

Requested all Hod's to ensure that all documentation work related to NAAC has to be completed and all course file has to be ready.

Principal asked all Hod's and Staff members to work hard towards fulfilling needs of institution.



Principal, BIT

BIT/MOM/2020-21

Date: 12-03-2021

Minutes of HoD's Meeting

Date of meeting: 12-03-2021

Members Present:

Sl. No	Name	Designation
1	Dr. S. I. Manjur Basha	Principal, BIT
2	Dr. Abdulla Gubbi	HoD-Electronics and Communication Engineering
3	Dr. Anjum Khan	HoD-Basic Science / IQAC coordinator
4	Dr. Mahendra M Dhongadi	HoD-Mechanical Engineering
5	Prof. Afsar Baig M	HoD Incharge – Computer Science and Engineering
6	Prof. Zaheer Ahmed	HoD Incharge -Civil Engineering

Agenda: Status of NAAC work progress

The Principal commenced the meeting by welcoming all the departmental heads and expressing gratitude for their dedicated efforts in the NAAC (National Assessment and Accreditation Council) work implementation.

The Principal requested each department head to provide a detailed progress update on their respective department's NAAC work.

The Principal suggested establishing a monitoring and review mechanism to track the progress of NAAC work at regular intervals. An audit team will be formed in order to carry out the review process. He requested IQAC coordinator (Dr. Anjum Khan) to oversee the implementation and report the progress to him.

The Principal thanked all the departmental heads for their active participation and valuable contributions to the meeting. He concluded the meeting by expressing his confidence in the

BIT/MOM/2019-20

Date: 18-01-2020

Minutes of HoD's Meeting

Date of meeting: 18-01-2020

Members Present:

Sl. No	Name	Designation
1	Dr. S. I. Manjur Basha	Principal, BIT
2	Dr. Abdulla Gubbi	HoD-Electronics and Communication Engineering
3	Dr. Anjum Khan	HoD-Basic Science
4	Dr. Mahendra M Dhongadi	HoD-Mechanical Engineering
5	Dr. Musthafa B	HoD-Computer Science and Engineering
6	Prof. Purushothama C T	HoD Incharge-Civil Engineering

Agenda:

1. NAAC work implementation
2. Campus connect
3. CET Coaching
4. Talent hunt

The meeting commenced with Principal welcoming all the HoD's and expressing gratitude for their presence.

Principal emphasized the significance of obtaining NAAC accreditation for the engineering college. He highlighted that it would enhance the institution's credibility and ensures continuous quality improvement.

It was decided to conduct the campus connect program on 4th and 5th April 2020 which aims to provide guidance and counseling to students aspiring to join the engineering college.

Mr. Imran U A is appointed as the Coordinator for the CET coaching program, which will help engineering aspirants prepare for entrance exams.

