

B.N.M. Institute of Technology

An Autonomous Institution under VTU. Approved by AICTE.

Department of Physical Education

MINUTES OF THE MEETING (AY 2024-25)

TRIMESTER – I

June–September 2024

Meeting No.: 01

Date: 4.5.2024

Time: 11 am

Venue: Department of Physical Education

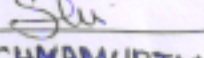
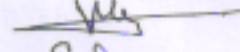
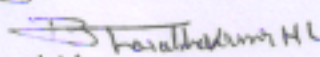
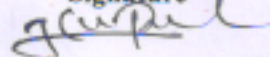
Chairperson: Hariprasad D A

Meeting Coordinator: Bharatha Kumar H L

Members Present

Sl. No.	Name	Designation
1	Hariprasad D A	Head, Physical Education
2	Bharatha Kumar H L	Physical Education Instructor
3	Vinay B B	Physical Education Instructor
4	Suresh	Coach
5	Krishnamurthy	Supporting Staff

Signature



KRISHNAMURTHY

Agenda

8. Planning and scheduling of physical education and sports activities for 2024-25.
9. Preparation of the annual sports calendar.
10. Student registration and participation in sports activities.
11. Selection of college teams for various sports disciplines.
12. Planning of regular practice and coaching sessions.
13. Review of sports infrastructure and equipment.
14. Participation in intercollegiate and university-level competitions.

Proceedings

The first trimester meeting of the Department of Physical Education for the academic year 2024-25 was conducted to plan and organize sports and physical education activities.

The members discussed the annual sports calendar and proposed activities for the academic year. Emphasis was placed on providing opportunities for students to participate in various indoor and outdoor sports and fitness activities.

The department discussed the selection of students for different sports teams. Selection trials would be conducted based on the requirements of individual sports disciplines, followed by regular practice and coaching sessions.

The condition and availability of sports equipment and facilities were reviewed. The members emphasized the need for regular maintenance to ensure safe and effective utilization.

Decisions Taken

7. The annual sports calendar shall be prepared and implemented.
8. Students shall be encouraged to participate actively in sports and fitness activities.
9. Selection trials shall be conducted for various college teams.
10. Regular training and coaching shall be provided to selected students.
11. Students shall be encouraged to participate in intercollegiate and university-level competitions.
12. Sports equipment and facilities shall be inspected periodically.

Action Taken / Outcome

The sports calendar was prepared, student participation was initiated, and selection and training activities were planned. Sports facility and equipment requirements were identified for necessary action.

TRIMESTER – II

October 2024–January 2025

Meeting No.: 02

Date 8.10.2024

Time: 11 am

Venue: Department of Physical Education

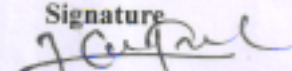
Chairperson: Hariprasad D A

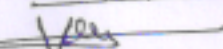
Meeting Coordinator: Bharatha Kumar H L

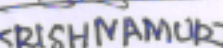
Members Present

Sl. No.	Name	Designation
1	Hariprasad D A	Head, Physical Education
2	Bharatha Kumar H L	Physical Education Instructor
3	Vinay B B	Physical Education Instructor
4	Suresh	Coach
5	Krishnamurthy	Supporting Staff

Signature






KRISHNAMURTHY

Agenda

8. Review of sports activities conducted during the first trimester.
9. Review of student participation and performance.
10. Progress of college teams and coaching activities.
11. Participation in intercollegiate and university competitions.
12. Planning of interdepartmental sports activities.
13. Review of sports equipment and infrastructure.
14. Planning for annual sports and athletic events.

Proceedings

The second trimester meeting was conducted to review the progress of physical education and sports activities during the academic year.

The members reviewed student participation in sports activities and the performance of college teams in various competitions. The importance of regular attendance and practice was emphasized to improve team performance.

The department discussed opportunities for students to participate in intercollegiate, university, and other recognized competitions. Coaches were advised to provide appropriate training and guidance to selected students.

The members also discussed organizing interdepartmental sports activities to encourage wider participation among students. The need for discipline, teamwork, sportsmanship, and fair play was emphasized.

Preparations for annual sports and athletic events were also discussed, including scheduling, facilities, equipment, and safety arrangements.

Decisions Taken

7. Regular practice and coaching sessions shall be continued.
8. Students shall be encouraged to participate in recognized competitions.
9. Interdepartmental sports activities shall be conducted as per the sports calendar.
10. Annual sports and athletic events shall be planned and organized.
11. Sports equipment and facilities shall be maintained regularly.
12. Student participation and achievements shall be properly documented.

Action Taken / Outcome

Team practice and coaching activities were continued. Students were encouraged to participate in competitions, and preparations for annual/interdepartmental sports activities were initiated.

TRIMESTER – III

February–May 2025

Meeting No.: 03

Date: 3.2.2025

Time: 11 am

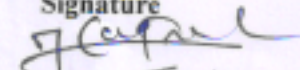
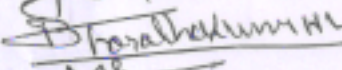
Venue: Department of Physical Education

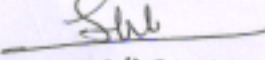
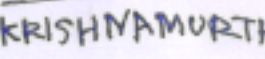
Chairperson: Hariprasad D A

Meeting Coordinator: Bharatha Kumar H L

Members Present

Sl. No.	Name	Designation
1	Hariprasad D A	Head, Physical Education
2	Bharatha Kumar H L	Physical Education Instructor
3	Vinay B B	Physical Education Instructor
4	Suresh	Coach
5	Krishnamurthy	Supporting Staff

Signature





KRISHNAMURTHY

Agenda

8. Review of sports activities conducted during the academic year.
9. Conduct and review of annual sports and athletic events.
10. Assessment of student participation and achievements.
11. Review of sports facilities and equipment.
12. Preparation of the annual physical education and sports report.
13. Identification of requirements and improvements for 2026–27.
14. Any other matter with the permission of the Chair.

Proceedings

The third trimester meeting was conducted to review and assess the overall performance and activities of the Department of Physical Education during the academic year 2025–26.

The members reviewed student participation in regular sports activities, interdepartmental events, intercollegiate competitions, and other physical fitness programmes.

The conduct of annual sports and athletic events was reviewed, and the members discussed the participation and achievements of students. The department appreciated the efforts of students, coaches, and staff in promoting sports activities.

The utilization and condition of sports facilities and equipment were reviewed. Requirements for maintenance, replacement, and procurement of equipment were identified.

The department discussed the preparation of the annual sports activity report, including details of events conducted, student participation, competition results, achievements, and other activities.

Suggestions for improving sports facilities, coaching, student participation, and fitness programmes for the academic year 2026–27 were also discussed.

Decisions Taken

7. The annual sports and physical education activity report shall be prepared and submitted.
8. Records of student participation and achievements shall be updated and maintained.
9. Sports equipment requiring replacement or additional procurement shall be identified.
10. Sports facilities shall be maintained and improved wherever necessary.
11. Feedback and suggestions shall be considered while planning activities for 2025–26.
12. Greater student participation in sports and fitness activities shall be encouraged in the forthcoming academic year.

Action Taken / Outcome

The annual sports activities and achievements were reviewed and documented. Requirements for sports equipment and facilities were identified, and suggestions for improvement were recorded for the next academic year.

ANNUAL OUTCOME OF TRIMESTER-WISE MEETINGS

Academic Year 2024-25

The Department of Physical Education conducted trimester-wise meetings to systematically plan, implement, monitor, and review sports and physical education activities during the academic year 2024-25.

The major outcomes were:

- Regular sports and physical fitness activities were planned and conducted.
- Students were encouraged to participate in various indoor and outdoor sports.
- College teams were formed and provided with regular practice and coaching.
- Students were facilitated to participate in intercollegiate and university-level competitions.
- Interdepartmental and annual sports activities were planned and conducted.
- Sports facilities and equipment were periodically reviewed and maintained.
- Student participation and achievements were documented.
- Requirements for improvement of sports facilities and equipment were identified.
- Suggestions for strengthening sports and physical fitness activities in 2025-26 were recorded.

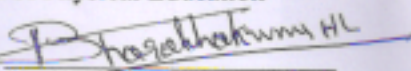
Signatures

Prepared by:

Name: Bharatha Kumar H L

Designation: Asst. Physical Education Director

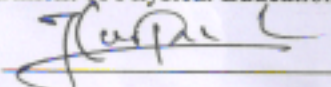
Department of Physical Education

Signature: 

Verified by:

Name: Hariprasad D A

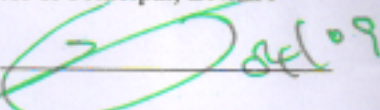
Head, Department of Physical Education

Signature: 

Approved by:

Name: Dr. S Y Kulkarni

Addl. Director & Principal, BNMIT

Signature: 

Additional Director & Principal
BNM Institute of Technology
Bangalore-560 070