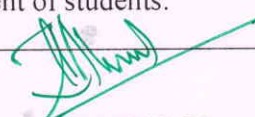


## IQAC MEETINGS 2019-2020

### First IQAC Meeting Wednesday 19-06-2019

Agenda of First Meeting	Action Taken
1.To read and confirm the minutes of the last IQAC Meeting	1.The minutes of the last meeting were read and confirmed.
2.To discuss the NAAC Peer Team Report on Institutional Accreditation (3 <sup>rd</sup> Cycle, 2017) and adoption of compliances accordingly	2.The NAAC Peer Team Report on Institutional Accreditation (3 <sup>rd</sup> Cycle, 2017) has been discussed at length and it is decided to design the Annual Plan of Action in order to adopt the compliances accordingly. The details of the recommendations and compliances are to be conveyed to the Criteria Conveners for further action.
3.To discuss the design and implementation of Annual Plan of Action for the institution-level activities and for the enhancement of quality-education	3.The Annual Plan of Action is designed to create the learner-centric activities conducive for quality education and the same to be carried out for the academic year.
4.Preparation of Academic Calendar	4.Accordingly, it is decided to prepare Academic Calendar after detailed discussion on the academic and extra-academic activities and thereby to bring the same to the notice of the teachers.
5.To discuss the feedback responses from the students and other stakeholders for quality-related institutional processes	5.It is resolved to review and analyse the feedback from the stakeholders and it is decided to solve the issues, if any, by strengthening the work-culture among the staff, discipline among the students, and the support from the Management and the parents.
6.To involve the Staff and the Students in e-teaching/learning	6.It is resolved to assign the responsibility of e-teaching/learning to one of the Staff-members Dr. Imam Husain Mirji, Chief Librarian.
7.To finalise the date of Meeting for the selection of the Vice-President and the Chairmen/Chairpersons of various Associations under College Debating Union	7.It is resolved to arrange a meeting on 22-06-2019 to select the Vice-President and the Chairmen/Chairpersons for the smooth conduct of the activities of various Associations under College Debating Union which is for the many-sided development of students.

  
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8.Nomination of Student-Secretaries for the activities of College Debating Union (CDU) and Physical Education and Sports Activities	8.It is further resolved to nominate Student-Secretaries for various Associations of CDU and Sport Activities purely on the basis of their performance and merit.
9.To organise PTA meetings	9.It is decided to go ahead with the routine PTA - Parent Teacher Meetings. It is resolved to conduct these meetings at the end of every Semester. After the results are declared, each department has to invite parents to receive suggestions for the academic and the extra-academic improvement of their wards.
10.Any other matter with the permission of the Chair	<p>10.With the permission of the Chair:</p> <p>i) The house finalised the activities for the development and application of quality benchmarks and parametres for the various academic and administrative activities of the Institution. These are to enhance the Quality-education by taking certain measures such as - conducting teacher-exchange programmes, seminars and special-lectures by inviting subject experts.</p> <p>ii) It is resolved to work for the development of internalisation and institutionalisation of quality enhancement policies and practices. Therefore it is decided to go ahead with the routine programmes of mentoring students according to their capacity.</p> <p>iii) It is also decided to prepare focused Annual Quality Assurance Report (AQAR). It is decided to develop and apply innovative practices in various programmes and activities leading to quality enhancement. The IQAC is to act as a nodal unit of the College for augmenting quality-related programmes.</p> <p>iv) It is resolved to go for Awareness Programmes for the students.</p> <p>v) It is also resolved to invite companies/firms for placements.</p>




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**Second IQAC Meeting Monday 19-08-2019**

Agenda of Second Meeting	Action Taken
1.To read and confirm the minutes of the last IQAC Meeting	1.The minutes of the last meeting were read and confirmed.
2.To discuss the conduct of Orientation Programme for the First Semester students of all faculties	2.It is decided to organise various programmes for the overall development of students. Accordingly it is decided to arrange the Orientation Programme as per the UGC norms for the fresh entrants i.e. First Semester students. The aim is to make the students confident and employable. It is also to acquaint them with their own latent talents through various activities. The decision is taken to organise the same on 20-08-2019 after the Independence Day celebration.
3.To discuss the conduct of First Internal Tests	3.It is decided to conduct First Internal Tests from 4 <sup>th</sup> of September till 11 <sup>th</sup> of September, 2019. It is also resolved to review students' result in order to cater to the needs of average and above-average students. It is decided to concentrate on the students with poor performance and how to make them attempt examinations successfully in future. It is also resolved to encourage the brilliant students to perform still better in their future examinations. It is resolved to institute more cash prizes/awards to the highest scorers. The teaching staff as usual will come forward to do the same.
4.To arrange Awareness Programmes for Students	4.i) For the awareness programmes, it is resolved to invite the NGOs and the medical practitioners to address the students regarding the significance of blood/eye donations.  ii) Since most of the students use two wheelers, it is also decided to make them aware of traffic rules and regulations. It is further resolved to invite Police personnel on 21 <sup>st</sup> of September, 2019 to enlighten the students in this regard.

  
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	<p>iii) In order to make the students aware of their contribution to the health of other fellow-human beings, and their role in nation-building, it is decided to have Blood Donation Camp on the Teacher's Day.</p>
<p>5.The conduct of Karnatak University First Zone Inter-Collegiate Youth Festival</p>	<p>5.i) After discussing at length regarding the organisation of the Karnatak University First Zone Inter-Collegiate Youth Festival, it is resolved to form different committees and assign related responsibilities to the teachers to carry out the mega event successfully. It is decided to have the Festival on 4<sup>th</sup> of October and 5<sup>th</sup> of October, 2019.</p> <p>ii) In order to train our students to take part in the forth-coming Youth Festival and to bring out the latent talents of the students, it is decided to organise Fine Arts competitions on 25-09-2019.</p>
<p>6.To organise competitions and programmes for students under CDU</p>	<p>6.It is decided that CDU to conduct some of the Association programmes in the last week of September. Accordingly, it is decided to arrange Commerce Association Programme on 26-09-2019. It is considered that the topic "The Impact of GST on Business" would be appropriate and to request the subject-expert to deliver talk on the same. The CDU is to decide to invite subject-experts to address students on various other contemporary topics such as usage of technology in the areas of health, environment hazards, etc</p>
<p>7.The conduct of selection trials prior to the Annual Sports</p>	<p>7.It is decided to go for Sports Selection Trials from 3<sup>rd</sup> of September to 13<sup>th</sup> of September 2019. Annual Sports are to be held from 5<sup>th</sup> of February to 10<sup>th</sup> of February, 2020.</p>
<p>8.Any other matter with the permission of the Chair</p>	<p>8.With the permission of the Chair it is decided to conduct II Internal Test from 14<sup>th</sup> of October, 2019 onwards.</p>

  
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**Third IQAC Meeting Monday 21-10-2019**

Agenda of the Third Meeting	Action Taken
1.To read and confirm the minutes of the last IQAC Meeting	1.The minutes of the last meeting were read and confirmed. The members of the IQAC appreciated the members of the Teaching and Non-Teaching staff and the students for their active involvement in the conduct of the mega-event Youth-Festival successfully.
2.To encourage faculty development programmes for teaching and non-teaching staff	2.i) It is further resolved that teaching and non-teaching staff are to be exposed to faculty development activities. The Principal would extend support and encouragement to the staff members in participating seminars, workshops, conferences, Refreshers Courses, Orientation Programmes, and also in making the environment conducive for staff-members to indulge in literary, creative and critical writings.  ii) It is also resolved to send non-teaching staff for training to learn the latest developments in office management.
3.To take up steps for research work for both staff-members and students undertaking project-work	3.i) It is decided the teaching faculty to be encouraged to take up research work in their subjects and pursue Ph. D. courses. Therefore it is decided to add many reputed research journals to the College-Library.  ii) It is also decided to encourage both UG and PG students to take-up project-work on those subjects which are part of their curriculum. These activities are to be taken in order to enrich the knowledge of teachers and the students, and to keep pace with recent developments in the related subjects.
4.To inform the Office-bearers of the Alumni Association to conduct some activities and to raise the funds	4.It is decided to inform the Office-bearers of the Alumni Association to conduct some activities, and raise the funds.
5. To discuss on organizing Self-employable training programmes	5.It is resolved to take up training programme in Mushroom culture in the month of January -2020
6.Any other matter with the permission of the chair	6. With the permission of the Chair, it is decided to plan for the Inter-Collegiate National Elocution competition in order to expose our students to the talent of other students of other states.



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**Fourth IQAC Meeting Thursday 20-01-2020**

Agenda of the Meeting	Action Taken
1.To read and confirm the minutes of the last IQAC Meeting	1.The minutes of the last meeting were read and confirmed.
2.To decide to organise workshops and seminars on quality-related subjects	2.It is decided that after celebrating awareness Programme on National Voters' Day (24-01-2020) and 71 <sup>st</sup> Republic Day, the National Seminar on Nanotechnology shall be organised on 08-02-2020.
3.The conduct of First and Second Internal Tests	3.The dates from 10 <sup>th</sup> of February to 17 <sup>th</sup> of February 2020 are finalised for the First Internal Test.
4.To organise other CDU-Association functions by inviting Resource persons to share their expertise	4.i) Under CDU, as it has already resolved take up actions for the enhancement of Quality-education, it is decided to invite eminent scholars during Kannada and Hindi Association Functions which will be held on 11-02-2020 in order to enable students to acquire confidence in themselves and commitment in their duties, and communication skills. ii) In order to keep students abreast of the misuse of technology, the talk on Cyber Crime is fixed on 02-03-2020 under the auspices of CDU - English Association Programme.
5.To plan to conduct Health Care / Hygiene Programme for girl-Students	5.It is decided to organise Health Care / Hygiene Programme for girls on 22-02-2020.
6.To discuss to send students to study-tours and industrial visits	6.It is decided to take students to Study-tours and Industrial Visits during the last week of February 2020
7.To plan for the conduct of Annual Sport, Annual Social Gathering and collection of Feedbacks from students and stake holders	7.Lengthy discussions are held relating to other institutional activities like CDU, Sports, NSS, NCC, etc. It is also resolved to conduct II Internal Test, Annual Social Gathering, Valedictory function, collection of Feedback from students and stake holders from 25-03-2020 onwards. It is decided that the same should be brought to the notice of the students seeking their active participation.
8.Any other matter with the permission of the Chair	8.i) It is decided to organise NAAC sponsored workshop related to IQAC in the forthcoming semester. ii) It is decided to go for the final preparation of AQAR 2020-2021 and the Fourth Cycle NAAC accreditation. It is decided to design work-plan for the documentation and related activities.

**Fifth IQAC Meeting Tuesday 03-03-2020**

Agenda of the Meeting	Action Taken
1. To read and confirm the minutes of the last IQAC Meeting	1. The minutes of the last meeting were read and confirmed.
2. To place the AQAR (2019-2020) before the Education Board	2. It is unanimously decided to place the AQAR (2019-2020) before the Education Board before uploading it online to the NAAC office
3. Any other matter with the permission of the Chair	3. No other matter is discussed.

  
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