

Meeting No. 37.

06-07-2022

Review meeting for all staff members is conducted under the Chairmanship of Dr. K. Bhagya Lakshmi. IQAC team participated in the meeting to conduct quality initiative activities for the improvement of the college.

Agenda :-

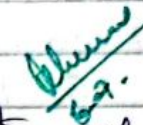
1. Conduct of faculty development programs (TOTs) in life skill courses and skill development courses in collaboration with CCE.
2. Conduct regular Parent-teacher meetings.
3. Speed up the submission of AQAR 2021-22.
4. Improve the results in semester end exams.

Discussions and Resolutions :-

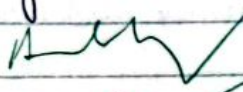
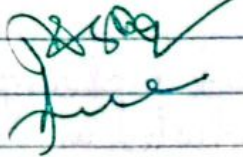
1. Discussed the arrangements and incharges for TOT programs to be conducted in collaboration with CCE. List of faculty for each batch are finalized.
2. Faculty members are instructed to conduct regular Parent and Teacher meetings and report the performance of the students to their parents.
3. Faculty are informed to submit data for the year 2021-22, for submission of AQAR 2021-22 and resolved to proceed for IQAC submission.
4. Results of the students of previous semesters are discussed and resolved to take steps to improve their performance in upcoming semester end examinations.

5. All the faculty are instructed to submit the data needed for AQAR, IQAC and SSR in digital formats to respective criterion heads.

R Kamurani 6/7/2022
Signature of the IQAC
Co-ordinator


Signature of IQAC
Chairman.

Signatures of staff members.



Orijayadeep

18-07-2022

~~01-06-2022~~

Meeting No. 36

Date: 17-06-2022

IPAC review meeting is conducted with the Criterion heads under the chairmanship of Dr. K. Bhagyadevshmi, IPAC Chairman and IPAC co-ordinator.

- Agenda: 1. To review the status of data available with Criterion co-ordinator.
2. Login's for individual depts for website
 3. Employability courses
 4. Pass percentages and attainments.
 5. Sensor based water tanks, status of solar lights
 6. Status of library records.

Resolutions: Resolved to-

1. Resolved to give individual login's for department incharges.
2. List out employability courses in each department
3. Link the pass percentages with attainments.
4. Maintain sensor based water tanks and solar lights.
5. Collect and handover library data for Criterion-4

Kamrunnisa 17/6/2022

Signature of IPAC
Co-ordinator

M. S. S. S. S.
18/7/2022

Signature of IPAC
Chairman.

Signatures of Criterion heads

Review meeting on NAAC SSR submission preparedness is conducted by IQAC chairman Dr. K. Bhagya Laksh along with IQAC team with Staff Council.

Agenda:

1. Progress of NAAC preparedness
2. Preparation of departments for upcoming external academic audit by CCE.
3. Submission of evaluative reports by respective departments.

Resolutions:-




1. Principal enquired the department incharge about submission of data by the departments for preparation of NAAC. It is resolved to submit data to criterion heads, to speed up the SSR preparation.
2. IQAC team circulated Academic audit proformas to staff council and requested to complete individual faculty proformas and departmental proformas.
It is resolved to have an internal audit by IQAC team of the institute before submission for external audit.
3. All the department incharges are

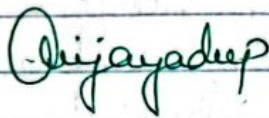
instructed to prepare evaluative 04-07-2022
reports of respective departments for the
last five years to submit in SSR.

L Kamurwai 25/7/22
Signature of IPA C
Co-ordinator

Meenu
25-7-2022
Signature of IPAC
Chairman.

Staff Council members:-

1. 
2. 
3. 



IQAC meeting -39. Date 02-08-2022

The members of staff met at 12 noon in mini conference hall under the chairmanship of Dr. K. Bhagya Lakshmi to discuss the following:

Agenda

1. Internships (ESP, Industrial Internship)
2. IQCA submission and NIRF submission
3. Semester end exams

Discussion and Resolutions:-

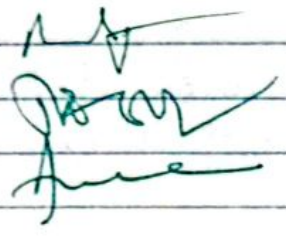
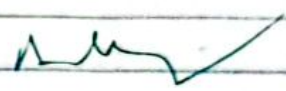
1. V and VI Semester Industry internships of the students should be completed and upgraded into apps with progress. It is resolved that the vice principal will allot one faculty member for every 15 members of students taking up Industrial internship, to enhance the quality of internships.
2. It is discussed and tentative date of IQCA submission is finalised for August 2022. Hence all the staff members are advised to pick up the pace of NAAC preparation.
Resolved to get promising grade in NAAC.
Resolved to upgrade the NIRF rank of the college.
3. Discussed about II semester end exams

Resolved to complete the exams by September 15 2022.

R Kamernani 2/8/2022
signature of IQAC
co-ordinator.

Umesh
L. F. Lok
signature of IQAC
Chairman.

Signatures of staff members:-



Chijayadeep

Meeting No. 40

Date: 12-08-2022

The members of staff met at 12-15 noon in mini conference hall under the chairmanship of Dr. K. Bhagya Lakshmi to discuss the following as part of quality initiatives under IQAC agenda.

Agenda:-

1. On the eve of 75 years of independence, college has to conduct Azad Ki Anusita Mahotsav and Harghar Tisanga by all departments, Physical education dept and literary-cultural association of college.

Discussions and resolutions:-

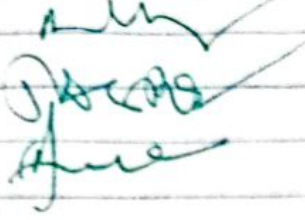
1. All the staff members discussed and resolved to conduct special programs as part of Azad Ki Anusita Mahotsav with one activity from every department.
2. Physical education department, literary and cultural association has to co-ordinate the activities conducted by departments.
3. Resolved to conduct rally of Harghar Tisanga from college on 13, 14th August 2022.
4. Resolved to mobilize maximum number of student participation in above activities through counsellors.

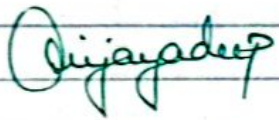
R Kamrunnisa 12/8/2022
Signature of IQAC
co-ordinator

[Signature]
12.8.2022
Signature of
IQAC chairman

Signatures of Staff members:-

1.





Meeting No. 41

Date: - 15-09-2022

A review meeting is conducted in mini conference hall with staff council and IQAC committee by the IQAC chairman Dr. K. Bhagya Lakshmi.

Agenda:-

1. Quality of CSP projects, two months industrial internships
2. FRCs app implementation to improve students performance
3. Documentation of SSR data, IQAC submission.

Resolutions and Discussions:-

1. Department incharges briefed about the quality CSP projects done by students and resolved that they will enhance quality of the project reports to be submitted for SSR.
2. Discussed the possibilities of online/offline two months industrial internship for students. Resolved to conduct the internship in offline/online mode.
3. Staff council, discussed with IQAC committee and submit IQAC by September 2022 and resolved to submit SSR by December 2022.
4. Criterion heads urged to submit Paper publications, library information, Sports achievements by students,

and Alumni activities to enhance the quality of SSR.

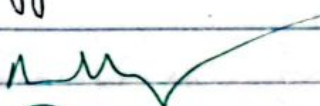

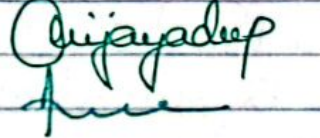
5. All department heads resolved to submit above information by September last week.

R Kameswari 15/9/2022
signature of IQAC
Co-ordinator

^{Alumni}
Signature of IQAC
Chairman
5.9.2022

Staff Council members

Criterion Co-ordinator

Meeting No. 42

19-09-2022

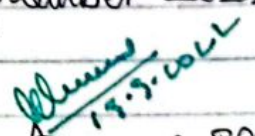
A review meeting is conducted by IPAC chairman Dr. K. Bhagyalakshmi along with IPAC co-ordinator with Criterion heads to discuss the status of data collected for SSR.

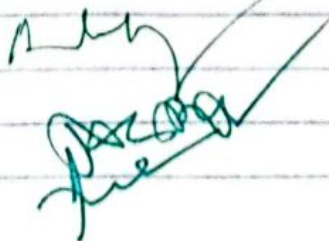
Criterion heads reported the following:-

1. Criterion-2 head reported the collection of student profiles, field visits, Internships, Nss activities is going on.
2. Criterion-5 head needed the information regarding poor Boye fund and scholarship to students from NGOs.
3. Criterion-6 head needed certificates of achievements of students (scanned), FDP, Seminar certificates of faculty and Audited reports of funds.

IPAC committee resolved to get above data from departments and concerned college committees to complete rough draft of SSR by 30th September 2022.

R Kamurani 19/9/2022
Signature of IPAC
coordinator.


Signature of IPAC
Chairman.



Meeting No. 43

26-09-2022

IQAC meeting is conducted to review quality enhancement initiatives, BSR preparation under the chairmanship of IQAC Chairman Dr. K. Bhagya Lakshmi.

Agenda:-

1. Quality initiatives in coming months
2. Data pending for Criterion heads
3. Preparation for Governing Body meeting
4. Conduct awareness programs, Webinars and extension activities.

Discussions and Resolutions:-

1. Discussed about the possibility of all faculty in preparation of material for learning management system. Resolved that all regular faculty will be part of LMS development through CCE and individually.
2. To improve the digital point in N-list.
3. Resolved to quantify the activities in SWOC analysis and steps taken on previous NAAC recommendations.
4. Highlight the Best practices in teaching-learning process.
5. Resolved to collaborate with State Government in conducting APPRCET by faculty of the college.
6. Resolved that IQAC committee will collaborate with Academic committee for in preparation for Governing body meeting.
7. Resolved to conduct National webinar by

Commerce dept, Awareness program on Breast cancer by microbiology dept and extension activities by NSS and WEC as part of quality enhancement initiatives of the college.

Alkanna
26.9.2021
Signature of IQAC Chairman

L. Kameswari 26/9/2021
Signature of IQAC Co-ordinator.

Signatures of Staff Council:

Signatures of Co-ordinator heads.

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[Signature]
[Signature]

[Signature]

27-10-2022

Review meeting with staff council and criterion heads is conducted by IQAC chairman Dr. K. Bhagyalakshmi in miniconference hall at 2 p.m.

Agenda:-

1. Tentative date of rough SSR preparation - completion
2. Conduct of Awareness programs, quality initiatives during month of November 2022.

Discussion and Resolution:-

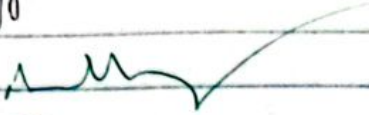


1. After discussion with staff council members and criterion co-ordinators, it is resolved to complete rough draft of SSR between 7-13 November.
2. Resolved to conduct awareness programs on Ayurvedic treatment, Anti Ragging, Vigilance awareness week by NSS in month of November
3. Resolved to conduct faculty development program (TOT) in collaboration with CCE by IQAC.
4. Resolved to co-ordinate with Academic council in conducting Academic Council meeting in following weeks.
5. Resolved to conduct Dental and skin care awareness medical camp to students and faculty by NSS units.
6. Staff council, IQAC committee discussed and resolved to conduct orientation

program for I year students for 15 days.

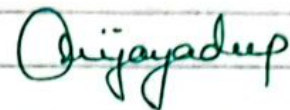
^{Shree}
^{27/10/2021}
Signature of IQAC chairman

L. Kameswari 27/10/2021
Signature of IQAC Co-ordinator

Staff council members:-

Criterion heads:-



11-11-2022

IQAC review meeting is conducted by IQAC chairman Dr. K. Bhagya Lakshmi and IQAC co-ordinator to initiate quality activities in the coming month with staff council members.

Agenda:-

1. Allotment of rooms for skill development works.
2. Conduct SIP-MOOCs for PG students, field trips, symposium, Environmental awareness programs,

Discussion and Resolutions :-

1. After thorough discussion it is resolved to allot 3 rooms for skill development activities - Nursery development, Mushroom cultivation for Botany students
2. Resolved to conduct SIPs-MOOCs program for PG students.
3. Resolved to conduct library week, symposium by Commerce dept, Environmental awareness activities by Botany and microbiology depts and staff meeting for administrative staff

R Kammani 11/11/2022
signature of the
IQAC co-ordinator

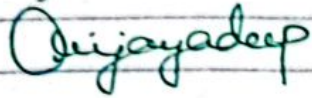
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11-11-2022
signature of
IQAC
Chairman

Signatures of Staff council members:-







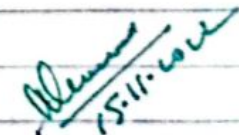


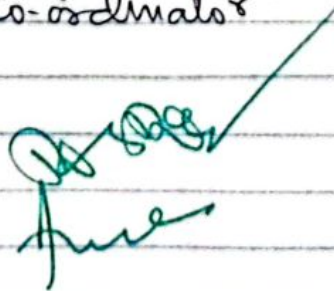
15-11-2022

A review meeting is conducted by IQAC chairman Dr. K. Bhagya Lakshmi and IQAC co-ordinator with Criterion heads regarding SSR preparation and finalisation.

1. Criterion-5 head is given ^{Digital format} Grievance redressal policy document, student representatives lists of 5 year, Alumni letters.
2. Criterion-6 head decided to explain the decentralisation and participative management in WEC/NSS, quantify student competencies, qualitative reforms in teaching processes and student activities are identified and drafted.
- 3- Proposed to conduct Awareness program on drug abuse by NSS, Career guidance programs, student council meeting and conduct events on Constitution day.

R. Kameswari 15/11/2022
Signature of IQAC
Co-ordinator.




Signature of IQAC
Chairman



Criterion heads-

1. Criterion-5:
2. Criterion-6
3. Criterion-3

Staff Council members

1. 
2. Prityadeep
3. 

Meeting No-47

Date 22-11-2022

An IQAC review meeting is conducted by IQAC chairman with staff council members regarding Graduation day and Research promotion.

Agenda:-

1. Collaboration of IQAC committee with CoE for graduation day
2. Improve the research activities in the institute.
3. Submission of IQA

Discussion and Resolution:-

1. After fruitful discussions it is resolved that IQAC committee will collaborate with Controller of examinations in preparing Principals report on the eve of upcoming first Graduation Day of the college.
2. Resolved to establish Central instrumentals laboratory in the institute by Research promotion committee.
3. Form new Research development committee with Research advisors from University and industry.
4. It is resolved to submit IQA in month of Dec 2022.

R Kamurani 22/11/2022
Signature of IQAC
Co-ordinator.

Signature of IQAC
Chairman

Signatures of staff council members:

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[Handwritten signature: Vijayadeep]

An IQAC review meeting is conducted with staff council members and criterion co-ordinators under the chairmanship of IQAC chairman Dr. K. Bhagya Lakshmi along with IQAC co-ordinator.

Agenda:

1. Events to be presented in Criteria-7
2. Enhancement of pedestrian pathways, disabled friendly bathrooms, Ramps
3. Sign language course
4. Celebrate National Commemorative days
5. Display of medals achieved by students and academic audit reports
6. Preparation for ISO certification

Resolutions:

1. Resolved to present annual gender sensitized plan to be included in Criterion-7
2. Resolved to enhance disabled friendly washrooms and ramps.
3. Introduce certificate course in sign language and on household electrical wiring.
4. Resolved to conduct competitions in yoga practice and conduct awareness program on Gender based violence in Dec.
5. Resolved to get ready with relevant records for CCE NAAC team visit on draft SSR.
6. Resolved to get ready with the documents to be submitted for ISO certification.
7. Resolved to conduct - swach library week.

Consumer day, Entrepreneurship awareness program,
National mathematics day, con calling by
Psychology dept. in month of December.

Signature of IPAC
Co-ordinator.

Prasanna
6.12.2021
Signature of the
IPAC chairman.

Staff Council:

Prasanna
IPAC
Prasanna

Criteria heads:

Prasanna

Meeting No 48

Date 22-12-2022

Staff council meeting along with IQAC committee is conducted to enhance the infrastructure facilities, preparation of academic visits, National level certifications and extension activities under the chairmanship of Dr. K. Bhagyadevini IQAC Chairman along with IQAC co-ordinators Academic coordinators.

Agenda:-

1. Plot allotment for building construction with NIRF funds.
2. Instructions for newly joined I year student
3. NAAC work review
4. Submission of data for NIRF and AISCHE
5. Extension activities in month of January 2023.
6. Internal audit by IQAC team
7. Establishment of recording studio

Resolutions:-

1. Resolved to allot area beside the Garden for G+1 with 4+4 rooms with NIRF funds granted by Government.
2. Resolved to instruct newly joined I year UG students to enter the college with uniform and idcard.
3. Resolved to maintain campus cleanliness and to be monitored by NSS units.
4. Resolved to gearup the NAAC activities, compilation of NAAC records and registers.

5. Resolved to submit AISCHE data and NIRF data in stipulated time.
6. Resolved to use accumulated interest on UAC funds for NAAC fee payment purpose upto Rs. 4,50,000/-
7. Resolved to train the students of B.Sc (Aquaculture technology) in fisheries departments.
8. Resolved that all the departments should complete the extension activities, Guest lecture field trips as planned in first week of January
9. Resolved to conduct Internal audit by IQAC team as a prep for the external academic audit by CCE team on 29-12-2022
10. Resolved to allot PG rooms/RNo. 208 for recording studio to record the LMS lessons for benefit of students.

Signature of IQAC
Co-ordinator.

Alkumari
Signature of IQAC
chairman.

Signatures of staff Council members:-

1. *[Signature]*
 2. *[Signature]*
 3. *[Signature]*
- [Signature]*

Meeting No. 49

Date: 06-01-2023

A review meeting is conducted by IQAC committee on upcoming CCE review meeting under the chairmanship of IQAC chairman Dr. K. Bhagya Lakshmi.

Agenda:-

1. Policy documents
2. Reports to be submitted.

Resolution:-

1. It is resolved to prepare Policy document for Gosumudda scheme.
2. Reports of student union activities, Internal exams, stationary and purchases, science labs, library, AVE, Admissions, literary and cultural activities, Poor Boy funds, college Magazine, Virtual and Digital classroom activities, JKC, WEC, UGC, Anti Ragging, CPDC, Alumni, Student-Parent committee, Restructured fee, NSS, Grievance redressal, Academic cell, scholarships, Faculty forum, Foreign languages, first aid, life skill courses, Website maintenance has to be prepared by concerned incharges and to be submitted to the Principal for the academic year 2022-23.
3. Resolved to conduct training program to faculty on recording of LMS videos in the studio established in R.No 208 on 9th January 2023.
4. Resolved to complete NAAC reports as IQAC is ^{going to be} approved on 16-01-20.

5. Continue the academic schedules and classrooms regularly after the semester end exams are completed.

R Kamurain 6/01/2023

Signature of
IQAC co-ordinator.

[Signature]
5.1.2023
Signature of IQAC
Chairman

Signatures of IQAC committee -

[Signature]
[Signature]

Chijayadeep
[Signature]

Meeting No.-50

18-01-2023

A review meeting on SSR submission and activities to be conducted during months of January after Pongal break is conducted under the chairmanship of Dr. K. Bhagya Lakshmi, IQAC chairman along with IQAC committee and Staff Council members

Agenda:-


1. Submission of SSR
2. Extension activities, Commemorative days, National and International days to be conducted.
3. Opening/Inauguration for construction of new building.
4. Criterionwise summary, Evaluative reports
5. Special reports to be prepared for display on website.

Resolutions:-

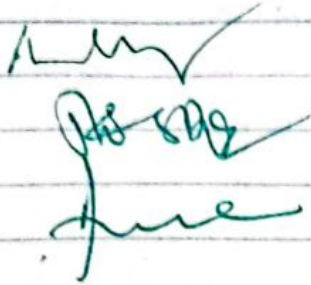
1. IQAC is submitted on 10-01-2023 with clarity. SSR is to be submitted within 45 days. Hence resolved to complete NAAC work and gear up with activities.
2. Resolved to conduct Voters day, Haemoglobin testing for girl students, Student assembly, National education day, Only one earth activity, Republic day, Parakram Olivas, Health centre activities.
3. Resolved to conduct Great Distance Field trip extension activities, Awareness program on Human Trafficking, Anti-ragging, Anti-bullying and safe learning for the students.

4. Resolved to prepare Criterionwise summary reports and evaluative reports of the department.
5. Improve the pass percentages of I year UG students and take attendance through APPRS.
6. Resolved to conduct student assembly at 11.45 am.
7. Recognize I year toppers and encourage them with special focus.
8. Prepare feedback analysis reports for year 2022-23.
9. Resolved to prepare separate reports on sign language, activities of specially challenged students separately and project them on website.
10. Place the list of gold medals and silver medals on website.
11. Resolved to place the academic audit reports on website.

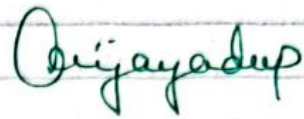
L. Kamammai 18/01/2023
Signature of
IQAC co-ordinator


Signature of IQAC
Chairman

Signatures of IQAC
Committee



Signatures of staff
Council members.



14-02-2023

A review meeting on criterion status of preparation of SSR is conducted by the IQAC chairman Dr. K. Bhagya Lakshmi with IQAC committee and criterion heads.

Agenda:-

1. Status of reports to be submitted by criterion heads for SSR.
2. IQAC quality initiatives to be conducted during month of February 2023 through different departments.

Resolutions:-

1. It is resolved to complete the following reports for SSR preparation and submission.
 - C1- ESP projects reports, change of syllabus justification, C3- Entrepreneurship/Incubation - Mural cultivation, Vermicomposting, Aquarium making, Litter to glitter, Plagiarism Check report.
 - C5 - Alumni activities, C4- Library reports.
 - C6- Audited utilization, C7- Few WEC photos.
2. Resolved to conduct admission campaign during month of February 2023.
3. Resolved to celebrate Antarjatiya Bashe dinostavam, ^{conduct} School to Lab program, Save water program, Guest lectures, Coaching for central universities, Awareness program on cervical cancer, National science day in III and IV weeks of February 2023.
4. Encourage the departments to have

memorandum of understandings with
Industry/Academia.

5. Resolved to submit SSR by March 6, 2023.

6. Criterionwise final date of submission is take

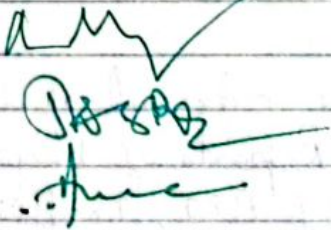
L. Kamurani 14/02/2023

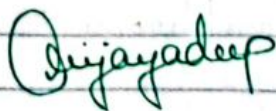
signature of IQAC
Co-ordinator.

Alexander
14.2.2023

Signature of IQAC Chairman

Criterion heads & IQAC committee members





Meeting No. 52

Date: 1-03-2022

Criterionwise review meeting of IQAC is conducted in Principal chambers by Dr. K. Bhagya Lakshmi, IQAC chairman along with IQAC committee members.

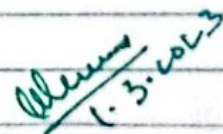
Agenda:-

1. Review of NAAC reports criterionwise
2. Conducting National and International days in month of March.
3. Exchange of MOU's
4. Establishment of biofertiliser unit.
5. Finalisation of dates for SSR submission.

Resolutions:-

1. Resolved to include Grievance redressal of WEC report, Swachh College Award, Reports of beyond the campus activities, Reports of RTI, Traffic control by NSS students, Passport awareness services at Durga temple, Jaanabhooni services, rallies in relevant criteria in SSR.
2. Upload policy documents on website.
3. Resolved to conduct legal awareness program, Internship of students, MOU's, International Women's day in month of March.

K. Kamalavani 01/03/2022
Signature of
IQAC Co-ordinator


1.3.2022
Signature of IQAC
Chairman


IQAC

Signatures of Criterion co-ordinators &
IQAC committee:-

Prityayadeep
pure

Meeting No. 53

Date: 10-3-2023

A session meeting is conducted for criterion co-ordinators along with website maintenance incharge under the guidance of IQAC chairman, Dr. K. Bhagya Lakshmi.

Agenda:-

1. Reports and photos that are to be uploaded on website and other activities to be conducted.

Resolutions:-

1. Resolved to upload location layout photo, Cadre strength of the college, Research publication list, Alumni activity reports.
2. Resolved to upload Academic council meetings, Academic calendar, Academic audit reports.
3. Resolved to upload UG programs, certificate course yearwise, Admissions categorywise reports, programwise timetable.
4. Resolved to fill up the departmental information as per the menu displayed.
5. Resolved to upload consumer club photos, Health centre photos, Reports on Scholarships.
6. Resolved to display Fundamental rights, duties, employee welfare schemes on website.
7. Resolved to conduct DRO P program by KIA in college campus in month of March.
8. Resolved to conduct Gidugu Ramamurthy Jayanthi Awareness programs for farmers by the students. World water day in month of March.
9. Other activities planned for Month of March are Leaf composting, Samekriti Sanskrit

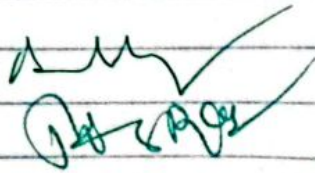
exhibition, conference by Economics department in month of March.

Rameshrai 10/3/2023
Signature of
IPAC co-ordinator.

^{10/3/2023}
Signature of the
IPAC chairman

Signatures of Criterionheads:

Signature of Website
incharge.



Chinayadep
Ane

NAAC review meeting is conducted by the IQAC chairman Dr. Dr. K. Bhagya Lakshmi with criterion heads and staff council members regarding the submission of clarifications for DVV on SSR called by NAAC team in miniconference hall.

Agenda:-

1. Clarifications to be submitted for DVV on submitted SSR.

Resolutions:-

1. Criterion-I incharge requested for few Project report scans, sample photographs of the projects conducted outside the campus and reports of 3 certificate courses.
2. Criteria-I incharge requested to highlight the employability, entrepreneurship and skill development parts of the syllabus.
3. Criterion-5 incharge requested for Geotagged photos of Skill development courses conducted, circulars of certain awareness programs.

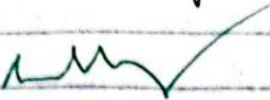

R. Kamernani 16/3/2023

Signature of IQAC
Co-ordinator

16.3.2023

Signature of the
IQAC Chairman

Signatures of Criterionheads:



Ajayadeep
Ame

Signatures of Staff
Council members.

IQAC review meeting is conducted with criterion heads and IQAC committee members by IQAC chairman Dr. K. Bhagya Lakshmi in Principals chamber regarding DVV for SSR submitted.

Agenda:-

1. Verification of DVV data
2. Criterionwise summary and Evaluative reports of departments,
3. Publications, Pass percentages of 1 year.
4. Activities to be conducted in last week of March before commencement of Semester end examinations.

Resolutions:-

1. Resolved to verify data thoroughly before submitting the data for DVV classification
2. Resolved to submit Criterionwise summary in 350 words highlighting important points.
3. Resolved to submit the evaluative reports of departments to IQAC committee with all proofs.
4. Resolved to form a soft copy of the Paper publications by the staff.
5. Resolved to concise the report of 1 year pass percentage.
6. Resolved to conduct Bonayama classes, Admission campaign in month of March and April.
7. Resolved to celebrate Ambedkar Jayanthi

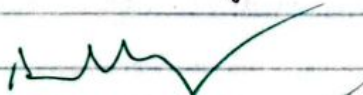
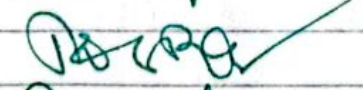
and Babu Jagjeevan Ram Jayanthi in month of April 2023.

7. Resolved to conduct the exams in month of April smoothly taking care of IQAC activities.

Rameshrai 23/3/2023
Signature of IQAC
Co-ordinator.

Alkumbar
23.3.2023
Signature of the
IQAC chairman

Signatures of Criterion heads and IQAC members:-



 Vijayadev
