

Meeting of IAAC

Date = 14/3/2013

Day = Thursday

Agenda:-

1. welcome the members &
2. To go for MOU with various short term courses in association
3. To meet the requirement of Naac peer team list.
4. Implementing new activities at the college.
5. Orientation to staff.
6. Updating the website, laboratories, library
7. Others, if any in accordance with chairperson.

Members present :-

Signature

Prof. R. Parvathi

P — Prof

Smt. Shilpa R.

Shilpa R.

Sri. Narayan Swamy. S.G

NSG

Smt. Bharathi. P.S

PSB

Smt. Swaroopa.

Swaroopa

Sri. Chandrabekhas. Raju

Chandrabekhas

Smt. Prathima. B.J

Prathima B.J

Swathi. (Student Representative)

Swathi E

Proceeding minutes:-

Prof. R. Parvathi greeted everyone & welcomed them as sse had been sent and

(K)

now the peer team visit was awaited so she once again briefed the various activities duties & responsibilities of faculty & students.

Smt. Shilpa R. Committee head in concert with Principal highlighted about the various MOU which college has initiated and more such programmes are to be initiated it was decided.

All members & Committee head were directed to maintain their records assigned for proper documentation during Peer team visit.

Sri. Chandrashekhar, Raju suggested to add more or introduce more developmental activities, outreach programmes, send faculty for seminars & workshop for which Prof. R. Parvathi decided that faculty will be deputed from college itself bearing the entry fee or registration fee etc along with OOD facility so that new things can be implemented at academic front.

Prof. R. Parvathi & Shilpa R. had discussed a orientation to staff on "Quality in Education" by any of the eminent person. ∴ with her acquaintance Prof. R. Parvathi said Dr. Ramesh would be the ideal person & this was suggested and the orientation to be conducted to staff.

Some had felt that updating of website was to be taken seriously and management needs to review the terms of updation which was accepted by chairperson & immediately it would be acted upon, Swathi. E noted the website ret inst. org.

Sri. Narayanaswamy, S.G suggested that as library has been shifted to new premises. we need to update as much as possible for which all faculties were requested to give their preferred books list to be included both academic & general topics or books.

Smt. Bharathi, P.S suggested that all labs of B.Sc FAD needs facelift for which Principal, Prof. R. Parvathi said that it'll be soon done as management is going to complete it as soon as possible as it has promised to provide better facility.

Sri. Chandrashekar. Raju suggested to introduce eco club or students welfare committee or any other ~~or~~ new initiative for more involvement of students towards society, so all members agreed for his suggestion & they would think in this matter & rightly act upon.

Meeting concluded with vote of thanks by committee head.

Principal
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078
Signature of
Chairperson

Shilpa
Signature of
Committee head.

~~Minutes of the meeting held on 15/11/2018 at 10:30 AM in the presence of the following members: 1. Mr. ... 2. Ms. ... 3. Mr. ... 4. Ms. ... 5. Mr. ... 6. Ms. ... 7. Mr. ... 8. Ms. ... 9. Mr. ... 10. Ms. ... 11. Mr. ... 12. Ms. ... 13. Mr. ... 14. Ms. ... 15. Mr. ... 16. Ms. ... 17. Mr. ... 18. Ms. ... 19. Mr. ... 20. Ms. ... 21. Mr. ... 22. Ms. ... 23. Mr. ... 24. Ms. ... 25. Mr. ... 26. Ms. ... 27. Mr. ... 28. Ms. ... 29. Mr. ... 30. Ms. ... 31. Mr. ... 32. Ms. ... 33. Mr. ... 34. Ms. ... 35. Mr. ... 36. Ms. ... 37. Mr. ... 38. Ms. ... 39. Mr. ... 40. Ms. ... 41. Mr. ... 42. Ms. ... 43. Mr. ... 44. Ms. ... 45. Mr. ... 46. Ms. ... 47. Mr. ... 48. Ms. ... 49. Mr. ... 50. Ms. ... 51. Mr. ... 52. Ms. ... 53. Mr. ... 54. Ms. ... 55. Mr. ... 56. Ms. ... 57. Mr. ... 58. Ms. ... 59. Mr. ... 60. Ms. ... 61. Mr. ... 62. Ms. ... 63. Mr. ... 64. Ms. ... 65. Mr. ... 66. Ms. ... 67. Mr. ... 68. Ms. ... 69. Mr. ... 70. Ms. ... 71. Mr. ... 72. Ms. ... 73. Mr. ... 74. Ms. ... 75. Mr. ... 76. Ms. ... 77. Mr. ... 78. Ms. ... 79. Mr. ... 80. Ms. ... 81. Mr. ... 82. Ms. ... 83. Mr. ... 84. Ms. ... 85. Mr. ... 86. Ms. ... 87. Mr. ... 88. Ms. ... 89. Mr. ... 90. Ms. ... 91. Mr. ... 92. Ms. ... 93. Mr. ... 94. Ms. ... 95. Mr. ... 96. Ms. ... 97. Mr. ... 98. Ms. ... 99. Mr. ... 100. Ms. ...~~

Meeting of IQAC for the Year 2013-14.

Date :- 28-6-13

Day :- Friday

Agenda:-

- 1) Welcome the members.
- 2) Brief about the proceeding of IQAC
- 3) Plan the calendar of events for academic Year 20-13-14
- 4) Introduction of new short term courses for all the disciplines.
- 5) Seminars & Workshops to be conducted during the year 2013-14.
- 6) Orientation Programme for all short term courses.
- 7) Commencement of classes to be planned.
- 8) Proposal to establish Digital library.
- 9) Others if any.
- 10) vote of thanks.

Members Attended:-

- Principal. Prof. R. Pawathi.
- Sri. Chandrashekhara Raju.
- Smt. Shilpa R.
- Smt. Ramya B.
- Sri. Narayan Swamy. S.G.
- Smt. Swaroopa. K.S.
- Smt. Bhavathi. P.S.
- Smt. Prathima.
- Swathi. E (Student Representative)

Signature

- P. Pawathi
- Shilpa R.
- Ramya B.
- Swaroopa K.S.
- Bhavathi P.S.
- Prathima
- Swathi E

The meeting was hosted by IQAC head to discuss the various programmes, and calendar of events to be conducted for the academic year 2013 x 14.

All members were welcomed & the Committee members were told about the role of IQAC & responsibilities were briefed. Keeping in mind the Naac Peer team visit which may be scheduled any time in near future as SSR was submitted on 1st feb 2013.

Calendar of events in consent with Principal Prof. R. Pawathi was discussed at length and a proposal of introducing any other short term courses of all the disciplines was discussed where the Committee members put some of the short term courses to be conducted for the benefit of students.

IQAC, head Smt. Shilpa. R & other members discussed about kind of ~~seminars & workshop topics~~ which can be conducted were discussed & it was decided that each discipline faculty members would search for topics & also resource person & conduct seminars & workshop accordingly.

An appropriate dates were chalked out for conducting orientation programme for 1st year classes. and ~~short term courses~~ like 'Tally', 'C++', 'importance of Salaries in IP'

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all would continue this academic year also in regards to MOU with those association.

It was also noted that at the commencement of the academic session the faculty role, discipline, orientation, mentoring, bridge courses, information for ID cards, feedback & updating of library books, maintenance of registers, leave letters are to be done in accordance with meetings of various committee which was discussed & aired.

A provisional time table, allotment of subjects by head of department was discussed & confirmed to Principal Prof. R. Parvathi for implementing from day one of reopening.

Principal, Prof. R. Parvathi suggested to have Digital library for the benefit of students and asked the members to collect more information towards it to know if its feasible.

Suggestions were asked by members for any requirement in infrastructure, library books etc. Principal, Prof. R. Parvathi suggested the B.Sc FAD will be renovated completely and more number of library books will be added very shortly. Student representative suggested to

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provide watercan each floor

to provide watercan in each floor.

The meeting concluded with vote of thanks by the head before which

Introduction of new members was done for inclusion in TOA Cells whose ideas & support will help in enhancing quality system at college.

P. Shif

Signature of Chairperson.
V.G.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078

Shilpa K.

Signature of Committee head.

contd -

Work done

Proposed	Completed.
1. Short term courses	<p>CPP crash course to continue with career launchers.</p> <p>Tally Exp. question to continue in association with C-Cube.</p>
2.	<p>Certificate course/programme in developing WPP & ASP net in association with Inventech.</p>
2. Orientation of 1 st year classes	<p>June 29th 2013 orientation to 1st year students.</p> <p>July 1st, 2013 commencement of classes.</p>
3. <u>Guest lecture</u>	<p>Full October 1st is planned.</p>
4. Calendar of events	<p>Prepared in modification with Bangalore University.</p>
5. Cultural events to be conducted	<p>Itihang, mehendi, flameless looking hairstyle literary activities etc.</p>

Proposed

Completed.

To establish
Digital library.

25 CDs purchased
for digital library
on various topics available
and more to be added.

library books.

Purchased library
books for all
disciplines.

~~Shilpa~~
IOAC coordinator.

Meeting of IOAC

Date: 1-10-2013

Day: Tuesday

Agenda:-

1. Welcome.
2. About Naac Peer Visit
3. Certificate Programme
4. Upcoming Examination
5. Discuss on Outreach and Bridge Courses
6. Others, if any.

Members Present:-

- Prof. R. Parvathi.
- Smt. Shilpa R.
- Sri. Narayan Swamy. S.G
- Smt. Bharathi. P.S.
- Smt. Poathima. B.J.
- Sri. Chandrashekhar. Raju
- Smt. Swaroopa. k.S.
- Miss. Swathi. E.

- Shilpa R.
- BJ
- Pranitha B.J.
- Charoopa
- Swathi E.

Proceedings:-

Smt. Shilpa R welcomed all the members of IOAC and highlighted the proceedings of previous meeting.

Prof. R. Parvathi, Principal & Chairperson of IQAC conveyed about receiving communication from Naac regarding Peer team visit between 24th x 26th Oct, 2013.

Visiting members are

B. A. Prajapati = Chairperson

P. S. Groves = Member

Anitha Mabel Manohar = Member,

She expressed to all members that members accompanying are great academicians and having thoughtful values on quality and education hence faculties should focus on the regular curriculum happenings in the college.

Smt. Swaroopa suggested that Technology upgrade has been very challenging in today's world hence she proposed to conduct certificate workshop of 15 hrs in association with USB technologies which will focus on networking, virtualization & ethical hacking hence to conduct workshop on Upcoming technology was decided.

Principal as Chief Superintendent/ examiner of examination centre showed concern about upcoming examination practical and theory examination she proposed to organise preparatory examination between after peer visit.

Members expressed the outcomings of remedial classes conducted to the slow learners & also expressed their dissatisfaction about students interest but still as a duty and responsibility of staff they are trying to motivate the students & in case of worst scenario Parents are being informed.

Concerned department members updated the completion of Bridge Course during this year to give proper foundation to the students from different course background.

Members collectively suggested regarding department presentation record maintenance and other works to be done at the time of visit.

This time we are more focusing on career orientation & placement programme. Principal suggested Paghavendra. V is doing good job hence, he may be requested to conduct such programme more in the coming months.

Smt. Shilpa. suggested during next semester also each department should plan good number of workshops & seminar plan and plan these short term and certificate courses in B.Com & B.Sc fad department.

Smt. Prathima.B.I suggested to add on general topic CD on ~~English communication~~ and ~~communicative skills~~ which will help ~~students communication~~ skills which was agreed by all members

P. Prith
Signature of ~~Principal~~
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078

Smt. Pr. B.
Signature of Comitte head.

- 1. Smt. Prathima.B.I
- 2. Smt. Prathima.B.I
- 3. Smt. Prathima.B.I
- 4. Smt. Prathima.B.I
- 5. Smt. Prathima.B.I
- 6. Smt. Prathima.B.I
- 7. Smt. Prathima.B.I
- 8. Smt. Prathima.B.I
- 9. Smt. Prathima.B.I

Proposed

Executed

Purchased 10 no Computers

15-6-2013

UPS Purchased for lab

2-7-2013

Bridge Course conducted
by all departments to be
reportedDone by faculty
members.

Career orientation programme

In assoc with Deccan Herald

Placements to be conducted

Done

Tally, CP7, to be conducted
for students proposed
& executed by inhouse
faculty members.Inhouse
programme
conducted.

~~Shilpa R~~
CICAC coordinator

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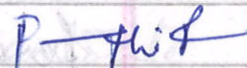


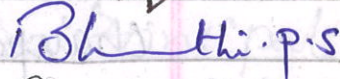

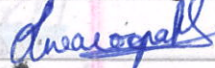

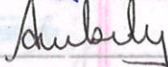
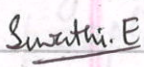
Meeting of IQAC.

Date : 3rd January 2014.
Day : Friday.

Agenda :-

1. welcome
2. Reconstitution of IQAC
3. Extra Curricular programme
4. Regarding NSS special camp
5. Internship to final year students.
6. Health awareness programme
7. ~~Short term courses for II Sem students.~~
8. Campus selection
9. ~~Career orientation programme~~
10. any other topic
11. vote of thanks

Members Present :-Signature.

- | | |
|--|---|
| 1. Prof. R. Parvathi. |  |
| 2. Asst. Prof. Shilpa R. |  |
| 3. Sri. Narayan Swamy S.G |  |
| 4. Smt. Bharathi. P.S (HOD) |  |
| 5. Smt. Prathima. B.T. |  |
| 6. Smt. Swaroopa. K.S. |  |
| 7. Sri. Chandrashekhara Raju - Local Society |  |
| 8. Smt. Ambily. I.P. - Alumni. |  |
| 9. Swathi. E. - Student Representative. |  |

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Proceedings: -

The convener & chairman of meeting welcomed the members & told them to give suggestions regarding quality measures which can be taken up in the functioning of the institution keeping in view the upgradation of quality enhancement in all departments & courses.

Prof. R. Parvathi, chairman also briefed the members regarding Naac peer team visit their opinion about the college they shared during their visit were also discussed & shared.

IOAC head, Asst. Prof. Shilpa R with the permission of chair said that it has to be reconstituted according to Naac requisites so members have to be selected & reconstituted. With permission from the chairperson the new members reconstituted are :-

1. Chairperson :- Prof. R. Parvathi
2. Management :- Sri. B. R. Vishwanath. Setty.
nominee
3. Teachers :- Sri. Narayan Swamy. S.G.
vice Principal.
Smt. Bharathi. P. S (HOD)
Smt. Prathima. B. J
Smt. Swaroopa.

Local society :- Sri. Chandrashekhar Raju
nominee

Students :-
nominee :- 1) Gunapriya, Dept of Commerce
2) Sowmya S.T, Dept of B.Sc FAD
3) Prabhakaran, Dept of BCA.

Alumni :- Smt. Anubhity.
Kum. Jayalakshmi.

POAC coordinator :- Asst. Prof. Shilpa R.

The list of members representing the cell agreed & more members would be added for complete composition of POAC in due days to come.

The student representative Swathi E suggested team events like kho-kho, volleyball, Throw Ball etc should be organised within 2nd to 3rd week of January so that students can concentrate on academics, test & preparatory later.

Sri. Narayanaswamy S.G, Vice Principal who is also NSS coordinator suggested to send student to Pulse polio vaccination programme & celebrate Martyr's Day in the college by remembering the services of people who laid their lives for country. He also suggested to

Conduct NSS Special camp in February at a village.

IQAC coordinator Asst. Prof. Shilpa R was asked to organise workshop for 1 year B.Com students & final year (selective students) for Sales associate & trainee associate programme which is sponsored by central govt of India.

It was also suggested in the meeting to select topics for workshop with Deccan Herald & other organisation.

Sri. B.R. Vishwanath. Setty has accepted to give financial support to all students and requested Principal to organise health awareness programmes also.

Alumni representative Smt. Anubhily suggested to organise exclusive health awareness programme on Cancer & health issues faced by boys & girls at adolescent age.

Chairperson Prof. R. Pawathi proposed to add placement officers to the committee/cell of IQAC so that academic programmes can be enhanced according to the requirements of

Placement by Companies & placement officer can suggest for the same and career orientation programmes to be conducted by placement officer was shouldered by Sri. Raghavendra V, Dept of B.Com.

The meeting concluded with vote of thanks was delivered by Shilpa R, IOAC head.

P. Shilpa
Principal
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore 560 078
Signature of chairperson

Shilpa R
6/1/14
Sign of IOAC coordinator.

Proposed

Executed.

- | | |
|--|---|
| 1. Quality Based programmes to be initiated. | around 10 workshops seminars, Guest lectures have been planned & implemented. |
| 2. Reconstitution of IOAC | Reconstituted on 1 July 2014. |
| 3. Extension activities to be taken up or initiated. | Pulse polio camp attended by ^{student} Remembering Martyrs on Martyrs Day was done |
| 4. Financial support | It was decided to give each committee a sum of some amount for running of that <u>com</u> & calling the resource person etc |
| Health awareness programme to be conducted | Talk was conducted on Cancer & other health issues to the girls & boys students. |

Smt. Prathibha D. J. - Absent
 Smt. Swarna S. C.
 Sri. P. S. S. V.

shops

Date: 11/11
 Time: 3.00 PM - 4.00 PM
 Sri. Chandrababu Naidu

re

- Students :-
- 1. N. S. S. V. (B.A.)
 - 2. P. S. S. V. (B.A.)
 - 3. P. S. S. V. (B.A.)
 - 4. P. S. S. V. (B.A.)
 - 5. P. S. S. V. (B.A.)

attended

studies

local

- 1. P. S. S. V. (B.A.)
- 2. P. S. S. V. (B.A.)
- 3. P. S. S. V. (B.A.)
- 4. P. S. S. V. (B.A.)
- 5. P. S. S. V. (B.A.)
- 6. P. S. S. V. (B.A.)
- 7. P. S. S. V. (B.A.)
- 8. P. S. S. V. (B.A.)

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Members Present :-

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- 1. Prof. R. S. S. V.
- 2. Mr. P. S. S. V.
- 3. Mr. P. S. S. V.

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- 1. Mr. P. S. S. V.
- 2. Mr. P. S. S. V.
- 3. Mr. P. S. S. V.

13/11/20

Meeting of IQAC

Date :- 4/7/14.

Time :- 3.00 - 4.00 P.M

Day :- Friday.

Agenda :-

1. Welcome
2. Programmes during 2014-15.
3. Budget for programmes academic
4. Academic calendar of events,
5. ~~Motivating staff & students for Research related programmes.~~
6. ~~Staff to take up publication.~~
7. Any other topic
8. Vote of thanks.

Members Present :-

Signature.

1. Chairperson :-

Prof. R. Pawathi

2. Management nominee

Sri. B.R. Viswanath. Selty.
President.

3. Teachers :-

Sri. Narayan Swamy. S.G
Vice Principal.

Smt. Bharathi. P.S, HOD

P. this

[Signature]

[Signature]

Bharathi. P.S

Smt. Prathima-B.J
Smt. Swaroopa.K.S.
Sri. Paghavendra.V

- Absent -
Swaroopa
29/5/17

Local Society members

Sri. Chandrashekhar.Raju.

Chandrashekhar

Students :-

Gunapriya, V sem B.Com Gunapriya.K
Soumya.S.T, V sem B.Sc(FAI) Soumya.S.T
Prabhakaran, V sem BCA. Prabhakaran.V

Alumni :-

Smt. Ambily.I.P. Ambily
Miss. Jayalakshmi.B. Jayal B

Administrative Officers

Sudharani Ba
Muneesh. X.mha-
Rajath.H.S. Rajath.H.S.

IQAC coordinator.

Asst.Prof Shilpa.R. Shilpa.R

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Proceedings :-

The head of the Committee & IQAC Coordinator welcomed the members to the meeting of the new academic year with the reconstituted members in IQAC.

She briefed everybody about the importance of IQAC, its functions, duties and responsibilities. She also briefed everyone about various events conducted and tasks which are completed in the previous meeting for the knowledge of members.

With the permission of chair person Prof. R. Parvathi programmes during the academic year were planned & charted out which included 5-8 workshops, 3-4, guest lectures, seminars etc. In various topics in association with Deccan Herald & also to call other resource person from various walks of life for the benefit of students knowledge. It was decided around 12 workshop, seminars would be conducted in an academic year.

During the meeting chairperson suggested that thru IQAC with the consent of management they would allocate sum of amount 50,000/- to conduct a national level seminars

₹ 2,000/- for faculty Development programme for faculties and ₹ 2,000/- - 5,000/- for guest lectures or workshops, and up to 1000/- ₹ for students for entry fee for any competitions so that any such events faculty & students gets motivated to attend such programmes.

Sri. Naraswamy. S.G suggested that B.U is conducting FDP for faculties to which chairperson suggested to send depute any one person faculty to attend.

Smt. Swaroopa member of IOAC was of the opinion that BCA students be sent for 1 month internship to any software company so that they get to learn the practical things in the working environment for which Placement cell head. Raghavendra.V took up the responsibility to do so in future.

It was suggested by members to placement cell head Raghavendra.V to search for evening jobs to students who are economically from poor background so that they do studying & earning i.e. earn while learning concept to support themselves & their family.

(44)
Smt. Sudharani suggested to train girls & boys in throwball & volleyball so that they can represent various level at B.U competitions.

Smt. Bharathi. P.S., HOD B.Sc PAD requested to add some more ~~literary activities~~ like ~~debate, pick'n' speak, essay writing~~ in the Talents day ^{for the} academic year 20-21-15.

Asst. Prof. Sulpa.R briefed about the various activities of this academic year i.e. calendar of events planned & the important dates which are scheduled.

The members decided that a common date be announced for all departments to submit their I, II & III assignments consecutively & to do some previous year question papers & II test be considered as mid term exam & to conduct remedial classes for failed & weak students in their disciplines.

Student representative Gunapriya.V suggested to have Freshers' party in the coming days to relax the environment amongst the freshers.

The health committee head Smt. Ambily J.P suggested to have General check up for students and two health

programme or camp in this academic year and to call medical experts for any health issue seminars or guest lecture.

Chairperson Prof. R. Pawathi briefed everybody about P.G. courses which shall begin this academic year, the need to enhance infrastructure as four additional class rooms are required and the intake is increased to 60 in B.Com in this context 20 computer systems have been added this academic year.

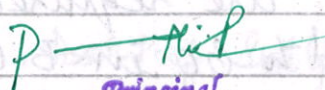
It was also ^{made} known to every member present in the meeting that Polite software has been introduced for attendance, feedback, monitoring of test marks, IA marks etc is feasible through this system which shall be installed and implemented very shortly. Sri. Muneesh briefed about its application & working of this system amongst faculty members.

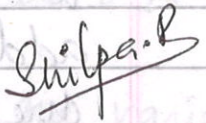
Inter collegiate cricket tournament conducted by college every year, the proposal was put hence forth in the meeting.

It was also decided in the meeting to go ahead with 150 newspapers

to students everyday to inculcate the habit of reading amongst students. on first come first serve basis.

The meeting concluded with vote of thanks by shilpa.R.


Principal
Signature of Principal
VET AND GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078


Signature of
Committee head.

Meeting of IOAC

Date : 12/1/2015.

Time : 3.00. P.M.

Day = Monday.

Agenda :-

1. welcome
2. Seminars to be conducted or to be attended by faculty.
3. Faculty development Programmes to be conducted or to be attended.
4. Publications to be taken up by staff members
5. Results of staff.
6. Imporisation of results.
7. Remedial classes.
8. Articles for magazine
9. MOU with FKCCI (PG & UG)
10. Unit Tests.
11. Short Term courses to be conducted.
12. workshops for UG & PG students by Decanthead
13. Encourage students to prepare projects, assignments, power point presentation etc.
14. To encourage the use of books, journals, magazines & internet for collection of data & information for academic studies.
15. Any other topic
16. vote of thanks.

Members Present.

Signature.

1. Chairperson :-
Prof. R. Pawathi

P. Pawathi

2. Management Nominee :-
Sri. B. R. Vishwanath Setty
President.

B. R. Vishwanath Setty

3. Teachers :-
3. Sri. Narayan Swamy. S.G
Vice Principal.

Narayan Swamy

4. Smt Bharathi. P.S
H.O.D, B. Sc FAD

Bharathi P.S

5. Smt. Prathima. B.J
H.O.D, Dept of Commerce.

Prathima B.J

6. Smt. Swaroopa. K.S
Sri. Raghavendra. V

Swaroopa K.S
Raghavendra V
16/02/15

7. Local Society nominee

Sri. Chandrashekhara Raju

Chandrashekhara Raju

8. Students :-
Gunapriya., VI Sem B.Com
Somya. S.T., VI sem B.Sc FAD
Prabhalakaran., VI sem BCA.

Somya S.T
Prabhalakaran V

9. Alumni
Smt. Ambi. J.P
Miss. Jayalakshmi. B

10. Administrative Officers :-
Smt. Sudharani. B

Sudharani B

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Members

Muneesh.
Rajath. H.S.

Signature
X.

Rajath. H.S.

II. IOAC - Coordinator

Smt. Shilpa.R.

Shilpa.R.

A.

Proceedings:-

The committee head Asst. Professor Shilpa.R. welcomed the members of IOAC for the meeting and briefed the members, of the last meeting proceedings & went ahead with the agenda for the following meeting.

Shilpa.R. briefed the members that from the previous meeting there has been lots of improvement in staff attending various seminars & workshops, paper presentation etc at various levels like state, national & international. Conference/seminars.

Prof. R. Parvathi chairperson of IOAC. took forth the second agenda & said that there'll be two or three FDP for this semester in association with various organisation.

She also motivated the staff & students to take up more of publication related works & it was decided to send articles by each faculty in their own streams. Specialized areas.

Each staff members were told to look into the results for improvement if any due measures were taken by staff to ensure good results. In case if results were not upto mark then ~~the~~ measures for improvisations & remedial classes to be taken up after looking into 1 unit test marks scored by students.

Articles for magazine & newsletter if possible half yearly was suggested by Prof. R. Parvathi to familiarise everyone with various activities of college.

Sri. B.R. Vishwanath. Setty brought to notice that talks with FKCCI is been initiated & very shortly would have MOU for conducting of seminars, workshops with their association which would be a great breakthrough.

Smt. Bharathi. P.S suggested the dates for 1 unit test, 2nd U-T & prepoatory or 3rd unit test for students in the months to come look at the duration of ~~the~~ ^{even} semester in accordance with calendar of events published by Bangalore University.

Student representative Prabhakaran, of 1st sem BCA suggested some of the short term course for BCA course which was taken into consideration.

Smt. Prathima. B.J, HOD, Dept of Commerce suggested some of the Workshops to be conducted in this semester for UG as well as PG students in association with Deccan Herald mainly based on soft skills & human values topics.

Sri. Narayan Swamy. S.G suggested for students participation in preparing projects, powerpoint presentation, assignments should be encouraged for overall development of students, preferably subject based, language improvement topics or on core subject topics as well.

Smt. Swaroopa. K.S also suggested how to improve students involvement into ~~reading~~ reading books & better usage of data thru internet as well as magazines available & journals prescribed by the college for the library to make the utmost use of it.

Sri. Raghavendra. V. suggested in conducting of atleast 2 campus interview in this semester for the benefit of students & dates will be notified at the earliest.

Prof. R. Parvathi also suggested for students to take up unit test seriously if not students do not attend or fail in the test

they may have to write the questions & answer the same & submit to the respective teachers.

Sr. Rajath H.S member suggested to conduct ~~any~~ talk on library & its uses & benefits for the welfare of students as students are more addicted to easy mode of data collection.

Smt. Shilpa.R with the permission of chairperson suggested to continue the answering or solving 3 years question papers for the benefit of students.

The meeting concluded with vote of thanks by Shilpa.R. IQAC head.

P ———— this

Signature of chairperson
WEST FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078

Shilpa.R

Signature of Committee head.

Meeting Proceedings

Date :- 16-6-2015

Day :- Tuesday

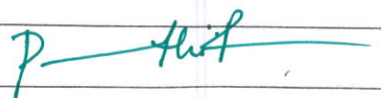
Agenda :-

1. welcome
2. approval of previous meeting agenda to members to be made known.
3. Suggestion for new members for IQAC.
4. Reconstitution of committees members.
5. Short term courses to be conducted.
6. one day state level seminar to be conducted in association with Higher Education Council.
7. Faculty development Programme.
8. Students seminar.
9. AQAR submission.
10. Programmes during 2015-16.
11. Any other topic
12. vote of Thanks.

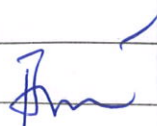
Members Present

Signature

1. Chairperson
Prof. R. Parvathi



2. Management nominee
Sri. B.R. Vishwanath, Setty
President.



2

Name.

Signature

Faculty members:-

3. Sri. Narayan Swamy. S.G
Vice Principal.

4. Smt. Bharathi. P.S
H.O.D B.Sc FAD

Bharathi. P.S

5. Smt. Prathima. B.J
HOD, B. Com.

Prathima B. J.

6. Smt. Swaroopa. K.S.

Swaroopal

7. Sri. Raghavendra. V

Raghu V.

Local Society nominees:-

8. Sri. Chandrashekhara Raju →

9. Administrative Officers :-

9 Smt. Sudharani. B.N → B.S

10 Muneesh → Muneesh

11 Rajath. H.S. → Rajath. H.S.

12. IOAC Coordinator.

Smt. Shilpa. R.

Shilpa.R

3

Proceedings:-

The IOAC meeting began with a welcome by IOAC coordinator Shilpa R by welcoming all the IOAC members & briefing about the proceedings of previous meeting, the proposed events & plan of action taken in the previous meeting for which all members gave an approval about the things known to them.

The proceedings & calendar of events, list of seminars, short term courses conducted in the previous academic year were made known to all the members.

The new members for better functioning of IOAC was one of the main agenda which began with all members suggesting people of their choice as industrial experts to which Prof. R. Parvathi, Principal, & chairperson of IOAC suggested Dr. Rajesh University nominee, T. V. Raju, Principal, SSMRV. Dr. Ramesh, Dean of Commerce, Mount Carmel college. or B. S. Arunkumar, Treasurer, all these names were suggested.

Smt. Prathima B.J, HOD of Commerce suggested Dr. Srikanth, Retd Principal of Lusana college or Pushpalatha or Sri. Kundgodlu, Principal of Basveswara college, availability & feasibility will be looked into & decision will be made with the suggested names.

4

Regarding student representatives students from both PG & UG were names were suggested and approved. ~~from~~ ~~Alumni~~ ~~Loumya.S.P~~ & ~~Prabhakaran~~ names were suggested.

Shilpa.R, IQAC coordinator took over the next agenda of Short term courses, the list of ~~short term courses suggested were made~~ known to all the members & members ~~finalised cloud computing for BCA students.~~ ~~EDP for B.Sc FAD & Advanced skills in communication for H.Com students was~~ finalised also ~~SAP for B.Com students.~~ along with ~~Seminars, workshops in association~~ with ~~Deccan herald~~ were all approved by members.

Prof. R. Pawathi, Principal VETFC, suggested ~~life skills or yoga of 15 hrs duration~~ for the ~~holistic development of students~~ should also be introduced.

Asst. Prof. Swaroopa.K.S suggested to have internet connection for library so ~~that digital or online training or courses could~~ be taken up in large scale was suggested.

Prof. R. Pawathi supported this with an attempt that is made with mint books was made known to all members which is a digital library which can be accessed by

5

students from their homes too by just login thru their mail id which will be given to all students.

As per the requirements of Naac the management has approved to extend the library & provide whatever is required to update the library which was told by Prof. R. Parvathi's also conveyed the amount sanctioned by management for procuring of books for the new academic year.

Sri. Narayan Swamy, S.G, Vice Principal, VET F&C suggested to have one day state level seminar to be conducted this academic year which also had the approval of all the members in association with Higher Education Council.

Smt. Bharathi.P.S suggested to have atleast 2 Faculty Development Programme in yoga or soft skills or any relevant topics or issues and management representative Sri. B.R. Viswanath. Setty whole heartedly agreed for any such initiative.

Sri. Raghavendra.V, Asst. Prof, Dept of Commerce suggested various topics for student seminars to be conducted as a regular feature in an attempt to make the students to showcase their leadership skills

6

it was suggested by him to conduct it for one working day as many students showed lot of interest & there would be many participants.

Asst. Prof. Shilpa R conveyed to all the members about submission of AQAR report and also one acknowledgement received by Naac.

Regarding calendar of events (academic) to be conducted were charted out which includes 10 workshops, 2 or 3 career oriented programmes, 3 placement recruit drive any one state level seminar, 4 short term courses, educational trip, industrial visit, unit test, preparatory & 5 assignment in this academic year.

Sri. Chandrashekhar. Raju suggested to have campus drive to be conducted at college premises which was well accepted by all members.

Sri. Muneesh, administrative representative suggested to have internet speed to be increased according to the requirement to include the latest upgradation of digital library and other programmes which will be included this academic year.

The meeting concluded with vote of

7

Thanks delivered by Asst. Prof Chilpa.R,
IQAC coordinator.

Chilpa.R

Head of Committee

P. S. S.
Principal
V.E.T. FIRST STAGE COLLEGE
J.P. Nagar, Bangalore - 560 078

1. Welcome
2. Review of previous meeting
3. Reconstitution of committee with new members
4. Topic for discussion or next steps to be conducted for the academic year
5. Faculty development programme
6. Meeting to be updated or reorganised
7. To develop interest in publishing articles, paper presentation etc amongst the faculty members
8. Articles for student magazines by students
9. Medical insurance facility for faculty
10. Student seminar
11. Industrial visit
12. Any other topic
13. Vote of thanks

Signature

Principal

Chilpa.R
Asst. Prof

8

Meeting Proceeding

Date :- 28-12-15.

Day :- Monday.


Agenda :-

1. welcome
2. Review of previous meeting.
3. Reconstruction of Committee with new members.
4. Topics for seminars or workshops to be conducted for the academic year
5. Faculty development programme.
6. Meeting file to be updated or redesigned.
7. To develop interest in publishing articles, paper presentation etc amongst the faculty members
8. Articles for student magazine by students & faculty.
9. Medical insurance facility for faculty.
10. ~~Student seminars~~
11. ~~Industrial visit~~
12. Any other topic.
13. Vote of Thanks.

Members Present

Chairperson
Prof. R. Parwathi

Signatures

P 

9

Name

chandra's
Signature

Management Nominee :-

Sri. B. P. Viswanath. Setty
President.

- Ab →

Faculty members :-

Sri. Narayan Swamy. S.G.
Vice Principal.

GN

Smt. Bharathi. P.S.
HOD B.Sc FAI

Bhathi.p.s

Smt. Pratima. B.J
HOD, B.Com

Pratima B.J

Smt. Swaroopa. K.S

△ Ab →

Sri. Raghavendra. V

△ Ab →

Local Society nominee

Sri. Chandrashekhar. Raju

△ Ab →

Administrative Office staff :-

Smt. Sudharani. B.

BB

Sri. Muneesh

d. mune

Sri. Rajath. H.S

Rajath. H.S.

IQAC coordinator:

Shilpa. R

Shilpa.R

Proceedings :-

Shilpa. R., Head of the committee welcomed five members of IQAC & briefed them about the last meeting and activities planned and executed after the previous meeting.

As there were many faculties change over, or on leave for long period, study leave etc keep this into consideration reconstitution was required for which Head of the Committee with the consent of chairperson reconstituted the committees & also the members who were not allotted any responsibility by adding them to the existing committees was decided during the meeting.

With the consent of all faculty members & other members topics to be conducted for seminars & workshops were charted out according to the need of the hour for the overall development of students other than academic topics.

It was decided by the chairperson to conduct various FDP on various topics for upgrading the faculty fraternity in view of advance technology adapted in teaching. It was decided at least two FDP in each semester would be conducted, which was supported by all the members.

~~The mentoring file with more details was put forth by IQAC coordinator~~
 Suggestion by members was sought & a new format was to be designed to have detailed information on each student was finalised.

(11)

It was brought to everyone notice that ~~annual magazine~~ is to be released for which faculty members & students to be motivated to submit articles for the magazine.

Chairperson, Prof. P. Parvathi put forth to introduce medical insurance facility to faculty members if they were interested but many faculty members told they already have insurance.

~~Student seminar~~ topics were made to be charted out to the respective class teachers to guide them & select various topics to inculcate in them the habit of ~~research, leadership, skills, motivation etc~~ while doing the presentation.

At least one industrial visit is recommended for each course in a year was decided as B.Sc(FAD) & BCA have their internship along with such exposure an industrial visit was recommended by the members.

All cultural activities, co-curricular activities were decided, planned to be conducted before february after which concentration towards academic syllabus can be done was the main decision drawn during the meeting.

(12)

The meeting ended with vote of thanks by Shilpa.R, IQAC coordinator.

~~Shilpa.R~~

Head of committee

~~P. Nit~~

Principal of committee
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078

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3

4

5

6

Proposed

Executed.

- | | | |
|----|--|--|
| 1. | Mentoring file to be updated. | It was redesigned w/cf new academic year. |
| 2. | Seminars, workshops Guest lectures to be Planned | Topics were discussed & planned & executed accordingly. |
| 3. | Short term courses to be conducted. | Each specialised course had their short term courses conducted. |
| 4. | FDP to be conducted | 2 FDPs were planned & conducted |
| 5. | Industrial visit to be conducted. | A visit to Radhamani Industry by B.Sc FAD & Deccan Herald Printing Press. |
| 6. | cultural fest to be conducted. | Conducted culbar 2016. |

Completed

Proposed

1. 2 new reference
list of new students from

1. Meeting file
to be updated.

2. Papers were discussed
& plan was executed
accordingly.

2. Seminar workshops
Guest lectures to be
planned

3. ~~Guest lectures to be
planned~~
Lecture conducted.

3. ~~Guest lectures to be
planned~~
to be conducted.

4. ~~Workshop to be
conducted~~
Workshop conducted.

4. ~~Workshop to be
conducted~~

5. ~~Workshop to be
conducted~~
Workshop conducted.
6. ~~Workshop to be
conducted~~
Workshop conducted.

5. ~~Workshop to be
conducted~~
Workshop conducted.

6. ~~Workshop to be
conducted~~
Workshop conducted.

6. ~~Workshop to be
conducted~~
Workshop conducted.

10/07/19
11/11/19
12/11/19
13/11/19
14/11/19
15/11/19
16/11/19
17/11/19
18/11/19
19/11/19
20/11/19

1.
2.

Meeting Proceedings

Date: 19-7-2016.

Day: Tuesday.

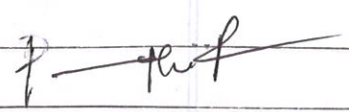
Agenda:-

1. welcome
2. Highlights of Previous meeting, briefing up to the members.
3. Reconstitution of members.
4. Status of AQAR 2015-16.
5. Programmes, Seminars, workshops to be conducted for the academic year 2016-17.
6. ~~Short term courses to be conducted.~~
7. FDP to be conducted in the academic Year.
8. Mentoring File to be redesigned.
9. ~~Library to be automated.~~
10. other topics if any.

Members Present.

Signature.

1. Chair person.
Prof. R. Pawathi.



2. Management nominee

(16)

Signature.

Sri. B.R. Viswanath. Setty.
President.

Faculty members

3. Sri. Narayanaswamy. S.G.
Vice Principal.

4. Smt. Bhavathi. P.S
H.O.D B.Sc. FAI

Bh P S
19/07/16

5. Smt. Prathima. B.J.
H. OD B. Com.

Prathima B J
19/7/16

Local Society Nominee

6. Sri. Chandra Shekhar. Raju

Alumni -

7. Smt. Ambily. I. P

Ambily

8. Smt. Jayalaxhmi. B

Jayal B

Administrative Officers

9. Sudharani

10. Muneesh.

Muneesh

11. Rajath. H.S.

Rajath H S

IQAC cor-dinator

12. Asst. Prof. Shilpa. R.

Proceedings:-

At due outset, Shilpa.R, IQAC co-ordinator welcomed all the committee members to the first meeting of IQAC for the new academic year & briefed to all the members present about the previous meeting which were planned & executed.

The need for reconstitution of members for the new academic year was one of the important agenda as many faculties were relocated.

The new committee members were formed with the consent of chairperson, & faculty members & all other IQAC members agreed for new nominated members & students members also were referred by the Head of Department.

The IQAC, head, Shilpa.R made the members know that AQAR was submitted & acknowledgement was also received on July 6th.

Prof. R. Parvathi chairperson of the Committee stressed on various topics to be included for seminars or workshops to be conducted department wise & to call subject experts from each department other than General topics which are usually conducted in the college for the benefit of students. She also listed out some of the subject experts

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who can be invited for Guest lectures, Workshops etc for the academic year for which Sri. B. P. Vishwanath Setty President, Management nominee agreed & said to go ahead with this proposal of calling subject experts to the institution for the benefit of students.

Smt. Prathima. B. J., HOD of Commerce charted out some of the topics for seminars to be conducted in association with Deccan Herald, the topics, days & dates were discussed for conducting of the above seminars.

Chairperson, Prof. R. Payyathi stressed to improve the result by ^{taking} remedial classes, question paper solving, identifying weak & irregular students to be monitored regularly.

Smt. Bharathi. P. S., HOD of Science, came up with the proposal of conducting separate related course topics short term courses for B.Com, ~~B.Sc. FAD~~ & ~~BCA~~ this year also like ~~Tally, Banking entrance exams, Advanced Tally~~ etc.

It was decided to conduct 2 FDP to be conducted one in general topic was decided for which various organisation & People who conduct such programmes was listed.

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ICAC, co-ordinator, Shilpa R. showed all the members ~~mentoring file~~ which was redesigned for which ^{was} looked through by the members, ~~the~~ necessary changes were initiated, Mrs. Jayalakshmi alumini took due initiative of redesigning the mentoring card.

Prof. R. Pawathi, chairperson of the committee requested the Heads of the Department to give the requirements of the books to be purchased for the current academic year, and detailed discussion about the library funds and its allocation to various departments was briefed.

The meeting was concluded with vote of thanks by Shilpa R.

Shilpa R.

Head of committee

P. ~~Shilpa~~

Chairperson of committee

Principal

V.E.T. FIRST GRADE COLLEGE

J.P. Nagar, Bangalore - 560 078

Meeting Proceedings

Date : 27-12-16.

Day : Tuesday.

Agenda:-

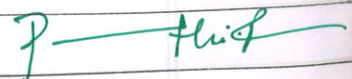
- 1) welcome.
- 2) Review of previous meeting
- 3) Reconstitution of committee with new members introduction
- 4) Topics for seminars or workshops to be conducted for the academic year.
- 5) Faculty development programme.
- 6) Mentoring file to be updated or redesigned
- 7) ~~To develop interest in publishing articles, paper presentation amongst the faculty members.~~
- 8) ~~Articles for student magazine by students & faculty members.~~
- 9) Medical Insurance facility for faculty.
- 10) Industrial visits
- 11) Any other topic.

Members Present

Signature

Chairperson.

Dr. R. Parvathi



Management Nominee

Sri. B. R. Viswanath, Setty

President.



(21)

Faculty members.

Sri. Narayan Swamy. S.G.
Vice Principal.

Smt. Bharathi. P.S.

Bharathi. P.S.

Smt. Prathima. B.J.

Prathima. B.J.

Smt. Ramya.

~~Ramya~~

Smt. Vidyaashree

Vidyaashree

Local society nominee

Sri. Chandrashekar. Raju

Alumni

Smt. Anbithy. I.P

Anbithy

Smt. Jayalakshmi. B

Jayalakshmi. B

Student representatives.

Karunaya. S.

Karunaya

Dilip. Kumar.

Dilip. Kumar

Archana. Gupta.

- Ab -

Manoj. Kumar.

Manoj. Kumar

Administrative Officers

Sri. Rajath. H.S.

Rajath. H.S.

Smt. Anitha.

IQAC Coordinator.

Asst. Prof. Shilpa. R.

Shilpa. R.

Proceedings:-

The first academic meeting of the Semester was conducted by welcoming all the members by Shilpa.R, IQAC coordinator. Who also briefed the members about the previous meeting agenda and steps taken towards the same.

Clarification towards mentoring file for students was discussed which was one of the agenda of last meeting in length.

Shilpa.R, IQAC coordinator after talks with Principal, Dr. R. Pawathi about the various topics of seminars, workshops to be conducted for students & FDP's for faculty was discussed and stressed the Heads of the Departments to select topics which will be useful for each stream.

Resource Persons, on various topics were finalised along with the topics more emphasis was given towards Career oriented programmes, Communication skills etc for the benefit of students.

Dr. R. Pawathi, Chairperson of the Committee discussed to conduct atleast two FDP's for the benefit of faculties one on general topic and one on specialisation

ie subject expert to be called, by inviting other institutions too which was agreed upon by all the members. Even President, Sri. B. R. Viswanath. Setty whole heartedly agreed to support for such initiative.

All Heads of the department, members, student representative were told to collect articles from each stream x each class to publish one articles in annual college magazine 'Drushti' and urge the students to come out with articles on various present day topics.

The committee members who will be responsible in bringing out the annual magazine discussed about what other add ons to be included in the magazine along with highlights of all literary and cultural activities done the year round.

Dr. R. Parvathi, spoke in length about various publishers and importance of paper presentation and gave out list of publications x publishers to IQAC, coordinator Shilpa. R to search in detail, know their content, rules, regulation for publishing.

Sri. B. R. Viswanath setty, President, ~~also~~ put forth the proposal of giving medical insurance facility for faculties & non-teaching staff if anybody is interested the proposal will be taken forward.

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Bhuvanathi.P.S, H.O.D of Science stressed upon going for industrial visit which was supported by Prathima.B.J, HOD of Commerce to send their students for banks too for better understanding of the subject.

The meeting was concluded with vote of thanks by Shilpa.R, IOAC coordinator.

Shilpa.R
Head of committee

P. Prathima
Chairperson of committee

V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078

Meeting Proceedings

Date: 10 July 2018
Time: 10:30 AM

1. Welcome
2. Minutes of previous meeting
3. Report of the student members
4. Report of the faculty members
5. Report of the staff members
6. Report of the development programme
7. Status of the various committees
8. Report of the various committees for 2017-18
9. Report of the various committees for the year
10. Report of the various committees during 2017-18
11. Report of the various committees
12. Any other topic

Signature of the members present

Chairperson
Dr. R. Parvathi

Management members
Dr. B. R. Venkatesh

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Meeting Proceedings.

Date = 10 July 2017.

Day = Monday.

Agenda :-

1. Welcome
2. Review of Previous meeting
3. Reconstitution of new student members & faculty members.
4. ~~Listing out of short term courses for academic year 2017-18~~
5. ~~Proposal for seminars, workshops to be conducted~~
6. Faculty development Programme.
7. ~~Status of Career orientation programmes for 2017-18~~
8. ~~Empowerment of quality measures programs for faculty.~~
9. ~~Results - Initiatives for Empowerment of results.~~
10. Programs during 2016-17.
11. ~~Industrial visit.~~
12. Any other topic.

Members Present

Signature

Chairperson

Dr. R. Parvathi

P. ———— thif


Management nominee

Sri. B.R. Viswanath Sathy

Ami

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Faculty members:- Signature

Sri. Narayan Swamy. S.G Vice Principal.	
Smt. Bharathi. P.S	Bharathi. P.S
Smt. Psathima. B.J	Prathima. B.S.
Smt. Rammya. B.	Rammya
Smt. Vidyashree	Vidyashree

Local Society nominee.

Sri. Chandrashekhar. Raju.	*. Hanu. P. J.
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Alumni

Smt. Ambily. I.P.	Ambily
Smt. Jayalakeshmi. B.	- Absent -

Administrative officers.

Sri. Rajath. H.S.	Rajath. H.S.
Smt. Anitha.	Anitha. L.

IQAC coordinator

Smt. Prof. Shilpa. R	Shilpa. R
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Proceedings:-

The meeting began with the welcome by IQAC coordinator Smt. Shilpa. R who briefed the members about the previous meeting in accordance of the steps taken towards the same. was reviewed

Smt. Shilpa.R, also briefed to the members the number of industrial visit visited during the previous academic year and list of companies who conducted campus interviews & placement in college their status etc.

The IQAC coordinator requested all the members & head of the departments to give a list of students name for student representatives for IQAC for this academic year.

All members were briefed about the various short term courses conducted in college for students for which Dr. Parvathi.R, Principal director & chairperson of IQAC suggested many more short term courses for benefit of students like web designing, advance excel, Advanced communication skills etc other than other ongoing short term courses for which all the members agreed & seeing the feasibility they will decide upon short term courses. It was decided.

Smt. Prathima B.S suggested to have workshop or seminar based on topic like GST & as a FDP or Workshop for students & faculty for which management representatives and other members whole heartedly agreed and said ^{they would} support this programme.

Shilpa.R, IQAC head also suggested to ~~one~~ conduct one quality related program thru IQAC as ~~re accreditation is~~

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fast approaching so it was decided to ~~conduct a National level or UGC sponsored program on revised accreditation framework~~ in this academic year. Dr. Parvathi. R. told all the members to work towards smooth conducting of such event.

Dr. R. Parvathi briefed to all the members about various ~~career orientation programs to be conducted~~ which has been ~~approved one is the PMYY i.e. Prime Minister Yuva Yojana to conduct EDP for students & Personality development course by BOSCH.~~

Int. Bharathi. P.S, HOD of Science suggested to conduct ~~career orientation programs~~ for students of ~~PU~~ as many are not ~~aware about the various career opportunities available~~.

Sri. Narayanaswamy .S.G in association with ~~kannada development department~~ would like to conduct a ~~National seminar~~ which was also approved by all the members.

All members decided to follow various measures initiated in improvisation of results i.e solving of 3 years question papers, assignments, seminars etc to be continued.

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Conducting of Intercollegiate
Cricket tournament, literary activities
Sports & cultural activities also being given
due importance for the overall
development of student.

More industrial visits to be
conducted and subject related workshops
& seminars to be conducted was
emphasised by calling subject experts
was also decided during meeting.

The meeting concluded with
vote of thanks proposed by Smt. Shilpa R.

Shilpa R

Head of Committee

P. Anil

Chairperson of Committee

V.E.T. FIRST GRADE COLLEGE

J.P. Nagar, Bangalore - 560 078

Project Report

Date: 28-10-17
 Page: 1

Chapter

1. Review of previous work
2. How this work is intended to be introduced
3. In case of some laboratory
4. The literature about this work is already
5. considered to be discussed
6. The literature will be updated
7. Report to be submitted
8. Review of experiences from other
9. studies of this work to be made
10. Report to be submitted
11. Preparation of a review to be published
12. Staff to be assigned
13. Publication of articles to be considered
14. Staff members to attend FDP
15. Conference etc.
16. Staff members to give paper presentation
17. Also the importance
18. of this work to be updated
19. for data collection & verification
20. Placement will data to be updated
21. Preparation of ARES
22. Academic visit to be conducted
23. Principal department visit
24. Proposal to form Admin. observation
25. form
26. Industrial visit to be prepared

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Meeting Proceedings

Date: 23-10-17

Day: Tuesday.

Agenda:-

1. Review of previous meeting
2. New short term courses to be introduced in each stream to be proposed.
3. To continue short term courses already conducted to be discussed.
4. Mentoring file to be updated.
5. Proposal to conduct National/state level Seminars / conferences from each stream.
6. Status of E-cell to be made known.
7. Proposal to initiate new clubs.
8. Registration & access to Infiibnet by staff & students.
9. Publication of articles to be enhanced
10. Staff members to attend FDP's, Seminars, conferences etc.
11. Staff members to give paper presentation also due importance.
12. Database form of students to be updated for data validation & verification.
13. Placement cell data to be updated.
14. Preparation of ASAR.
15. Academic Audit to be conducted by Principal, department wise.
16. Proposal to form Alumni Association to be formed.
17. Industrial visit to be proposed.

Members Present

Signature

Chairperson

Dr. P. Pawathi

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Management nominee

Sri. B. R. Viswanath. Setty

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Faculty members

Sri. Narayan Swamy. N.G

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Vice Principal.

Smt. Bharathi. P.S.

Bharathi P.S

Smt. Prathima. B.J.

Prathima B.J

Smt. Ramya. B.

Ramya

Smt. Vidyaashree

Vidyaashree

Local Society nominee

Sri. Chandrashekhari. Raju

Chandrashekhari

Alumni members

Smt. Ambily

Ambily

Smt. Jayalakshmi. B.

Jayalakshmi B.

Administrative officers

Sri. Rajath. H.S

Rajath. H.S

Smt. Anitha.

Anitha

IQAC Coordinator

Asst. Prof. Shilpa. R.

Shilpa. R

Student Representatives

Proceedings:-

The meeting began with briefing about the previous meeting by Smt. Shilpa R, IQAC co-ordinator, who also welcomed all the members for the meeting.

The chairperson Dr. R. Parvathi and IQAC coordinator felt the need to introduce more short term courses for which the proposal was put forth to all members to which all members agreed to introduce new short term courses along with which is prevalent for the benefit of students in all streams.

As there was no particular course for short duration conducted for BBA, the proposal was given a thought and members decided to introduce for each stream, another set of short term course to keep them more updated with latest knowledge and information during their three year stint at college.

All members representing all the streams were directed to keep their mentoring file updated, along with personal details in the format provided for data validation & verification, for NAAC.

Dr. R. Pawathi, Principal, & chairperson of IQAC put forth the vision of management to conduct more National level / state level seminars or conferences in the institution in each stream, this proposal was instantly approved by Sri. B. P. Viswanath, Letty, President & management nominee who supported wholeheartedly to conduct any such event in the forthcoming year.

Smt. Shilpa, IQAC coordinator, & Smt. Vidyaashree had attended 5 day program on Entrepreneurship development conducted by PM Yuva Yojana, where the course of 30 hrs is scheduled for students from January 2018, a orientation was done to students about the course and E-cell was formed, all members were briefed about the activities and program of E-cell and students and faculties were who will form the E-cell and co-ordinate were made known by Smt. Shilpa. R.

Sri. Narayanwamy. S.G proposed to initiate new clubs along with already existing clubs so that students can involve or enrol themselves in various clubs of their interest for which members agreed upon and decided to have Eco-club and health club.

With this context Smt. Prathima. B. J, HOD of commerce suggested if we can have a club

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called Teacher Social Responsibility club where any teacher can contribute any amount for weaker section of students who are financially weak. This cause was well supported by all members.

Smt. Bharathi, P.S member of library committee requested all members to inform everyone about accessing to InFLIBnet as college is registered under InFLIBnet and one can access any number of e-content which is beneficial to both staff and students for which the members of IQAC agreed to popularise amongst the students too.

Dr. P. Pawathi emphasised each member the importance of publication how it has to be enhanced and also informed that management would bear some amount pertaining to publication if a faculty does publish in any of the known journals, all members were indeed thankful to the management for taking such initiative which is a kind of encouragement given towards research culture in campus for staff.

IQAC coordinator requested members to suggest topics or resource person who can be called for FDP'S, seminars or conferences to be conducted the year throughout one year.

Sri. Narayanaswamy. S.G accepted to conduct a national level or state level seminar in Kannada in association with Udayabani Kala Sangha.

Smt. Swaroopi. K.S. of BCA dept, Asst. Professor also proposed to conduct relevant topic for Computer Science students also which can be intercollegia.

All members were directed to collect complete information of DVV from students and keep it updated in view of NAAC accreditation.

Smt. Vidhyashree, Asst. Prof, Dept of Commerce and head of Placement cell gave a brief report on companies who are willing to conduct campus placement in the days to come. but she also showed discontent that students are not so serious about jobs during their tenure in college but still without losing heart we will conduct placement drive for the benefit of students.

Smt. Shilpa. R, IQAC head briefed all members about the AQAR submission & the status of SSE to be uploaded. The change in the system, the grade system the accreditation process all details were discussed with members of the cell.

Dr. P. Parvathi also shared her knowledge and findings about NAAC accreditation as she has attended one of the programs / training held by UGC in Delhi about the latest process of accreditation. & requested all members to work hard towards getting a good grade in the forthcoming 2nd cycle of assessment & accreditation.

Smt. Shilpa. R reminded, Dr. P. Parvathi, chairperson to conduct academic audit for which a date was suggested and all members agreed to keep their files updated for academic audit.

The alumni members Smt. Ambily & Smt. Jayalakshmi proposed to have an Alumni Association. This proposal was also immediately accepted by management and chairperson. and ~~was~~ Sri. Narayanaswamy S.G, vice Principal was told to look into the procedure to make an association registered for which he wholeheartedly took the initiative ~~to~~ to do the job bestowed to him.

Smt. Rammya. B, Asst. Prof, PG dept spoke about the importance of practical exposure to students for which industrial visit, student exchange programme to be given due importance, she also proposed

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various industry where one can take our students to know the workings of an industry.]

The meeting concluded with vote of thanks by Shilpa P, IQAC coordinator who thanked all the members for their suggestions in the discussion and concluded to implement as many as possible.

Shilpa P
Head of Committee

P. S. S. S.
Chairperson of Committee
Principal
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078

Meeting Proceedings

Date - 22-07-18

Day - Monday.

Agenda :-

1. Review of previous meeting
2. Reconstitution of IQAC members.
3. Mentoring file to be updated & submitted.
4. Innovative practices in teaching.
5. Additional courses for value addition.
6. Purchase of reference books for library.
7. Placement cell to conduct career orientation programmes
8. Alumni Engagement ~~is~~ ^{to} be discussed.
9. Student Satisfaction Survey format to be discussed with students.
10. Topics for FDP's
11. Wall magazine to be revived.
12. Industrial visits.
13. Publication culture to be continued & given due importance ~~for~~ ⁱⁿ UGC notified journals.
14. All committees to submit their annual report.
15. website to be effectively designed and updated regularly.
16. Students data to be updated departmentwise.
17. 2nd cycle of NAAC do's & don'ts discuss.

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Members Present

Signature

Chairperson
Dr. R. Parvathi

~~P. Parvathi~~

Management Nominee

Sri B. R. Viswanath Setty

Faculty members

Sri. Narayanaswamy. S.G
Vice Principal

~~Sri. Narayanaswamy. S.G~~

Smt. Bharathi. P.S

~~Bharathi. P.S~~

Smt. Prathima. B.J

~~Prathima. B.J~~

Smt. Ramya. B.

~~Ramya. B.~~

Smt. Vidyaashree

~~Vidyaashree~~

Local Society nominee

Sri. Chandrashekar. Raju

~~Chandrashekar. Raju~~

Alumni Members

Smt. Ambika.

~~Ambika.~~

Smt. Jayalakeshmi. B

~~Jayalakeshmi. B~~

Administrative Officers

Sri. Rajath. H.S

~~Rajath. H.S~~

Smt. Anitha

~~Anitha~~

POAC coordinator

Smt. Shilpa. R

~~Shilpa. R~~

Proceedings:-

Smt. Shilpa.R, IQAC coordinator welcomed all the members to the first academic meeting of the year 2018-19 and briefed all the members about previous meeting.

With Permission of chairperson Dr. R. Pawathi, IQAC coordinator Smt. Shilpa.R asked for suggestion of names as IQAC members, the members suggestion was taken into consideration and also management representative suggested Sri. B.R. Viswanath. Setty suggested to have some members from academic front and members also suggested student representatives for IQAC.

Shilpa.R, IQAC coordinator further stressed on mentoring file to be updated as per the format already framed for which all IQAC members agreed in accordance.

Dr. R. Pawathi, chairperson IQAC put forth the proposal to management regarding updating the ICT facilities for which wholeheartedly management agreed to extend the ICT facility to most of the classrooms & also agreed to make the whole campus wi-fi enabled.

Smt. Bharathi.P.S, HOD B.Sc FAD suggested to have more value added courses for the

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benefit of students, suggestions by all members was discussed and decision to introduce new courses along with existing ones was decided by members. All members were advised to suggest the prevalent courses in trend depending upon their discipline of academics.

Smt. Prathima. B.J, HOD of Commerce suggested for purchase of reference books for library. In all streams for which management representative Sri. B.R. Viswanath Setty duly agreed to sanction the amount like every year & also suggested to take initiatives to make library automated, for which the library committee members were asked to work towards it. to start with biometric facility could be availed in library along with updation in library facility, digital library, CD procurement etc.

Dr. R. Parvathi then put forth to the members to make placement all more stronger and requested Smt. Vidyaashree, Placement officer to work more towards it but she disclosed her displeasure about students not taking it seriously, not attending interviews conducted in campus or not responding back if they are selected for this ~~new~~ chairperson Dr. R. Parvathi, suggested not to lose hope but keep trying and focussing on placement. and also suggested to develop a kind of awareness on ~~career~~ orientation or career awareness programs.

Smt. Subbity & Smt. Payalakeshmi B. Aluminimembers and also President & secretary of Alumni Association put forth their plans upon strengthening the alumni and requested to have a separate account for alumni association, the suggestion was well accepted and the chairperson readily agreed to support them in doing all the needful, like every year.

Shilpa.R, IQAC coordinator then discussed with the members about Student Satisfaction Survey an exercise which has to be conducted for NAAC ~~reassessment~~ & accreditation which is due on Feb 19th, 2019 as we need to go for cycle 2, SSS is one of the major mechanism for grade allocation, she discussed the format used by NAAC to all the members.

Dr. R. Parvathi suggested to conduct minimum of 2 FDP'S for this semester and suggested few names and topics for the benefit of faculty members.

Sri. Rajath.H.S suggested to revive the wall magazine tradition as this exercise makes student get in touch with latest updates & happening around them for which all members readily agreed upon & under the "Prakashanam" wall magazine, publication, for annual

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magazine all to be given due importance was suggested and decided.

The small magazine names from departments are to be continued as "Bizz news", "Fashion Buzz", "Techno Buzz" etc.

Industrial visits to be conducted on regular basis in an year was suggested by chairperson, for which Smt. Bharathi P.S, HOD of Science put due proposals of industries which can be visited.

Sulpa.R, IQAC coordinator requested the members to continue with publication culture and suggested to give publish more in UGC notified journals

Dr. R. Parvathi suggested all the committee heads & members to submit their annual report at the earliest to IQAC to know the working and development of all committees

Dr. R. Parvathi, chairperson also was of the opinion that the website is not updated and is not working efficiently & effectively and suggested members to search vendors who can redesign our website and meet the latest requirement laid out by Naac, as most of the documents have to be uploaded thru website link only for which we may have to have a dynamic website which caters to all our present needs.

Smt. Shilpa. R IQAC coordinator and Smt. Bhanathi. P. S discussed in length about the workshop conducted by NAAC on 21/7/18 which was attended by them and briefed all the members about the 7 criterion on which our college will be evaluated, dos & don't, DVI SSS etc all these topics were very well covered in NAAC workshop conducted for affiliated colleges.

The meeting concluded with vote of thanks. ~~By~~

Shilpa. R
Head of Committee

P. S
Principal
Chairperson of Committee
V.V.T. HIGHER GRADE COLLEGE
J.P. Nagar, Bangalore - 560 078