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V.E.T. FIRST GRADE COLLEGE

Permanently Affiliated to Bengaluru City University . Recognised Under 2(f) & 12(B) of UGC Act . 2nd Cycle NAAC Accredited

Dr. R. Parvathi M.Com, M.Phil, Ph.D-Finance, Ph.D-Commerce

Director (Academic) & Principal

email: parvathi3838@gmail.com

College Code: 2413

Ref. No. VET/FGC-43A /2022-23

Date: 19/09/2022

IQAC MEETING NOTICE

IQAC meeting for the Academic year 2022-23 is scheduled on 6th October 2022 at 10.30 a. m. in FGC Board room. All the IQAC members are hereby invited to attend the meeting and constructively discuss and deliberate during the meeting. The meeting would be held in blended mode. Members may share their mode of attending the meeting. The agenda for the meeting is enclosed herewith (IQAC members).

Agenda

1. Welcome
2. Approval of minutes of previous meeting.
3. Action taken report presentation.
4. Reconstitution of the Committee
5. Calendar of events 2022-23
6. Planning for Academic year 2022-23
7. Status of admission
8. Commencement of I Semester batch 2022-23
9. Appointment & Resignation of Staff
10. Annual increment - 2022
11. Approval of Short Term Courses
12. Infrastructure Augmentation
13. Submission of AQAR – 2021-22
14. Any other subject
15. Vote of thanks

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

No:18, 14th Main, 2nd Phase J.P. Nagar, Bengaluru - 560078, Karnataka Tel: 080- 26586808 / 9513704800 email: vetfgc@rediffmail.com

Other Institutions: V.E.T. SCHOOL- V.V.Puram & J.P.Nagar, V.E.T. MANANDI COMPOSITE P.U, COLLEGE, V.E.T.B.V.L POLYTECHNIC

IQAC MEETING PROCEEDINGS

Date: 6th Oct 2022

Day: Wednesday, Time: 10.30 AM – 11.30 AM

Venue: – VET FGC Board Room and Online (Hybrid Mode)

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes.
3. Action taken report presentation.
4. Reconstitution of the committee
5. Calendar of events 2022-23
6. Planning for the academic year 2022-23
7. Status of admission
8. Commencement of I semester batch 2022-23
9. Appointment and resignation of staff
10. Annual increment - 2022
11. Approval of short-term courses
12. Infrastructure Augmentation
13. Submission of AQAR 2021-22
14. Any other subject
15. Vote of thanks

MEMBERS PRESENT

1. Dr. R. Parvathi
2. Mr. K S Nagendra
3. Sri. BR Viswanath Setty
4. Dr Manandi N Suresh
5. Narayanaswamy S G
6. Bharathi P S
7. Shilpa R
8. Gowri Hebbar
9. Febina K S
10. Ambily I P
11. Murali J
12. Deepa Jogi
13. Lokeshwari D V
14. B Ramfya

Student Representatives

Vishnu, Prabhas, Sudeshana, Preethi, Anusha and Kavya

PROCEEDINGS

The 1st IQAC meeting for the Academic year 2022-23 was held in the VET Management Board Room and also online through Microsoft team's platform on 06th Oct 2022. This meeting was first of its kind where all points regarding each agenda was mailed to all the members in advance seeking suggestions and encouraging discussions regarding the same as proposed by the Industry expert Sri Nagendra in the previous meeting.

WELCOME:

Dr R Parvathi, IQAC chairperson extended a formal welcome to Sri K S Nagendra, Industry expert, Sri Viswanath Setty, President, Dr Manandi N Suresh, Honorary Secretary; and all other members and students present to the first meeting for the academic year 2022-23. She requested all the members to deliberate constructively and offer suggestions for the benefit and improvement of the institution.

APPROVAL OF MINUTES OF PREVIOUS MEETING and ACTION TAKEN REPORT:

Dr R Parvathi presented this agenda by mentioning that the minutes of the previous meeting has been already mailed to all the members and the same has been accepted as recorded correctly. She further sought the approval in the meeting which was readily given by all.

She then highlighted the action taken with respect to the previous meeting. The report was well received and appreciated by all and approved by all. This agenda was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

RECONSTITUTION OF THE COMMITTEE

The next agenda for the meeting was the reconstitution of the committee for the academic year 2022-23. Since the student members term is for one academic year, the proposal has been shared with the Heads and Coordinators to nominate the student representatives for the IQAC. The incoming student representatives for this academic year are as under

- Vishnu – III sem M.Com
- H. Prabhas – V sem B.Com
- Sudeshana Hosahalli - V sem B.Com
- Preethi – V sem B.Com
- Anusha - V sem BBA
- Kavya S K – V sem BCA
- Bhavani M and Ashwini – V sem B.Sc. FAD

All the above students except V semester B.Sc. FAD students were present as they had University practical examination. The local society nominee's position is vacant and needs to be filled. It was requested to the management nominee and others to nominate a suitable member for the same. The agenda was proposed by Sri B R Viswanath Setty and seconded by Dr Manandi N Suresh.

CALENDAR OF EVENTS – 2022-23

The next discussion was on Calendar of events for the year 2022-23. Dr R Parvathi presented to the members the detailed calendar of events starting with admissions for the new academic year, orientation and induction program for the new entrants, commencement of classes, seminars, workshops, guest lectures planned for the year, short term courses to be conducted, and ending with University examination and Graduation day for the outgoing batch. She also mentioned about the conferences, orientations and seminars to be attended by faculty members and highlighted that each of the faculty members should present papers one in National / International conference and publish at least 1 research article in ISSN and ISBN respectively for the academic year. This was commended by Sri B R Viswanath Setty, and he added that such conference enhance the knowledge and skills required to teach in the contemporary scenario and also helps the faculty members in upgrading themselves.

This agenda was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

PLANNING FOR THE ACADEMIC YEAR 2022-23

The next discussion was on the institutional planning for the activities for the academic year 2022-23. Dr R Parvathi mentioned that this year also, incoming students 2022-23 batch would get the benefit of short-term course that has been designed inhouse – Basic Communication Skills which would help in upgrading their basic skills in communication at different parlance. She also presented the modified syllabus along with the procedure of completion of the certificate course and awarding the grades. She also mentioned about the other activities of national and regional importance that would be planned and conducted for the year, in addition to the academic programs. She then spoke about the

purchases of Library books, National level seminar, Inter College Sports and Inter College Cultural activities. She also presented the list of Short-term courses proposed for the academic year and requested the members to approve the same.

This was proposed by Dr Manandi N Suresh and seconded by Sri B R Viswanath Setty.

STATUS OF ADMISSION AND COMMENCEMENT OF CLASSES

The next agenda for the meeting was on status of admissions for the academic year 2022-23 and the commencement of classes for the new academic year. The Principal gave the statistics as under

Year of enrollment 2022-2023				
Name	Student enrollment number	lateral entry	Transfer	
B.COM	97	07	1	
BSC FAD	9	17		
BCA	57			
BBA	26			
BA	5			
B.Com BDA	6			
M.COM	NA			
Total	200	24	Grand total	225

She mentioned that the admissions this year also are through UUCMS portal and mentioned that the institution may still expect few more admissions. She then highlighted about the commencement of classes for the current batch of 2022-23 and mentioned that it was done with an orientation program to the fresh entrants on 3rd September 2022 followed by 3-day induction program from 5th September 2022 to 7th Sep 2022. She also mentioned that Graduation day for 2021-22 batch was arranged on 6th September 2022 and also humbly placed on record that the Rank holders – Keerthi Hegde and Shalini for securing 1st and 9th rank in B.Sc. FAD BU examination for the batch 2017-2020, Anusha S and Ms. Josephine Amala Priya for securing 6th and 9th rank in B.Sc. FAD BCU examination (Batch 2018-2021) were felicitated on the Graduation day.

Sri B R Viswanath Setty raised question about the admission status of the current year as compared to last year. Professor expressed the challenges faced by the colleges to attract the students and the lengthy procedures under UUCMS.

This agenda was proposed by Sri Narayanaswamy S G and seconded by Mrs. Ambily I P.

APPOINTMENT AND RESIGNATION OF STAFF

The next agenda for discussion was on the appointments and resignations that have happened after the previous meeting in May 2022. Dr Parvathi mentioned that Dr Sathyabhama, Ms. Deepika, Ms. Mamatha S, Varsha Priya (vacant as of today and needs to be filled) resigned due to their personal commitments and the following faculty members were hired as replacement.

- Mrs. Chandrakala – English Dept
- Ms. Aishwarya – BCA department
- Ms. Shwetha – Commerce Department
- Mrs. Anushree – BA Department

All vacant posts are duly filled. This agenda was proposed Mrs. Bharathi P S and seconded by Ms. Shilpa.

ANNUAL INCREMENT – 2022-23

The next agenda for discussion was on increments for the teaching faculty and non-teaching staff. The principal of the institution mentioned that the increments were proposed on the basis of performance of faculty members; same was approved by the management and implemented from July 2022 salary.

This agenda was proposed by Dr Parvathi and rightly seconded by Dr. Manandi N Suresh

APPROVAL OF SHORT-TERM COURSES

The next agenda was on offering short term and value-added courses to students so that they enhance their skill before graduating from the institution. Dr R Parvathi mentioned about the Advance Excel short term course that is ongoing in association with NICT, Bengaluru and mentioned that the same got delayed due to the examination schedule of B.Com and M.Com programs. She mentioned that the same would be completed by the end of October 2022. She sought the approval and support of management as usual and the same was readily given. The management nominees suggested to give as many certification courses as possible to the final year students that would benefit them and make them industry ready. Student representative Vishnu expressed that Research Practice - short term course conducted for post-graduation

students was highly effective and suggested that same may be extended to other current year M.Com students and other UG programs also.

Dr Manandi N Suresh stressed on NSDC Certificate programs which are being sanctioned by Central Government and expressed that faculty members should motivate every student to take up and complete the course.

This was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

INFRASTRUCTURE AUGMENTATION

The next discussion was on Infrastructure Augmentation wherein Mr. Narayanaswamy S G mentioned that the management has been kind enough to augment the infrastructure facility in the view of increase in admissions and mentioned the following points

- Classrooms added for the newly added/introduced courses – B.Com Business Data Analytics and BA.
- 5 classrooms added – 1 with 150 seating capacity and 4 with 100 seating capacity.
- 20 computers added in the Lab with state of art furniture for the same.
- Library extended from 70 seating capacity to 110 seating capacity.
- Digital Library – still in progress (in addition to Inlibnet and Delnet).

This agenda was proposed by Rammya and seconded by Dr Manandi N Suresh.

SUBMISSION OF AQAR 2021-22

The next agenda for discussion was on AQAR 2021-22 that needs to be submitted by the institution. She mentioned that the quantitative metrics that needs to be uploaded was already ready and shared to members as well, but the same will be reviewed again for any additions and deletions before final submission. She mentioned that the Qualitative metrics is still in progress and that NAAC has not still given the deadline for the submission of the same for the year 2021-22.

She also mentioned that for AQAR 2020-21, that the institution had submitted in Jan 2022, NAAC has extended the deadline up to Oct 15th, 2022.

This agenda was proposed by Mrs. B. Rammya and seconded by Mr. Narayanaswamy S G

ANY OTHER TOPIC

The next agenda was on any other subject, under which the following points were discussed. Dr Parvathi mentioned about the committees that are existing as of date along with the clubs (17 in all) and said that the committees have been reconstituted for the academic year 2022-23. She then discussed on AAA – Academic and Administrative Audit for the year 2021-22 and directed the HODs and Coordinators to submit the same to the IQAC for evaluation and grading.

She then mentioned about the Open elective for the current 1st year UG students under NEP scheme and mentioned that the following electives have been given to students to choose from through google form which includes – Psychology, Computers, Business Organisation and Fashion Design. She mentioned that Psychology was added from the current academic year 2022-23 and mentioned that same process will be followed for 3rd sem NEP students as well.

Dr R Parvathi sought the permission of the members to submit the AQAR 2021-22 once it is ready and mentioned that the same will be shared to all members before submission. She also highlighted the members present on the challenges the institution is facing with respect to the online portal – UUCMS.

The agenda was proposed by Dr R Parvathi and seconded by Mrs. Shilpa R. Mr. K S Nagendra expressed over phone that he would also share his inputs over mail.

VOTE OF THANKS

The meeting ended with vote of thanks by Rammya who thanked all the members for a very fruitful deliberations of one and half hours. She thanked Sri K S Nagendra, Industry expert for gracing the meeting and offering constructive suggestions, Sri B R Viswanath Setty for his valuable insights and Dr Manandi N Suresh for his enormous suggestions. She also thanked them for their continuous support, motivation, and advice for the advancement of the institution. She also thanked Dr R Parvathi who has been the backbone for the institution and all other members for their active participation and deliberations during the first meeting for the Academic Year 2022-23. The meeting ended with snacks and tea/coffee served to the attendees.

VET FIRST GRADE COLLEGE

B Rammya

COORDINATOR

B Rammya

[IQAC Coordinator]

P — the P

Dr R Parvathi

[IQAC chairperson]

PRINCIPAL

V.E.T. FIRST GRADE COLLEGE

J.P. Nagar, Bangalore-560 078.

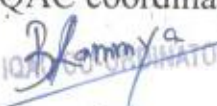
VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bengaluru – 560078
Action Taken – Meeting dated 24th May 2022 Presented on 6th Oct 2022

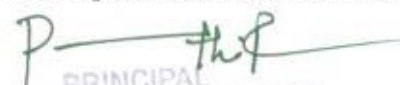
SL. NO	AGENDA	PROCEEDINGS OF THE MEETING	ACTION TAKEN
1	Welcome	<ul style="list-style-type: none"> Welcome by Dr R Parvathi, IQAC Chairperson 	-
2	Approval of proceedings of previous meeting	<ul style="list-style-type: none"> Minutes of previous meeting was mailed to all members 	<ul style="list-style-type: none"> Minutes sent to all the members in mail for any corrections and inclusions Approved by all
3	Action Taken Report	<ul style="list-style-type: none"> Action taken for the previous meeting held on 24th May 2022 	<ul style="list-style-type: none"> Yoga month observed and various activities conducted – Pick and speak on yoga day, Pranayama session, stretching exercises, yoga for youngsters , yoga program by ABVP etc. Orientation for VI sem BBA – 2 faculty members attended – 4/6/2022 FDP on NET training – 5 faculty members attended – 4th and 5th June 2022 Environment day celebrated – 6th June 2022 Advanced python in ML and AI – BCA – 9/6/2022 Cultural Club – mono acting and mimicry – 10/6/2022 Literary Club – Picture Analysing Skills – 10/6/2022 Orientation Program – VI sem B.Com – 3 faculty members attended – 10/6/2022 Upskill to Win – Road map to success – Dr Sameer Hariyani – B.Com and BBA students- 17/6/2022 Orientation Program on BPO services by KAP enterprises –

- 18/6/2022
- Cultural Extravaganza – 2021-22 – 27/6/2022
 - Placement Orientation Program from Sarafin India Co – B.Com – 7/7/2022
 - Literary Club -Debate Competition – 8/7/2022
 - Kalpataru Project – 9/7/2022 – Brahma Kumari
 - Ethnic Week – 11/7/2022 to 16/7/2022 which included – colour days, theme day, Mr. and Ms. VET
 - Orientation Program on Six Sigma – B.Com and BBA – 12/7/2022
 - Latest trends in Technology - BCA-15/7/2022
 - Career and Placement Orientation in Banking – 22/7/2022
 - UPSC coaching – RV Training Academy – Program – 27/7/2022
 - Literary Club Spotlight Activity – JAM – 29/7/2022
 - Career Guidance Program – Mythiksha Consultancy – 29/7/2022
 - 5 students – M.com – deputed to KVB for interview – 29/7/2022
 - Matru Vandane – Rotaract Activity – 30/7/2022
 - Kotak Mahindra Placement Drive – 100 participated, 20 shortlisted and 3 selected – 3/8/2022
 - Swatantratha Ota – Independence Run 5km- NSS – 10/8/2022
 - CAT/MAT orientation Program for Competitive examination – 10/8/2022
 - SMI Institute - orientation program on Financial Planning and Stock Byte App – 11/8/2022

			<ul style="list-style-type: none"> • Placement Drive – Aptitude Test – Proedge – 11/8/2022 • National Librarian Day – 12/8/2022 • Independence Day celebration – 15/8/2022 • One day GST workshop – TSMT Dr Sameer Hariyani – 22/8/2022 • Course Orientation on Infosys Springboard – 23/8/2022 • Distribution of Worm Infection Tablets – BBMP – 23/8/2022 • Orientation Day for I sem 2022-23 Batch – 3/9/2022 • Induction Program – I sem UG students – 5/9/2022-7/9/2022 • Teachers Day celebration – 5/9/2022 • Graduation Day – 2021-22 Batch – 6/9/2022 • Placement Drive – 7 company visited – 8/9/2022 • IV sem BBA – Business Plan Viva – internal – 9/9/2022 • VI sem BBA – Internship Viva – External – 10/9/2022
4	Feedback Analysis and action taken	<ul style="list-style-type: none"> • Feedbacks from Stakeholders • Dr Manandi N Suresh Suggested to organise GST workshop • Dr Suresh suggested to form Entrepreneurship Cell 	<ul style="list-style-type: none"> • Discussed in detail • GST workshop organised in association with TSMT- Dr Hariyani – 22/8/2022 • Cell formed and invited ideas – exams in progress – will start from Oct 2022
5	Commencement of even semester and activities 2021-22	<ul style="list-style-type: none"> • Classes Commenced as per Calendar of events • Short term course on Research Practice • Dr Suresh enquired 	<ul style="list-style-type: none"> • Classes concluded on 10/9/2022 • II sem NEP Batch concluded on 17/9/2022 • Research Practice short term course for M.com Completed and students submitted their Dissertation report. • Exams commenced from

		about examinations	15/9/2022 for IV and VI semester UG students, from 1 st Oct 2022 for IV sem M.com and would be commencing from 7/10/2022 for II semester NEP students
6	AQAR 2021-22	<ul style="list-style-type: none"> Preparation in progress 	<ul style="list-style-type: none"> Started with Quantitative metrics
7	Sports and Cultural Activities 2021-22	<ul style="list-style-type: none"> Activities conducted 	<ul style="list-style-type: none"> Cultural Extravaganza – 23/6/2022 Ethnic Week and Mr. and Ms. VET – 16/8/2022 Culrav – Inter College Fest – 25/8/2022
8	UG examinations under NEP	<ul style="list-style-type: none"> Examinations & UUCMS 	<ul style="list-style-type: none"> Scheduled from 07/10/2022 Internal marks and attendance entered in UUCMS for NEP students
9	Strategies for Academic Year 2022-23	<ul style="list-style-type: none"> Dr Suresh mentioned about Spacious Library 	<ul style="list-style-type: none"> Library augmentation was done and is used by students Same strategy as 2021-22 for admissions followed
10	Any other Subject	<ul style="list-style-type: none"> UUCMS Affiliation FDPs in association with CESS Dr Nagendra mentioned to make the meeting suggestion oriented 	<ul style="list-style-type: none"> All internal marks entered for NEP batch and admission process for I semester completed Hard copy of Affiliation for 2022-23 awaited 2 internally conducted and 1 attended externally Planned and done for 1st IQAC meeting on 6/10/2022
11	Vote of Thanks	<ul style="list-style-type: none"> Proposed by IQAC Coordinator Mrs. B Rammya 	<ul style="list-style-type: none"> -----

B. Rammya
VET FIRST GRADE COLLEGE
IQAC coordinator

IQAC COORDINATOR

Dr. Parvathi
Principal & Academic Director

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Dr. R. Parvathi M.Com, M.Phil, Ph.D-Finance, Ph.D-Commerce
 Director (Academic) & Principal
 email: parvathi3838@gmail.com

College Code: 2413

No. VET/FGC-354/2022-23


Date: 05/12/2022

IQAC MEETING NOTICE

The Second IQAC meeting for the Academic year 2022-23 is scheduled on 23/12/2022 at 3.00 P. M. in FGC Board Room. The members of IQAC are hereby requested to constructively participate and offer valuable suggestion during the meeting. The agenda for the meeting is enclosed herewith.

Agenda

1. Welcome
2. Approval of minutes of previous meeting & action taken report.
3. Commencement of classes for III & V Semester for the academic year 2022-23.
4. University assignment.
5. Inter Collegiate Cricket Tournament
6. National Conference
7. Experiential Learning (Industry visit, Bank visit)
8. Committees and student association
9. NIRF & AISHE
10. AQAR date extended
11. Any other subjects
12. Vote of Thanks.


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

IQAC Committee Members for the Academic year 2022-2023

1. Chairperson - Dr. R. Parvathi
2. Management Nominee - Sri. B. R. Viswanath Setty
Dr. Manandi N Suresh
3. Faculty Members - Sri. Narayanswamy .S.G.
- Smt. Bharathi .P.S.
- Smt. Shilpa.R
- Smt. Gowri Hebbar
- Smt. Febina.K.S.
- Smt. Lokeshwari .D.V.
4. Students - H. Prabhas III Year B.Com
- Sudeshana Hosahalli III year B.Com
- Anusha III Year BBA
- Kavya.S.K. III Year BCA
- Bhavani.M. III Year B.Sc FAD
- Ashwini III Year B.Sc FAD
- Preethi.H. III Year B.Com
- Vishnu II Year M.Com
5. Alumni Member - Smt. Ambily. I.P.
6. Industrial expert - K.S. Nagendra
7. Administrative Officer - Smt. Deepa Jogi
- Sri. Murali J.
8. Local Society nominee -
9. IQAC Coordinator - Smt. B. Rammya

VET FIRST GRADE COLLEGE

IQAC CO-ORDINATOR


PRINCIPAL
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore-580 078.

IQAC MEETING PROCEEDINGS

Date: 23rd Dec 2022

Day: Friday, Time: 3pm – 5pm

Venue: – VET FGC Board Room and Online (Hybrid Mode)

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes and Action taken report presentation.
3. Commencement of classes for III and V semester for Academic year 2022-23 UG
4. University Assignments
5. Inter Collegiate Cricket Tournament
6. National Conference
7. Experiential learning (Industry Visit, Bank visit)
8. Committees and student association
9. NIRF and AISHE
10. AQAR date extension
11. Infrastructure Augmentation
12. Any other subject
13. Vote of thanks

MEMBERS PRESENT

1. Dr. R. Parvathi
2. Mr. K S Nagendra (online)
3. Sri. B R Viswanath Setty (online)
4. Dr Manandi N Suresh
5. Narayanaswamy S G
6. Bharathi P S
7. Shilpa R
8. Gowri Hebbar
9. Febina K S
10. Ambily I P
11. Murali J
12. Deepa Jogi
13. Lokeshwari D V
14. B Rammya

Student Representatives

Vishnu, Prabhas, Sudeshana, Preethi, Anusha, Bhavani, Kavya and Ashwini

PROCEEDINGS

The 2nd IQAC meeting for the Academic year 2022-23 was held in the VET Management Board Room and also online through Microsoft team's platform on 23rd Dec 2022. This meeting was in line with the previous meeting wherein first of its kind where all points regarding each agenda was mailed to all the members in advance seeking suggestions and encouraging discussions regarding the same as proposed by the Industry expert Sri Nagendra in the previous meeting.

WELCOME:

Dr R Parvathi, IQAC chairperson extended a formal welcome to Sri K S Nagendra, Industry expert, Sri Viswanath Setty, President, Dr Manandi N Suresh, Honorary Secretary; and all other members and students present to the second meeting for the academic year 2022-23. She requested all the members to deliberate constructively and offer suggestions for the benefit and improvement of the institution as has been the tradition in all meetings at the institution.

APPROVAL OF MINUTES OF PREVIOUS MEETING and ACTION TAKEN REPORT:

Mrs. Rammya welcomed the Chairperson and started the agenda highlighting that the minutes of previous meeting was mailed to all the members seeking their opinion and further sought the approval of the same in the meeting. The approval was given by all the members present online and offline as well.

She then presented the action taken report for the previous meeting and also mentioned that same has been mailed to all members for your kind review and perusal. Dr Manandi N Suresh enquired about Industry visit of BBA students and added that the visit should actually help in bringing out the best of practical exposure to students and giving best to the students. Mrs. Bharathi P S added that a visit has been planned for B.Sc. FAD to ATDC in the month of Jan 2023.

Dr Suresh also added that a program in the form of workshop for 3 hours could be arranged on "training students how to approach examination-recalling technique", which was readily agreed by the committee. Dr R Parvathi added

that Preparatory exams would be arranged for B.Com, BBA, B.Com Data analytics and BA before the exams to enable them to prepare well, but not for BCA and B.Sc. FAD as they would be having their practical examination during that time.

Dr Manandi N Suresh suggested that the institution should be ready for the 4 year degree program under NEP and stressed that final year students be informed and educated regarding the same. Dr Parvathi clarified that the 4th year degree program would come into force from 2024-25 onwards and the current final years students would not be involved in the same. She mentioned that the infrastructure for the same would be required to augment from 2023-24 onwards. Dr Suresh also emphasized that the changes in school level due to NEP needs to take into account as these students would be pursuing their degrees under NEP and their preferences may be something new and different.

Dr Suresh then asked whether the institution collects feedback after every program and whether the same is analysed and action taken on the same. He also requested that same be published and communicated aggressively to all the stakeholders concerned. Mrs. Rammya mentioned that feedback is collected after many programs and Dr R Parvathi added that the same is analysed and action is also taken and same is published in the website for all stakeholders. Dr Manandi N Suresh appreciated the efforts.

Dr R Parvathi also mentioned that the student representative Prabhas mentioned that the college website is a collection of lots of information and that he along with students welfare association office bearers would present the same to all the students of the institution.

Mrs. Rammya then sought the approval for the same and it was readily given. This agenda was proposed by Dr R Parvathi and seconded by Dr Manandi N Suresh.

COMMENCEMENT OF CLASSES FOR III AND V SEMESTER FOR ACADEMIC YEAR 2022-23 UG

The next agenda was discussed by the Principal. She informed that the odd semester classes for III and V semester UG commenced from 4th Nov 2022 due to Covid 19 impact and also change in calendar between NEP and Non-NEP batch. She mentioned that the semester would end in the month of March 2023 and the exams would be in the month of April 2023. The principal also highlighted that the NEP batch and Non-NEP batch would have their examinations separately and not together as informed in the previous meeting. She also mentioned that various curricular and co-curricular programs are

planned for the mentioned semester. The agenda was proposed by Sri B R Viswanath Setty and seconded by Dr Manandi N Suresh.

UNIVERSITY ASSIGNMENTS

Dr R Parvathi discussed this agenda and mentioned that continuing the tradition, many senior faculty members have undertaken University assignments for the year 2022-23 as well. Sri B R Viswanath Setty, Dr Manandi N Suresh and Mr. Nagendra complimented the efforts of faculty members. She highlighted about the following.

- Dr R Parvathi – BOE chairperson for I and II semester UG B.Com
- Dr R Parvathi – BOS member for BA marketing. Meeting attended by Dr R Parvathi and Rammya
- Mrs. Bharathi P S – BOS member for UG and PG for B.Sc. FAD program at BCU and BOS/BOE member at Mount Carmel.
- Mrs. Shilpa – has been appointed as BOE member for B.Sc. FAD examinations 2022-23.
- Question paper setter for II semester examinations – Dr R Parvathi, Mr. Narayanaswamy, Mrs. Bharathi P S, Mrs. Shilpa, Mrs. Rammya, Mrs. Gowri Hebbbar, Mrs. Tanuja, Mrs. Pragathi Prakash
- Following staff deputed to valuation work at BCU.
 - Bharathi PS
 - Shilpa R
 - Ambily
 - Gowri Hebbbar
 - Pragathi
 - Swetha
 - Febina
 - Chandrakala
 - Narayanaswamy
 - Rangaswamy
 - Jagadish
 - ShamimUnissabi
 - Lokeshwari
 - Rammya
 - Shruthi
 - Preethi
 - Indrani

- Dr R Parvathi, Smt Rammya Smt Gowri Hebbar, Smt Pragathi Prakash and Smt Lokeshwari attended Training program on Financial Education and Investment Awareness on 9th and 10th Nov 2022
- Mrs. Febina K and Mrs. Shamimunisabi attended training program on Artificial Intelligence conducted by BCU in association with NASSCOM on 13th Dec.

Mrs Febina added that Ms Aishwarya from BCA has attended a FDP on Computer Network conducted by the University. Dr Manandi N Suresh opined that an orientation session could be planned for faculty members before valuation highlighting them about the process, procedure and other things to be kept in mind. He mentioned that "Educating the teacher is important" as they are the once who would be valuing and evaluating the students answer sheets.

This agenda was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

INTER COLLEGIATE CRICKET TOURNAMENT

The next agenda was discussed by Mr. Narayanaswamy S G. He mentioned that the institution had planned for 12th Inter Collegiate Cricket Tournament and 1st Inter Collegiate Throwball Tournament for Girls between 13th and 15th Dec 2022. But the same could not be due to intermittent rains and he informed the members that the new dates are 3rd – 5th Jan 2023. He mentioned that 25 teams have registered for Cricket for boys and 15 teams for Throw ball for girls. He also informed that ties have been taken for the same as well and the institution is eagerly waiting for the tournament to happen without any hurdles.

Dr Manandi N Suresh suggested that sports teacher of participating colleges could also be invited as umpires in future. But Dr R Parvathi expressed her fears that as their teams would also be in tournament, it may not be acceptable for other teams. Dr Suresh, however said involving sports teacher of other institution would be helpful in promoting the image of our institution. Mr. Narayanaswamy added that sports teacher of BES college was invited for deciding the ties.

This was proposed by Mr. Narayanaswamy S G and seconded by Dr. R Parvathi.

NATIONAL CONFERENCE

Dr R Parvathi took up this agenda and stated that this year institution is planning for a state level conference as national and international conferences have been already organised. Mrs. Rammya added that the proposed date for the same could be Feb / March 2023. Dr R Parvathi further highlighted that the preparations need a solid 2 – 3 months. She proposed the topic relating to NEP awareness and its implementation, but Dr Manandi N Suresh suggested to look for other topics as NEP seminars and conferences have been already organised in huge numbers.

He suggested the topic “ Technological problems during online programs or How technology can be used during the new wave of COVID, Pedagogies for future education or Integration of shift in education into the system.” Dr R Parvathi thanked Dr Suresh for the suggestion. Mr. Nagendra asked whether the conference would clash with the examination and Dr R Parvathi clarified that it may not clash. Dr Suresh also suggested to take expert advice for choosing the topic and suggested Dr. T V Raju of RV Institutions for the same.

This agenda was proposed by Dr Manandi N Suresh and seconded by Mr. Nagendra.

EXPERIENTIAL LEARNING (INDUSTRY AND BANK VISITS)

Mrs. Gowri Hebbar explained about the following programs that involved experiential learning.

- Industry visit to Akshaya Patra for III and V sem BBA.
- Bank visit for BBA and B.Com students
- Community service by B.Com students – 120 students
- Rotaract Installation on 10th Dec 2022
- Visit to Chinnaswamy Stadium – 50 students – NSS.

She mentioned that students had a wonderful learning experience. Dr R Parvathi mentioned that out of 230 courses offered in various programs, 90% of courses have experiential learning element. Student representative Preethi mentioned that she learnt how to deposit the money in Bank of Baroda. Dr Suresh Suggested that students should interact with bankers and find out how technology has helped them to upgrade their banking system. He also suggested that the institution can ask the bankers to give orientation regarding RTGS, NEFT, IMPS and other services. Student Representative Prabhas also added that he had visited Karnataka Bank and learnt how the bank has moved from offline to online banking. He also spoke about the Rotaract program from VET FGC and mentioned that the institution has identified a event to donate pens, pencils and other stationery to government school children, matru and pithru Vandana

has been planned. Dr Suresh asked to check the Rotaract website for new activities and also invited students to approach him for the new programs that can be organised in the institution.

Mrs. Bharathi P S also added that B.Sc. FAD students have undergone 1 month internship at various companies like Shahi Exports and others. Dr Suresh suggested her to approach Mrs. Jessi Lawrence for factory visit for FAD students.

This agenda was proposed Mrs. Bharathi P S and seconded by Ms. Shilpa.

COMMITTEES AND STUDENT ASSOCIATION

Dr R Parvathi mentioned about the existing 13 committees and their activities and meetings conducted for the odd semester 2022-23. She mentioned that Alumni meet 2022 has been planned on 31st Dec 2022 for 1996 batch and 2013 batch of alumni. Dr Manandi N Suresh suggested to rename the same as "Alumni Connect". Dr Parvathi also mentioned that clubs and forums have been functioning as usual organising various activities for the overall betterment of the student community at large. Dr Manandi N Suresh added that from 2023-24 ID cards for students would be issued with a green logo right at the beginning of the academic year.

This agenda was proposed by Dr Parvathi and rightly seconded by Dr. Manandi N Suresh

NIRF AND AISHE

Dr R Parvathi mentioned that the institution is participating in NIRF and the data regarding admissions, results, placements and students opting for higher studies, data on expenses for labs library and capital assets, salary paid to faculty among others are recorded for evaluation. She also mentioned that the institution has also participated in previous year also. Dr Manandi Suresh enquired about the ranking in the previous year. Dr Parvathi mentioned that we could not be ranked but mentioned that participation counts. Dr Suresh added that it is basically a self-assessment scheme to know where the institution stands. DR R Parvathi mentioned that the last date for providing data is 6th Jan 2023.

Next, she spoke about AISHE-All India Survey of higher education and mentioned that AISHE collects gender wise details, on the basis of roaster system, minority students, Divyank students, management scholarship and infrastructure also is taken into consideration. She highlighted that the NIRF,

AISHE and NAAC are all inter related to each. She mentioned that the deadline for AISHE is 20th Jan 2023.

This was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

AQAR DATE EXTENSION

Mrs. Rammya mentioned that AQAR preparation for 2021-22 is in progress and the deadline for the same has not been uploaded in the NAAC website. She also added that the institution has uploaded details of 2 criterion out of 7 and others are in progress.

This agenda was proposed by Rammya and seconded by Dr R Parvathi.

ANY OTHER SUBJECT

Regarding the other subject, the following points were discussed.

Dr R Parvathi mentioned that the institution is a Centre for Police examinations scheduled on 8th Jan 2023. She also mentioned about the Entrepreneurship workshop wherein the students would have an opportunity to connect with 55 entrepreneurs belonging to MSME sector. Then Chithara club activities were discussed, and Dr Parvathi mentioned that Flash mob has been planned on 14th Jan 2023 encompassing all Indian Cultural dances. Dr Manandi N Suresh suggested that it could be done in 2 to 3 others places as well, as a promotional activity for the college.

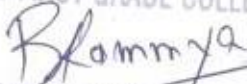
Dr Parvathi then spoke about the VET's Day out for all faculty members for recreation purpose and said that same has been planned for Jan 2023. Mrs. Shilpa spoke about the 6 sessions of FDP organised for faculty members in association with CESS on the topic-NEP Ready. She also mentioned that the sessions were very helpful and made the faculty members ready. Then Dr Suresh went on to ask the students about what they expect from the institution. Kavya from BCA mentioned that everything is in place, Vishnu from M.Com spoke about excursion, Ashwini from B.Sc. FAD spoke about industry visit, Anusha from BBA spoke about student seminar, and Prabhas spoke about parking facility. Dr Suresh also told the students to be ambassador of discipline and also told the representatives to communicate the fee payment issues to the students as the institution is self-financing institution providing state of art infrastructure and education to all sections of society.

This agenda was proposed by Mrs. B. Rammya and seconded by Mr. Narayanaswamy S G

VOTE OF THANKS

The meeting ended with vote of thanks by Mrs. Rammya who thanked all the members for a very fruitful deliberations of two hours. She thanked Sri K S Nagendra, Industry expert for gracing the meeting and offering constructive suggestions through online mode, Sri B R Viswanath Setty for his valuable insights and Dr Manandi N Suresh for his enormous suggestions. She also thanked them for their continuous support, motivation, and advice for the advancement of the institution. She also thanked Dr R Parvathi who has been the backbone for the institution and all other members and student representatives for their active participation and deliberations during the second meeting for the Academic Year 2022-23. The meeting ended with snacks and tea/coffee served to the attendees.

VET FIRST GRADE COLLEGE



B Rammya
IQAC CO-ORDINATOR

IQAC Coordinator



Dr R Parvathi

IQAC Chairperson

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

VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bengaluru – 560078
Action Taken – Meeting dated 06TH OCT 2022 Presented on 23rd Dec 2022

SL. NO	AGENDA	PROCEEDINGS OF THE MEETING	ACTION TAKEN
1	Welcome	Welcome by Dr R Parvathi	-
2	Approval of proceedings of previous meeting and action taken report	<ul style="list-style-type: none"> • Proceedings of the previous meeting circulated to all members through mail • Action Taken report mailed 	<ul style="list-style-type: none"> • No queries reported and proceedings unanimously accepted by all members
3	Reconstitution of the committee	<ul style="list-style-type: none"> • Local Society member position is vacant • Student Representatives Reconstituted 	<ul style="list-style-type: none"> • Position needs to be filled • Students from B.Com, B.Sc. FAD, BCA, BBA and M.Com included
4	Calendar of events 2022-23	<ul style="list-style-type: none"> • Calendar of events for 22-23 presented 	<ul style="list-style-type: none"> • II semester NEP batch exam from 7th Oct 2022-19th Oct 2022 • Student exchange program – M.com – 6 students went to Sindhi College for 2-day workshop on Financial Modelling for Business – 8th and 9th Oct 2022 • Valmiki Jayanthi Observed – 10/10/2022 • World Mental Health Day observed – 11/10/22 • Kannada Book Release – 18/10/22 – Language Department • Koti Kanta Gayana – Karnataka Day Commemoration -28th Oct 2022 • Arena Animation program – 28/10/2022

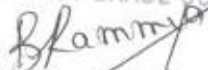
- | | | |
|--|--|---|
| | | <ul style="list-style-type: none"> • Sardar Vallabhai Patel Day – Unity Day celebrated (Exhibition) – 31st Oct 2022 • Learning with Fun-Marketing promotion-Vi -8/11/2022 • Role play – BBA – Vanijya Milana Activity – 8/11/2022 • Vanijya Milana Activity – Pick and Speak – BBA – 9/11/2022 • FDP on Financial Planning and Investment Awareness in association with NSE – 5 faculty attended • A Aa E Ee Orientation program – all final years – 12/11/2022 • Placements – Part time program – 12/11/2022 • FDP – in association with CESS: learning based outcomes – 14/11/2022 • Soft Skills training – 17/11/2022 • Arena Animation workshop – VFX Audio Video Software – 17/11/2022 • Blood Donation Camp – in association with Rotary Midtown, Red Cross and NSS – 18/11/2022 • Walkathon – Supporting Bling Cricket in association with Samarthanam Trust – 19/11/2022 |
|--|--|---|

- Voting Rights – Teaching faculty – 19/11/2022
- Voting rights awareness for students – 21/11/2022
- Kannada Rajyothsava Day observed – 22/11/22
- Knowledge Hunt – Library Committee Activity – 23/11/2022
- Essay Writing on Plastic waste discharge / alternate use of waste – essay writing conducted – 24/11/2022
- Chittara Club activity – Guess the song – 25/11/2022
- Organisation chart presentation – BBA III semester students – 29 and 30th Nov 2022
- Bisra Munda Anniversary – Debate Competition – 30/11/2022
- Breast Cancer Screening Camp in association with Rotary – 2/12/2022
- Industry Visit – Experiential Learning – III and V semester BBA – 7/12/2022 Akshaya Pathra
- M.Com Practical Exam – 8th and 10th Dec 2022 – 3 colleges tagged
- Investiture Ceremony – 9/12/2022 – Batch Pinning
- Rotaract Installation 2022-23 – 10/12/2022
- PTM – Interaction with

			<p>parents and students – I-year UG programs – 10/12/2022</p> <ul style="list-style-type: none"> • Time Institute – Career Guidance program – 12/12/2022 • Chittara Club – Face Painting and Pencil Sketching – 16/12/2022
5	Planning for the academic year 2022-23	<ul style="list-style-type: none"> • Academic Activities Planned • Inter Collegiate Cricket and Throwball Tournament • National / State Level conference • Short term Course 	<ul style="list-style-type: none"> • Workshops and Seminars program wise planned • Planned for 13-15th Dec 2022 but postponed to Jan 3-5, 2023, due to intermittent rains • Planning in progress to organize multi-disciplinary one • Fabric Painting Course for B.Sc. FAD students – ongoing • Courses under Infosys Springboard and stock byte app in progress
6	Status of admission	<ul style="list-style-type: none"> • Highlighted by the Principal 	<ul style="list-style-type: none"> • PG admissions in progress
7	Commencement of I semester batch 2022-23	<ul style="list-style-type: none"> • Classes commenced from 7th Sep 2022 • Short term course on “Basic Communication Skills 	<ul style="list-style-type: none"> • Classes conducted as per NEP syllabus • Commenced from 10/10/2022 for 12 days and completed
8	Appointment and resignation of staff	<ul style="list-style-type: none"> • Mentioned by Director that all vacant positions duly filled 	<ul style="list-style-type: none"> • Acknowledged by management • B.Sc. FAD vacancy filled
9	Increments 2022-23	<ul style="list-style-type: none"> • Increments proposed 	<ul style="list-style-type: none"> • Duly approved, sanctioned by

			management
10	Approval of short-term courses	<ul style="list-style-type: none"> • Advance Excel • Basic Communication Skills – 2022-23 • NSDC course 	<ul style="list-style-type: none"> • Completed and certificates distributed on 17/12/2022 • Completed, Assessment done and certificates to be distributed • To be started. Awaiting for inspection.
11	Infrastructure Augmentation	<ul style="list-style-type: none"> • Infrastructure provided 	<ul style="list-style-type: none"> • Effectively utilised
12	Submission of AQAR 21-22	<ul style="list-style-type: none"> • Qualitative metrics and Quantitative metrics 	<ul style="list-style-type: none"> • Ready – criteria 1 and 2 uploaded – other 5 criteria pending
13	Any other subject	<ul style="list-style-type: none"> • Club Activities • AAA -21-22 • Open Elective – I semester • Open elective – III semester • AQAR 2021-22 submission • Feedback System 	<ul style="list-style-type: none"> • Chittara Club activities commenced • AAA in progress • Classes conducted as per chosen courses by students • Open elective only for BCA and B.Sc. FAD • For B.Com and BBA – Financial Education and Investment Awareness • Deadline not announced. In progress as mentioned above • Feedbacks from Stake holders and SSS is collected
14	Vote of Thanks	Proposed by IQAC Coordinator Mrs. B Rammya	-----

VET FIRST GRADE COLLEGE


B. Rammya
IQAC COORDINATOR

IQAC coordinator


Dr. Parvathi

Principal & Academic Director

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

Broad Outline for Discussion on IQAC meeting on 23rd Dec 2022

Agenda 3 - Commencement of classes for III sem and V sem UG programs

- Date of commencement of **classes for III sem and V sem UG programs from 4/11/2022** due to Covid 19 impact and also change in Calendar between NEP Batch and Non-NEP Batch

Agenda 4 – Valuation

- Dr R Parvathi – BOE chairperson for I and II semester UG B.Com
- Dr R Parvathi – BOS member for BA marketing. Meeting attended by Dr R Parvathi and Rammya
- Question paper setter for II semester examinations – Dr R Parvathi, Mr. Narayanaswamy, Mrs. Bharathi P S, Mrs. Shilpa, Mrs. Rammya, Mrs. Gowri Hebbar, Mrs. Tanuja, Mrs. Pragathi Prakash
- Following staff deputed to valuation work at BCU
 - Bharathi PS
 - Shilpa R
 - Ambily
 - Gowri Hebbar
 - Pragathi
 - Swetha
 - Febina
 - Chandrakala
 - Narayanaswamy
 - Rangaswamy
 - Jagadish
 - ShamimUnissabi
 - Lokeshwari
 - Rammya
 - Shruthi
 - Preethi
 - Indrani

- Dr R Parvathi, Smt Rammya Smt Gowri Hebbar, Smt Pragathi Prakash and Smt Lokeshwari attended Training program on Financial Education and Investment Awareness on 9th and 10th Nov 2022

Agenda 5 – Inter Collegiate Cricket and Throwball Tournament

- Dates – 13,14 and 15 th December postponed to January 2023 due to unprecedented rains
- Cricket – 29 teams registered
- Throwball – 13 teams registered

Note: Due to Postponement, some colleges may withdraw due to preparatory examinations at their respective colleges. Poster and invitation is enclosed in the mail for more information.

Agenda 6 – National Conference

- Tentatively Planned for Feb 2023 / March 2023 – planned for State level
- Publications in ISBN and ISSN
- Multidisciplinary Conference

Agenda 7 – Experiential Learning

- Industry visit to Akshaya Patra for III and V sem BBA organised
- Bank visit for BBA students planned
- Community service by B.Com students
- Rotract Installation done on 10th Dec 2022
- Visit to Chinnaswamy Stadium – 50 students – NSS

Agenda 8 - Committees and Student Association

- Committee meetings held – programs organised, and minutes recorded
- Investiture ceremony organised for distribution of batches for student Welfare and Alumni Association

- Alumni meet proposed on 31st Dec 2022
- Parichaya - Fresher's Day – 20th Dec 2022
- Certificate Ceremony

Agenda 9 – NIRF and AISHE

- NIRF – in progress – last date for submission – 06th Jan 2023
- AISHE – in progress – last date for submission – 20th Jan 2023

Agenda 10 – AQAR date extension

- AQAR 2020-21 date extended upto 31st Dec 2022
- Institution submitted in Jan 2022 itself and the same was accepted
- AQAR 2021-22 – in progress – 2 criterion – uploaded in NAAC portal

Agenda 11 – Any other subject

- Extension Activities – Police examination
- Entrepreneurship Workshops
- Chittara Flash Mob
- Faculty Recreation

VET FIRST GRADE COLLEGE
Blammya
IQAC CO-ORDINATOR

P. H. S.
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Dr. R. Parvathi M.Com, M.Phil, Ph.D-Finance, Ph.D-Commerce
Director (Academic) & Principal
email: parvathi3838@gmail.com

College Code: 2413

VET/FGC-688/2022-23

Date: 06/03/2023

IQAC MEETING NOTICE

The Third IQAC meeting for the Academic Year 2022-23 is scheduled on 20th March -2023 at 3.00 P.M. in the Board Room. All the IQAC members are hereby invited to attend the meeting and constructively discuss and deliberate during the meeting. The agenda for the meeting is enclosed herewith.

Agenda

1. Welcome
2. Proceedings of previous meeting & action taken report
3. Stakeholders Feedback
4. Examination Feb/Mar 2023
5. Commencement of Even Semester classes.
6. Academic activities for Even Semester
7. Short Term Courses
8. Preparation for 3rd Cycle NAAC
9. Placement
10. Any other Subjects
11. Vote of thanks



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I Q A C
IQAC

VET FIRST GRADE COLLEGE
J P NAGAR, BANGALORE-78

IQAC committee members for the Academic year 2022-2023

1. Chairperson - Dr. R. Parvathi
2. Management Nominee - Sri. B. R. Viswanath Setty
- Dr. Manandi N Suresh
3. Faculty Members - Smt. Bharathi .P.S.
- Sri. Narayanswamy .S.G.
- Smt. Gowri Hebbar
- Smt. Shilpa.R
- Smt. Febina.K.S.
- Smt. Lokeshwari .D. V.
4. Students - H. Prabhas - V Sem B.Com
- SUDESHANA HOSAHALLI-V Sem B.Com
- PREETHI - V Sem B.Com
- BHAVINI - V Sem B.Sc FAD
- ASHWINI - V Sem B.Sc FAD
- KAVYA.S.K.- V Sem BCA
- ANUSHA - V Sem BBA
- VISHNU - III Sem M.Com
5. Alumni Member - Smt. Ambily .I.P.
6. Industrial expert - K.S. Nagendra
7. Administrative Officer - Smt. Deepa Jogi
- Sri. Murali .J.
8. Local Society nominee -
9. IQAC Coordinator - Smt. B. Rammya


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J.P. Nagar, Bangalore-560 078.

IQAC MEETING PROCEEDINGS

Date: 20th March 2023

Day: Monday, Time: 3pm – 4.30pm

Venue: – VET FGC Board Room and Online (Hybrid Mode)

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes and Action taken report presentation.
3. Stakeholders feedback
4. Examinations – March/April 2023
5. Commencement of even semester classes
6. Academic Activities for even semester
7. Short term courses
8. Preparation for 3rd Cycle NAAC
9. Placement
10. Any other subject
11. Vote of thanks

MEMBERS PRESENT

1. Dr. R. Parvathi
2. Mr. K S Nagendra (online)
3. Sri. B R Viswanath Setty (online)
4. Dr Manandi N Suresh
5. Narayanaswamy S G
6. Bharathi P S
7. Shilpa R
8. Gowri Hebbbar
9. Febina K S
10. Ambily I P
11. Murali J
12. Deepa Jogi
13. Lokeshwari D V
14. Dr. B Rammya

Student Representatives

Vishnu, Prabhas, Sudeshana, Preethi, Anusha, Bhavani, Kavya and Ashwini

PROCEEDINGS

The 3rd IQAC meeting for the Academic year 2022-23 was held in the VET Management Board Room and also online through Microsoft team's platform on 20th March 2023. The agenda and the action taken report were shared to all members as usual before the meeting for any clarification.

WELCOME:

Dr R Parvathi, IQAC chairperson extended a formal welcome to Sri K S Nagendra in absentia-Industry expert, Sri Viswanath Setty, President, Dr Manandi N Suresh, Honorary Secretary; and all other members present to the third meeting for the academic year 2022-23. She requested all the members to deliberate constructively and offer suggestions for the benefit and improvement of the institution as has been the tradition in all meetings at the institution. During the Welcome note she expressed her appreciation to Rammya B – Management and Rangaswamy H T- Kannada for receiving Ph.D from Mysore University and Bangalore University respectively. Sri BR Viswanath Setty and Dr Manandi N Suresh Congratulated them for their achievements and also assured about their recognition in financial terms during the annual increment. Principal also expressed that many other staff are also planning to pursue PhD.

APPROVAL OF MINUTES OF PREVIOUS MEETING and ACTION TAKEN REPORT:

Dr. Rammya B welcomed the Chairperson and started the agenda highlighting that the minutes of previous meeting was mailed to all the members seeking their opinion and further sought the approval of the same in the meeting. The approval was given by all the members present online and offline as well.

She also briefly presented the action taken for the previous meeting and the same was approved by the members present in the meeting.

Dr. Rammya B then sought the approval for the same and it was readily given. This agenda was proposed by Dr R Parvathi and seconded by Dr Manandi N Suresh.

STAKEHOLDERS FEEDBACK

The next agenda for the meeting was on the stakeholder's feedback and the same was discussed by Dr Rammya. She mentioned that all the forms for the academic year 2022-23 namely Student feedback on curriculum, alumni feedback, parent feedback, faculty feedback and SSS (Students satisfaction

survey) are prepared and of which Parent, Alumni and Student feedback on curriculum has been shared to the concerned stakeholders. She mentioned that the same would be analysed, action taken and published in the website before the end of the academic year 2022- 2023. Also, she highlighted that faculty feedback and SSS would be shared shortly to the concerned for the data collection.

This agenda was proposed by Dr Rammya and seconded by Mrs. Shilpa R, Coordinator VET Potential

EXAMINATIONS – MARCH / APRIL 2023

The next agenda was about the examinations- this time it is divided into Non-NEP and NEP batch as final year students belong to Non-NEP syllabus and 1st and 3rd Semester students belong to NEP batch. She highlighted that the 5th semester Non-NEP exams commenced from 6th March 2023 and would be completed by 21st March 2023 along with the repeaters of Non-NEP Batch. She then mentioned that NEP batch students would be starting their examinations from 28th March 2023 which would be completed by 3rd week of April 2023. She also expressed the various challenges of UUCMS with respect to internals, attendance, especially lateral entry admission and transfer students related problems at University level.

She also mentioned that since examinations are stretching for over 2 months, the calendar of events would be bit disturbed and also this may affect the commencement of odd semester and even semester of year 2022-2023.

COMMENCEMENT OF EVEN SEMESTER CLASSES

The next Agenda was on commencement of even semester classes for the academic year 2022-23. This was discussed by Dr R Parvathi. She mentioned that since examinations for the odd semester have been delayed, the commencement of even semester classes would also be delayed. She mentioned that the institution has not yet received the calendar of events from the university. She also mentioned that for final years, since examinations are getting over by 21st March 2023, the college proposes to organize cultural and sports events to the students starting 27th March 2023. The even semester for 2nd and 4th semester NEP batch would be sometime in the second week of April 2023 as their examinations would be commencing only from 28th March 2023 as mentioned in the previous agenda.

Dr M Suresh enquired about the curriculum for the new batch of NEP for the 4th semester and Dr Parvathi mentioned that the same has been discussed and taken care of by the syllabus framing committee. Sri Viswanath Setty asked

whether the faculty members have been oriented on the same and Dr R Parvathi mentioned that faculty members would be briefed in detail in the orientation sessions by the University when the even semester commences and many of our staff like Dr R Parvathi, Bharathi Ps and Naryanswamy are also resource person for syllabus orientation at BCU.

This agenda was proposed by Dr R Parvathi and seconded by Sri Viswanath Setty.

ACADEMIC ACTIVITIES FOR EVEN SEMESTER

The next agenda was on academic activities for the upcoming semester. This was discussed by all the Heads of the department. Dr Parvathi directed them to list out the seminars, workshops and other academic activities that would be conducted once the class for even semester commences. She stressed on conducting a minimum of 2 events relating to the academics in each department. The agenda was proposed by Dr Parvathi and seconded by Mrs Bharathi P S

SHORT TERM COURSES

The next topic of discussion was on Short term courses for the Academic year 2022-23. Mrs. Gowri Hebbar mentioned that students have done selected specialized certification course in association with Infosys Springboard and have also submitted the certificates for the same. Mrs. Febina added that BCA students have also done courses on Advance Python using ML, Cyber Security, Networking among others in association with Glovish technology. Mrs. Bharathi P S mentioned that the Fashion Design Department has conducted 4 short term programs namely- Fevicryl Fabric Painting, Advanced Fashion Illustration, Advanced Draping and Basic Painting Technique and students are also taking part in Infosys spring board and IIT Bombay courses. Dr. Rammya mentioned that M.Com students have undergone a course on E-Marketing and Management for 80 hours in association with Pro Epitome Square in addition to Google certification courses. In addition, Mrs. Lokeshwari mentioned that the institution has tied up with IIT Bombay and students of all disciplines have been instructed to take up courses.

The agenda was proposed by Dr. Rammya and seconded by Mrs. Gowri Hebbar

PREPARATION FOR 3RD CYCLE NAAC

The next topic was on 3rd Cycle of NAAC accreditation. Dr R Parvathi mentioned that the institution has already started the preparation for the 3rd cycle of accreditation. She mentioned that the faculty members have been briefed about the same and responsibilities were assigned to the respective heads of the department as to what is required of them criteria wise and how

they should prepare the presentation to be given when the NAAC Peer team visits the institution. She also mentioned that the institution is having special meetings for the same and also reviewing meetings on what and how much progress has been achieved. Dr Parvathi also mentioned that she along with Dr. Rammya were working on the quantitative metrics that needed to be submitted for SSR. This agenda was proposed by Dr. Parvathi and seconded by Dr. Rammya

PLACEMENTS

The next agenda for discussion was on placements for the academic year 2022-23. This was discussed in detail by Dr R Parvathi. She mentioned that the institution plans to start the placement activities in the month of May/June 2023 after the even semester classes for VI semester commences in April 2023. She mentioned that the students have undergone certification courses in various domains and that it would help the students in finding more apt and suitable offers for themselves. She mentioned that the placement cell of the institution is active and would be arranging for placement drives for all the final year students of all the streams.

Mr. Setty enquired about companies that would be visiting the institution. Dr. Parvathi mentioned that companies like HGS, Wealth Glow, Karur Vysya Bank, and others have visited last year, and the college would be arranging for this year as well in addition to other new companies. The agenda was proposed by Dr. R Parvathi and seconded by Dr Manandi N Suresh

ANY OTHER SUBJECT

The last topic of the discussion was on any other subject and the following points were discussed.

Dr. Rammya mentioned that the AQAR submission for the year 2021-22 was done on 8th Feb 2023 by the institution and the NAAC had given 15 days to update or correct any data that was already entered. The AQAR was approved on 24th Feb 2023. She also mentioned that the last date was 28th Feb 2023 which has been extended to 31st May 2023 as per notification dated 13th Feb 2023. All the members present appreciated the efforts taken by the institution to submit much before the due date.

The next discussion was on Admissions for 2023-24. Dr. Parvathi mentioned that the process has already begun, and pamphlets have been printed for the purpose of distribution. She highlighted that as PU board exams are going on and VET Manandi PU College is a center for some colleges, this opportunity could be capitalized and mentioned that Mr. Narayanaswamy S G and his team have been assigned the responsibility of counseling and distributing the pamphlets to the students who are writing examination in PU college. Also, she

mentioned that the team is approaching outside institutions that have only PC wing for the purpose of admissions. Dr. R Parvathi mentioned about having a MOU with MLA Higher Learning and also highlighted on the workshop organised under the same. She also has proposed various infrastructure augmentations with respect to Gym, Library, Computer Science and Fashion Technology. Mr. Setty has proposed to come up with digital library for degree college and Karthik N Setty has given consent to sponsor required equipment for digital library. Dr Manandi N Suresh also proposed to come up with the Solar panel for the institution to support the institution with alternate energy.

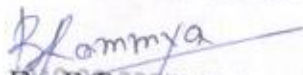
Next Mr. Narayanaswamy mentioned about the successful completion of 7-day NSS Camp for the year 2022-23. This time the camp was conducted in Attiguppe village and he mentioned that 55 students including 4 staff members attended the camp. The students painted the Government school building in addition to the normal activities like health and hygiene, sanitation, trekking etc. The management representatives applauded the efforts of the Principal, NSS Coordinator and all supporting faculty members.

Mrs. Bharathi P S mentioned about the General quiz that was conducted for all the students and mentioned that around 197 students participated in both prelims and finals.

Next the Principal spoke about organising Graduation Day for the outgoing batch of 2022-23. She proposed that it would be held sometime during June / July 2023. Dr. Parvathi mentioned that the planning for National / State level multidisciplinary conference is under progress. The agenda was entirely proposed by Dr R Parvathi and seconded by Mr. Narayanswamy S G.

VOTE OF THANKS

The meeting ended with vote of thanks by Dr. Rammya who thanked all the members for very fruitful deliberations of one and half hours. She thanked Sri K S Nagendra, Industry expert (in absentia), Sri B R Viswanath Setty for his valuable and innumerable insights and Dr Manandi N Suresh for his enormous suggestions. She also thanked them for their continuous support, motivation, and advice for the advancement of the institution. She also thanked Dr. R Parvathi who has been the backbone for the institution and all other members and student representatives for their active participation and deliberations during the third meeting for the Academic Year 2022-23. The meeting ended with snacks and tea/coffee served to the attendees.


Dr. B Rammya

IQAC Coordinator


Dr. R Parvathi

IQAC Chairperson

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


VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bengaluru – 560078
Action Taken – Meeting dated 23rd Dec 2022 Presented on 20th Mar 2023

SL. NO	AGENDA	PROCEEDINGS OF THE MEETING	ACTION TAKEN
1	Welcome	Welcome by Dr R Parvathi	-
2	Approval of proceedings of previous meeting and action taken report	<ul style="list-style-type: none"> • Proceedings of the previous meeting circulated to all members through mail • Action Taken report mailed 	<ul style="list-style-type: none"> • No queries reported and proceedings unanimously accepted by all members
3	Commencement of classes for III and V semester for Academic year 2022-23 UG	<ul style="list-style-type: none"> • Commenced as per University Calendar 	<ul style="list-style-type: none"> • Commenced on 4th Nov 2022 • I internals –9/1/2023-16/1/23 • Neuro Science of Music and Dance -10/1/23 • Corporate Accounting workshop – 6/1/23 • Financial Accounting workshop – 10/1/2023 • Kannada workshop on Preethiya Unniyatha nelegalu – 11/1/23 • Seminar on computer vision – 12/1/23 • Importance of employability skills – 12/1/23 • Orientation on CMA – 12/1/23 • Seminar on Financial reporting – 13/1/23 • Seminar on Role of English literature – 18/1/2023 • Skill set required for future workforce – 1/2/23 • Inner wheel club –

			<p>Menstrual Cups program for girls – 2/2/2023</p> <ul style="list-style-type: none"> • Quiz Finals – Faccio Club – 7/2/2023 • Skill training for MCOM – 20 days @ 4 hours each -started on 6/2/2023 • Intellectual Property Rights – 01/03/23 • Orientation on CA / CS – 19/1/23 • Workshop on statistical technique-Correlation and Regression – 23/1/23 • II internals – 20/2/2023-28/2/2023
4	University Assignments	<ul style="list-style-type: none"> • List was presented 	<ul style="list-style-type: none"> • Appreciated by all • Paper setters for upcoming examination as well
5	Inter Collegiate Cricket Tournament	<ul style="list-style-type: none"> • conducted on 3rd Jan to 5th Jan 2023 for boys • Throwball for girls conducted on 3rd Jan-4th Jan 2023 	<ul style="list-style-type: none"> • Leather ball tournament – organised first time for boys • 29 teams participated for cricket • 15 teams participated for throwball tournament
6	National Conference	<ul style="list-style-type: none"> • Planned for April-May 2023 	<ul style="list-style-type: none"> • Brochure prepared • Date finalized – 19th May 2023 • Preparations are ongoing
7	Experiential learning (Industry Visit, Bank visit)	<ul style="list-style-type: none"> • Planned for BCom and BBA • B.Sc FAD 	<ul style="list-style-type: none"> • Visit to Times of India for B.Com and BBA • Visit to Lawrence Clothing Pvt Ltd – 20Jan2023. • Field visit to Weaves - Handloom Textiles of India-20Feb2023

		<ul style="list-style-type: none"> M.Com 	<ul style="list-style-type: none"> Company visit to VRK Designs – 06Feb2023 Field visit to Weaves - Handloom Textiles of India-20Feb2023 Visit to S & C Invotek Filtration Products- 03Mar2023
8	Committees and student association	<ul style="list-style-type: none"> Alumni meet proposed 	<ul style="list-style-type: none"> Held grandly on 31st Dec 2022
9	NIRF and AISHE	<ul style="list-style-type: none"> to be submitted 	<ul style="list-style-type: none"> Submitted NIRF Submitted AISHE
10	AQAR date extension	<ul style="list-style-type: none"> Extended up to 28th Feb 2023 	<ul style="list-style-type: none"> The institution has already submitted AQAR for 21-22 in Jan 2023 and same is approved
11	Infrastructure Augmentation	<ul style="list-style-type: none"> Gym Proposed 	<ul style="list-style-type: none"> In progress
12	Any other subject	<ul style="list-style-type: none"> Police exams NEP ready FDP 	<ul style="list-style-type: none"> held on 8th Jan 2023 in the campus NEP ready FDP in association with CESS completed
13	Vote of Thanks	Proposed by IQAC Coordinator Mrs. B Rammya	-----


 B. Rammya
 VET FIRST GRADE COLLEGE
 IQAC coordinator
 IQAC CO-ORDINATOR


 Dr. Parvathi
 Principal & Academic Director
 PRINCIPAL
 V.E.T. FIRST GRADE COLLEGE
 J.P. Nagar, Bangalore-560 078.



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V.E.T. FIRST GRADE COLLEGE

Permanently Affiliated to Bengaluru City University . Recognised Under 2(f) & 12(B) of UGC Act . 2nd Cycle NAAC Accredited

Dr. R. Parvathi M.Com, M.Phil, Ph.D-Finance, Ph.D-Commerce
Director (Academic) & Principal
email: parvathi3838@gmail.com

College Code: 2413

Date: 15/05/2023

IQAC MEETING NOTICE

The fourth IQAC meeting for the Academic Year 2022-23 is scheduled on 30th May –2023 at 3.00 P.M. in the Board Room. All the IQAC members are hereby invited to attend the meeting and constructively discuss and deliberate during the meeting. The agenda for the meeting is enclosed herewith.

Agenda

1. Welcome
2. Proceedings of previous meeting & action taken report
3. Conference 2023
4. Feedback 2023
5. Academic Programs – 2022-23
6. Placement
7. Admissions 2023-24
8. Calendar of events 2023-24
9. Preparation for 3rd Cycle NAAC
10. Any other Subjects
11. Vote of thanks


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

IQAC Committee Members for the Academic year 2022-2023

1. Chairperson - Dr. R. Parvathi
2. Management Nominee - Sri. B. R. Viswanath Setty
Dr. Manandi N Suresh
3. Faculty Members - Sri. Narayanswamy .S.G. *S.G.*
- Smt. Bharathi .P.S. *Bharathi P.S.*
- Smt. Shilpa.R *Shilpa.R*
- Smt. Gowri Hebbar *Gowri Hebbar*
- Smt. Febina.K.S. *Febina.K.S.*
- Smt. Lokeshwari .D.V. *Lokeshwari*
4. Students - H. Prabhas III Year B.Com *Prabhas*
- Sudeshana Hosahalli III year B.Com
- Anusha III Year BBA
- Kavya.S.K. III Year BCA
- Bhavani.M. III Year B.Sc FAD
- Ashwini III Year B.Sc FAD
- Preethi.H. III Year B.Com
- Vishnu II Year M.Com
5. Alumni Member - Smt. Ambily. I.P. *Ambily*
6. Industrial expert - K.S. Nagendra
7. Administrative Officer - Smt. Deepa Jogi *Deepa*
- Sri. Murali J. *Murali J.*
8. Local Society nominee -
9. IQAC Coordinator - Smt. B. Rammya *Rammya*

P. H. S.
PRINCIPAL
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore-580 078.

IQAC MEETING PROCEEDINGS

Date: 30th May 2023

Day: Tuesday, Time: 3pm onwards

Venue: – VET FGC Board Room

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes and Action taken report presentation.
3. Conference 2023
4. Feedback 2023
5. Academic programs 2022-23
6. Admissions 2023-24
7. Calendar of events 2023-24
8. Preparation for 3rd Cycle NAAC
9. Placement
10. Any other subject
11. Vote of thanks

MEMBERS PRESENT

1. Dr. R. Parvathi
2. Mr. K S Nagendra
3. Sri. B R Viswanath Setty
4. Dr Manandi N Suresh
5. Narayanaswamy S G
6. Bharathi P S
7. Shilpa R
8. Gowri Hebbar
9. Febina K S
10. Ambily I P
11. Murali J
12. Deepa Jogi
13. Lokeshwari D V
14. Dr. B Rammya

PROCEEDINGS

The 4th IQAC meeting for the Academic year 2022-23 was held in the VET Management Board Room and also online through Microsoft team's platform on 30th May 2023. The agenda and the action taken report were shared to all members as usual before the meeting for any clarification.

WELCOME:

Dr R Parvathi, IQAC chairperson extended a formal welcome to Sri K S Nagendra in absentia-Industry expert, Sri Viswanath Setty, President, Dr Manandi N Suresh, Honorary Secretary; and all other members present to the third meeting for the academic year 2022-23. She requested all the members to deliberate constructively and offer suggestions for the benefit and improvement of the institution as has been the tradition in all meetings at the institution. During the Welcome note she expressed her appreciation to Rammya B – Management and Rangaswamy H T- Kannada for receiving Ph. D from Mysore University and Bangalore University respectively. Sri BR Viswanath Setty and Dr Manandi N Suresh Congratulated them for their achievements and also assured about their recognition in financial terms during the annual increment. Principal also expressed that many other staff are also planning to pursue PhD.

APPROVAL OF MINUTES OF PREVIOUS MEETING and ACTION TAKEN REPORT:

Dr. Rammya B welcomed the Chairperson and started the agenda highlighting that the minutes of previous meeting was mailed to all the members seeking their opinion and further sought the approval of the same in the meeting. The approval was given by all the members present online and offline as well.

She also briefly presented the action taken for the previous meeting and the same was approved by the members present in the meeting. Dr. Rammya then sought approval for the same and it was readily given.

Mrs. Febina, Coordinator BCA added that BCA students have undergone Java and Full Stack Development short term courses. Dr Rammya highlighted that as Analytics is the need of the hour, a short-term course on the same could be offered to B.Com, BBA and M.Com students. Dr Parvathi agreed and assigned the responsibility to Mrs. Gowri Hebbar, HOD Commerce Dept and Dr Rammya, Coordinator BBA and M.Com. She told to collect names and also sought the approval of management regarding sponsoring half of the course fees as is the tradition at VET First Grade College. Mrs. Lokeshwari spoke about IIT Bombay courses and Dr Parvathi asked her to inform the class mentors to take care of the same.

This agenda was proposed by Dr R Parvathi and seconded by Dr Manandi N Suresh.

CONFERENCE 2022-23

The next agenda, Conference 2022-23 was discussed by Dr R Parvathi. She mentioned that the conference was held on 19th May 2023 titled “ Contemporary Evolution in General Education and Industry 5.0” and witnessed participation from over 300 delegates in hybrid mode. She stated that the Vice Chancellor of BCU Prof. Lingaraja Gandhi was the chief guest and Key note speaker was Dr Pushpa Rani from Mother Teresa University, Tamil Nādu. She mentioned that 2 books – ISBN and Conference Souvenir was released on the same day by the dignitaries. She highlighted that the Vice Chancellor appreciated the institution for organising the conference on the much relevant title and for being a truly multidisciplinary institution as envisaged by NEP 2020.

Dr Rammya added that UGC publication for the research articles presented during the conference is in pipeline. Sri B R Viswanath Setty and Dr Manandi N Suresh appreciated the Principal and her team for the great job and Dr Parvathi placed on record appreciation for Organising Secretary Dr Rammya and other organising committee members. The agenda was proposed by Dr Parvathi and seconded by Sri B R Viswanath Setty.

FEEDBACK 2022-23

The next agenda discussed was Feedback 2022-23. Dr Rammya mentioned that the Student feedback on curriculum, parent and alumni feedback is ready, and Faculty Feedback has been collected and the same needs to be analysed and action taken. Also, she mentioned that the SSS-Student Satisfaction Survey 2022-23 needs to be collected. Dr Parvathi instructed that the SSS can be sent to all students for taking their feedback. The agenda was proposed by Dr Rammya and seconded by Dr Parvathi.

ACADEMIC PROGRAMS 2022-23

Academic Programs 2022-23 was the next agenda, and this was discussed by Dr Parvathi. She mentioned that the even semester has commenced from April 2023 for all UG programs and will commence from June 1st, 2023, for M.Com. Dr Parvathi mentioned that departments are required to conduct 2 workshops and seminars each, 2 career orientations, Placement drives for final year students, Annual Sports meet and Culrav – Inter Collegiate Fest, Fashion Show, Graduation day. Mrs. Bharathi P S, HOD B.Sc. FAD added that the department plans to take students to Tirupur for Industry visit and asked about Pleasure

Trip. Dr Parvathi suggested to check on a one-day resort visit and gave the contact of Mr. Harsha Narayan for the same.

Mrs. Bharathi P S also suggested that the institution organize an Inter College Independence quiz on the occasion of Amruth Mahotsava under the banner of Faccio Club. Dr Parvathi asked her to come with plan for the same.

This agenda was proposed by Dr Parvathi and seconded by Mrs. Bharathi P S

ADMISSIONS 2023-24

Admission 2023-24 was the next discussion for the meeting, and this was discussed by the Principal. Dr Parvathi presented statistics regarding the admissions and mentioned that BCA seats are almost filled-50, B.Com 60 admissions are filled, BBA 12, B.Sc. FAD 4, B.Com Data analytics 12 and BA 2 seats have been filled. She said that the admission process would still continue till June 2023. This was seconded by Sri B R Viswanath Setty.

CALENDAR OF EVENTS 2023-24

The next agenda for discussion was Calendar of events for 2023-24. Dr Parvathi mentioned that the same has not yet been received from the University but mentioned that I sem 2023-24 batch would commence from July 2023.

She however presented the delayed calendar for even semester 2022-23. She highlighted that for the final year students, mid of July 2023 would be the close of the academic semester and year. She added that the 1st internals for UG programs could be scheduled from 1st week of June 2023, Graduation day could be scheduled in the 2nd week of July 202, Fashion show in the 4th week of June 2023. The agenda was proposed by Dr Parvathi and seconded by Mrs. Shilpa P S

PREPARATION FOR 3RD CYCLE NAAC

Dr Rammya highlighted that the qualitative and quantitative metrics for submission of SSR for 3rd cycle NAAC is under preparation. She mentioned that preparations are going on in full swing. Dr R Parvathi presented the timeline for the same and mentioned that IIQA – Institutional Information for Quality Assessment, the first step needs to be submitted by 15th August 2023, SSR – Self-study report by September 2023, after which NAAC would take a 45 days' time for DVV[™] clarification together with SSS-Student satisfaction survey and other formalities. The NAAC visit could be expected in Jan / Feb 2024. The agenda was proposed by Dr Parvathi and seconded by Dr Rammya.

PLACEMENTS

The next agenda was discussion on placements for the 2022-23 batch of pass out students. Dr Parvathi mentioned that the alumni of the institution are supporting the institution in terms of placements. She highlighted about Ms. Jothi from B.Sc. FAD who is placed RSJ Inspection services Pvt Ltd and who is coming forward to organize drives. She also mentioned about Campus Drive placement initiative wherein students would be oriented for 2-3 days through workshop and then companies would be invited for placements. On selection, students would be issued a conditional order which would be finalized after their final examination results. This involves fees of Rs1000-1200 per student. Principal asked the placement committee members present in the meeting to organize the same in the month of July 2023. The agenda was proposed by Dr Parvathi and seconded by Mrs. Lokeshwari

ANY OTHER SUBJECT

The following points were discussed under any other subject.

First Dr Parvathi presented the budget for the upcoming academic year 2023-24 on rough basis. She mentioned that the salary component occupies the major portion and would come to 12 lakhs per month. She presented in detail regarding each heads on yearly basis like academic activities-10 Lakhs, Non academic activities -10 lakhs, Sports-2Lakhs, Laboratory – 10Lakhs, Infrastructure Augmentation – 10Lakhs, Library -5Lakhs, Affiliation and admission + 12 lakhs each, other expenses including NAAC expenses – 25Lakhs. Regarding the income, she mentioned that as admissions are still in progress, it could be correctly budgeted by next month. At this point, she instructed the HODs and Coordinators to take extra efforts for admissions as well.

Next point was on the Gym – Infrastructure augmentation. She highlighted that state of art gym equipment has been procured costing Rs 12 Lakhs and mentioned that the same was inaugurated on 20th May 2023 by the management members. She also stated that budget for indoor and outdoor sports would be Rs 1 Lakh. Principal also stated that Physical Director – Mr. Koushik has been appointed to take care of Physical education and sports activities at college.

She also mentioned about Resignations of Ms. Pragathi (for pursuing full time Ph.D.), Ms. Shruthi (better prospects) and Ms. Madhu (for maternity) and added that all positions have been filled – the new appointments being Ms. Rukmini, Ms. Sushma, Ms. Punithashree and Ms. Aishwarya from teaching and Ms.

Chaithra and Ms. Librarian in non-teaching and Mr. Koushik as Physical Director.

Ms. Ambily briefed about the Alumni Meet that happened on 26th May 2023 and mentioned that around 48 alumni from various batches had attended and Principal briefed them about the infrastructure augmentations that has happened over the years. It was also decided to invite the alumni for the NAAC visit as well. Ms. Ambily suggested to include Alumni Mr. Deepak Singh, Asst Prof as Alumni member for IQAC for the upcoming academic year and Dr Parvathi assigned the responsibility to Dr Rammya to discuss with him and update.

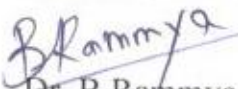
Dr Parvathi mentioned that the parent teacher interaction could be arranged online to brief the parents about the institutions' growth and also present the Annual report of all the program conducted during the year 2022-23. Ms. Gowri Hebbar was assigned the responsibility to arrange the same.

It was also discussed that as usual, felicitation to rank holders of BCU examinations would be done during Graduation day tentatively planned for 2nd week of July 2023. Also all the HODs and Coordinators were instructed to start the preparation of Newsletters of their respective departments.

Ms. Lokeshwari suggested to add Physical Director Mr. Koushik to IQAC and Dr Parvathi agreed for the same as Yoga and Sports are essential part of the NEP 2020 syllabus. The agenda was proposed by Dr Parvathi and seconded by Sri B R Viswanath Setty.

VOTE OF THANKS

The meeting ended with vote of thanks by Dr. Rammya who thanked all the members for very fruitful deliberations of one and half hours. She thanked Sri K S Nagendra, Industry expert (in absentia), Sri B R Viswanath Setty for his valuable and innumerable insights and Dr Manandi N Suresh for his enormous suggestions. She also thanked them for their continuous support, motivation, and advice for the advancement of the institution. She also thanked Dr. R Parvathi who has been the backbone for the institution and all other members and student representatives for their active participation and deliberations during the last meeting for the Academic Year 2022-23. The meeting ended with snacks and tea/coffee served to the attendees.


Dr. B Rammya

V.E.T. FIRST GRADE COLLEGE
IQAC Coordinator

IQAC CO-ORDINATOR


Dr. R Parvathi

IQAC Chairperson

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

VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bengaluru – 560078
Action Taken – Meeting dated 20TH Mar 2023 Presented on 30th May 2023

SL. NO	AGENDA	PROCEEDINGS OF THE MEETING	ACTION TAKEN
1	Welcome	<ul style="list-style-type: none"> Welcome by Dr R Parvathi Mentioned about awarding of Ph.D to Dr Rangaswamy and Dr Rammya 	<ul style="list-style-type: none"> Appreciated and congratulated by all members
2	Approval of proceedings of previous meeting and action taken report	<ul style="list-style-type: none"> Proceedings of the previous meeting circulated to all members through mail Action Taken report discussed 	<ul style="list-style-type: none"> No queries reported and proceedings unanimously accepted by all members
3	Stakeholders Feedback	<ul style="list-style-type: none"> Students Feedback on curriculum Parent Feedback Alumni Feedback Faculty Feedback SSS – Student Satisfaction Survey 	<ul style="list-style-type: none"> Analyzed and action taken Report prepared, analysed and action taken Feedback analysed and action taken Analysed Circulated among students for collection of feedback
4	Examination Mar/April 2022-23	<ul style="list-style-type: none"> Non NEP Batch NEP batch PG – M.Com 	<ul style="list-style-type: none"> V semester – UG programs – commenced from 06th March 2023 I semester and III semester NEP batch exams commenced from 28th March 2023 I and III semester commenced from 15th May 2023
5	Commencement of even semester classes	<ul style="list-style-type: none"> classes and calendar 	<ul style="list-style-type: none"> VI semester UG classes commenced from 10th April 2023 II and IV semester UG Classes

		commenced from 17 th April 2023
Academic activities for even semester	<ul style="list-style-type: none"> • Seminars, Workshops program wise and other activities 	<ul style="list-style-type: none"> • Industry Visit to Times of India for B.Com and BBA students on 17/3/2023 • Rangoli Competition 27/3/2023 • Ramanavami Celebrations – 30/3/2023 • Outdoor workshop on Communication in association with A Aa E Ee for bloom fellowship-4 B.Com students participated-2/4/2023 • Boys Volley ball tournament – 11/4/2023 • Dr B R Ambedkar Jayanthi celebrated – 13/4/2023 • Internship Guidelines Report Writing for B.Com and BBA – 24/4/2023 • IPR workshop for B.Com and BBA-Alumni Mr Madhu- 26/4/2023 • orientation on Competitive exams Unacademy for B.Com and BBA – 28/4/2023 • Workshop on Employability Skills X positions for BBA– in association with Inner Circle Deepak Justin – 3/5/2023 • Orientation on competitive examination in banking sector for B.Com, BBA and BCA- 9/5/2023 • Seminar on Full stack web developing for BCA – 12/5/2023 • Seminar on recent trends in Technology for BCA – 25/5/2023 • Workshop on Web developer for BCA – 29/5/2023

			<ul style="list-style-type: none"> • Vanijya Milana Activities – Add Zap Logo creation on 5/5/2023, Best Manager on 9/5/2023, Chart making on 12/5/2023 • Vanijya Dhara Activities – Just a minute on 24/5/2023 • Business Lab Activity – Business Quiz on 17/5/2023, Story behind success on 31/5/2023 • Chittara Club activity – Photography on 26/5/2023 • Spotlight Club activity – Spot the Difference on 25/5/2023 and Kannada pick and speak on 30/5/2023 • Alumni Meet – Coffee with principal on 27/5/2023 • NSS activity – Swatch VET on 27/5/2023
7	Short term courses	<ul style="list-style-type: none"> • B.Com • B.Sc FAD • BCA • BBA • M.Com 	<ul style="list-style-type: none"> • NASSCOM – Business Process Management and Digital 101 for B.Com and BBA • Textile Dyeing for B.Sc FAD in association with Weavers Service Centre, Government of India, Ministry of Textiles
8	Preparation for 3 rd Cycle NAAC	<ul style="list-style-type: none"> • Quantitative metrics • Qualitative Metrics 	<ul style="list-style-type: none"> • In progress
9	Placement	<ul style="list-style-type: none"> • Drives conducted 	<ul style="list-style-type: none"> • Shekar Eye Hospital Campus Drive for B.Com and BBA • RJS Inspection Services Ltd campus drive for B.Sc FAD and BCA students
10	Any other subject	<ul style="list-style-type: none"> • National Conference • Admission process - 	<ul style="list-style-type: none"> • Organised on 19/5/2023 and over 300 participants in hybrid mode • Admissions in progress

		23-24 <ul style="list-style-type: none"> • MOUs • Infrastructure Augmentation • Graduation Day 	<ul style="list-style-type: none"> • signed with MLA higher learning • Gym established and inaugurated on 20/5/2023 • Planned in June/July 2023
11	Vote of Thanks	Proposed by IQAC Coordinator Dr. B Rammya	-----


B. Rammya

IQAC coordinator
VET FIRST GRADE COLLEGE

IQAC CO-ORDINATOR


Dr. Parvathi

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