

# VET FIRST GRADE COLLEGE

JP Nagar, Bangalore-78

Date: 22-07-18

Day-Monday

## IQAC

### Meeting Proceedings

#### Agenda:

1. Review of previous meeting
2. Reconstitution of IQAC members.
3. Mentoring file to be updated and 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 programs
8. Alumni Engagement 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 and given due importance 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. Second cycle of NAAC do's and don't discuss.

## Proceedings

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

With permission of chairperson Dr.R.Parvathi, IQAC Coordinator Smt .Shilpa.R asked for suggestion of names as IQAC members, the members suggestion was taken into consideration and also management representative 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 monitoring file to be updated as per the format already framed for which all IQAC members agreed in accordance.

Dr R.Parvathi, Chairperson IQAC put forth the proposal to management regarding updating the ICT facilities for which whole heartedly management agreed to extend the ICT facility to most of the classrooms and also agreed to make the whole campus Wi-Fi enabled.

Smt Bharathi P.S , HOD BSc FAD suggested to have more valued added courses for the 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 Vishwanath Setty duly agreed to sanction the amount like every year and 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 updating in library facility, digital library, CD procurement etc.

Dr. R.Parvathi then put forth to the members to make Placement cell more stronger and requested Smt.Vidyashree, 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 chairperson Dr.R.Parvathi suggested not to lose hope but keep trying and focusing on placement, and also suggested to develop a kind of awareness program on career orientation or career awareness programs.

Smt.Ambily and Smt.Jayalakshmi.B Alumini members and also President and Secretary of Alumni Association putforth 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 assessment and accreditation which is due on Feb 19<sup>th</sup> ,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 two 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 and happening around them for which all members readily agreed upon under "Prakashanam " wall magazine , publication ,annual magazine all to be given due importance was suggested and decided.

The wall 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 the proposals of industries which can be visited.

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

Dr R.Parvathi suggested all the committee heads and members to submit their annual report at her 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 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 through website only for which we may have to have dynamic website which caters to all our present needs.

Smt Shilpa.R IQAC Cordinator and Smt.Bharathi .P.S discussed in length about the workshop conducted by NAAC on 21.07.2018 which was attended by them and briefed all the members about the 7 criterion on which our college will be evaluated , do's and don'ts ,DVV, 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 IQAC Cordinator.

Head of the Committee  
Shilpa.R  
IQAC Cordinator

Chairperson of the Committee  
Dr.R.Parvathi  
Principal