



Estd.: 1996

VASAVI EDUCATIONAL TRUST

www.vetfgc.edu.in



ವಿ.ಇ.ಟಿ. ಪ್ರಥಮ ದರ್ಜೆ ಕಾಲೇಜು
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

No. VET/FGC-1107/2021-22


Date: 06/05/2022

IQAC MEETING NOTICE

The Fourth IQAC meeting for the Academic year 2021-22 is scheduled on 24/05/2022 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. Review of Previous meeting minutes & action taken report.
3. Feedback Analysis & Action taken.
4. Commencement of Even Semester & Activities - 2021-22
5. AQAR - 2021-22 preparation
6. Sports 2021-22
7. Cultural activities - 2021-22
8. UG Examinations under NEP.
9. Strategies for the academic year 2022-23
10. Any other topic.
11. Vote of Thanks.


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

IQAC committee members for the Academic year 2021-2022

1. Chairperson - Dr. R. Parvathi
2. Management Nominee - Sri. B. R. Viswanath Setty
Dr. Manandi N Suresh
3. Faculty Members - Sri. Narayanswamy .S.G. *NS*
- 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.
4. Students - Monika. R III Year BCA
- Gokulashree II year M.Com
- Amoga C Gowda III Year B.Sc FAD
- Pruthvi.P III Year B.Com
- Anusha II Year BBA
5. Alumni Member - Smt. Ambily. I.P.
6. Industrial expert - K.S. Nagendra
7. Administrative Officer - Smt. Deepa Jogi *Dr*
- Sri. Murali J. *Murali J.*
8. Local Society nominee - Smt. Anitha .B.G.
9. IQAC Coordinator - Smt. B. Rammya *Brammya*

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

Jy.

Q

VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bengaluru – 560078
Action Taken – Meeting dated 15th Feb 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"> Unanimously appreciated and also approved by all members through mail.
3	AQAR 2020-21	<ul style="list-style-type: none"> Submitted Sri Nagendra suggested to prepare a 4-5 pages summary 	<ul style="list-style-type: none"> AQAR 2020-21 Summary prepared
4	Feedbacks 2021-22	<ul style="list-style-type: none"> Student feedback on Curriculum Teachers Feedback Parents Feedback Alumni Feedback SSS- Student Satisfaction Survey 	<ul style="list-style-type: none"> All feedbacks collected using Google forms, analysed, action taken and report to be published in website.
5	Academic programs Planned	Programs conducted course wise <ul style="list-style-type: none"> B.Com BBA 	<ul style="list-style-type: none"> Corporate Accounting Guest Lecture for III semester B.Com – 24/2/22 Student presentation for V sem B.Com – Vanijya Dhara- 4/2/2022 Vanijya Milana – Business Lab chart making Activity – Business regulations – 15/3/2022 Viva voce conducted internally for Case study for III semester BBA Tally experiential learning for I

		<ul style="list-style-type: none"> • B.Sc. FAD • M.Com • FDP • Webinars • Short term course 	<p>sem BBA students</p> <ul style="list-style-type: none"> • Field Visit to Holiday Inn-Hemp Fiber – 35 students and 2 faculties – 16/5/2022 • Visit to State Level Leather Artisan’s Convention and Leather Crafts Exhibition at Palace Grounds – 16/5/2022 • Model making – Russian and Ukraine War-its effects on economy and Knowledge Management model on Learning Organisation • Business Plan Competition at BCU on 19/5/2022 • NEP ready in association with CESS – session 1- 21/3/2022 • Session 2.– 13/4/2022 • Waste management training for class IV employees in association with ITC WoW (Sree Foundation) – 21/4/2022 – 26 participants • National Webinar on Research and Employability – 22/3/22 – 223 participants – in association with Inner Circle • National Webinar on “Financial empowerment through wealth creation – 5/5/2022 – 415 participants - in association with AMFI • Basic Communication Skills for I sem UG students – from 28/3/2022 – 15 days session – 175 students participated
--	--	--	--

		<ul style="list-style-type: none"> • Examination • General 	<ul style="list-style-type: none"> • III sem and V sem UG BCU examination – 24/3/2022 – 27/4/2022 • Preparatory Exam for I sem UG students – 20/4/2022 • III sem M.Com BCU examination – 18/4/22 to 29/4/2022 • Green Audit of the institution by ITC WoW – 17/2/2022, MOU handed over by them • Strategies to score in board exams for 10th grade – 3/3/2022 • UUCMS Training for faculty- 11/2/2022 • Campus element ERP for faculty – 14/2/2022 • KILPAR – program on Child marriage Act and Domestic Violence Act with student presentation – 5/3/2022 • NSS special Camp -7/3/2022 to 13/3/2022 • Online remedial class for III and V sem students-7/3/22 to 12/3/22 • Remedial class for I sem students – 17/3/22 to 19/3/22 • Career Cognizance using Ikigai: Training and Placement Program – Aa Aa Ee Ee NGO – 19/3/2022 • Principal Student Interaction – 25/2/22 • JalShakthi Abiyan – Catch the rain where and when it falls – 30/3/2022 – NSS students • Ambedkar Jayanthi – 13/4/2022 • International Tobacco Day Awareness – 20/5/2022
6	NIRF	<ul style="list-style-type: none"> • Submitted for 2020-21 	<ul style="list-style-type: none"> • Results awaited

7	University Assignments	<ul style="list-style-type: none"> • BOE chairperson Dr R Parvathi • Mrs. Bharathi P S – BOE chairperson B.Sc. FAD • Textbook Committee • Paper Setters <ul style="list-style-type: none"> • Valuation 	<ul style="list-style-type: none"> • I semester B.Com valuation completed • III and V sem B.Sc. FAD valuation completed along with I sem repeaters • Mr. Narayanaswamy S G • Dr R Parvathi, Mr. Narayanaswamy, Mrs. Bharathi P S, Mrs. Shilpa, Mrs. Rammya, Mrs. Gowri Hebbar, Dr Sathya Bhama – Valuation completed. • Mrs Febina, Mrs Shamimunissabi, Mrs Deepika, Mrs Ambily, Mrs Pragathi, Mrs Madhu, Mrs Tanuja, Mr Rangaswamy, Mr Jagadeesh
8	Faculty Benefits	<ul style="list-style-type: none"> • Monetary and Non-monetary Support extended for academic activities 	<ul style="list-style-type: none"> • Publications in ISSN and ISBN • MOOC and other FDPs • One faculty – Ms. Lokeshwari D V reported to duty as part time basis for the even semester 2021-22.
9	Student Scholarship	<ul style="list-style-type: none"> • Help us to Help other – Distribution Ceremony 	Scholarship – Exam fees distributed to 20 selected students based on merit and economic status on 25/2/2022
10	Any other Topic	<ul style="list-style-type: none"> • Planning for Academic Year 2022-23 • III and V semester UG examinations 	<ul style="list-style-type: none"> • Plans initiated and waiting for II PUC results • Completed successfully and valuation almost over and results awaited
11	Vote of Thanks	<ul style="list-style-type: none"> • Proposed by IQAC Coordinator Mrs. B Rammya 	-----

B. Rammya
B. Rammya

IQAC coordinator

P. HSP
Dr. Parvathi

Principal & Academic Director

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

IQAC MEETING PROCEEDINGS

Date: 24TH MAY 2022

Day: Tuesday, Time: 3.00 PM – 5.15 PM

Venue: – V.E.T. Management Board Room

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes and Action taken report presentation.
3. Feedback Analysis and Action Taken
4. Commencement of even semester and activities 2021-22
5. AQAR 2021-22
6. Sports 2021-22
7. Cultural activities 2021-22
8. UG examination under NEP
9. Strategies for the academic year 2022-23
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 Hebbbar
9. Febina .K. S.
10. Ambily. I. P.
11. Anita .B. G.
12. Murali. J.
13. Deepa Jogi
14. B. Rammya

Students Representatives

1. Anusha
2. Amogha
3. Chethan

Members Absent:

1. Lokeshwari. D. V.
2. Pruthvi
3. Monica
4. Gokulashree

PROCEEDINGS

The 4th and final IQAC meeting for the Academic year 2021-22 was held in the VET Management Board Room and Mrs. B. Rammya, IQAC Coordinator started the meeting by welcoming all the members present at the outset.

WELCOME:

Dr. R. Parvathi, IQAC Chairperson extended a formal welcome to Sri. K. S. Nagendra, Industry expert, Sri.B.R. Viswanath Setty, President, Dr. Manandi N Suresh, Honorary Secretary; Mrs Anitha. B. G., Local Society Member, and all other members and students present to the final meeting of the academic year 2021-22. She requested all the members to deliberate constructively and offer suggestions for the benefit and improvement of the institution. Mrs.B. Rammya welcome Dr. R. Parvathi and thanked her for welcoming all the members.

APPROVAL OF MINUTES OF PREVIOUS MEETING AND ACTION TAKEN REPORT:

Mrs.B. Rammya 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 spoke about the action taken report and mentioned that the same was shared to all members through mail for their reference. She presented the action taken and reported all the actions that were taken against each line item. She mentioned that the AQAR summary for 2020-21 has been prepared as suggested by Sri. K. S. Nagendra in the previous meeting. It was shown and circulated to all and everyone in the meeting appreciated the efforts taken.

Mrs.B.Rammya then informed that feedbacks from all stakeholders have been collected, analysed and action taken as well, which would be presented by Dr. R. Parvathi in the next agenda. She also mentioned that the report would be published in the website very shortly.

She then spoke about various academic programs organised for students department wise and common programs of national and regional importance,

FDPs organised for faculty and class IV employees, 2 national level webinars organised, examinations conducted and Short-term course on Basic Communication Skills for 1st year Undergraduate students. She also mentioned that the NIRF results are still awaited. She also spoke about the University assignments undertaken by various faculty in their individual capacities ranging from BOS, BOE, Textbook committee, paper setter and evaluator. She also mentioned that many faculty members have published in ISSN Journals and ISBN books from the support extended for faculties by management. Mrs. B. Rammya also mentioned that students scholarship – paying exam fees have been distributed for 20 meritorious students on 25/2/2022.

The report was well received and appreciated by all and approved by all. This agenda was proposed by Mrs. B. Rammya and seconded by Sri. K. S. Nagendra.

FEEDBACK ANALYSIS AND ACTION TAKEN

The next agenda for the meeting was Feedback analysis and action taken for the academic year 2021-22 regarding the feedback collected from various stakeholders. This agenda was taken up by Dr. R. Parvathi. Dr. R. Parvathi started with the feedback collected from parents first. She explained in detail the feedback received and the respective action taken. She then spoke about the student feedback on curriculum and the action taken for the same. She mentioned that some students have requested for more library books and added that the institution is spending a minimum of Rs. 2,50,000/- per year for books and same is procured based on student ratio. She then highlighted on Alumni feedback wherein the alumni had given very good feedback and requested for M.Sc. Fashion Designing course, which was put forth to the management by Dr. R. Parvathi. She also mentioned that the institution is also open to negative feedbacks as the same helps in improving and enabling the institution to climb to greater heights. She mentioned about a remark on office people by the alumni in collection of their documents and mentioned that alumni have been clearly communicated to approach the office for such works between 3.00 p.m. and 5.00p.m.

Then she discussed about the faculty feedback. She mentioned that few faculty have requested to be considered for paper setting. She conveyed to management that for being eligible to set papers, a minimum of 5-8 years' experience is required. Sri. B.R. Viswanath Setty mentioned that such faculties could be added as paper setter next time and Dr. Manandi N Suresh suggested that such faculties could be given opportunity by clubbing the junior faculty with senior ones while setting papers. Then she mentioned about the interest of faculty to join IQAC as member. Sri. K. S. Nagendra mentioned that rotation could probably be a solution. Dr.R. Parvathi mentioned that since the institution

applies for accreditation every 5 years, IQAC Coordinator and members (HODs and Coordinators) could not be changed on yearly basis as it takes a lot of time to understand and then present the same during NAAC visit. Dr. Manandi N Suresh suggested that 2 faculty could be involved as special invitees for each meeting and Sri. B.R. Viswanath Setty readily supported it. Dr.R. Parvathi instructed Mrs. B. Rammya to make note of the same. Sri. K. S. Nagendra suggested that as rotation is not a feasible solution, all faculties could be involved in preparation for accreditation, for which Dr.R. Parvathi mentioned that faculty members have been distributed the NAAC work criteria wise and that almost all are involved voluntarily or involuntarily.

Basically, Sri. B.R. Viswanath Setty stressed that the interested faculty should be encouraged, and the second line should be prepared and trained for future endeavours.

While discussing about Digital Library and Lab, Dr. Manandi N Suresh suggested that a Strat – up Business lab be introduced and readily mentioned that the seed money would be provided by the management for supporting entrepreneurship after proper evaluation and testing of the idea. Sri. K.S. Nagendra added that this activity should be planned for longer timeline (6 months) with students coming out with presentations on each element every month. Sri. B. R. Viswanath Setty added that 10 students along with faculty could visit the Entrepreneurship Cell and Wing of RV College to get idea regarding the same. In this direction, Dr. Manandi N Suresh also suggested that a program on Accounting and GST package be organised in association with Mr. Sameer Hariyani – an expert in the field. One orientation could be arranged and then interested students can undergo the course for 15 -20 classes in various verticals of Accounting Package Tally. He also pointed out that the programme could be made along with placement opportunities.

The entire agenda was proposed by Dr. R. Parvathi and seconded by both Sri. B.R. Viswanath Setty and Dr.Manandi N Suresh.

COMMENCEMENT OF EVEN SEMESTER AND ACTIVITIES 2021-22

The next discussion was on commencement of even semester classes for the academic year 2021-22 the various activities planned. This was discussed in length by Dr.R. Parvathi. She mentioned that the classes have commenced for 4th and 6th semester from 11th May 2022 and added that due to ongoing 1st Semester NEP undergraduate examinations in the morning, classes are conducted from 1.00p.m. – 4.00 p.m. She mentioned that workshops have been planned and highlighted on Research Practice – a short term course for IV Semester M.Com students which would enable them to undertake and prepare their dissertation with confidence. She also mentioned that few other short-term

courses are in pipeline. She also mentioned about Culrav, Graduation Day and the newsletters that are proposed to be released during such occasions. Dr. Suresh enquired about the examination for even semester and Dr.R. Parvathi mentioned that it would be tentatively in the month of September/October 2022. He then questioned about the commencement of new academic year classes for I semester students of the batch 2022-23 and Dr. R. Parvathi assured that she would plan it meticulously with her team and convey the same to management.

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

AQAR 2022-23 – preparation

The next discussion was on the preparation of AQAR for the year 2021-22. Dr. R. Parvathi mentioned that the process has already started and as and when the NAAC announces the submission date, it would be submitted after getting the approval of the IQAC members. She also mentioned that a summary would also be prepared for the same. Dr. Manandi N Suresh mentioned to include the previous year data in the summary to ensure comparison and necessary action.

This was proposed by Dr. R. Parvathi and seconded by Mrs. B. Rammya.

SPORTS AND CULTURAL ACTIVITIES 2021-22

The next agenda for discussion was on Sports and cultural activities for the year 2021-22 and the same was discussed by Sri. Narayanaswamy. S. G. He mentioned about the various indoor and outdoor games planned for the Academic year and also mentioned that few events have been already conducted. He tentatively mentioned to conduct sports events in the month of June 2022 and Cultural in the month of July 2022. Dr. Manandi N Suresh suggested to adding new activities like 1 minute video shoot in cultural events, thus making it more interesting for the students.

The student representative Ms. Amogha from B.Sc. FAD requested to include Draping and Sketching for FAD students under Fashion club. Sri.B.R. Viswanath Setty also added that a workshop could be given on the same. Ms. Anusha from BBA mentioned that her classmates are looking for the cultural activities as Corona has hampered the conduct of the same in the previous two years. Mr. Chetan from B.Com also added that inter class cricket tournament be organised and Dr. R. Parvathi assured them that these would be conducted as mentioned by Mr. Narayanaswamy.S.G. and also expressed the mismatch of calendars of IV and VI semester with II semester as the reason for delay.

Sri.B.R.Viswanath Setty and Dr. Manandi N Suresh suggested to collect opinion from students as to what they want by sending a circular and displaying it on the notice board and accordingly planning for the same. Sri.B.R. Viswanath Setty also mentioned that yoga demonstration be organised on account of International Yoda day that falls in June every year.

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

UG EXAMINATIONS UNDER NEP

The next agenda for discussion was on the UG examinations under NEP pattern. This was highlighted by Mrs. Bharathi. P. S. She mentioned that the UG examinations under NEP 2020 was underway, and it started from 20th May 2022 and all the processes are going on smoothly. She explained in detail that the examinations are going on for 60 marks for 2.5 hours and the other 40 marks are Internal Assessment marks already given and entered in UUCMS portal based on criteria test, assignments, presentations, classroom exercises etc. Dr. Manandi N Suresh asked why it is specifically mentioned under NEP and Dr. R. Parvathi mentioned that the pattern is different as explained by Mrs. Bharathi. P. S. Dr. Manandi N Suresh enquired about the projects and Mrs. Bharathi. P.S. explained that project reports have been made by students for Yoga and Health and Wellness courses (subjects). Mrs. Shilpa.R. added that students have pasted yoga demonstration pictures of self in the report and made it very informative. Mrs. Bharathi.P.S. concluded by saying that the examination ends on 15th June 2022 for all disciplines and that it ends on 1st June for our college.

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

STRATEGIES FOR THE ACADEMIC YEAR 2022-23

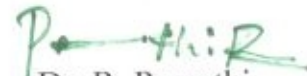
The next agenda for discussion was on Strategies for the academic year 2022-23 and this agenda was discussed in detail by Dr. R. Parvathi. She mentioned that the admission counselling has already commenced and that she has already submitted the infrastructure requirements to the management for the ensuing academic year. She mentioned that Dr. Manandi N Suresh has agreed to provide a good, spacious, and big library and added that Sri.B.R. Viswanath Setty has agreed to provide Digital Library to the students. She also mentioned that a requirement for a bigger Business Lab has been placed before management for displaying the models and Dr. Suresh suggested that other college students could be invited to view the same. Sri.B.R. Viswanath Setty also suggested that short videos could be uploaded in the YouTube channel of the college. Dr.R. Parvathi mentioned that she would present the Calendar of events for 2022-23 for the next academic year.

VOTE OF THANKS

The meeting ended with vote of thanks by Mrs. B. 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 and promised to fulfil them. 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 entire academic year, Local society member Mrs. Anitha..B.G. and all other members for their active participation and deliberations during the final and fourth meeting for the Academic Year 2021-22. The meeting ended with snacks and tea/coffee served to the attendees.


Smt. B. Rammya

IQAC Coordinator


Dr. R. Parvathi

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



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-758 /2021-22

Date: 31/01/2022

IQAC MEETING NOTICE

The third IQAC meeting for the Academic Year 2021-22 is scheduled on 15th February 2022 at 2.30 P.M. in the online mode through Microsoft teams. 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. Minutes of previous meeting & action taken report
3. AQAR - 2020-21
4. Feedback from various stake holders
5. Academic programs planned
6. NIRF -National Institutional Ranking Framework
7. University Assignments
8. Faculty benefits
9. Student scholarships
10. Any other topic
11. Vote of thanks


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

VET FIRST GRADE COLLEGE
J P NAGAR, BANGALORE-78

IQAC committee members for the Academic year 2021-2022

1. Chairperson - Dr. R. Parvathi *P. Parvathi*
2. Management Nominee - Sri. B. R. Viswanath Setty *B.R. Viswanath Setty*
Dr. Manandi N Suresh
3. Faculty Members - Smt. Bharathi .P.S. *Bharathi P.S.*
- Sri. Narayanswamy .S.G. *Sri. Narayanswamy .S.G.*
- Smt. Gowri Hebbar *Gowri Hebbar*
- Smt. Shilpa.R *Shilpa.R*
- Smt. Febina.K.S. *Febina.K.S.*
- Smt. Lokeshwari .D. V. *Lokeshwari .D. V.*
4. Students - Monika.R - BCA,
- Pruthvi.P - B.Com *Pruthvi.P*
- Gokulashree - M.Com
- Amoga.C.Gowda - B.Sc FAD
- Anusha.G. - BBA
5. Alumni Member - Smt. Ambily .I.P. *Ambily*
6. Industrial expert - K.S. Nagendra
7. Administrative Officer - Smt. Deepa Jogi *Dr. Deepa Jogi*
- Sri. Murali .J. *Sri. Murali .J.*
8. Local Society nominee - Smt. Anitha .B.G. *Anitha .B.G.*
9. IQAC Coordinator - Smt. B. Rammya *B.Rammya*

IQAC MEETING PROCEEDINGS

Date: 15TH FEB 2022

Day: Tuesday, Time: 2.30pm-3.45pm

Venue: – VET Management Board Room and online through Microsoft teams

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YzU5MGI3OTgtMmU4Ni00YmE1LTg4YTItMGUyMmRhNGEzMjg1%40thread.v2/0?context=%7b%22Tid%22%3a%2246d8526e-a75f-4beb-9c68-e5a43352cb49%22%2c%22Oid%22%3a%22558fcc51-4ce1-4fbf-90ef-25edcf7b4ed7%22%7d

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes and Action taken report presentation.
3. AQAR 2020-21
4. Feedback
5. Academic Program planned
6. NIRF – National Institutional Ranking Framework
7. University Assignments
8. Faculty benefits
9. Student Scholarships
10. Any other topic
11. 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. Anita B G
12. Murali J

13. Deepa Jogi
14. B Rammya

Students Representatives

1. Pruthvi
2. Monica
3. Anusha
4. Gokulashree
5. Amogha
6. Chethan

Members Absent:

1. Lokeshwari D V

PROCEEDINGS

The 3rd IQAC meeting for the Academic year 2021-22 was held in the VET Management Board Room and on online platform through Microsoft team's platform owing to the continuing pandemic and keeping in mind the safety of all and Mrs. Rammya, IQAC Coordinator started the meeting by welcoming all the members present at the outset.

WELCOME:

Mrs Rammya welcomed Dr R Parvathi, IQAC chairperson; Sri K S Nagendra, Industry expert, Sri Viswanath Setty, President, Dr Manandi N Suresh, Honorary Secretary; Mrs Anitha B G, Local Society Member, and all other members and students present to the third meeting of the academic year. 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:

Mrs Rammya 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 spoke about the action taken report and mentioned that the same was shared to all members through mail for their reference. She presented the action taken again and briefly explained the same. She mentioned that two points namely – The Kashmiri Embroidery workshop conducted for B. Sc FAD

students was missed out in the report sent and also the placement logos as suggested by Dr Manandi N Suresh in the previous meeting has been designed and displayed in the notice boards of the college and the same has been sent to website committee for updating on the website. It was approved and appreciated by all. The agenda was proposed by Mrs Rammya and seconded by Dr Manandi N Suresh.

AQAR – 2020-21

The next agenda for the meeting was AQAR 2020-21 that was submitted by the institution. Dr R Parvathi mentioned that the AQAR was submitted on 13th Jan 2022 and the same was accepted by NAAC on 17th Jan 2022. She presented the AQAR report submitted and mentioned that the same is displayed on the website as well. She gave a detailed presentation of the seven criteria on which the report is based starting with circular aspects where she mentioned about the programs, courses and short term courses, teaching learning and evaluation criteria where she mentioned about experiential learning, student teacher ratio, teacher details, feedbacks and student satisfaction survey, then she spoke about the research part, the publications, grants etc. (where she mentioned that last year the institution has received some funds from S Square) followed by physical facilities and academic facilities spent during the year excluding salary, alumni contribution and student engagement in extension and other activities, criteria 6 on the governance and the leadership of the institution and ended with highlighting on criteria 7 which is on institutional values and the best practices of the institution.

Mr. K S Nagendra complimented the elaborate report that the institution has prepared and submitted and placed on records his appreciation to the management for always been a pillar of support for the institution. Mr. Nagendra asked about the approval process and Dr R Parvathi mentioned that each and every data uploaded is considered by NAAC and approval for the same is given. He suggested to include the qualitative description in tabs or bullet points for which Dr R Parvathi mentioned that since there is a limitation on number of words which is limited to 200, it becomes little difficult to implement the same.

Mr. K S Nagendra also suggested to capture the entire report which is running to nearly 70 pages to be consolidated and prepared in 4-6 pages so that the same can be circulated to students to inspire them and motivate them. Dr R Parvathi readily agreed it.

The entire agenda was proposed by Dr R Parvathi and seconded by Mr. K S Nagendra.

FEEDBACKS

The next discussion was on feedbacks that the institution is collecting. Dr Parvathi mentioned that the institution is collecting, analysing, and acting on all the feedbacks collected and the same is also published in the website at the end of the academic year. She mentioned about the following feedback and the respective actions taken

Sl.No	Feedback	Action Taken
1.	Health of students and parents and opinion on offline class	Offline class commenced from 2-1-2022
2	Job Mela Feedback – Magic Bus	MOU needs to be entered with Magic Bus
3	Career guidance workshop	Received good feedback to arrange more such program in future
4	Placement Training – IOTA	Classes are being conducted – 80 students enrolled
5	Students' exam scholarship – Help us to help others	20 students shortlisted and distribution is yet to happen
6	Selection of Open Elective – I sem NEP syllabus	B.Com – 108 students opted for Fashion Design subject and 121 opted for computers subject.

She also mentioned that Stakeholder feedback is to be collected for the Academic year 2021-22 with respect to students, teachers, parents, alumni and also Student Satisfaction Survey (SSS) as required by NAAC to be collected, analysed and action taken. She mentioned that it would be collected very shortly. This agenda was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

ACADEMIC PROGRAMS PLANNED

The next discussion was on the various Academic programs that have been drafted for the departments. This agenda was discussed by all the HODs and Coordinators. Ms. Gowri Hebbar, HOD of commerce briefed about the Corporate Accounting guest lecture that has been planned and also mentioned that Dr Srikant has agreed to be the resource person for the same. She also mentioned about the student presentations that has been planned by the department.

Next Ms. Shilpa, Assistant Professor B.Sc. FAD mentioned about the Kashmiri embroidery workshop that was conducted for all B.Sc. FAD students and mentioned that the department plans to offer in-house short-term course on

Fashion Accessories and Advanced Illustration design the students in the upcoming months. She presented the details of the department as Ms. Bharathi P S had connectivity issues at the place of external examiner and could not speak.

Next Ms. Febina mentioned about the department of Computer Science and mentioned that the short-term course on Advanced Java is already in progress and told that 2 programs on Agile software and IOT has been planned in the upcoming months

Next Ms. Rammya detailed about BBA department and mentioned that placement training program that is currently going on and highlighted that already group discussion and some part of quantitative aptitude has been finished and rest is ongoing. She also mentioned that field study project of final year BBA students is nearing completion. She mentioned that practical aspect of Tally has been planned for BBA. She then discussed about M.Com programs and mentioned that two programs have been planned – one on Business Ethics and one on Direct Taxation. She then mentioned about the internship opportunity for M.Com students who would be given work in the sister concerns.

Next Dr R Parvathi mentioned about the program in association with KILPAR and one webinar which is in pipeline with the Association of Mutual funds at the national level in the month of May 2022.

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

NIRF-NATIONAL INSTITUTIONAL RANKING FRAMEWORK

The next agenda for discussion was on NIRF and it was taken up by Dr R Parvathi. She mentioned that the institution has again initiated the process for the year 2020-21 and presented the report that was submitted to the organisation for ranking framework. She mentioned that as AQAR is prepared and submitted in detailed manner, the same data helps in applying for NIRF as well. She also mentioned that the institution would not stop until a ranking has been achieved.

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

UNIVERSITY ASSIGNMENTS

The next agenda for discussion was on the University Assignments and Ms. Rammya mentioned that even though our institution is a private one, still senior faculty participate in the University assignments. She then handed over to Dr R

Parvathi who detailed about the various University Assignments undertaken by the faculty. She mentioned about herself as BOS and BOE chairperson for I year B.Com examinations for 2021-22. She then mentioned that Ms. Bharathi P S has been given the chairpersonship of all B.Sc. FAD examination for 2021-22. She then mentioned that Mr. Narayanaswamy, Ms. Rammya, Ms. Gowri Hebbar, Dr. Sathyabhama, Ms. Mamatha, Ms. Shilpa and herself are the paper setters for this academic year examination. This agenda was proposed DR R Parvathi and seconded by Ms. Shilpa.

FACULTY BENEFITS

The next agenda for discussion was on faculty benefit extended to teaching and non-teaching faculty. This was taken by Dr Parvathi, who mentioned that faculty are benefitted through various benefits like ESI, PF, Corona Insurance, Vaccination Drives organised free of cost, medical leaves, maternity leaves and many more. She also mentioned that the institution extends monetary benefit in the form of sponsoring for seminars, workshops, conferences, and publications to motivate the faculty and upgrade themselves ultimately benefitting the institution as a whole. She also informed the members present that Ms. Meera has gone on maternity leave and Ms. Preethi has been hired to fill the vacancy.

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

STUDENT SCHOLARSHIP

The next agenda was discussion on the student scholarships. Dr R Parvathi mentioned that students are getting scholarships from various avenues for SC, ST, minority and mentioned that even management is kind enough to sponsor scholarships to students on annual basis. She mentioned that an initiative which is continuing as best practice in the institution namely – “Help us to help others” has a new face in the form of contributions from self, Ms. Rammya and Ms. Gowri who have come forward to help students pay their examination fees. She already discussed about this in the feedback agenda. She also mentioned that the distribution ceremony will be shortly organised by collecting the exam fee payment receipt of the students. She also mentioned that the scholarship would be distributed very shortly to the students. This was appreciated by Mr. K S Nagendra.

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

ANY OTHER TOPIC

The next agenda was on any other topic, under which the following points were discussed.

Dr R Parvathi mentioned that the institution should now itself plan for admissions for the upcoming academic year 2022-23 and sought support from all as usual for which everyone readily agreed.

Next, she spoke about the upcoming examination and mentioned that the UG students have started paying their examination fees with respect to III and V semester examination and mentioned that the same may be in the first week of March 2022.

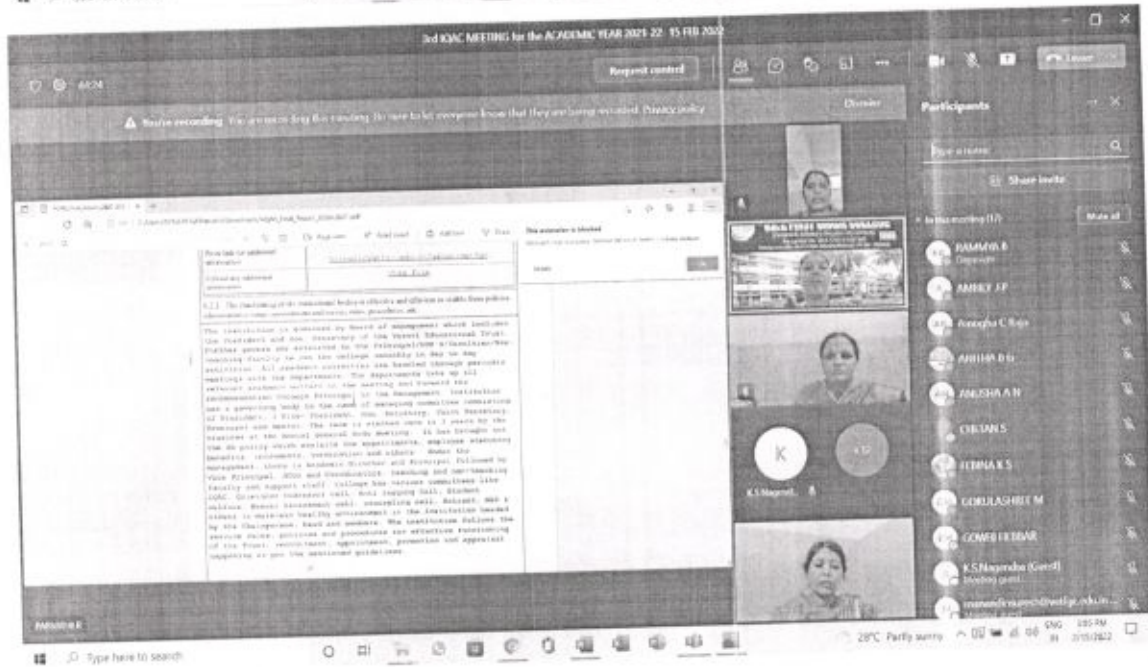
Next Dr R Parvathi mentioned about the impact of Third wave of COVID 19 pandemic. She mentioned that though many people were impacted in the third wave, but the effect has been minimal, and she substantiated this by referring to the feedback agenda mentioned by her.

She then mentioned that the college has commenced offline classes again after the Hijab issue closure and mentioned that institution did not face any safety and security issue with respect to the same and mentioned that students are abiding with the uniform code of conduct mentioned in the website and mentioned at the time of admission.

The entire agenda was proposed by Dr R Parvathi and seconded by Mr. K S Nagendra.

VOTE OF THANKS

The meeting ended with vote of thanks by Mrs. 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 and promised to fulfil them. She also thanked them for their continuous support, motivation, and advice for the advancement of the institution. She also thanked Dr R Parvathi, Local society member Mrs. Anita and all other members for their active participation and deliberations during the third meeting for the Academic Year 2021-22.



B Rammya
 B Rammya
 IQAC Coordinator

Dr R Parvathi
 IOAC Chairperson
P. 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 11th Nov 2021.

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"> Unanimously appreciated and approved by all members through mail.
3	Action Taken Report	<ul style="list-style-type: none"> Action taken report was mailed to the members email 	<ul style="list-style-type: none"> Discussed on certain points and clarification provided on the issues like appointments, resignation, advertisement.
4	Appointment and Resignation of teaching and Non-teaching Staff	<ul style="list-style-type: none"> Dr R Parvathi discussed appointments with replacements made 	<ul style="list-style-type: none"> Database in the form of Alumni maintained as suggested by Mr. K S Nagendra Highlighted the new post created in non-teaching staff
5	LIC Visit	<ul style="list-style-type: none"> LIC report presented by Dr R Parvathi Dr Suresh suggested to include one student each from I and III semester from B.Com 	<ul style="list-style-type: none"> Commended by Dr Manandi N Suresh Added Chethan S from V sem B.Com to the IQAC student representative as suggested by the member
6	Preparation of AQAR 2020-21	<ul style="list-style-type: none"> AQAR prepared and submitted with all necessary documents to substantiate. 	<ul style="list-style-type: none"> Submitted on 13/1/2021 Accepted on 17/1/2021 No queries received
7	Admission Status	<ul style="list-style-type: none"> Statistics presented by Dr R Parvathi 	<ul style="list-style-type: none"> Manandi N Suresh appreciated the admission team for improvement Admission Approval from University scheduled for 16th and

			17 th Feb 2022
8	Induction Programme and Bridge Course for I year	<ul style="list-style-type: none"> • Induction program details given 	<ul style="list-style-type: none"> • Report prepared and filed with photographs. Same is available in the college website also
9	Measures Taken to Implement NEP 2020	<ul style="list-style-type: none"> • Programs conducted • NEP workshop and Orientation • FDP in association with CESS • VET potential initiative 	<ul style="list-style-type: none"> • Reports prepared and filed • I Sem B.Com attended by Ms. Gowri Hebbar, Ms. Madhu L and Ms. Pragathi Prakash • I sem BBA attended by Ms. B Rammya, Ms. Madhu and Ms. Shruthi • Report prepared by Ms. Gowri and Ms. Rammya kept in record for future reference. • Planned for 7/1/2022 but could not be completed due to ongoing pandemic. Rescheduled for last week of Feb 2022 • Initiated with School and PU College and is in progress
10	Any Other Topic	<ul style="list-style-type: none"> • Conducting inter class events • Additional Courses 	<ul style="list-style-type: none"> • Conducted many programs under various clubs like literary club – Art of Speaking, speech competition, Pick and Write, Presentation, Exhibition , Cultural club – Standup Comedy, Mehendi, sports club – Carrom selections and extension club – National Voters Day, Netaji Subhash Chandra Bose Jayanthi • Advanced Java – ongoing for BCA • Associate Quality Professional-Training Orientation Prog B.Sc. FAD

	<ul style="list-style-type: none"> • FDPs • Yoga and Health and Wellness Program • Academic Programs • Extension Activities 	<ul style="list-style-type: none"> • NAAC Webinar attended by Dr R Parvathi and Rammya • Attended by Ms. Mamatha, Ms. Shruthi, Mr Chinthan • M.Com New Syllabus Orientation – 4th and 5th Feb 2022- Dr Sathyabhama and Rammya • Yoga – online program conducted on 11/12/2021 and 1/1/2022 • Health and wellness program – Psychology of students towards Academic Satisfaction and Progression on 28/1/2022 • What it means to be a male? Neuroscience of Masculinity- Inner Wheel club for Boys and Illuminating Girls – in house program for girls conducted on 29/1/2022 • Neurobics – 8/2/2022 – offline program • Project Methodologies – BCA – 11/11/2021 • Competitive Exam – Orientation – 23/11/2021 and 16/12/2021 • Career Orientation – Swiss University – 26/11/2021 • Kannada Webinar – 31Jan2022 • Employability Skills for 21st Century – 1Feb2022-All final years • Entrepreneurship – an overview - Be a job creator and not Job Seeker – 3Feb2022 • Gratitude week – 2 days – Ekam Institute – 16 and 17 Nov 2021 • Kannada Rajyothsava – 25/11/2021 • Retractable Installation – 26/11/2021
--	---	---

			<ul style="list-style-type: none"> • Bloom Again- Aa Aa Ee Ee – NGO – 10 students -volunteered • Constitution Day – 26/11/2021 • Human Trafficking – 18/12/2021- Inner wheel club • National Girl Child Day – 24Jan2022 • Republic Day – 26Jan 2022 • Martyrs' Day observed – 31Jan2022
11	Vote of Thanks	<ul style="list-style-type: none"> • Proposed by IQAC Coordinator Mrs. B Rammya 	-----

B Rammya
B. Rammya

IQAC coordinator

P. Paryathi
Dr. Paryathi
PRINCIPAL
V.E.T. FIRST GRADE COLLEGE
Principal & Academic Director



Estd.: 1996

www.vetfgc.edu.in



VASAVI EDUCATIONAL TRUST
ವಿ.ಇ.ಟಿ. ಪ್ರಥಮ ದರ್ಜೆ ಕಾಲೇಜು
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

No.VET/FGC- 373 /2021-22

Date: 22/10/2021

IQAC MEETING NOTICE

The Second IQAC meeting for the Academic year 2021-22 is scheduled on 10/11/2021 at 10.30 A. 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 Previous minutes of the meeting.
3. Action taken report.
4. Appointment & Resignation of Teaching & Non-Teaching Staff
5. LIC visit
6. Preparation of AQAR for 2020-21
7. Admission status
8. Induction programme & Bridge Course for I year
9. Measures taken to implement NEP 2020
10. Any other topic.
11. Vote of Thanks.


Principal
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bengaluru - 560 088

VET FIRST GRADE COLLEGE
J P NAGAR, BANGALORE-78

IQAC committee members for the Academic year 2021-2022

1. Chairperson - Dr. R. Parvathi
2. Management Nominee - Sri. B. R. Viswanath Setty
Dr. Manandi N Suresh
3. Faculty Members - Sri. Narayanswamy .S.G. *CP*
- Smt. Bharathi .P.S. *Bharathi P.S.*
- Smt. Shilpa.R *Shilpa.R*
- Smt. Gowri Hebbar
- Smt. Febina.K.S. *Febina*
X - Smt. Lokeshwari .D. V.
4. Students - Monika.R III Year BCA
- Gokulashree II year M.Com
X - Amoga C *RAJA* III Year B.Sc FAD
- Pruthvi.P III Year B.Com
- Anusha II Year BBA
5. Alumni Member - Smt. Ambily .I.P. *Ambily*
6. Industrial expert - K.S. Nagendra
7. Administrative Officer - Smt. Deepa Jogi *Dy*
- Sri. Murali .J. *Murali*
8. Local Society nominee - Smt. Anitha .B.G. *Anitha*
9. IQAC Coordinator - Smt. B. Rammya

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


VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bangalore – 560078
Action Taken – Meeting dated 07th Aug 2021.

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"> • Unanimously appreciated and approved by all members through mail.
3	Planning for the academic year 2021-22	<ul style="list-style-type: none"> • IQAC calendar presented by Dr R Parvathi • Proposed 14th Aug 2021 to be observed as Environment Day and 15th Aug celebrations • Gender sensitization program for boys • Placement drives • Parent Teacher Interaction • Other programs organised 	<ul style="list-style-type: none"> • Unanimously agreed by all • Environment day observed • 15th Aug 2021 celebrated 75th Independence day • Planned for Nov 2021 due to delayed start for Academic year 2021-22 • Placement Training conducted on 28/9/2021- 37 students participated – UG. PG – 20 students on 26/10/2021 Job Mela organised on 29/10/2021 –over 80 students participated – 14 companies participated – 20 colleges • To be conducted in Nov/Dec 2021 • Ethnic Day – 26/8/2021 • Teachers Day – 6/9/2021 and AU Bank honoured 8 senior teachers – Alumni Jagadish • Hindi Diwas – 14/9/2021

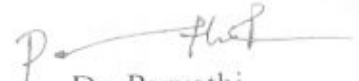
			<ul style="list-style-type: none"> • Fashion Fest-28/9/2021
4	Introduction of new courses	<ul style="list-style-type: none"> • BA – Psychology, Journalism and Optional Kannada • BA – Psychology, Journalism and Optional English • B.Com – Business Data Analytics 	<ul style="list-style-type: none"> • Approved (formal order to come) as per LIC visit on 16/10/2021 – can commence from next academic year 2022-23 • Sourcing for all resources in process – teaching, infrastructure and others
5	Closure of Courses	<ul style="list-style-type: none"> • PG Diploma in Business Administration • PG Diploma in E-Commerce and M Commerce 	<ul style="list-style-type: none"> • Affiliation planned to be discontinued
6	Appointment and Resignation of Staff	<ul style="list-style-type: none"> • Resignations – Ms Bhargavi, Mrs Prathima B J, Ms Ashwini, Ms Arpitha, Mrs Madhuri Patil and Mr Venkatesan R 	<ul style="list-style-type: none"> • Appointments – Mrs Roopashree, Mr Chinthan, Mrs Pragathi Prakash, Ms Shruthi, Mrs Shammin Unissabi, Mrs Anjum Khanum
7	Admission Strategy	<ul style="list-style-type: none"> • Personal Counseling 	<ul style="list-style-type: none"> • Fetched good results – improvements in admission
8	Webinars / Seminars for students	<ul style="list-style-type: none"> • Activities planned 	<ul style="list-style-type: none"> • Induction week- 11/10/2021-18/10/2021 for I sem students • Language Lab inauguration – 22/10/2021 • Kannada Webinar on NEP for I sem students – 29/10/2021
9	Publications	<ul style="list-style-type: none"> • ISBN • ISSN 	<ul style="list-style-type: none"> • Published and released during Orientation • Staff publication for AY 2021-22 in pipeline

10	Short term courses		<ul style="list-style-type: none"> • Tally exam conducted on 31/8/2021 • Advanced Fashion Illustration – 14 students of B.Sc FAD completed • Web developer – 90 students – final assessment and certificate awaited • Python using Machine Language – BCA completed and certificates issued • Associate Quality Professional – RSJ Services -25 attended and 6 completed and 2 placed – B.Sc FAD
11	Vaccination Drives	<ul style="list-style-type: none"> • Vaccination drives 	<ul style="list-style-type: none"> • Organised on 29/9/2021 and 149 beneficiaries and 12 teaching and 5 non-teaching faculty participated. • Feedback was initially collected, and drive conducted
12	Any other Topic	<ul style="list-style-type: none"> • Third Wave and Teaching plan • Budget 2021-22 • UG and PG pending examination • Graduation Day 	<ul style="list-style-type: none"> • As of now offline classes are going on • Prepared and presented and approved • I sem examination conducted, VI semester exam conducted and college achieved good results – B.Sc FAD-100%, BBA -100%, B.Com -86% and BCA-72% and Mcom-90% • Organised on 17/9/2021 232 students graduated

13	Vote of Thanks	• Proposed by IQAC Coordinator Mrs B Rammya	-----
----	----------------	--	-------


B. Rammya

IQAC coordinator


Dr. Parvathi

Principal & Academic Director

IQAC MEETING PROCEEDINGS

Date: 10th Nov 2021

Day: Wednesday, Time: 10.50am -12.15pm

Venue: – VET Management Board Room

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes
3. Action taken report presentation.
4. Appointment and Resignation of teaching and Non-teaching Staff
5. LIC Visit
6. Preparation of AQAR 2020-21
7. Admission Status
8. Induction Programme and Bridge Course for I year
9. Measures Taken to Implement NEP 2020
10. Any other topic
11. 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 Hebbbar
9. Febina K S
10. Ambily I P
11. Anita B G
12. Murali J
13. Deepa Jogi
14. B Rammya

Students Representatives

1. Pruthvi
2. Monica

3. Anusha
4. Gokulashree

Members Absent:

1. Lokeshwari D V,
2. Amoga (Student)

PROCEEDINGS

The 2nd IQAC meeting for the Academic year 2021-22 was held in the VET Management Board Room and Mrs. Rammya, IQAC Coordinator started the meeting by welcoming all the members present at the outset and requested Dr R Parvathi, Chairperson of the IQAC to extend a formal welcome to all the members.

WELCOME:

Dr R Parvathi, Chairperson of the committee and Principal and Academic Director of the institution, welcomed Sri K S Nagendra, Industry expert, Sri B R Viswanath Setty, President and Dr Manandi N Suresh, Honorary Secretary; Mrs Anitha, Local Society Member, and all other members present and IQAC Coordinator to the second meeting for the Academic Year 2021-22. She introduced student representatives to all the members in the meeting. 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:

Mrs Rammya 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 spoke about the action taken report and mentioned that as discussed in the previous meeting, the same has been mailed to all the members on 8th Nov 2021 and she opened the floor for any clarifications and discussions regarding the same. Dr Manandi N Suresh asked for clarification on number of students placed because of Placement orientation and suggested to include the % of students who have been placed in addition to the number. He asked about the training that is been extended to students and Dr R Parvathi clarified that IOTA company is planning to extend this to the institution and since it is a paid one, students are given the choice. She mentioned that it is a 50-hour programme and

includes modules on resume writing, group discussion, aptitude training and many such modules and mentioned that it would be accommodated after the regular college hours between 2-5pm as IOTA people are tied up on Saturdays with other commitments. Dr Manandi N Suresh appreciated the efforts and pointed out that such work should be publicised to students, parents and general public in various methods to make them aware of this programme's benefits.

Mr K S Nagendra asked whether it is chargeable, and Dr R Parvathi mentioned that it is chargeable at the rate of Rs 1000 + GST 18% per students and mentioned that amount is collected from student as well and Dr Manandi N Suresh said it is required to make the students committed and serious about the programme. Pruthvi from B. Com, student representative gave statistics that around 75% of students are ready to undergo training for placement purpose. Dr Suresh asked him what the driving force was behind registering for the course, to which Pruthvi replied that the IOTA company have given assurance of roping in big or tier one companies like Infosys, Accenture etc. Dr Manandi N Suresh suggested to publicise and to evaluate the same.

The next discussion was on PTM, and Mrs Rammya informed that PTM for the academic year 2021-22 odd semester has been planned for in the last week of Nov 2021. Dr R Parvathi informed that going by experience and as discussed in previous meeting, PTM would be done online as it has been well received by the parents and students alike.

Next Dr Manandi N Suresh wanted some inputs on Fashion Fest organised for previous batch. Mrs Bharathi P S, HOD of B.Sc. FAD mentioned that out of 25 students, 50% showcased their collection and 3 prizes were given. The remaining could not manage due to prevailing pandemic. Then he asked about placements in the FAD department. Mrs Bharathi P S mentioned that placements have been good and gave statistics that 3 have joined in Shahi Exports and Texport, 1 has started own boutique, 2 have gone for higher studies and 2 were selected for RSJ Services. Dr Manandi N Suresh appreciated the efforts and told them to publicise the same and suggested to call for that student who has started the boutique for an interaction with the existing students. He also suggested to have list of companies and write to companies who are hiring our students regarding the qualities they look for in the aspirants to make the students industry ready.

Next discussion was on the new courses that are proposed to be introduced. Dr R Parvathi mentioned that the institution has applied for BCOM Business Data Analytics, BA Psychology, Journalism, Additional Kannada and BA Psychology, Journalism, Additional English, and she also mentioned about the

intake for BA as 100 and B.Com - Business Data Analytics as 30 and mentioned that the course has been sanctioned but the final order is awaited from the University and that admissions could be done from next Academic year 2022-23. Dr Manandi N Suresh asked the team to come out with a draft proposal on various resources needed like number of teachers, infrastructure required and how to promote the program to attract students to the new course. Dr R Parvathi replied that rough proposal has already been submitted and the final one will be submitted shortly. Mr Nagendra suggested that local audit could be conducted in the neighbouring surrounding areas to understand the demand for the course and Dr Manandi N Suresh suggested to conduct a survey involving students for the same. Regarding demand for the course, Dr R Parvathi mentioned that as per NEP 2020, there is a huge demand and mentioned that one trained counsellor is required in every institution. The last clarification was on closure of PG Diploma courses and Principal mentioned that the courses stand cancelled from the academic year 2021-22. The entire agenda was proposed by Mrs Rammya and seconded by Dr Manandi N Suresh.

APPOINTMENTS AND RESIGNATIONS OF TEACHING AND NON-TEACHING FACULTY

The next agenda for discussion was appointments and resignations in the past 6 months with respect to teaching and non-teaching faculty. Dr R Parvathi mentioned that Mr. Rajath who was transferred to PU College was replaced with Mr. Chinthan, Ms. Bhargavi by Ms. Shruthi, Mrs. Roopashree was promoted as Principal of PU college and was replaced by Mrs. Pragathi, Mrs. Madhuri Patil by Mr. Manjesh but he could not join due to health condition, and she mentioned that the institution is in the process of appointing one suitable candidate for BCA. She also mentioned that Ms. Chaithra has resigned, and Ms. Nayana has been taken to fill the vacancy. She then mentioned that the institution has requested for 1 more post as the number of admissions is more this year and the management was kind enough to have sanctioned the same and that BCOM Alumni Ms. Pooja has been given the opportunity. Dr Manandi N Suresh mentioned that Alumnus of VET can be given such opportunity and Dr R Parvathi highlighted that it is already been followed. Mr. K S Nagendra observed that it was incredibly good to have student representative in the meeting as these students could become the ambassadors for the efforts taken by the institution. He also observed that a bank or database of students could be created for this purpose.

The entire agenda was proposed by Dr R Parvathi and seconded by Mr. K S Nagendra.

LIC VISIT

The next agenda was on the recently concluded LIC visit. Dr R Parvathi mentioned that the visit went on smoothly. She mentioned that no ranking is declared by the University, but a mini report is submitted to the institution. She mentioned that the institution has been evaluated on publications, workshops and seminars organized, library, digital library, safety of students, labs, ICT facility, campus drives conducted, health center and many other aspects. She mentioned that the LIC committee has approved the 3 new courses and placed appreciation for maintenance of records by the office staff, 4 handbooks on IQAC, student, parent and alumni and placed on record one objection raised with respect to Physical Director. She mentioned that there is no provision for NCC which is also one of the aspects. Mr. Narayanaswamy substantiated stating that only few colleges have been given NCC and that one student of VET first Grade College is deputed to Vijaya College for NCC activities. Dr Manandi N Suresh complimented the Principal and her entire team for the successful completion of LIC visit and placed on record appreciation for office staff as well. Sri B R Viswanath Setty also placed on record appreciation for the team. Mr. Nagendra asked Dr R Parvathi to read aloud the remarks and appreciated the same and mentioned that students present should publicize the institution. Dr Manandi N Suresh observed that since B. Com has a major strength, more representation in IQAC could be taken from the same. He suggested to take one student each from year.

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

PREPARATION OF AQAR FOR 2020-21

The next agenda was on preparation of AQAR for 2020-21. Mrs. Rammya mentioned that the deadline given by the NAAC is 31st Dec 2021 and the entire process of AQAR preparation has undergone a tremendous change and it is on par with SSR – Self Study Report which the institution used to submit before the Peer team visit. Dr R Parvathi showed the previous AQARs prepared namely the 2018-19 and 2019-20 and the new format that is to be followed now. She mentioned that necessary groundwork has been done and the institution has kept a target of submitting the same by earlier to the deadline. Mrs. Rammya mentioned that like SSR, all documents must be scanned and uploaded every year going forward. Dr Manandi N Suresh suggested to take the help of newly proposed ERP – Next Element in pipeline for this so that the laborious process could be simplified with the help and use of technology.

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

ADMISSION STATUS

Dr R Parvathi discussed this agenda. She gave statistics as follows – B. Com 207, BBA – 36, BCA – 72, B.Sc. FAD – 16 and mentioned that M. Com first year admissions are still in pipeline. Mr. K S Nagendra asked about the intake and Dr R Parvathi mentioned that the intake is 200 for B. Com, 40 for BBA, 60 for BCA and 30 for B.Sc. FAD. She also mentioned that the government has given permission to admit 20% more than the sanctioned intake for this academic year. She summarized that 340 admissions have been done out of 370. She mentioned that PG admissions may be hampered as many undergraduate students are preferring to go for jobs in the wake of prevailing and continuing pandemic. Sri B R Viswanath Setty commended the efforts put in by all for achieving such a number and Mr. K S Nagendra also placed his appreciation on record.

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

INDUCTION PROGRAMME AND BRIDGE COURSE FOR 1ST YEAR STUDENTS

The next agenda was on Orientation, Induction and Bridge course for newly admitted 1st year students. Dr R Parvathi mentioned that the orientation was done for the new batch on 8th Oct 2021. She mentioned that only 140 students and parents turned out of 340 admissions for the academic year. She mentioned that induction program commenced on 11th Oct 2021 and concluded with bridge course on 18th Nov 2021. She highlighted in detail about the entire induction program starting with NEP introduction course wise done by herself, followed by Campus Tour assisted by office bearers of Student Welfare and Alumni Association, Sanchaya – on communication by Mrs. Mamatha, Placements and Job roles by Dr Sathya Bhama B N, Extension activities by Mr. Narayana Swamy S G, induction to Computer Science by Mrs. Febina, B.Sc. Fashion and Apparel Design by Mrs. Bharathi P S and Commerce and Management by Mrs. Gowri Hebbar and Mrs. B Rammya. She mentioned that the new incumbents hugely benefitted from the induction program and it paved way for them to understand the institution where they are going to stay for 3/4 years.

This agenda was proposed by Sri B R Viswanath Setty and seconded by Mrs. Bharathi P S.

MEASURES TAKEN TO IMPLEMENT NEP 2020

The next agenda was on NEP 2020 and the measures the institution has taken to implement the same from the current academic year. Dr R Parvathi started the

agenda by stating that She herself is a member of State level Curriculum framing for Commerce and BOS member of Commerce and Management at BCU to frame NEP curriculum, Mrs. Bharathi P S is in Board of studies of Fashion Design for NEP and Mr. Narayanaswamy S G is in textbook framing committee for the same. She then highlighted on the programs conducted by the institution like NEP – Roadmap: Introduction to Implementation (online) by Dr Anitha, Registrar Evaluation, Davengere University who is the member of Syllabus framing committee for NEP, NEP online by Dr R Parvathi for all students and parents and one offline orientation to newcomers on 11th Oct 2021. She also mentioned that faculty members – Mr. Narayanaswamy S G, Mrs. Rammya, Mrs. Gowri Hebbar, Mr. Shailesha and Mr. Chinthan Raj have attended NEP workshops organized by Bengaluru City University. She also highlighted that the institution has planned for a Faculty Development Program NEP Ready in association with CESS- Centre for Educational and Social Studies to train the faculty and hand hold the institution and take it to the next level as envisioned in NEP 2020. Dr Manandi N Suresh appreciated the efforts and pointed out that all these initiatives should be in line with University and Government framework. He also suggested school education also need to be included in handholding as the electives chosen by the school children can influence them to choose the course in the degree institution. Dr. R Parvathi also mentioned that this is taken care by VET Potential headed by Mrs. Shilpa R. Dr Manandi N Suresh suggested Mrs. Shilpa to take the needed initiative in this regard.

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

ANY OTHER TOPIC

The last agenda for the meeting was on various topics as detailed below

Dr R Parvathi started the agenda by instructing the students present in the meeting to carry the banner of institution and publicise and guide other students. Mr K S Nagendra opined to share the scope of the committee to the IQAC student representatives and Dr R Parvathi mentioned that students can suggest about the workshops, seminars, guest lectures, and other quality initiatives for their upliftment and do not have scope in financial matters. She then invited suggestions from them and Pruthvi opined that Culrav – Inter Collegiate Fest could be organised for publicising the institution. Dr R Parvathi mentioned that Culrav and Inter College Cricket Tournament could not be conducted in the previous 2 years due to pandemic and this was rightly supported by Dr Manandi N Suresh, who also felt that it is not safe to conduct such large-scale event as still Covid is prevailing. Dr R Parvathi, instead suggested to hold Inter Class

cultural events and same could be edited into short videos and put on our YouTube platform for publicity purpose.

Monica from BCA suggested to provide additional courses and Dr R Parvathi mentioned that the institution has a tradition of providing minimum one add on course for all streams. She mentioned that courses like Tally, Advanced excel, Communication skills, Python, Cloud Computing could be offered to students. Mr Nagendra added that such courses could add value and increase the value of the student resume. Mrs Bharathi P S mentioned about the Advanced Fashion Illustration and Fashion Accessories that the department proposes to organise. Mrs Febina, Coordinator of BCA mentioned about Advanced Java and Python using Machine Language. Mr Nagendra insisted that the student representatives could talk to their counterparts and come out with suggestion on various courses that are in demand.

Dr R Parvathi then spoke about the CBCS – Choice based credit system that the institution is following from past 10 years and mentioned about the open electives that need to be given as part of NEP. She then mentioned about the reservation policy for Admission and mentioned that the institution is following the norms laid down by the Government in this regard. She also said that the reservation policy is also followed in appointments of faculty as well. Dr Suresh highlighted that credentials are equally important.

Mr. Nagendra asked about the faculty developments and Dr R Parvathi mentioned that the institution encourages faculty to upgrade themselves by undergoing various programs and attending workshops, orientations, seminars and conferences and Mrs. Rammya added that many faculty have undergone online Swayam NPTEL courses for upgrading themselves.

Dr R Parvathi spoke about the clubs that have been formed for betterment of students and mentioned about the Language Lab investing over Rs.100000 and thanked the management for their continuous support. She also spoke about the library automation which is in line with the new ERP that is proposed to be introduced. She then spoke about Yoga Health and Other programmes that are compulsorily to be offered to the new students as part of NEP 2020 and suggested that such programmes can be done online as NEP stresses on the blended mode of learning and teaching. She also opined that such programs can be conducted online once in 15-20 days on weekends.

Mr Nagendra commended the progress of the institution and mentioned that conduct of meetings has become very professional in the past one and half years. He appreciated the management Dr Manandi N Suresh and Sri B R

Viswanath Setty for their support and Dr R Parvathi, Principal for progressive presentation and about the way minutes are recorded and action taken report presented by Mrs Rammya, IQAC Coordinator.

The entire agenda was proposed by Dr R Parvathi and seconded by Mr. K S Nagendra.

VOTE OF THANKS

The meeting ended with vote of thanks by Mrs. 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 and promised to fulfil them. She also thanked them for their continuous support, motivation, and advice for the advancement of the institution. She also thanked Dr R Parvathi, Local society member Mrs. Anita and all other members for their active participation and deliberations during the second meeting for the Academic Year 2021-22.



redma Shot on Realme 7i
2021-11-10 11:02



redma Shot on Realme 7i
2021-11-10 11:02

B Rammya
B Rammya

IQAC Coordinator

Dr R Parvathi
P. Parvathi
IQAC Chairperson
PRINCIPAL
V.E.T. FIRST GRADE COLLEGE
J.P. Nagar, Bangalore-560 076.

IQAC MEETING PROCEEDINGS

Date: 07th Aug 2021

Day: Saturday, Time: 10.30am -11.45am

Platform: Offline – VET FGC Board Room and Virtual Meet – Microsoft Teams

Link: <https://teams.microsoft.com/l/meetup-join/19%3afbf06131ef5742af979ad73aeb4b8838%40thread.tacv2/1628244888264?context=%7b%22Tid%22%3a%2246d8526e-a75f-4beb-9c68-e5a43352cb49%22%2c%22Oid%22%3a%22558fcc51-4ce1-4fbf-90ef-25edcf7b4ed7%22%7d>

AGENDA:

1. Welcome
2. Approval of Previous meeting minutes
3. Action taken report presentation.
4. Planning for the academic year 2021-22
5. Introduction of new courses
6. Closure of courses
7. Appointment and Resignation of Staff
8. Admission Strategy
9. Webinars and Seminars for students
10. Publications
11. Short term courses
12. Vaccination Drives
13. Any other topic
14. Vote of thanks

MEMBERS PRESENT

1. Dr. R. Parvathi
2. Sri. BR Viswanath Setty (online)
3. Dr Manandi N Suresh (online)
4. Narayanaswamy S G
5. Bharathi P S
6. Shilpa R
7. Gowri Hebbar
8. Febina K&S
9. Lokeshwari D V

10. Ambily I P
11. Anita B G
12. Murali J
13. Deepa Jogi (online)
14. B Rammya

Member Absent:

1. Mr. K S Nagendra

PROCEEDINGS

The 1st IQAC meeting for the Academic year 2021-22 was held on Blended mode both offline and online for few elderly members virtually owing to prevailing COVID-19 pandemic through Microsoft teams and was attended by all the members except Mr K S Nagendra, who could not join owing to training commitment and who had communicated the same through mail and actively participated by the all above mentioned members. Mrs. Rammya, IQAC Coordinator started the meeting by requesting Dr R Parvathi, Chairperson of the IQAC to welcome the members.

WELCOME:

Dr R Parvathi, Chairperson of the committee and Principal and Academic Director of the institution, welcomed Sri B R Viswanath Setty, President and Dr Manandi N Suresh, Honorary Secretary who joined the meeting online through Microsoft Teams; Mrs Anitha, Local Society Member, and all other members present to the first meeting for the Academic Year 2021-22. She mentioned that the institution has stride past this COVID-19 pandemic in a professional manner and appreciated the efforts of management members in steering the ship of VET FGC and the faculty and non-teaching staff's effort during this difficult and challenging times. She further requested the members to deliberate as always during the meeting.

APPROVAL OF MINUTES OF PREVIOUS MEETING and ACTION TAKEN REPORT:

Mrs Rammya read out the minutes of previous meeting agenda by agenda and substantiated it with the action taken for the same in detail. This was well received and acknowledged by all. Dr R Parvathi suggested that the same can be shared to all the members while sharing the agenda and meeting notice so that only the additions / corrections could be incorporated during the meeting. This was well accepted by all.

PLANNING FOR THE ACADEMIC YEAR 2021-22

The next agenda for the meeting was the presentation of Calendar of events for the year 2021-22 which was presented by DR R Parvathi. She mentioned to the members that the institution has drafted the calendar in line with the University calendar of events and put forth the point that she is going to attend the Calendar of events meeting on Tuesday – 10th Aug 2021.

She humbly stated that she has been nominated as the member of Calendar of events committee at the University level from among the private college Principals and mentioned that Dr Bhaskar would be part of the committee. She read out the entire calendar starting with reopening of semester, principal's meeting, various events for students, seminars, guest lectures, publications of staff, examination, graduation day etc., She proposed to observe 14th August as environment day, celebrate 15th August as Independence Day and 16th Aug as Swatchh VET and mentioned that if Jayanagar police supports, the institution proposes to create awareness about COVID and vaccination through organising a rally.

She detailed about the various programmes that have been lined up – Gender sensitization program especially for boys in Aug/Sep 2021, placement drives for outgoing students in July 2021, she stated that sports as planned in the calendar would be decided depending on COVID situation. She also mentioned that the LIC visit as per university norms is also part of calendar and placed before members that LIC application by the institution has been submitted online and same has been submitted to university and that the institution is awaiting the visit.

She also mentioned about the Parent Teacher Interaction (PTI) in the calendar and highlighted to all that the PTI conducted online during the pandemic has proved more effective and was attended by most of the parents. She proposed to the members that going forward, PTM could be held online itself. She also instructed the technical team to send message regarding the same and mentioning that the parents can meet the teachers, HOD / Coordinators and Principal between 2-3pm on any working day. The entire agenda was seconded by Mrs. Rammya.

INTRODUCTION OF NEW COURSES AND CLOSURE OF COURSES

The next agenda was on courses that are proposed to be introduced and courses that are to be discontinued. This agenda was discussed by Dr R Parvathi who first spoke about the closure of two PG Diploma courses namely – PG Diploma

in Business Administration and PG Diploma in E-Commerce. She mentioned that the closure is due to very less seekers for the courses and that the institution is paying affiliation fee every year for the same and the same is reducing our NAAC points for the same. Members agreed to this proposal considering the impact on the institution and NAAC.

She also happily and proudly proposed the introduction of 3 new courses namely B.Com- Business Data Analytics, BA in Psychology, Journalism and Optional Kannada and BA in Psychology, Journalism and Optional English and mentioned that the institution has taken all the initiatives for the same starting with payment of affiliation charges and filled the application form and the same would be submitted to the University after slight modifications. Sri Viswanath Setty and Dr Manandi N Suresh appreciated the efforts and hoped for the courses to flourish in the near future.

Mrs. Shilpa enquired whether these courses would be in line with the new NEP 2020 and Mrs. Rammya clarified that since B.Com in Business Data Analytics has subjects that blend Commerce and Computer application and BA is a blend of Psychology, Journalism and English / Kannada, it fits aptly into the definition of multidisciplinary aspects of NEP 2020. This agenda was proposed by Dr R Parvathi and seconded by Sri B R Viswanath Setty.

APPOINTMENT AND RESIGNATION OF STAFF

The next agenda was regarding the resignations and appointments of faculty members during the pandemic. Dr R Parvathi mentioned that there were resignations from almost all departments either due to health issues, family priority and pandemic reasons. She mentioned that Mrs. Prathima B J, Ms. Ashwini, Ms. Arpitha, Ms. Bhargavi, Mrs. Madhuri Patil and Mr. Venkatesan R had resigned and the vacancies that came up thus was filled. The new appointments were Mrs. Roopa Shree, Mr. Chinthan, Mrs. Shamimunnisa, Mrs. Deepika and Mrs. Tanuja who was made permanent faculty after serving the institution for nearly 10 years. She however pointed that 1-2 vacancies still exists, and proposed Mr. Rajath Kumar, be re-transferred back to First Grade College. She also clarified that the vacancies (1-2) need not be filled for time being as the institution is adopting blended method of teaching in view of existing and prevailing Pandemic.

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

ADMISSION STRATEGY

This agenda was also discussed by Dr R Parvathi. She started the discussion by placing on record appreciation to Mr. Narayanaswamy S G and team for the

initiatives taken for admission for the Academic Year 2021-22. She highlighted that no media – print or channel has been used this time for advertising. The strategy used for this academic year is personal counseling – which involved collecting data and personally calling the aspirants to counsel them. She mentioned that this strategy had worked last time and had given good results during the pandemic. She highlighted that till date, the institution has been able to reach the previous year target of admission using this methodology and expressed hope that it would far exceed the admission count of last year. She asked for suggestion from members and Mr. Narayanaswamy opined that the Miscellaneous fees collected separately by the institution could be added to the fees and mentioned to parents during counseling itself. This suggestion was readily accepted by the chairperson.

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

WEBINARS / SEMINARS FOR STUDENTS

The next agenda was on Seminars/Webinars for students and this agenda was briefed by the Heads and Coordinators of various departments. Mr. Narayanaswamy S G, Vice Principal and Head of Languages department proposed a National level offline seminar for both Kannada and English jointly. Dr R Parvathi proposed to conduct one International Conference on Multidisciplinary aspect on a blended basis with offline for Indian delegates and online for foreign delegates.

Mrs. Lokeshwari, Coordinator for BBA proposed for arranging 3 guest lectures for 3 years, 2 industry visits (if conditions improve owing to COVID 19 pandemic) and Case study analysis based on ICMR cases that have been sourced for this purpose. She also mentioned about the placement training that is part of curriculum for the final year students.

Mrs. Gowri Hebbar, HOD of Commerce Department mentioned that the department plans to organize 3 special lectures for practical subjects inviting senior Professors. She also mentioned about the Community Service for III semester students and Internship for IV semester students.

Mrs. Bharathi P S, HOD of BSC FAD mentioned about the AQP – Apparel Quality Program in association with RJS Pvt Ltd and mentioned that 15 students have started Training and told the members that MOU is in process of being finalized with the company. She also mentioned about the webinar planned for the students.

Mrs. Febina, Coordinator of BCA Department mentioned about the programs for BCA department. She mentioned that department proposes to arrange lectures on Latest Trends in technology and Trends in Software Engineering.

Mrs. B Rammya, M.Com Coordinator , mentioned that a lecture would be arranged for Direct Tax Planning and 2 Vanijya Dhara Activities on Monetary system and Business Ethics and Corporate Governance.

This agenda was proposed by Dr R Parvathi and seconded by Mrs. Ambily

PUBLICATIONS

The next agenda was on Publications of faculty members. This agenda was discussed by Mrs. Rammya, and she mentioned that as mentioned by Dr R Parvathi in her calendar of events presentation, every faculty member is required to publish 2 publications – namely one in UGC Care List Journal or Scopus Indexed Journal with ISSN and one in ISBN. Dr R Parvathi appreciated the efforts of all faculty in participating in conferences and in publications and asked the faculty to start preparation for the academic year 2021-22. This agenda was proposed by Mrs. Rammya and seconded by Mrs. Shilpa R.

SHORT TERM COURSES

The next Agenda was discussion on short term courses. Dr R Parvathi mentioned that Tally, Advanced Excel, Web developer and Python using Machine Language which are still in progress would be completed shortly. She placed on record appreciation for Mrs. Mamatha Subraya for her Certification program in Communication for Under graduation students. She also placed on record that a full-fledged language lab has been updated now on request by her and the same has been sanctioned by the management. This was proposed by Dr R Parvathi and seconded by Dr Manandi N Suresh.

VACCINATION DRIVES

The next agenda was on vaccination drives conducted in the college for managing the pandemic. Dr R Parvathi mentioned that the institution has organised 3 drives in the campus and placed on record that the 2nd dose for those who had taken COVAXIN was in progress though not in campus, but it's going on batch wise wherein students are sent to J P Nagar, Primary Health Centre for the second dose. She placed the institution's gratitude and appreciation to Dr Geetha and her team, BBMP Primary Health Centre for all the support extended during this testing times of pandemic and making vaccination accessible to the teaching and student community at large. This was seconded by Sri Viswanath Setty who placed on record appreciation to the entire team.

ANY OTHER TOPIC

The last agenda for the meeting was on various topics as detailed below

Third wave of COVID – Dr R Parvathi discussed about the current scenario with respect to COVID 19 and mentioned that the institution is prepared to handle the third wave, if arises, effectively and have thought of a blended method of teaching and learning according to the notifications of Union and State Government.

Next, she discussed about the budget for the Academic year 2021-22 and mentioned it in 2 heads namely – physical facilities and academic facilities. She also mentioned that salaries are the major component in the academic facilities and said that VET management have taken very good care of employees during this pandemic and always sticks to the moto of “care more” with respect to faculty members

The next agenda was on examination where Dr R Parvathi mentioned that the UG and PG (pending) examinations for I sem and III sem (wherever applicable) is commencing from 10th Aug and 9th Aug 2021 respectively. She also mentioned that the ongoing even semester examination for VI semester students would be held, and 2nd and 4th Semester students would be auto promoted based on odd semester examination. She also proposed to conduct Graduation Day and sought permission for the same and it was readily granted by the management.

She also mentioned that publicity could be given for the college through social media and through word of mouth and highlighted that care should be taken to educate students about the cybercrime and directed the committee to arrange for a program regarding the same.

This agenda was proposed by Dr R Parvathi and seconded by Sri 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 one hour in both the direct and virtual meeting organised on Microsoft team's platform. She thanked Sri B R Viswanath Setty and Dr Manandi N Suresh for their continuous support,

motivation, and advice for the advancement of the institution. She also thanked Dr R Parvathi, Local society member Mrs. Anita and all other members for their active participation and deliberations during the first meeting for the Academic Year 2021-22.



VET FIRST GRADE COLLEGE

Brammya
B. Rammya
IQAC CO-ORDINATOR

~~IQAC Coordinator~~
VET FIRST GRADE COLLEGE

IQAC CO-ORDINATOR

Parvathi
Dr R Parvathi

IQAC Chairperson
Principal

V.E.T. FIRST GRADE COLLEGE

J.P. Nagar, Bangalore - 560 078

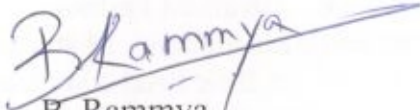
VET First Grade College
14th Main, J P Nagar, 2nd Phase, Bangalore – 560078
Action Taken – Meeting dated 07th Aug 2021.

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"> Unanimously appreciated and approved by all members through mail.
3	Planning for the academic year 2021-22	<ul style="list-style-type: none"> IQAC calendar presented by Dr R Parvathi Proposed 14th Aug 2021 to be observed as Environment Day and 15th Aug celebrations Gender sensitization program for boys Placement drives Parent Teacher Interaction Other programs organised 	<ul style="list-style-type: none"> Unanimously agreed by all Environment day observed 15th Aug 2021 celebrated 75th Independence day Planned for Nov 2021 due to delayed start for Academic year 2021-22 Placement Training conducted on 28/9/2021- 37 students participated – UG. PG – 20 students on 26/10/2021 Job Mela organised on 29/10/2021 –over 80 students participated – 14 companies participated – 20 colleges To be conducted in Nov/Dec 2021 Ethnic Day – 26/8/2021 Teachers Day – 6/9/2021 and AU Bank honoured 8 senior teachers – Alumni Jagadish Hindi Divas – 14/9/2021

			<ul style="list-style-type: none"> • Fashion Fest-28/9/2021
4	Introduction of new courses	<ul style="list-style-type: none"> • BA – Psychology, Journalism and Optional Kannada • BA – Psychology, Journalism and Optional English • B.Com – Business Data Analytics 	<ul style="list-style-type: none"> • Approved (formal order to come) as per LIC visit on 16/10/2021 – can commence from next academic year 2022-23 • Sourcing for all resources in process – teaching, infrastructure and others
5	Closure of Courses	<ul style="list-style-type: none"> • PG Diploma in Business Administration • PG Diploma in E-Commerce and M Commerce 	<ul style="list-style-type: none"> • Affiliation planned to be discontinued
6	Appointment and Resignation of Staff	<ul style="list-style-type: none"> • Resignations – Ms Bhargavi, Mrs Prathima B J, Ms Ashwini, Ms Arpitha, Mrs Madhuri Patil and Mr Venkatesan R 	<ul style="list-style-type: none"> • Appointments – Mrs Roopashree, Mr Chinthan, Mrs Pragathi Prakash, Ms Shruthi, Mrs Shammin Unissabi, Mrs Anjum Khanum
7	Admission Strategy	<ul style="list-style-type: none"> • Personal Counseling 	<ul style="list-style-type: none"> • Fetched good results – improvements in admission
8	Webinars / Seminars for students	<ul style="list-style-type: none"> • Activities planned 	<ul style="list-style-type: none"> • Induction week- 11/10/2021-18/10/2021 for I sem students • Language Lab inauguration – 22/10/2021 • Kannada Webinar on NEP for I sem students – 29/10/2021
9	Publications	<ul style="list-style-type: none"> • ISBN • ISSN 	<ul style="list-style-type: none"> • Published and released during Orientation • Staff publication for AY 2021-22 in pipeline

10	Short term courses		<ul style="list-style-type: none"> • Tally exam conducted on 31/8/2021 • Advanced Fashion Illustration – 14 students of B.Sc FAD completed • Web developer – 90 students – final assessment and certificate awaited • Python using Machine Language – BCA completed and certificates issued • Associate Quality Professional – RSJ Services -25 attended and 6 completed and 2 placed – B.Sc FAD
11	Vaccination Drives	<ul style="list-style-type: none"> • Vaccination drives 	<ul style="list-style-type: none"> • Organised on 29/9/2021 and 149 beneficiaries and 12 teaching and 5 non-teaching faculty participated. • Feedback was initially collected, and drive conducted
12	Any other Topic	<ul style="list-style-type: none"> • Third Wave and Teaching plan • Budget 2021-22 • UG and PG pending examination • Graduation Day 	<ul style="list-style-type: none"> • As of now offline classes are going on • Prepared and presented and approved • I sem examination conducted, VI semester exam conducted and college achieved good results – B.Sc FAD-100%, BBA -100%, B.Com -86% and BCA-72% and Mcom-90% • Organised on 17/9/2021 232 students graduated

13	Vote of Thanks	• Proposed by IQAC Coordinator Mrs B Rammya	-----
----	----------------	---	-------


B. Rammya

IQAC coordinator


Dr. Parvathi

Principal & Academic Director

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