

## **IQAC Meetings for the year 2014-15**

### **First Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 01-07-2014 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting.
2. Regarding Admission procedure and process of the academic year.
3. Analyze the performance of the students in the previous examination.
4. Regarding Online Submission of IQAR for the previous year.
5. Conduct Campus Drives.
6. Any other matter with the permission of Chair person.

IQAC Coordinator

Principal

### **Resolutions of the First IQAC Meeting**

The following are the resolutions passed in the meeting held on 01-07-2014 at 11-00 am in the principal's chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. As per the previous meeting resolutions the admission committee assigned the work in this regard & it is acting as per decision taken.
3. The performance of the department is furnished by the departmental heads along with top 10 list, which is read and discussed and confirmed in the meeting.
4. All heads of various criteria's have submitted the necessary information to the IQAC Coordinator. The meeting authorized the Coordinator to submit the AQAR to the NAAC office.
5. It is decided to conduct campus drives during the academic year. The placement officer is authorized to make correspondence with different companies.
6. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.

## **Second Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 23-07-2014 at 11-00 am in the Principal's chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting
2. Elect the General Secretary and Class representatives of all the class and Staff Secretary of the college.
3. Regarding Inaugural function and organization of TQM programme.
4. Regarding National Level, State Level Seminars.
5. Conduct Internal Assessment tests.
6. Any other matter with the consent of Chairman.

IQAC Coordinator

Principal

### **Resolutions of the Second IQAC Meetings**

The following the resolutions are passed in the meeting held on 23-07-2014 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. It is unanimously resolved that the General Secretary and the Class Representatives are to be selected on the basis of their performance in the previous examination, who stands first to the class and their merit is taken in to account.
3. It is resolved to organize Inaugural Function of the College Union and organize TQM programme before the end of August 2014. It is authorized Principle and Chairman of the association to fix and invite eminent scholars as the chief guest for the function.
4. It is unanimously resolved that all the departmental heads shall discuss and apply for the National and State level seminars to UGC on or before the stipulated date.
5. It is decided to conduct Internal Assessment Tests, Tutorials, Home Assignments and Class Seminars from time to time as per the university norms and calendar of events.
6. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.

### **Third Meeting**

It is hereby informed to all the Members of IQAC and HODs of all the Departments to attend the meeting to be held on 03-09-2014 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting
2. Regarding Procedure and process of filling of examination form for odd semesters of all the classes.
3. Regarding Progress of Syllabus.
4. Organize NSS Special Camp.
5. Any other matter with the permission of the Chair.

IQAC Coordinator

Principal

### **Resolutions of the Third IQAC Meetings**

The following are the resolutions passed in the meeting held on 03-09-2014 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. It is unanimously resolved that the Committee formed shall monitor the details of filling up of examination forms of odd semesters as per the strength of the class and verify the OMR sheets and assist the official staff for the filling up of examination forms.
3. It is discussed in detail with all the heads of the departments to monitor the progress of the syllabus and the remaining teaching hours to cope with the completion of syllabus before the closing of academic calendar of events.
4. It is resolved to organize NSS special camp at adopted village Hatalageri. The date shall be fixed in consultation with Karnatak Univesity, Dharwad and Grampanchayat of Hatalageri.
5. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.

### **Fourth Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 21-10-2014 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting.
2. Regarding Progress and completion of syllabus for the odd semester subjects of all the departments.
3. Conduct the semester examination and allocate of examination duty such as the Senior and Junior Supervisors.
4. Upload Internal Assessment marks of the students to the university.
5. Any other matter with the consent of the Chairperson.

IQAC Coordinator

Principal

### **Resolutions of the Fourth IQAC Meetings**

The following resolutions are passed in the meeting held on 21-10-2014 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. The HOD's informed the IQAC that their syllabus is completed and they are engaged in solving previous year question papers and preparing for practical examinations.
3. As the examination work is mandatory, all the staff members shall be allotted the supervision work by the college.
4. It is unanimously resolved that the Internal Assessment marks of each candidate are displayed on the notice board as per university norms. All the heads of the department are authorized to take necessary decisions, if there are any quarries about the internal marks within a week's time and the same marks should be uploaded to the syntax provided by the university examination section.
5. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.



### **Fifth Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 28-01-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting.
2. Regarding Commencement of classes.
3. Conduct Campus Drive
4. Organize Seminars.
5. Any other matter with the consent of the Chair.

IQAC Coordinator

Principal

### **Resolutions of the Fifth IQAC Meeting**

The following resolutions are passed in the meeting held on 28-01-2015 at 11-00 am in the principal's chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. It is unanimously resolved to conduct even semester Classes as per the Time Table prepared by the Committee.
3. It is decided to organize Campus Drive within end of March 2015. The Placement Officer is authorized to communicate with the concerned company.
4. It is resolved to organize UGC Seminar before 31<sup>st</sup> March 2015.
5. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.

## **Sixth Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 13<sup>th</sup> Feb-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting.
2. Organize Internal Assessment Test.
3. Regarding Performance of the students in the previous semester exams.
4. Regarding filling-up of examination forms of the students.
5. Any other matter with consent Chairperson.

IQAC Coordinator

Principal

### **Resolutions of Sixth IQAC Meeting**

The following are the resolutions passed in the meeting held on 13-02-2015 at 11-00 am in the principal's chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. It is unanimously resolved to conduct Internal Assessment Test as per the Time Table prepared by the IA Examination Committee.
3. The odd semester examination result furnished by the HODs is discussed along with top 10 merit students list.
4. The filling-up of examination form is entrusted to Examination Committee and the Non-teaching staff. It is decided to take assistance of teaching faculty for the scrutiny.
5. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.

### **Seventh Meeting**

It is hereby informed to all the Members of IQAC and HODs of all Departments to attend the meeting to be held on 01-04-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting.
2. Organize Annual Social Gathering.
3. Regarding Progress of syllabus.
4. Regarding Farewell for final year students.
5. Any other matter with the permission of the Chair.

**IQAC Coordinator**

**Principal**

### **Resolutions of the Seventh IQAC Meetings**

The following resolutions are passed in the meeting held on 01-04-2015 at 11-00 am in the principal's chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. It is unanimously resolved to organize Annual Social Gathering before 15<sup>th</sup> April 2015. The Principal and Chairman's of the associations entrusted to decide the date and invite the Chief Guest.
3. It is discussed in detail with all the heads of the departments to monitor the progress of the syllabus and the remaining teaching hours to cope with the completion of syllabus before the closing of academic calendar of events.
4. It is resolved to organized farewell function to final year students soon after the Annual Social Gathering.
5. In the meeting no other matter came for discussion. Hence the meeting is concluded with vote of thanks by the Co-ordinator.

### **Eighth Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 24 April 2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm the minutes of previous meeting.
2. Progress and accomplishment of syllabus for the even semester subjects of all the departments.
3. Conducting the semester examination and allocation of examination duty such as the Senior and Junior supervision.
4. Uploading of Internal Assessment marks of the students to the university.
5. Performance Appraisal and submission of documents to IQAC.
6. Any other matter with the consent of the Chairperson.

IQAC Coordinator

Principal

### **Resolutions of the Eighth IQAC Meetings**

The following resolutions are passed in the meeting held on 24-04-2015 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. The respective heads of the all the departments reported to the IQAC that they have completed the syllabus as per the schedule along with diary report. The Principal expressed satisfaction in this regard.
3. It is decided to allocate examination work to all faculty members as it is mandatory. It is also decided to relieve the faculty who are appointed by the university as vigilance squad and external senior supervisor.
4. It is unanimously resolved that the Internal Assessment marks of each candidate are displayed on the notice board as per university norms. All the heads of the department are authorized to take necessary decisions if there are any quarries about the internal marks within a week's time and the same marks should be uploaded to the syntax provided by the university examination section.
5. The IQAC Coordinator informed all stakeholders, departments, associations to furnish the relevant document to the respective criterion chairman's before the end of the academic year.
6. Principal instructed IQAC to inform the Admission Committee to be in touch with College during vacation & offer their service for coming Academic year admissions which is unanimously accepted in the meeting. The meeting is concluded with vote of thanks by the Co-ordinator.



## Compliances of the IQAC Meetings for the year 2014-15

1. As per the decision taken in the meeting, the admission process has completed as per the University and Government norms.
2. As per the decision taken all the heads of the criterion have submitted the information to the IQAC Coordinator. The IQAC Coordinator submitted AQAR to NAAC office on 30-07-2015.
3. As per the decision taken in the meeting, IA Tests are conducted as mentioned below.

Test	Odd Semester	Even Semester
I	19-08-2014 to 22-08-2014	24-02-2015 to 02-03-2015
II	25-09-2014 to 01-10-2014	06-04-2015 to 11-04-2015

4. As decided in the meeting, the TQM programme is conducted from 21-07-2014 to 24-07-2014. Inaugural Function of the College is organized on 05-08-2014.
5. As per the decision taken in the meeting, the NSS Special Camp is organized at adopted village Hatalageri from 06-10-2014 to 12-10-2014.
6. As decided in the meeting four Campus Interviews are conducted as mentioned below:

Sl.No	Date	Name of the companies	Candidates selected
1	3 <sup>rd</sup> & 4 <sup>th</sup> Oct. 2014	Vertex, Polaris, ACT	73
2	14 <sup>th</sup> Oct 2014	Excel Life Insurance Company.	02
3	30 <sup>th</sup> Jan.2015	Infosys	11
4	6 <sup>th</sup> March 2015	Global Man Power	10

7. As decided in the meeting, the National / State level Seminars/ Workshops/ Symposia are conducted as mentioned below.

Sl. No	Particulars	Date
1	UGC sponsored one day National Level Seminar on 'Foreign Direct Investment in Retail Market – Opportunities and Challenges in India' organized by Department of Economics.	27-09-2014
2	UGC sponsored one day National Level Seminar on 'Revisiting Predominance of Dynamic Inscriptions' organized by Department of History.	18-10-2014
3	UGC sponsored one day National Level Seminar on 'Status Role and Responsibilities of Teachers and Students in Contemporary Higher Education' organized by Department of Education.	28-03-2015

8. As per the decision taken in the meeting, the Annual Social Gathering is organised on 15-04-2015.
9. As decided, the Farewell Function is organized on 16-04-2015.