

## **IQAC Meetings for the year 2015-16**

### **First Meeting**

It is hereby informed to all the Members of IQAC to attend the meeting to be held on 30-06-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

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

IQAC Coordinator

Principal

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

The following resolutions are passed in the meeting held on 30-06-2015 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirmed unanimously.
2. The performance of the department is furnished by the departmental heads along with top 10 students list which is read, discussed and confirmed in the meeting.
3. As per the previous meeting resolution, the admission committee assigned the work in this regard. It is acting as per the decision taken.
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 resolved to conduct Campus drive in the month of July 2015. The Placement Officer is authorized to contact the 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 30-07-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
2. Elect the General Secretary and Class Representatives of all the class & 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 resolutions are passed in the meeting held on 30-07-2015 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirm 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 2015. 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 Departments to attend the meeting to be held on 02-09-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
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 resolutions are passed in the meeting held on 02-09-2015 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirm unanimously.
2. It is unanimously resolved that the Committee 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 15-10-2015 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
2. Progress and accomplishment of syllabus for the odd semester subjects of all the departments.
3. Conducting the semester examination and allocation of examination duty such as the Senior and Junior examiners.
4. Uploading of 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 15-10-20105 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirm unanimously.
2. The heads informed the IQAC that their syllabus is completed and they are engaged in solving previous years question papers and preparing for practical examinations.
3. As the examination work is mandatory, all the staff members are allotted supervision work.
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 should 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. It is discussed with the permission of the Chairperson to go through the financial assistance extended by UGC to organize national and state level seminars in the beginning of even semester in the concerned departments. The tentative dates of the seminars may be decided and the necessary brochures can be prepared well in advance.
6. 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 16-01-2016 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
2. Regarding Commencement of classes.
3. Conduct Campus drives.
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 16-01-2016 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirm unanimously.
2. It is unanimously resolved to conduct the classes as per the Even Semester Time Table prepared by the Committee.
3. It is decided to conduct campus drive in the month of February 2016. The Placement Officer is authorized to make correspondence with the companies.
4. It is resolved to organize UGC sponsored seminar before 31<sup>st</sup> March 2016.
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 06<sup>th</sup> Feb-2016 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
2. Organize Internal Assessment Test.
3. Regarding Performance of the students in the previous semester exams.
4. Regarding Online filling-up of examination forms.
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 06<sup>th</sup> Feb-2016 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 is furnished by the HODs of all departments along with top ten students list which is read and discussed.
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 26<sup>th</sup> March-2016 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
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 26<sup>th</sup> March 2016 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirm unanimously.
2. It is unanimously resolved to organize Annual Social Gathering before 15<sup>th</sup> April 2016. The Principal and Chairman's of the Associations entrusted to fix 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 organize 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 16 April 2016 at 11-00 am in the Principal's Chamber to discuss the following agenda.

1. Read and confirm previous meeting minutes.
2. Regarding Progress and completion of syllabus for the even semester subjects of all the departments.
3. Conduct the semester examination and allocation of examination duty such as the Senior and Junior Supervision.
4. Upload Internal Assessment marks of the students to the university.
5. Regarding 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 16-04-2016 at 11-00 am in the Principal's Chamber.

1. The minutes of the previous meeting were read and confirm unanimously.
2. The respective heads of the all the departments reported 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 relive 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 to be informed 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 2015-16**

1. As per the decision taken in the meeting, the admission process is completed as per the University and Government norms.
2. As decided in the meeting, Campus interview is conducted on 18<sup>th</sup> and 19<sup>th</sup> July 2015. Vertex, Polaris and ACT companies visited and 89 candidates were selected. On 1<sup>st</sup> February 2016 INFOSYS Company visited and 18 students were selected.
3. 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 22-07-2016.
4. As per the decision taken in the meeting, IA Tests are conducted as mentioned below.

Test	Odd Semester	Even Semester
I	26-08-2015 to 31-08-2015	24-02-2016 to 29-02-2016
II	07-10-2015 to 13-10-2015	26-03-2016 to 01-04-2016

5. As decided in the meeting the Inaugural function of the College is organized on 12-08-2015 and TQM programme is conducted from 06-08-2015 to 10-08-2015.
6. As per the decision taken in the meeting, the NSS Special Camp is organized at adopted village Hatalageri from 15-10-2015 to 21-10-2015.
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 'Impact of Nanotechnology on Society' organized by Department of Physics	03-03-2016
2	UGC sponsored one day National level Seminar on 'Problems and prospectus of Biodiversity in India' organized by Department of Botany, Zoology and Geography	03-03-2016
3	UGC sponsored one day Symposia Organized on 'Human Rights Education' by the Department of Political Science.	31-03-2016

8. As per the decision taken in the meeting, the Annual Social Gathering was organised on 11-04-2016.
9. As decided, the farewell function was organized on 13-04-2016.