

# MINUTES OF THE IQAC MEET HELD ON 22.07.2019

DATE : 22.07.2019

TIME : 10.00 a.m

VENUE : Principal's chamber

MEMBERS

PRESENT: IQAC Committee Members

## AGENDA:

1. Plan of Action for the Year  
2018-2019

## DISCUSSION:

1. To Apply for Autonomous status.
2. To Organise Faculty Development Programs focusing on
  - Outcome Based Education (OBE)
  - E Content Development
  - Enrolment in Online Courses - through Platforms like MOOCs, SWAYAM, NPTEL.
3. To enhance the activities of Ecell and establishment of Campus Companies.
4. To improve Placement opportunities by bringing in more Companies for Campus Recruitment.
5. To increase ICT enabled Teaching aid.
6. Implementation of Online Feedback System.
7. To conduct Workshop for Faculty on NAAC'S Revised Accreditation Framework.
8. To Apply for NIRF, AISHE, UBA

Principal

Secretary

# Minutes of the IQAC Meet held on

19.08.18

Date : 19.08.18

Time : 11.00 a.m

Venue : Principal's chamber

Members

Present : IQAC Committee Members.

## AGENDA

- 1) Autonomons report
- 2) College website updation - New website
- 3) Seminars / conferences - Organise
- 4) Alumna Meet
- 5) Staff Qualification Upgradation.

## Discussion

- 1) The format for Applying to Autonomons Status to be downloaded and report to be compiled.
- 2) All departmental activities and staff details need to be updated in website.
- 3) Two departments to plan for National level Seminars / conferences.
- 4) Prominent Alumna to be identified and pooled in to arrange successful Alumna meets.
- 5) Those staff members without NET / SET / Ph.d need to qualify themselves immediately.

Mamun  
19/8/18

Venijab

# Minutes of the IQAC Meet held on

Date: 12.09.18

Time: 2.00 P.m

Venue: Principal's chamber

Members

Present: IQAC Committee Members.

## AGENDA

- 1) Research Proposals
- 2) E learning resources - Library
- 3) Campus Company/Startup.
- 4) DBE
- 5) Capacity building Workshop.

## DISCUSSION

1) Research Committee meeting to be convened & to motivate staff members to apply for various funding agencies.

2) All the e learning resources in library to be used to a maximum possible extent.

3) E cell is planning to start campus company / startups very soon.

4) Outcome based education to be kept in mind while preparing the syllabus.

5. A Capacity Building Workshop on E-content development to be planned for our staff members.

Manoj  
12/9/18

Principal

# Minutes of the IQAC Meet on 18.12.18

**Date** : 18.12.18

**Time** : 10.00 a.m.

**Venue** : Principals chamber.

**Members Present** : IQAC Committee Members.

## Agenda:

- 1) Autonomous related Activities
- 2) Mental Institution
- 3) Career Guidance and Placement.
- 4) AISHE (NIRF).

## Discussion:

- 1) All reports pertaining to Autonomy to be called for seriously.
- 2) Our Institution has been identified by NAAC and UGC as a Mental Institution.
- 3) More number of Placement Companies to be invited for campus recruitment.
- 4) Data for uploading AISHE and NIRF to be kept ready.

V. Vijaya

Mamid  
18/12/18.

# Minutes of the Academic IQAC Meet held on 28/01/19

Date: 28.01.19

Time: 1:00 P.M.

Venue: Principals chamber.

Members

Present: IQAC Committee Members.

## AGENDA

- 1) Autonomous VISIT
- 2) Swachhata Ranking / Intership.
- 3) Financial support
- 4) Academic audit.

## Discussion

1. The dates for Autonomy visit are 7, 8 October.
2. Oral declaration for Swachhata Intership to be collected from staff member / students.
3. Teaching faculty in case if they find interesting to present paper, one way Airfare would be given.
4. All the department need to arrange for Academic Audit.

Mamta  
28/1/19

Manjitha

# Minutes of the IQAC Meet held on

Date : 01.02.19

Time : 11.00 a.m.

Venue : Principal's chamber

Members

Present : IQAC COMMITTEE Members.

## Agenda:

- 1) Autonomous visit
- 2) students Feedback - Online
- 3) Convocation
- 4) Usage of Modern Teaching devices.

## Discussion:

- 1) All departments to be ready with their departmental Inputs and PowerPoints for Presentation before the team.
- 2) Online student Feedback Software is developed. Data may be collected department wise.
- 3) Inform outgoing students for Convocation.
- 4) Teachers to be trained to use more modern teaching devices. A demo to be arranged for Interactive learning devices.

Mamraj  
01/02/19.

Vijayar

# Minutes of the IQAC Meet held on

18.03.19

Date : 18.03.19

Time : 10.00 a.m.

Venue : Principal's chamber

Members

Present : IQAC Committee Member

## AGENDA

- 1) Autonomous Status Granted
- 2) Syllabus Preparation
- 3) BOS
- 4) Framing Committees for Autonomy

## Discussion

- 1) UGC had granted Autonomous status to one institution for a period of 10 years from the Academic year 2018-19 in its letter dtd 14.02.19.
- 2) All the departments need to prepare Quality Syllabus.
- 3) The Board of Studies members to be constituted for each department. Subject Experts even other states need to be invited.
- 4) The various statutory and non statutory committees for Autonomy to be prepared and finalised.

Manoj  
ref 3/19.

Signature