

# Sindhi College

## 2018-19

### IQAC - Meeting 1

#### Minutes of the Meeting

Minutes of the meeting of the IQAC held on 02.06.2018 in Golden Jubilee Hall at 2pm.

Principal welcomed all the committee members to the IQAC meeting for the academic year 2018-2019

After deliberations, the following resolutions were passed

- 1) **Confirmation of the proceedings of the IQAC meeting held on 18<sup>th</sup> December, 2018.**  
Read and confirmed
  
- 2) **Action Taken Report on the proceedings of the IQAC meeting held on 18th December, 2018.**  
Read and confirmed
  
- 3) **Plan of Action for the year 2018-19**
  - a) **Criterion-1: Curricular Aspects**
    - Committee members decided to conduct Value Added Programme as in the previous years and HODs suggested the following:

Department	Class	Programme
<b>Commerce</b>	I year B.COM	Digital Marketing/ Advance MS Excel
	II year B.COM	Tally ERP
	III year B.COM	Stock market on derivatives certificate Program
<b>Management</b>	I year BBA	SAP
	II year BBA	Business Analytics/ Foreign Language
	III year BBA	Stock market on derivatives certificate Program / Logistics / TCS
<b>Computer Science</b>	I year BCA	Network Security
	II year BCA	CCNA
	III year BCA	Dot Net & Core Java
	I year B.Sc	Electronics Workworkshop
	II year B.Sc	Electronics Workworkshop
	III year B.Sc	Electronics Workworkshop
<b>Mathematics</b>	BCA/B.Sc	Maths Workshop
<b>English</b>	All courses & Classes	Business English certificate programme from Cambridge University

<b>Placement &amp; career guidance</b>	All final years (UG & PG)	Campus Recruitment and Training Programme
PG	I Year	Business English certificate programme from Cambridge University/ Stock Market Derivatives
	II Year	Campus Recruitment and Training Programme

- To enrich the curriculum transactions inside the class rooms through case studies, presentations, group discussions etc
- To continue with the remedial classes for slow learners as in the previous years
- To conduct bridge course classes in Fundamentals of Accountancy for Ist year B.COM & BBA non commerce stream students and Basic Electronics for Ist year BCA non science stream students.

#### **b) Criterion-2: Teaching, Learning & Evaluation**

- To organize orientation programme for I Semester students and parents also to be invited
- To encourage faculty members to adopt innovative practices in teaching as in the previous years
- To continue with department wise guest lectures and workshops
- To continue with industrial visits to enhance experiential learning
- Departments to organize inter-class competitions, curricular, co-curricular and extracurricular activities.
- To conduct tests and exams periodically as in the previous years.
- To review academic performance results.
- Session plan and lesson plan to be prepared and maintained by each faculty for their respective subjects in DIGITA CAMPUS Portal.
- To prepare study material and question banks and forward the same in students group mail id through DIGITA CAMPUS
- To explore the possibility of conducting Flipped Classrooms with advanced learners.

#### **c) Criterion -3: Research, Consultancy & Extension**

- Teachers to be encouraged to attend Seminars/Conferences/FDP by providing OOD facility and financial assistance
- To encourage more number of teachers to take up Minor Research Projects
- To encourage students to do projects and paper presentations and publish with ISSN/ UGC listed Journals.
- To organise FDP/Workshop on Intellectual Property Rights
- To organize National level Seminars and conferences by the departments
- To continue with extension services through NSS/NCC

#### **d) Criterion-4: Infrastructure and Learning Outcomes**

- To procure additional books to the library to cater to the changes in the syllabi.
- To renovate boys restroom in the first floor and also to construct a separate restroom for the differently disabled candidates.
- To request the Management to provide additional rooms in the basement.

#### **e) Criterion-5: Student Support and Progression**

- To continue with the scholarship for meritorious/ SC&ST/ Sports achievers and economically backward students
- To continue with interclass cultural and sports activities to enhance students skills and qualities
- To continue with counseling and mentoring system
- To continue with Parent-Teacher Meetings periodically
- To encourage NCC Cadets and train them adequately to be eligible for RDC

- To encourage students to excel in various sports and cultural events.

**f) Criterion-6: Governance, Leadership & Management**

- IQAC to collect and analyse students' feedback on teaching through DIGITA CAMPUS and submit the same to the Principal
- Performance appraisal of the teachers
- To apply for ISO 9001:2015 certification
- To go for NAAC Reaccreditation
- To make admission for BA course in Journalism and Psychology

**g) Criterion-7: Innovations and Best Practices**

- To continue with videographing the lectures of all the faculty members – second round.
- To continue with theme based series of lectures in each department, encourage the students to write articles and reward the best ones. Also resolved to publish the proceedings with articles
- To continue to provide financial assistance to needy students.
- To strengthen staff colloquium system

Asha N  
IQAC Coordinator

Dr. B S Srikanta  
Chairperson &Principal

**Members Present**

1. Sri Prakash R Narang – Chairman of Planning & Development Board
2. Dr. M.Muninarayanappa – Professor & Dean, Department of Commerce and Management, Bangalore University.
3. Sri.Kiran Chawla – Industrial Expert, Director- Suraj Metal Industries Pvt Ltd.
4. Dr.B.S.Srikanta – Chairperson & Principal
5. Prof.Asha.N – Vice Principal & IQAC Coordinator
6. Prof.Jayashree- HOD, Commerce
7. Smt.Radhika – HOD – Computer Science
8. Mr.Vaidyesh – HOD,Management
9. Smt.Roopaa Anagod – HOD, Mathematics
10. Dr.Rahul Kavishwar – HOD, M.COM
11. Mr.Kariyanna S - HOD, Kannada
12. Mr.Subramanya Bhat – HOD ,Sanskrit
13. Dr. Ranjana Pillai – HOD, Hindi
14. Dr.Padmavathy – HOD ,English
15. Sri.Shankar – Physical Education Director
16. Smt.Jayanthi- Office Superintendent
17. Smt.Kavitha – Accountant
18. Sri.Devaraju- Chief Librarian
19. Mr.Susheel – Alumni Representative
20. Mr.Vivek Singh – Alumni representative
21. Mr. Manav Bajaj – Student Representative
22. Ms. - Anusha - Student Representative
23. Mr.- Jamal, Student Representative
24. Ms. – Usha, Student Representative
25. Mr.Deepanshu, Student Representative

