



## **6.1 INSTITUTIONAL VISION AND LEADERSHIP**

**6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution.**

### **Vision**

To nurture creativity, talent and performance by providing high quality education in a state-of-the-art environment and mould aspiring youth into future leaders.

### **Mission**

- Inculcating high value through integrity
- Empowerment through knowledge
- Development through social conscience
- Community upliftment through employability

### **Core Values**

- Academic Excellence
- Access, Equity and Relevance
- Skill Development
- Global Competence
- Value Based Education
- Holistic Development

### **Goals**

- To develop spirit of inquiry , scientific temperament and pursuit of knowledge among students and faculty
- To impart quality education that would endow students with knowledge and skills which will endure them for life.
- To create an environment in the institution which is conducive for achieving academic excellence
- To usher in total quality management.
- To impart value based education.
- To sensitize students on gender related issues and strive towards women's empowerment and gender equality.
- To strive towards development of healthy stake holders' relationships.

- To bring about transparency in organizational functioning through decentralized governance and participative management.
- To improve ethics and work culture in the institution.
- Sensitize students and create a sense of responsibility towards social, environmental issues and national development

### **Objectives**

- To nurture a culture of continuous improvement in all facets of the institution in tune with the emerging trends in the field of education
- To motivate students to pursue academic excellence.
- To inculcate life skills like discipline, punctuality and regularity.
- To ensure that the institution functions as per the rules and regulations stipulated by the university and the government as regards conduct of classes, examination and evaluation.
- To provide variety of academic programmes and elective options to the aspiring students to meet the changing needs of the society
- To adopt student centric teaching – learning techniques.
- To promote innovations in teaching – learning process.
- To encourage staff to enhance their professional competency.
- To promote research culture in the institution.
- To bring about holistic development of the personality of students through conduct of curricular, co-curricular and extra-curricular activities.
- To enhance accessibility for students belonging to socially and economically weaker sections of the society by providing financial and moral support.
- To promote environmental consciousness among students and faculty.
- To involve students in community oriented outreach programmes and nation building activities so as to produce socially and culturally conscious citizens with concern for community and nation at large.
- To establish Academia-Industry linkage.
- To promote entrepreneurship.
- To maintain state-of - the art infrastructure and congenial learning environment.
- To adopt self-assessment processes and analyze performance against well set benchmarks.

The college is permanently affiliated to Bengaluru Central University. It is a self-financing, co-education college imparting quality education in the streams of Science , Commerce and Humanities, offering UG and PG courses. The college is recognized UGC under 2(f) and 12(B). It is presented with the “Best Emerging Private College in

Karnataka” awardby Global Triumph Foundation.Adding another feather to its cap , the college is ISO 9001:2015 certified institution for rendering quality education.

The objective of the institution is to create an indelible mark on the canvas of higher education with a vision to expand the horizons in the realm of teaching-learning, wherein young talented students are groomed and transformed into thinkers, researchers and entrepreneurs seeking opportunities in the industry or academics. The institution is making all out efforts to build confidence among the students to excel in academics, professional ventures and personal lives.

The college has a team of highly qualified, dedicated and multi - faceted faculty who guide the students to become academically competent, professionally superior, industrious and socially responsible. The college is endowed with state-of-the-art infrastructure. We are very proud to place on record that the college has made commendable contribution in shaping careers of hundreds of its students and has played a significant role in the holistic development of them, who in turn have brought laurels to the institution by their high level of performance, conduct and character.

**Office Bearers for the current year 2019-20**

Sri. MadanDoulatram	President
Sri. Prakash R Narang	Chairman
Sri. Avinash S Kukreja	Hon.Secretary
Sri. Kishore L. Achpal	Hon. Treasurer
Sri. Vikas Chawla	Hon.Jt.Secretary

**Board of Management- Members**

Sri. Anil Lala	Sri. Rajesh H. Chhabria
Sri. Ashok R. Chawla	Sri. VinodRajani
Sri. Balilal K. Chhabria	Sri. Ramesh Motiram
Sri. Karan Asrani	Sri. SanjeevAtmaram
Sri. JawaharGopal	Sri. RajanDoulatramBathija
Sri. Manoj L. Gera	Sri. Prakash H. Nagpal
Sri. Premkumar P. Chhabria	Sri. Prakash F. Madhwani

Certificate of Registration



This is to certify that the Quality Management System of:  
**Sindhi College**  
# 33 / 2B, Hebbal, Kempapura, Bangalore, 560 024, INDIA

applicable to:

**Providing education for graduate and post graduate courses like B.Com, BBA, B.Sc, BCA, BA, M.Com and M.Com (FA)**

has been assessed and registered by NQA against the provisions of:

**ISO 9001:2015**

This registration is subject to the company maintaining a quality management system, to the above standard, which will be monitored by NQA

Managing Director

Certificate No.	600054
ISO Approval Date:	8 October 2018
Valid Until:	8 October 2021
EAC Code:	37







Minutes of the Meeting of Office Bearers held on 2/6/2018 at 1. pm in Board Room,  
Sindhi College, Bengaluru.

**Members Present**

1. Sri.Avinash Kukreja – Hon.Secretary
2. Sri.Ashok P Narang – Hon.Treasurer
3. Sri.Rajesh M Bajaj – Jt.Secretary
- 4.Dr.B.S.Srikanta – Principal
- 5.Prof.Asha N- Vice Principal
6. Dr.S.Anil Kumar – Vice Principal

**Resolutions Passed**

1. Giving uniforms to UG students (2018-19 Batch) – It was resolved to provide:
  - a) Blazers to BBA, BCA, M.Com and M.Com (FA) students.
  - b) One pair of trousers and shirt to B.Com, B.Sc and BA students.
  - c) To obtain quotations and place them before Management for perusal and approval
2. Ph.D allowance of Rs.1,500/- per month sanctioned to Dr.Kariyanna, HOD-Kannada. Allowance to be released from the date of notification.
- 3.Rate of increment to Dr.Anil Kumar increased from 5% to 7.5% as per the directives of the Hon'ble President.
4. Sanctioning of annual increments to staff members as & when they complete one year of service - Deferred for discussion with Hon'ble President.
- 5.As per the request made by Mr.Sudarshan, Asst.Professor in Commerce Department, resolved to convert his appointment from full time to part time with a workload of 8hours per week.
6. Graduation day for II year M.Com students to be celebrated on 14<sup>th</sup> or 21<sup>st</sup> June,2018 depending on the availability of Chief Guest . Further, Hon. Secretary suggested to explore the possibility of giving Parker Pen / Uniform to the graduating students.
7. Resolved to release the pending salary of Mr.Sunil & Mr.Shashank pertaining to the extra classes engaged by them for UG courses during the year 2017-18 (Odd Semester)
8. Directed the Principal to prepare the Annual Report of the college from November 2017 till date to be presented in BOM scheduled on 7<sup>th</sup> June,2018.

  
**Chairman/ Hon. Secretary**

**Honorary Secretary  
Sindhi College  
No. 33/2B, Kempapura, Hebbal  
Bengaluru - 560 024**

Sindhi College

Minutes of the Meeting of Office Bearers held on 19/6/2018 at 4.30 pm in Board Room, Sindhi Seva Samiti, KK Road, Bengaluru.

**Members Present**

1. Sri.Deepak R Narang- Hon.President/Chairman
2. Sri.Avinash Kukreja – Hon.Secretary
3. Sri.Ashok P Narang – Hon.Treasurer
4. Sri.Rajesh M Bajaj – Jt.Secretary
5. Dr.B.S.Srikanta – Principal
- 6.Prof.Asha N- Vice Principal
7. Dr.S.Anil Kumar – Vice Principal
8. Prof.Gopinath- Dean, MBA

**Resolutions Passed**

1. Candidates shortlisted for the post of Assistant Professor in Commerce- UG and PG were interviewed by the Management selected and salaries finalised.

The following is the list of candidates selected:

- Ms.Sowmya
- Ms.Pragathi
- Ms.Swetha
- Ms.Ramyashree
- Ms.Mamatha

2. Principal's request for providing additional rooms was discussed and resolved to have site inspection on Saturday the 23<sup>rd</sup> June, 2018.

3. Resolved to perform Pooja and Homa in the college premises on 25/6/2018 to invoke the blessings of god.

4. Principal invited all the Office Bearers to the Graduation Ceremony for M.Com, scheduled on 21/6/2018.

5. Both the Principal and Dean of MBA requested the Management to provide annual increments to the staff members as and when they complete one year of service.

The Management agreed to the proposal on the following conditions:

- General order for sanctioning annual increment will be passed in the month of June every year as in the previous years. However in the first year of service, increment will be sanctioned from the date of completion of one year of service.
- The arrears of salary due to be paid for the service rendered between the date of eligibility for increment and the month of June will be released along with the revised salary.
- Date of increment will be changed to month of June in subsequent years of service.

  
Chairman/Hon. Secretary  
Sindhi College  
No. 33/2B, Kempapura, Hebbal  
Bengaluru - 560 024



Sindhi College

Minutes of the Meeting of Office Bearers held on 3/8/2018 at 5 pm in Board Room,  
Sindhi Seva Samiti, KK Road, Bengaluru.

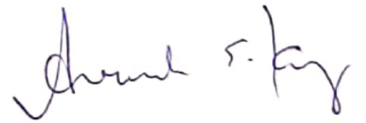
**Members Present**

1. Sri.Deepak R Narang- Hon.President/Chairman
2. Sri.Avinash Kukreja – Hon.Secretary
3. Sri.Ashok P Narang – Hon.Treasurer
4. Dr.B.S.Srikanta – Principal
5. Prof.Asha N- Vice Principal
6. Dr.S.Anil Kumar – Vice Principal

**Resolutions Passed**

- The Management sanctioned increments to the staff for the year 2018 as per the proposal submitted by the Principal subject to certain corrections made by the Hon. President and approved by the other Office Bearers.
- The Principal informed the Office bearers that the “*Best Emerging Private College in Karnataka*” award is given by Global Triumph Foundation and award ceremony is scheduled on 4<sup>th</sup> August,2018. The Management appreciated the efforts of the Principal and staff for getting this recognition.
- Regarding admission incentives Hon.President directed the principal to submit the details of students admitted through the consultants and the fee paid and to be paid to the consultants.
- Permission was given to buy equipments for the Psychology lab at the cost of about Rs.30,000/- from Psychonomies, Manjunathnagar, Bengaluru (quotation approved)
- Hon.President gave permission to relieve Dr.Anil Kumar, Vice Principal from his duties (on resignation) to construct 3 basic toilets in the government school (Dasedodda gowdana doddi village, Ramngara district) adopted by the college for NSS activities. After deliberations, Hon.President directed the Principal to get an estimation for the same
- Management approved to increase the remuneration for visiting faculty in general subjects from Rs.350/- to Rs.400/- per teaching hour and Management also approved remuneration Rs.750/- per teaching hour for visiting faculty in specialised subjects like Journalism and Psychology. As it is very difficult to get good faculty for specialised subjects (Journalism and Psychology).

- Management accepted the proposal to give tie for all the students of BBA and BCA course
- Management also accepted the proposal for providing the college logo on the uniform, given to the students.
- Management also agreed the proposal of distributing 50bags (Provided by TOI), pens and pencils to students of government school (Dasedodda gowdana doddi village, Ramngara district).  
The Principal volunteered to bear the cost of note books.

  
**Chairman/ Hon. Secretary**  
**Honorary Secretary**  
**Sindhi College**  
No. 33/2B, Kempapura, Hebbal  
Bengaluru - 560 024

Sindhi College

Minutes of the Meeting of Office Bearers held on 28/8/2018 at 5 pm in Board Room,  
Sindhi Seva Samiti, KK Road, Bengaluru.

**Members Present**

1. Sri.Prakash R Narang- Hon.Chairman
2. Sri.Avinash Kukreja – Hon.Secretary
3. Dr.B.S.Srikanta – Principal
4. Prof.Asha N- Vice Principal

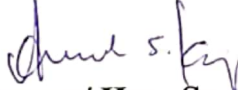
**Agenda**

To review and consider the Internal Audit report submitted by the ISO Internal Auditors in connection with ISO certification.

**Resolutions Passed**

The report was discussed in detail and deliberated upon all the observations mention in the report.

The report was accepted by the Management

  
**Chairman/ Hon. Secretary**  
Honorary Secretary  
Sindhi College  
No. 33/2B, Kempapura, Hebbal,  
Bengaluru - 560 024

## Sindhi College

### Minutes of the Meeting of Office Bearers held on 08/9/2018 at 5 pm in Board Room, Sindhi Seva Samiti, KK Road, Bengaluru.

#### Members Present

1. Sri.Prakash R Narang- Hon.Chairman
2. Sri.Avinash Kukreja – Hon.Secretary
3. Sri.Vikas Chawla – Hon.Jt.Secretary
3. Dr.B.S.Srikanta – Principal
4. Prof.Asha N- Vice Principal

*Prakash R.*  
*Avinash K.*  
*Vikas*  
*B.S. Srikanta*  
*Asha N.*

#### Agenda

To reconsider the Internal Audit report submitted by the ISO Internal Auditors in connection with ISO certification.

The report was discussed in detail and the resolutions recorded as furnished below.

### MANAGEMENT REVIEW MEETING

Sl.No	Topic	Points discussed and Action proposed	Responsibility	Target	Status
1	The status of action from previous	NA			
2	Change in External and Internal issues that are relevant to QMS	No Changes Suggested apart from what has already been listed	All the Stake holders	100%	100%
3	The needs and expectations of interested parties including compliance obligations	Needs and expectations discussed as listed in the QMS Manual	<ul style="list-style-type: none"><li>• Resources obligations: -Management</li><li>• Academic obligations: -Principal -Staff</li></ul>	100%	90-95%
4	Risks and Opportunities The extent to which quality objectives have been achieved	Risks identified and necessary action taken	<ul style="list-style-type: none"><li>• Resources obligations: -Management</li><li>• Academic obligations: -Principal -Staff</li></ul>	100%	97.60%
5	Information on the performance and effectiveness of QMS including trends in :				



a)	Customer satisfaction and feedback from relevant interested parties	Feedback obtained and analysed - Discussed	<ul style="list-style-type: none"> <li>Resources obligations: -Management</li> <li>Academic obligations: -Principal -Staff</li> </ul>	100% 2017-18	80%
b)	Process performance and conformity of products and services	Process performance and conformity of various departments discussed.	<ul style="list-style-type: none"> <li>Resources obligations: -Management</li> <li>Academic obligations: -Principal -Staff</li> </ul>	100% 2017-18	100%
6	Non-conformities and corrective actions	Non-conformity reports of various departments obtained from the Internal auditors, discussed, action taken to convert them to conformities	Principal Staff	100% 2017-18	100%
7	Monitoring and Measurements results	Discussed and suggested for further improvement to reach the targets	Faculty	100% May,2019	80%
8	Fulfilment of Compliance obligations	Complied with the rules and regulations of the regulatory bodies	Principal Staff	100%	100%
9	Audit results /Internal	Discussed and expressed Satisfaction	ISO Internal Auditors and Staff	100% 2017-18	100%
10	The performance of External providers	Discussed and satisfied with performance	Vendors Principal Staff	100%	100%
11	The adequacy of resources	Discussed and expressed Satisfaction	Management (Physical and Financial resources ) Principal Staff	100%	100%
12	The effectiveness of actions taken to address risks and opportunities	Discussed found effective to a large extent	<ul style="list-style-type: none"> <li>Resources obligations: -Management</li> <li>Academic obligations: -Principal -Staff</li> </ul>	100%	100%
13	Relevant communication from interested parties including complaints	No complaints received except issue of Marks Cards by the University	University	100% Nov,2018	98.40%

14	Opportunities for continual improvement	Opportunities identified Vision document prepared	Management (Physical and Financial resources ) Principal Staff	100%	Open
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*for the*

**Chairman/ Hon. Secretary**

**Chairman  
Sindhi College  
33/2B, Kempapura, Hebbal  
Bengaluru - 560 024**

Sindhi College

Minutes of the Meeting of Office Bearers held on 22/9/2018 at 1.30 pm in Board Room, Sindhi College, Bengaluru.

**Members Present**

1. Sri.Prakash R Narang- Hon.Chairman, Degree
2. Sri.Avinash Kukreja – Hon.Secretary, Degree
3. Sri.Kishore L Achpal- Hon.Treasurer, Degree
4. Sri. Vikas Chawla- Hon.Jt.Secretary, Degree
5. Sri.Deepak R Narang- Hon.Chairman, PU
6. Sri.Ashok P Narang – Hon.Secretary, PU
7. Sri.Rajesh M Bajaj – Hon.Treasurer, PU
8. Dr.B.S.Srikanta – Principal
- 9.Prof.Asha N- Vice Principal

Resolutions Passed

1. Resolved to allot Room No.201 and Room No.202 in the second floor to final year B.com class.
2. Management directed the Principal to release an advertisement in the newspaper for the post of Academic Coordinator, Placement Officer and Counsellor at the earliest.
3. Principal invited all the Office Bearers for the Mega Event “CRESINDO” to be held on 26<sup>th</sup> and 27<sup>th</sup> September, 2018 and State Level Workshop on “Intellectual Property Rights in India” to be held on 28<sup>th</sup> September, 2018

*Prakash R.*

**Chairman / Secretary**

**Chairman**  
**Sindhi College**  
33/2B, Kempapura, Hebbal  
Bengaluru - 560 024

Sindhi College

Minutes of the Meeting of Office Bearers held on 10/10/2018 at 5.30 pm in Board Room, Sindhi Seva Samiti, KK Road, Bengaluru.

**Members Present**

1. Sri. Madan Doulatram – Hon.President
2. Sri.Prakash R Narang- Hon.Chairman
3. Sri.Avinash Kukreja – Hon.Secretary
4. Sri.Kishore L Achpal- Hon.Treasurer
5. Sri. Vikas Chawla- Hon.Jt.Secretary
6. Sri.Deepak R Narang- Hon.Chairman, PU
7. Dr.B.S.Srikanta – Principal
8. Prof.Asha N- Vice Principal

Resolutions Passed

1. Hon. President and other Office Bearers congratulated the Principal and staff for their concerted efforts in getting ISO 9001:2015 certification for the college.

In this regard, Principal requested the Management Members to honour all the staff members in the form of small token of appreciation for their efforts, dedicated work, support and cooperation towards this great achievement of ISO Certification.

2. Hon. President accepted the Principal's request and approved to buy a memento for the staff members. Budget approved for the same is Rs.2,000/- to Rs.2,300/- per person.
3. Discussion on increment of executives deferred to the next meeting.
4. Regarding the appointment of Prof.Asha N as Principal for Degree Evening College, Hon.President asked Prof.Asha N to submit application for the same and also he directed Prof.Asha.N to take Degree Evening College responsibility as Principal in charge. Confirmation of appointment of Principal for Evening College deferred to the next meeting.
5. Hon.Chairman requested the Principal to prepare compliance report in respect of NAAC peer team's observations and recommendations.

*Prakash R.*

**Chairman / Secretary**

Chairman  
Sindhi College  
33/2B, Kampapura, Hebbal  
Bengaluru - 560 024



13/6/18

38

MEETING  
CIRCULAR-38

This is to inform all the faculty member that a Staff meeting is convened on 13/6/18 at 1p.m in Seminar Hall.

Agenda.

1. Orientation programme for 1 year students
2. Work allotment.
3. Time table.
4. Departmental Budget.
5. college calendar - 18-19

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	
2	Dr. S ANIL KUMAR	
3	Prof. ASHA N	
4	Dr. RAMANANDA K	
5	Mr. DEVARAJU S	
6	Prof. VAIDYESH M A	
7	Prof. ROOPA R A	
8	Dr. KARIYANNA S	
9	Prof. SUBRAMANYA N R	
10	Prof. RADHIKA E K	
11	Prof. HEMALATHA R	
12	Lt. SHANKAR B P	
13	Prof. SHASHIKALA	
14	Prof. PRIYA HARI	
15	Dr. RANJANA PILLAI	
16	Dr. PADMAVATHY K	
17	Prof. SUDHARSHAN	
18	Prof. GRACE J	
19	Prof. JAYASHREE TAMBAD	
20	Prof. NANDINI S	
21	Prof. NAGARATHNA K B	
22	Prof. CHITTY BABU R	
23	Prof. KALAIVANI Y S	
24	Prof. RASHMI B	
25	Prof. AKILANDESWARI	
26	Dr. GIRIRAJKUMAR	
27	Prof. PUTUL DUTTA	
28	Prof. H S RAJU	
29	Prof. KUMAR E	
	Prof. SAVITHA N I	

13/6/18

13/6/18



## Minutes of the Meeting-38.

Principal welcomed all the Staff members to the very first meeting of the academic year 2018-19.

Principal expressed his heartfelt thanks to all the faculty members for their support and co-operation extended in the smooth conduct and completion of an academic year 2017-18.

1. Orientation programme. <sup>for first year degree students</sup>  
Orientation programme is scheduled on 18/6/18. at 10. am in Auditorium.

Cultural Committee members were instructed to make necessary arrangements and allocation of work.

Principal also announced that the Chief Guest for the programme is Dr. M. Rama Chandra Gowda, Registrar, Bengaluru Central University. ✓

2. Work/Subject allotment, 19

All departmental heads were instructed to do the subject allocation in their respective departments for the academic odd semester 2018-19. and the same to be submitted to the Principal.

3. Time table.

Ms. Roopa, Convener of time table committee was instructed to prepare time table for the odd semester 2018-19.



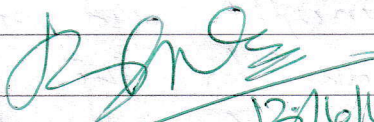
#### 4. Departmental Budget.

All departmental heads and committee convenors are required to submit departmental & committee budget and calendar on or before 16/6/2018 to principal.

#### 5. College calendar

College calendar committee convenor Ms. Priyankari was instructed to prepare college calendar for the academic year based on the departmental calendar and university calendar.

Alhew

  
12/6/18



6/7/18

## CIRCULAR - 39

This is to inform all the staff members that meeting is convened on 6/7/18 at 2 p.m in Seminar Hall

Agenda.

1. Study material
2. Students' attendance and discipline.
3. Students' Dropout rate
4. Calendar of events and Budget.
5. Wall Magazine.

AlhamaShree



## Minutes of the meeting - 33.

Principal welcomed all the staff members to the meeting and following were discussed.

### 1. Study material.

All subject teachers are required to prepare study material and question banks in their respective subject as in the previous years.

HODs are responsible to send the soft copy of study material to the students mail ids.

### 2. Students attendance, Discipline and Dropout.

Subject teachers, class teachers and HODs should continuously monitor students attendance on daily basis. ~~In case of students who absent~~ Parents should be updated about their ward's attendance regularly.

Principal also informed to all the faculty members that if <sup>students</sup> attendance is regularly monitored then the dropout rate will be reduced.

HODs are responsible to monitor students attendance, discipline and dropout rate.

### 3. Calendar of events and Budget.

HODs were informed that all department events for the academic year 2018-19 mentioned in the departmental calendar of events and budget to be strictly followed i.e. ~~organise~~ ~~the events~~ ~~as per~~ ~~the calendar dates~~ ~~mentioned~~ ~~and~~ ~~organise~~ the activities as per the events mentioned in the calendar of events.



5. Local Magazine  
class teachers and subject teachers  
to identify the students and allot topics  
for local magazine activity. HODs to monitor  
this

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	<i>[Signature]</i>
2	Dr. S ANIL KUMAR	<i>[Signature]</i>
3	Prof. ASHA N	<i>[Signature]</i>
4	Dr. RAMANANDA K	<i>[Signature]</i>
5	Mr. DEVARAJU S	<i>[Signature]</i>
6	Prof. VAIDYESH M A	<i>[Signature]</i>
7	Prof. ROOPA R A	<i>[Signature]</i>
8	Dr. KARIYANNA S	<i>[Signature]</i>
9	Prof. SUBRAMANYA N R	<i>[Signature]</i>
10	Prof. RADHIKA E K	<i>[Signature]</i>
11	Prof. HEMALATHA R	<i>[Signature]</i>
12	Lt. SHANKAR B P	<i>[Signature]</i>
13	Prof. SHASHIKALA	<i>[Signature]</i>
14	Prof. PRIYA HARI	<i>[Signature]</i>
15	Dr. RANJANA PILLAI	<i>[Signature]</i>
16	Dr. PADMAVATHY K	<i>[Signature]</i>
17	Prof. SUDHARSHAN	<i>[Signature]</i>
18	Prof. GRACE J	<i>[Signature]</i>
19	Prof. JAYASHREE TAMBAD	<i>[Signature]</i>
20	Prof. NANDINI S	<i>[Signature]</i>
21	Prof. NAGARATHNA K B	<i>[Signature]</i>
22	Prof. CHITTY BABU R	<i>[Signature]</i>
23	Prof. KALAIVANI Y S	<i>[Signature]</i>
24	Prof. RASHMI B	<i>[Signature]</i>
25	Prof. AKILANDESWARI	<i>[Signature]</i>
26	Dr. GIRIRAJKUMAR	<i>[Signature]</i>
27	Prof. PUTUL DUTTA	<i>[Signature]</i>
28	Prof. H S RAJU	<i>[Signature]</i>
29	Prof. KUMAR E	<i>[Signature]</i>
30	Prof. SAVITHA N L	<i>[Signature]</i>
31	Prof. PRATHIMA R	<i>[Signature]</i>

*Alh*

*[Handwritten notes and signatures]*



13/7/18.

Meeting circular - Ho.

A Staff meeting is convened on 13/7/18  
at 2pm in Seminar Hall.

Agenda.

1. ISO 9001:2015 ✓

Alhena

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	
2	Prof. ASHA N	
3	Mr. DEVARAJU S	
4	Prof. VAIDYESH M A	
5	Prof. ROOPA R A	
6	Dr. KARIYANNA S	
7	Prof. SUBRAMANYA N R	
8	Prof. RADHIKA E K	
9	Prof. HEMALATHA R	
10	Lt. SHANKAR B P	
11	Prof. SHASHIKALA	
12	Prof. PRIYA HARI	
13	Dr. RANJANA PILLAI	
14	Dr. PADMAVATHY K	
15	Prof. GRACE J	
16	Prof. JAYASHREE TAMBAD	
17	Prof. NANDINI S	
18	Prof. NAGARATHNA K B	
19	Prof. CHITTY BABU R	
20	Prof. KALAIVANI Y S	
21	Prof. RASHMI B	
22	Prof. AKILANDESWARI	
23	Dr. GIRIRAJKUMAR	
24	Prof. PUTUL DUTTA	
25	Prof. H S RAJU	
26	Prof. KUMAR E	
27	Prof. SAVITHA N L	
28	Prof. PRATHIMA R	
29	Prof. Bhavya M	
30	Prof. V Sri Hari	
31	Prof. Mamatha B V	

M.Com, M.Com(FA) Staff

1	Dr. RAHUL K KAVISHWAR	
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## Minutes of the Meeting - Ho.

Principal welcomed all the staff members to the meeting.

The following were discussed regarding ISO 9001: 2015.

1. ISO training programme on 6<sup>th</sup> and 7<sup>th</sup> August, 2018.

Principal informed that the following members will undergo ISO training programme i.e. certified Internal Auditor.

- i) Dr. B.S. Srikanta - Principal
- ii) Dr. Anil Kumar. S - Vice principal
- iii) Prof. Asha. N - Vice principal.
- iv) Dr. Rahul Kavishker - HOD, PG Department.
- v) Dr. Padmaulathy - HOD, English.
- vi) Associate Prof. Jayashree - HOD, Commerce.
- vii) Associate Prof. Uaidyesh - HOD, Management.
- viii) Associate Prof. Radhika - HOD, Computer Science.
- ix) Associate Prof. Roopa - HOD, Mathematics
- x) Mr. Devaraju - Librarian.

2. Internal Audit and External Audit.

Principal informed that ISO Internal Audit is scheduled on 3<sup>rd</sup> September, 2018 and External Audit on 17<sup>th</sup> and 18<sup>th</sup> September, 2018.

3. Preparation for ISO

In-depth discussions were held with the staff members in order to identify the common risks and necessary action taken to overcome those risks.

Principal briefed that the parameters for ISO is divided into 4 parts.



2. Admission.
3. Course delivery
4. Examination and Results.

Based on the above, the following risks were identified and also discussed, what necessary action is undertaken to overcome those risks. All HODs were instructed to prepare Risk and Action taken matrix.

a) Teacher and Student Ratio.

Abiding by the statutory and regulatory requirements.

b) Competency of the teacher.

- Work allotment based on competency of the teacher on statutory regulation.

- Time table, lesson plan, work diaries, syllabus completion report on monthly basis. certified trainers for TEs and BEC.

Assistance from experts guidance from the industry to conduct UAP.

c) Interest of students.

ITP, List of websites provided for extended reading, Mentoring system, Bridge course.

Study material and question bank sent to students through e-mails.

d) Fast and slow learners

Mentoring system, Bridge course,

Student MRP, Remedial classes, Students

Seminars, participation in inter class/college

Prathiba Puraskar, wall mag-



- e) Continuous Internal evaluation.  
 Internal exams as per the Planned.  
 2 Internal exams as per B.U. norms.  
 G.A marks, Question papers, Assignment books,  
 Surprise tests.
- f) External evaluation.  
 As per B.U. Norms, Results analysed &  
 discussed with the concerned teachers and  
 corrective measures ~~initiated~~ initiated.  
 Academic Progression.
- g) Completion of Syllabus.  
 Syllabus completion report.
- h) Competitive Skills.  
 MRP, club activities, class room activities,  
 Sports (Inter and Intra college), cultural (Inter/  
 Intra college) Local magazine, NCC, NSS,  
 Paper presentations.
- i) Placements.  
 Pre placement training, on-campus and  
 off-campus, TCS, Internship training programme.
- j) Safety of Students.  
 Security - round the clock, Fire safety,  
 Safety net, CCTV, Anti-Ragging Committee,  
 Student Grievance cell.
- k) Parents' Expectations.  
 Parents' Counselling during admissions,  
 Orientation programme, PTMs, Students



Parents feed back, Inviting parents for graduation day, Annual day and Phathiba puraskar, Scholarships. encouragement for sports and cultural activities.

### l) Infrastructure.

Regular A/ces, lift, Generators, Gardener, House keeping, Security, classrooms, labs, Auditorium, Seminar hall, Ramp for differently disabled students, Rest room, G.J. hall, ~~auditorium~~, Indoor Stadium, Ground, Canteen, parking area, library.

### m) Admission

Application, admission registers, Brochures. Prospectus, Advertisements, filing of applications. F-c register.

### n) Courses availability as per the market trend.

All UAP

### o) Improvement and analysis of students.

Academic progression.

### p) Organisation Knowledge.

Appointments, Recruitment, HR policy, Job description. Organisation Structure.

### q) Gender issues.

Female Security Guard, CRS, Srs SAC, IDAC, Alumni Association, NRS, NCC. Percentage of women employees. Lady



cell, Anti sexual harassment cell and  
Anti - Ragging cell.

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[Signature]

PRINCIPAL  
SINDHI COLLEGE  
#33/2B Kempapura, Hebbal,  
Bengaluru-560 024.



30/7/18.

## Meeting Circular - 41.

A staff meeting is convened on 30/7/18  
at 2.15 pm in Seminar hall.

## Agenda.

1. Students' Attendance.
2. Special classes
3. 2PR. Workshop.
4. 2<sup>nd</sup> Internal examination
5. Students M.R.p.
6. P.S.O.

Alth...

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	
2	Dr. S ANIL KUMAR	
3	Prof. ASHA N	
4	Dr. RAMANANDA K	
5	Mr. DEVARAJU S	
6	Prof. VAIDYESH M A	
7	Prof. ROOPA R A	
8	Dr. KARIYANNA S	
9	Prof. SUBRAMANYA N R	
10	Prof. RADHIKA E K	
11	Prof. HEMALATHA R	
12	Lt. SHANKAR B P	
13	Prof. SHASHIKALA	
14	Prof. PRIYA HARI	
15	Dr. RANJANA PILLAI	
16	Dr. PADMAVATHY K	
17	Prof. SUDHARSHAN	
18	Prof. GRACE J	
19	Prof. JAYASHREE TAMBAD	
20	Prof. NANDINI S	
21	Prof. NAGARATHNA K B	
22	Prof. CHITTY BABU R	
23	Prof. KALAIVANI Y S	
24	Prof. RASHMI B	
25	Prof. AKILANDESWARI	
26	Dr. GIRIRAJKUMAR	
27	Prof. PUTUL DUTTA	
28	Prof. H S RAJU	
29	Prof. KUMAR E	
30	Prof. SAVITHA N L	
31	Prof. PRATHIMA R	
32	Prof. Bhavya M	
33	Prof. V Sri Hari	
34	Prof. Mamotha P V	



## Minutes of the meeting - 41.

The following were discussed in the meeting.

### 1. Students' Attendance.

The list of students with zero percentage of attendance to be submitted all departmental heads by 31/7/18. The principal informed that the letters will be sent to the parents of students with zero percentage of attendance through Registered/Speed post.

### 2. Special classes.

All first year subject teachers were instructed to take atleast 8-10 hours of special classes class to the students who had taken late admission in order to cover up the syllabus that has been missed by the late admitted students.

### 3. ZPR Workshop.

Principal informed that one day State level workshop on "Intellectual property Rights" in association with NLSIU on 28<sup>th</sup> September, 2018.

### 4. 2<sup>nd</sup> Internal examination. is scheduled from 13<sup>th</sup> August, 2018 onwards.

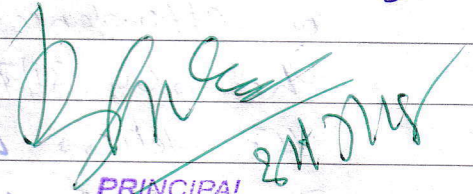
### 5. Students Minor Research projects

HODs were informed to identify the students for <sup>to carry out</sup> students minor research projects. The list of students and topics to be submitted to Research cell at the earliest.



6. Iso.

Principal requested all departmental heads to keep documents and files ready as per the risks identified in the previous meeting.



PRINCIPAL  
SINDHI COLLEGE  
#30/2B Kempapura, Hebbal,  
Bengaluru-560 024.

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4/9/18.

Meeting Circular - 42.

A Staff meeting is convened on 4/9/18 at 2.15 p.m. in Seminar hall.

Agenda

1. Special classes for late admitted candidates
2. Remedial classes.
3. Iso <sup>certification</sup> work.

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John



## Minutes of the meeting - 42.

The following were discussed in the meeting. Held on 4/9/18

1. Special classes  
 All HODs were instructed to prepare special classes timetable and conduct special classes for the students who have taken late admissions, so that these students will not miss the positions what had been covered earlier in the classes.
2. Remedial classes  
 Principal instructed timetable committee to prepare remedial classes timetable. All teachers are required to take remedial classes for the slow learners.
3. ISO WORK  
 All departments, committee convenors and various cell coordinators are required to keep files and various documents ready as per the requirements of ISO.  
 \* Principal informed all ~~the~~ HODs<sup>and</sup> convenors that each and every file maintained in their respective departments should have numbering on the files.  
 \* All departments - vision, mission, objectives and quality policy should be displayed on the notice board in the departments.

*[Signature]*



3/10/18

## Meeting Circular - 42.

A Staff meeting is convened on 3/10/18.  
at 2.15 p.m in Seminar hall.

## Agenda.

1. Digital campus
2. Cos pos & psos
3. Cos outcome.

*Alk*

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	<i>[Signature]</i>
2	Prof. ASHA N	<i>[Signature]</i>
3	Mr. DEVARAJU S	<i>[Signature]</i>
4	Prof. VAIDYESH M A	<i>[Signature]</i>
5	Prof. ROOPA R A	<i>[Signature]</i>
6	Dr. KARIYANNA S	<i>[Signature]</i>
7	Prof. SUBRAMANYA N R	<i>[Signature]</i>
8	Prof. RADHIKA E K	<i>[Signature]</i>
9	Prof. HEMALATHA R	<i>[Signature]</i>
10	Lt. SHANKAR B P	<i>[Signature]</i>
11	Prof. SHASHIKALA	<i>[Signature]</i>
12	Prof. PRIYA HARI	<i>[Signature]</i>
13	Dr. RANJANA PILLAI	<i>[Signature]</i>
14	Dr. PADMAVATHY K	<i>[Signature]</i>
15	Prof. GRACE J	<i>[Signature]</i>
16	Prof. JAYASHREE TAMBAD	<i>[Signature]</i>
17	Prof. NANDINI S	<i>[Signature]</i>
18	Prof. NAGARATHNA K B	<i>[Signature]</i>
19	Prof. CHITTY BABU R	<i>[Signature]</i>
20	Prof. KALAIVANI Y S	<i>[Signature]</i>
21	Prof. RASHMI B	<i>[Signature]</i>
22	Prof. AKILANDESWARI	<i>[Signature]</i>
23	Dr. GIRIRAJKUMAR	<i>[Signature]</i>
24	Prof. PUTUL DUTTA	<i>[Signature]</i>
25	Prof. H S RAJU	<i>[Signature]</i>
26	Prof. KUMAR E	<i>[Signature]</i>
27	Prof. SAVITHA N L	<i>[Signature]</i>
28	Prof. PRATHIMA R	<i>[Signature]</i>
29	Prof. Bhavya M	
30	Prof. V Sri Hari	<i>[Signature]</i>
31	Prof. Mamatha B V	<i>[Signature]</i>

M.Com, M.Com(FA) Staff

1 Dr. RAHUL K KAVISHWAR



### Minutes of the meeting - 43.

Principal welcomed all the staff members and the following were discussed.

#### 1. Digital campus.

Principal informed Mr. Kumar, Mr. of Commerce department, Mr. Uaidyesh from Management department and Mrs. Radhika from Computer Science department to make study material, and assignment questions and question bank <sup>chapter wise and subject wise</sup> to students' mail id through Digital campus.

#### 2. Cos, Pos, PSOs and Attainment of Course Outcomes.

All HODs are required to submit Cos, Pos, PSOs to the principal by 6<sup>th</sup> October, 2018. And also to submit attainment of course outcomes in each and every subject and chapter.

*[Signature]*  
Principal



22/10/18 Meeting Circular 44.

A meeting with all HODs is convened on 22/10/18 at 1 p.m in Board room.

1. Cos, Pos, and PSOs
2. Digital campus.

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	
2	Prof. ASHA N	
3	Mr. DEVARAJU S	
4	Prof. VAIDYESH M A	
5	Prof. ROOPA R A	
6	Dr. KARIYANNA S	
7	Prof. SUBRAMANYA N R	
8	Prof. RADHIKA E K	
9	Prof. HEMALATHA R	
10	Lt. SHANKAR B P	
11	Prof. SHASHIKALA	
12	Prof. PRIYA HARI	
13	Dr. RANJANA PILLAI	
14	Dr. PADMAVATHY K	
15	Prof. GRACE J	
16	Prof. JAYASHREE TAMBAD	
17	Prof. NANDINI S	
18	Prof. NAGARATHNA K B	
19	Prof. CHITTY BABU R	
20	Prof. KALAIVANI Y S	
21	Prof. RASHMI B	
22	Prof. AKILANDESWARI	
23	Dr. GIRIRAJKUMAR	
24	Prof. PUTUL DUTTA	
25	Prof. H S RAJU	
26	Prof. KUMAR E	
27	Prof. SAVITHA N L	
28	Prof. PRATHIMA R	
29	Prof. Bhavya M	
30	Prof. V Sri Hari	
31	Prof. Mamatha B V	

M.Com, M.Com(FA) Staff

1	Dr. RAHUL K KAVISHWAR	
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## Minutes of the meeting - H4.

Principal welcomed all the departmental heads and the following were discussed..

1. Cos, Pos and PSOs.

Principal instructed Mr. Prof. Reddy to upload all departments Cos, Pos and PSOs in the college website.

2. Digita Campus.

Principal confirmed with all HODs regarding sending study materials and question banks to all the students mail ids through Digita Campus.

Prof. Asha, Vice Principal was informed to take students' feedback on teaching through Digita Campus software.

*[Signature]*  
29/10/18



19/11/18

## Meeting Circular - 48

A Staff meeting is convened on 19/11/18 at 2pm in Room No. 004.

## Agenda.

1. J.A. Marks.
2. Work Diary, Syllabus completion report, Academic and Personal file.
3. Budget for the forthcoming semester (even sem 2018-19)
4. Subject allotment for next semester.
5. Faculty and Students' Minor Research Project.
6. Research proposal to UGC.
7. Voluntary <sup>finance</sup> contribution by students to construct restrooms <sup>at Ramnagar district</sup> in the school <sup>adopted by College</sup> NSS unit.
8. College timings during Nov/Dec 2018 University Examinations.

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Minutes of the meeting - 45.

Principal thanked all the faculty members for their support and co-operation <sup>extended</sup> towards smooth and effective conduct of the odd semester 2018-2019. Principal appreciated all staff members sincere <sup>effective</sup> and dedicated work and efforts in obtaining ISO 9001:2015 certificate to the college.

The following resolutions were passed.

1. Internal Assessment marks.

All faculty members are required to upload their respective subjects students I.A. marks to the university website portal before 23/11/18. ✓

2. Work Dicky, Syllabus completion report, Academic and personal file.

All faculty members were instructed to submit work dicky and <sup>monthly</sup> syllabus completion report today (19/11/18) to the principal. By 23/11/18 Academic and personal file to be submitted. (updated) ✓

3. Budget for the forthcoming semester.

Though Annual Budget and calendar-2019 were submitted by all departmental heads and various committee/cell convenors. As per the Management directions principal requested all HODs, various committee/cell convenors to submit the Budget and calendar of events for 2018-19 even series of the forthcoming semester by 23/11/18.



4. Subject allotment for the next semester.

All HODs were instructed to conduct departmental meeting on 20/11/18 and do the subject allotment for the next semester and record the same in the departmental meeting book.

5. Faculty and students' Mind Research Project.

Principal all faculty members who are doing Mind Research projects and the faculty members who are guiding students' Research projects to complete by December, 2018.

6. Research proposal to UGC

Principal requested the faculty members, especially the faculty members who are pursuing Ph.D and completed Ph.D to send a research proposal of their respective areas of interest and submit the same for UGC approval. ✓

Principal encouraged and motivated all faculty members to submit a research proposal to UGC so that it adds a weightage to the faculty profile and institution. ✓

7. Construction of restrooms ~~at~~ in Government School (adopted by college NSS unit) at Dasedadada Golodana Village, Ramnagara district.

N.S.S. Officer Mr. Vaidyesh was requested to collect money from the students who are interested and willing to make <sup>voluntary</sup> monetary contribution towards this social cause.



8. college timings during Nov/Dec, 2018  
university examination.

During university examinations the  
reporting time of faculty members are  
as follows:

- \* Those who have invigilation duty  
in the first session - 8.30 am to 3.30 pm
- \* Those who have invigilation duty in  
the afternoon session - 10. am to 5 pm

*S. Prasad*  
*19/11/18*

S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA	<i>[Signature]</i>
2	Prof. ASHA N	<i>[Signature]</i>
3	Mr. DEVARAJU S	<i>[Signature]</i>
4	Prof. VAIDYESH M A	<i>[Signature]</i>
5	Prof. ROOPA R A	<i>[Signature]</i>
6	Dr. KARIYANNA S	<i>[Signature]</i>
7	Prof. SUBRAMANYA N R	<i>[Signature]</i>
8	Prof. RADHIKA E K	<i>[Signature]</i>
9	Prof. HEMALATHA R	<i>[Signature]</i>
10	Lt. SHANKAR B P	<i>[Signature]</i>
11	Prof. SHASHIKALA	<i>[Signature]</i>
12	Prof. PRIYA HARI	<i>[Signature]</i>
13	Dr. RANJANA PILLAI	<i>[Signature]</i>
14	Dr. PADMAVATHY K	<i>[Signature]</i>
15	Prof. GRACE J	<i>[Signature]</i>
16	Prof. JAYASHREE TAMBAD	<i>[Signature]</i>
17	Prof. NANDINI S	<i>[Signature]</i>
18	Prof. NAGARATHNA K B	<i>[Signature]</i>
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21	Prof. RASHMI B	<i>[Signature]</i>
22	Prof. AKILANDESWARI	<i>[Signature]</i>
23	Dr. GIRIRAJKUMAR	<i>[Signature]</i>
24	Prof. PUTUL DUTTA	<i>[Signature]</i>
25	Prof. H S RAJU	<i>[Signature]</i>
26	Prof. KUMAR E	<i>[Signature]</i>



7/2/19.

Meeting Circular - Lib.

A Staff meeting is convened on 7/2/19 at 2 p.m in Seminar hall.

Agenda:

1. Annual Sports meet on 8/2/19
2. Students uniform
3. Semester fees
4. Research.
5. Calendar of events.
6. SSR uploading.
7. National Seminar on March 21<sup>st</sup> and 22<sup>nd</sup>.
8. Lesson plan in Digital campus.

*[Signature]*

*[Signature]*

S.N	BU STAFF	Sign	S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA		32	Prof. Ramyashree N	<i>[Signature]</i>
2	Prof. ASHA N		33	<del>Prof. Sowmya G S</del>	
3	Mr. DEVARAJU S	<i>[Signature]</i>	34	Prof. Pragathi-Prakash	
4	Prof. VAIDYESH M A	<i>[Signature]</i>	35	Prof. Swetha Parivara Appaji	
5	Prof. ROOPA R A	<i>[Signature]</i>	36	Prof. Shiny Wesley	
6	Dr. KARIYANNA s	<i>[Signature]</i>	37	Prof. Kirthana H	<i>[Signature]</i>
7	Prof. SUBRAMANYA N R		38	Prof. Nalini <sup>Purushothama</sup> <del>Padmanabha</del>	<i>[Signature]</i>
8	Prof. RADHIKA E K	<i>[Signature]</i>			
9	Prof. HEMALATHA R	<i>[Signature]</i>			
10	Lt. SHANKAR B P	<i>[Signature]</i>			
11	Prof. SHASHIKALA	<i>[Signature]</i>			
12	Prof. PRIYA HARI	<i>[Signature]</i>			
13	Dr. RANJANA PILLAI	<i>[Signature]</i>			
14	Dr. PADMAVATHY K	<i>[Signature]</i>			
15	Prof. GRACE J	<i>[Signature]</i>			
16	Prof. JAYASHREE TAMBAD	<i>[Signature]</i>			
17	Prof. NANDINI S	<i>[Signature]</i>			
18	Prof. NAGARATHNA K B	<i>[Signature]</i>			
19	Prof. CHITTY BABU R	<i>[Signature]</i>			



## Minutes of the meeting - H6.

Principal welcomed all the staff members to the very first meeting of even semester (2018-19) and also thanked all the staff members for their dedicated work, support and co-operation extended towards obtaining an ISO certification, organising various seminar events and also academic related events successfully and he also requested the staff members to extend the same kind of support and co-operation in this semester. The following resolutions were passed.

### 1. Annual Sports meet - 2019.

Lt. Shankar, Physical Education Director briefed the staff members about the forth coming event "Annual Sports Meet" on 8/2/19 at Sahakar Nagar Grounds.

Duty allotment for the same was distributed to the staff.

### 2. Students uniform.

All HODs and class teachers were instructed that those students who don't come to college in uniform on Mondays and Thursdays should not be allowed them to attend classes.

### 3. All HODs and class teachers were informed to make an announcement in their respective classes that students who have not cleared their college fees are required to pay by Feb 15<sup>th</sup>, 2019.



4. Research: All faculty members are required to complete faculty MRPs and also students MRPs by March 31st, 2019.

5. Calendar of events

All departments/committees/clubs are required to organize the events for the even semester as scheduled in the calendar of events.

6. SSR uploading - Principal briefed the staff members regarding the submission of IIR. In the month of March uploading of SSR will be made. Principal requested all the staff members during the time of uploading SSR i.e. in the month of March all staff members are requested to stay back after college hours and attend to NAAC work.

7. Forthcoming National Seminar.

Principal informed all the faculty members to forward the brochure of NAAC sponsored 2 day National Seminar to their friends in other colleges and also requested to all the faculty members to submit a research paper for the same.

8. Lesson Plan in Digital Campus.

HODs to ensure that lesson plan of all the subjects is be entered in Digital Campus portal.





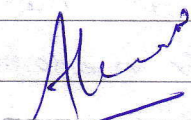
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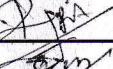
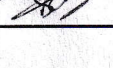


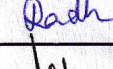



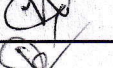




Meeting agenda - 47

A staff meeting is convened on 19/2/19 at 2pm in Seminar hall.

Agenda

1. ZQA Status.
2. MRPs.
3. ZEM - 2.
4. National Seminar



S.N	BU STAFF	Sign	S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA		32	Prof. Ramyashree N	
2	Prof. ASHA N		33	Prof. Sowmya G S	
3	Mr. DEVARAJU S		34	Prof. Pragathi Prakash	
4	Prof. VAIDYESH M A		35	Prof. Swetha Parivara Appaji	
5	Prof. ROOPA R A		36	Prof. Shiny Wesley	
6	Dr. KARIYANNA S		37	Prof. Kirthana H	
7	Prof. SUBRAMANYA N R		38	Prof. Nalini Padmanabha	
8	Prof. RADHIKA E K				
9	Prof. HEMALATHA R				
10	Lt. SHANKAR B P				
11	Prof. SHASHIKALA				
12	Prof. PRIYA HARI				
13	Dr. RANJANA PILLAI				
14	Dr. PADMAVATHY K				
15	Prof. GRACE J				
16	Prof. JAYASHREE TAMBAD				



19/2/19.

## Minutes of the meeting - 47.

The following were discussed in the meeting held on 19/2/19.

## 1. IQA Status.

Since the academic year 18-19 is not completed and Reaccreditation period is from 2014-2019. Principal informed all the members that issue is raised to NAAC ~~is~~ that to consider <sup>submitted</sup> IQA to cancel and afresh IQA ~~is~~ will be submitted after the completion of the year 18-19 i.e. in the 2nd quarter (in the month of June, 2019) IQA will be submitted.

## 2. Minor Research projects.

All faculty members were reminded once again to complete faculty and students MRPs by March 31<sup>st</sup>, 2019.

## 3. Internal Examination - I.

Examination Committee were informed to conduct internals from March 12<sup>th</sup> onwards and necessary arrangements to be made for the same.

4. National Seminar on March 22<sup>nd</sup> and 23<sup>rd</sup>.

Seminar Committee were informed to make necessary arrangements like obtaining OOD forms, identifying resource persons, posting brochures to other colleges etc. ~~to be~~ and other related work to be started.

*[Signature]*



9/3/19

Meeting Circular - 48

A Staff meeting is convened on 9/3/19 at 2 pm in Seminar hall.

Agenda

1. Minor Research projects
2. Fees
3. Seminar / conference.
4. Business Lab.
5. WUK Diary.

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S.N	BU STAFF	Sign	S.N	BU STAFF	Sign
1	Dr. B S SRIKANTA		32	Prof. Ramyashree N	
2	Prof. ASHA N		33	Prof. Sowmya G S	
3	Mr. DEVARAJU S	<i>DM</i>	34	Prof. Pragathi Prakash	
4	Prof. VAIDYESH M A	<i>dy</i>	35	Prof. Swetha Parivara Appaji	
5	Prof. ROOPA R A	<i>P.P.R.A.</i>	36	Prof. Shiny Wesley	
6	Dr. KARIYANNA S	<i>S.K.</i>	37	Prof. Kirthana H	
7	Prof. SUBRAMANYA N R		38	Prof. Nalini <sup>Perishothana</sup> Padmanabha	
8	Prof. RADHIKA E K	<i>Radh</i>			
9	Prof. HEMALATHA R	<i>dy</i>			
10	Lt. SHANKAR B P	<i>SK</i>			
11	Prof. SHASHIKALA	<i>SK</i>			
12	Prof. PRIYA HARI	<i>R</i>			
13	Dr. RANJANA PILLAI	<i>R</i>			
14	Dr. PADMAVATHY K	<i>R</i>			
15	Prof. GRACE J	<i>R</i>			
16	Prof. JAYASHREE TAMBAD	<i>R</i>			



## Minutes of the meeting - 47.

The following were discussed in the meeting held on 9/3/19.

## 1. Minor Research Projects.

Faculty members, who are doing Minor Research Projects briefed the Principal about their progress in MRPs. Principal instructed them to submit the MRPs by 31<sup>st</sup> March, 2019.

## 2. Fees.

All HODs and class teachers were informed to make an announcement in their respective classes regarding the semester fee due by the students. The fee amount to be paid by the students on or before 15<sup>th</sup> March, 2019.

3. Forthcoming National Conference on 22<sup>nd</sup> and 23<sup>rd</sup>, March 2019.

Principal requested all the faculty members to forward National Conference brochure to their friends in other colleges and request them to participate in the conference.

## 4. Business Lab.

Principal instructed Commerce department to shift the lab materials from current business lab to the newly renovated business lab.

## 5. Work Diary.

All HODs are requested to regularly check and sign their respective departments staff members work diaries.





# SINDHI COLLEGE

33/2B, KEMPAPURA HEBBAL BANGALORE-560024


## CRITERIA: 6 GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 INSTITUTIONAL VISION AND LEADERSHIP

6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution.

#### List of IQAC Members 2019 - 2020

Sl.No	Name
1	Mr. Prakash R Narang - Chairman, Sindhi College
2	Dr. Muninarayananappa - Professor & Dean, Dept. of Commerce & Management, Bangalore University
3	Mr. 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. Radhika E K - HOD, Computer Science
7	Prof. Vaidyesh M A - HOD, Management
8	Prof. Roopa R Anagod - HOD, Mathematics
9	Dr. Rahul Kavishwar - HOD, M.Com
10	Prof. Kariyanna S - HOD, Kannada
11	Prof. Subramanya Bhat - HOD, Sanskrit
12	Dr. Ranjana Pillai - HOD, Hindi
13	Dr. Padmavathy - HOD, English
14	Mr. Shankar - Physical Education Director
15	Ms. Jayanthi - Office Superintendent
16	Ms. Kavitha - Accountant
17	Mr. Devaraju S - Chief Librarian
18	Mr. Tameem Ahmed - Placement Officer
19	Mr. Susheel Kumar - Alumni Representative
20	Mr. Vivek Singh - Alumni Representative
21	Mr. Sushank - Student Representative
22	Mr. Nabil - Student Representative
23	Mr. Akash Khandari - Student Representative
24	Ms. Srilekha Deshpande - Student Representative
25	Mr. Deepanshu - Student Representative

  
PRINCIPAL  
SINDHI COLLEGE  
#33/2B Kempapura, Hebbal,  
Bengaluru - 560 024.