



SWAMY VIVEKANANDA RURAL FIRST
GRADE COLLEGE
CHANDAPURA, BANGALORE-560081



Minutes of the Meeting

The IQAC has organized the meeting in the beginning of the academic year 2019-20 for deciding the calendar of events. The IQAC Co-Ordinator has called for the meeting to discuss the activities to be carried on with all the members of IQAC.

The meeting was organized in the principal chamber to discuss the proposed activities.

The chairman of IQAC welcomed all the members to the meeting and explained the agenda of the meeting.

Members	Members
Shri. Venkatesh Babu T S	Principal & Chairperson
Shri. Kiran Kumar k	Advisor, SVRPUC
Mr. Parveez Ulla	IQAC Co-Ordinator
Mr. Sanath Kumar H S	IQAC Member, Dept. of Kannada
Mr. Ramesh C G	IQAC Member, Dept of commerce and management
Mrs. Kusuma H S	IQAC Member, Dept of commerce and management
Mrs. Ameer	IQAC Member, Dept of English
Mr. Ambarish R	IQAC Member, Dept of commerce and management


Highlights of the meeting

- To decide the various activities to be carried on in the academic year 2019-2020.
- Decided the activity in charges as well as to fit the activity as per NAAC Criteria.
- To conduct the parents meeting through a house visit from Criteria 5 Student Support and Progression
- To conduct the convocation and send-off to the graduating students from criteria v student support and progression
- To update the information to the college website from Criteria 4 Infrastructure and Learning Resource
- To conduct the faculty development programs to the staff from criteria 3 Research Innovation and Extension Activity
- To develop e-content from the effort of the staff criteria 4 infrastructure and learning resource



- To conduct interclass, intercollege sports and cultural activities Criteria v Student Support and Progression
- To conduct the 3 internal examinations for all the students to assess their performance and evaluate for the internal assessment from Criteria 2 Teaching-Learning and Evaluation
- To prepare the staff handbook by inculcating all the necessary documents to record all the necessary information from Criteria 1 Curriculum Aspects
- To celebrate all the national festivals in association with the institutional management
- To submit the AQAR for the academic year 2018-19 from IQAC Co-Ordinator in consultation with the chairman of IQAC.




Principal
Sri Sri Vivekananda Rural First Grade College
Chandapura, Anekal Taluk, Bangalore-560 08