

IQAC Meeting Memo

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Date: July 6th 2020

This is inform all the members of IQAC to be present in IQAC meeting scheduled on July 6th 2020, Monday @ 10:30 AM in IQAC room. Please assemble on time.

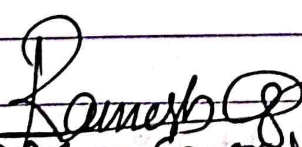
Meeting Agenda.

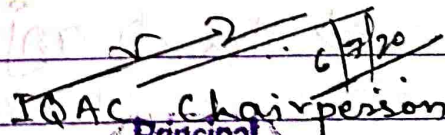
- 1) Criteria wise presentation to newly elected IQAC team.
- 2) Framing of committees criteria wise.
- 3) Assigning of responsibilities to IQAC members on criteria basis.
- 4) Any other issues rise by chairperson.

Signature

- 1) Mr. Sanath Kumar. HS
- 2) Mr. Parvezulla
- 3) Mrs. Manju. B
- 4) Mrs. Kusuma. HS
- 5) Mr. Anbarish. N

H.S. Srinivas
6/7/2020
Manju 6/7/20
Kusuma 6/7/2020
Anbarish 6/7/2020


IQAC CO-ORDINATOR
Internal Quality Assurance Cell (IQAC)
Swamy Vivekananda Rural First Grade College
Chandapura, Anekal Taluk, Ranga J., e-560079


IQAC Chairperson
Principal
Swamy Vivekananda Rural First Grade College (PA)
Chandapura, Anekal Tq., Bangalore-81

Meeting minutes

IQAC meeting Proceeding

Date :- 6th July 2020

A meeting of Internal Quality Assurance Committee (IQAC) was held on 6th July 2020, today @ 10.30 Am. Under the Chairmanship of Mr. Venkateshbabu T.S. Principal @ IQAC Room. The following members were present in meeting.

a) Pro. Venkatesh Babu - T.S.

Chairperson, IQAC & Principal SURF

b) Mr. Ramesh. C.G.

Co-ordinator IQAC & Assistant Professor
Department of Commerce

c) Mr. Sanath Kumar. H.S

member, IQAC & Assistant Professor,
Department of Kannada

d) Mr. Parveez. Ulla.

member, IQAC & Assistant Professor,
Department of Commerce

e) Mrs. Manju. B.

member, IQAC & Assistant Professor,
Department of Commerce

f) Mrs. Kusuma. H.S.

Member, IQAC & Assistant Professor
Department of Commerce

g) Mr. Ambarish. R.

Member, IBAC & Assistant Professor
Department of Commerce.

At the outset Mr. Parveez-ulla a member IBAC welcomed chairperson, co-ordinator and all other members of IBAC and requested chairperson to conduct meeting proceeding

The honourable principal after his greeting initiated the proceedings.

Resolution on Proceeding

1) Criteria wise
Presentation to newly
elected IBAC Team.

Mr. Parveez-ulla member, IBAC as presented all the NAAC Criteria's (1 to 7) completely in detail and IBAC Function to all the members of IBAC

2) Framing of Committees
Co-ordinators.

The IBAC Co-ordinator Mr. Ramesh suggested that the Committees to be constituted on Criteria wise and insisted to assign one co-ordinator from IBAC team for each Committee. The Chairperson and other members agreed the suggestion given by IBAC Co-ordinator and frame the Committee's Co-ordinator. Which are as under

a) Name :- Mr. Ramesh, G.
 Designation :- Co-ordinator
 Criteria :- (6) Governance
 leadership and
 management


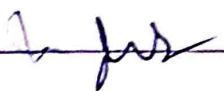
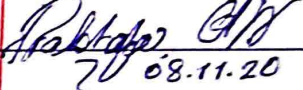
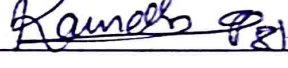
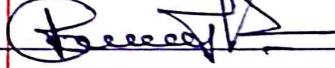

b) Mr. Sanath kumar H.S.
 Designation :- Member
 Criteria :- (7) Institutional
 value & Best prac-
 tices.

c) Mr Parveez ulla.
 Designation :- Member
 Criteria :- (1)

d) Mrs Manju B.
 Designation :- Member
 Criteria :- (3)

e) Mrs. Kusuma H.S.
 Designation :- Member
 Criteria :- (5)

f) Mr. Ambresh. R.
 Designation :- Member
 Criteria :- (2)

Sl. No	Names of the Members	Signature
01.	Prof. Venkatesh Babu, the Principal & Chairman IQAC.	
02.	Dr. P. Venkataswamy Reddy, Member IQAC, SVREC.	
03.	Prof. Balakrishna, Principal Vijaya College, Bangalore.	H.S. Balakrishna
04.	Shri. A.V. Prabhakar, Corporate general Manager, Mico Bosch (India).	 08.11.20
05.	Shri. Ramesh, co-ordinator IQAC.	
06.	Shri. Sanath Kumar, Member IQAC.	H.S. Sanath Kumar
07.	Shri. Parveez Ullah, Member IQAC.	
08.	Smt. Manju B, Member IQAC.	Manju B
09.	Shri. Ambareesh, Member IQAC.	 08/11/20
10.	Smt. Kusuma HS, Member IQAC.	Kusuma 8/11/20.



Swamy Vivekananda Rural First Grade College
Chandapura, Bengaluru - 560081



INTERNAL QUALITY ASSURANCE CELL

MINUTES OF MEETING

Internal Quality Assurance Cell Committee meeting was held on 8th November 2020, Sunday at 11.00A.M, First Grade College, SVRES. The following members were present in the meeting.

- 1) Mr. Venkatesh Babu T. S
Principal & Chairperson, IQAC, SVRFGC.
- 2) Dr.P.V.Reddy
Management Representative, IQAC, SVRFGC
Convenor, College Sub Committee and Director, SVRES
Joint Director (Retd.), Central Power Research Institute, Bengaluru.
- 3) Dr.H.S.Balakrishna
Principal, Vijaya College, Bengaluru,
Advisor, IQAC, SVRFGC
- 4) Mr. Prabhakar. A.N
General Manager(Retd.), MicoBosch., Bengaluru,
Corporate Representative, IQAC, SVRFGC
- 5) Mr. Ramesh, C.G
Asst. Professor, Dept. of Commerce & IQAC Co-ordinator, SVRFGC
- 6) Mr. Sanathkumar, H.S
Asst. Professor, Dept. of Kannada & IQAC Member, SVRFGC
- 7) Mr. Parveez Ulla
Asst. Professor, Dept. of Commerce & IQAC Member, SVRFGC

8) Mrs. Kusuma.HS
Asst. Professor, Dept. of Commerce & IQAC Member, SVRFGC.

9) Mr. Ambarish.R
Asst. Professor, Dept. of Commerce & IQAC Member, SVRFGC

10) Mrs. Manju.B
Asst. Professor, Dept. of Commerce & IQAC Member, SVRFGC

Mr. Ramesh CG, IQAC Co-ordinator welcomed all the members of Internal Quality Assurance Cell and requested the Chairperson to conduct the meeting proceedings.

The chairman of the cell greeted the members and appreciated the efforts made by the members of IQAC and formally informed that the institution is accredited with 'B' Grade by NAAC and made presentation on the NAAC Peer Team Recommendation, AQAR 2019 – 2020 & Future Plans.

NAAC Peer Team Recommendations:

The Chairman in his presentation mainly focused on the recommendations made by NAAC Peer Team in terms of the strengths and weakness of the institution and their suggestions for improvement. Dr.P.V.Reddy, suggested the Chairperson to focus on weak areas to be strengthened for enabling to improve the quality system in the institution.

AQAR 2019 – 20:

The Annual Quality Assurance Report of the year 2019 – 20 was presented highlighting on Plan of Action and Criteria Wise activities performed by the institution.

Dr.H.S.Balakrishnahas remarked that the presentation made by the chairperson of the college to the NAAC peer team will be the deciding factor. It requires clarity, it should comprise quantitative information matrix & how the activities have been performed. But in today's presentation, only the activities operated by the institution have been included and it is more about FDP & Research activities and acceptable to implement during the next presentation.

Future Plans:

The chairperson, presented the future plans of institution.

- a) Separate New Campus
- b) Introducing New UG Courses
- c) Introducing PG courses
- d) Increasing MOU's & Collaborations
- e) Enhancing Students Employability

Members suggested to add new Under Graduate and Post Graduate Courses and increase MOU's & Collaboration with other institutions to enhance quality system in the institution, which has been accepted.

Other Issues:

a) Involvement of Management Members:

Dr.P.V.Reddy advised the Chairperson to involve Management Members in all meetings so that they can be aware of IQAC activities and provide the facilities needed for institutional development. Mr.A.N.Prabhakarsaid it is the right decision to invite management members to the meeting and get things done from them. Accepted the advice and agreed to involve the management members in future IQAC meetings.

b) NAAC Model:

Mr.A.N.Prabhakar has suggested about the "**Compliance and Prescriptive Model**" for NAAC requirements. As per this model, the institution should focus on

- a) Conceptual Understanding and
- b) Defining stakeholders & implementing the activities

He also suggested the institution should perform in the system level. i.e

- a) What is asked in NAAC
- b) What institution is doing &
- c) What institution has to do?

- HesaidGap Analysis is a must to deliver the best in the institution. IQAC team accepted the suggestion on NAAC Model and promised to work accordingly.

c) Library:

Principal gave an idea of introducing 15 - 20 computers in library. Dr. H.S. Balakrishna has advised to subscribe to INFLIB NET & DELNET which may cost Rs.5,000 & Rs.15,000 respectively and the same has been accepted.

d) Best Practices:

Dr. H.S. Balakrishna raised the point of "Institutional Best Practices" and asked the chairperson to express few best practices of the institute. The Principal has mentioned few best practices, such as "Student Saving Bank, Free Midday Meals, Power of One Rupee, Staff Visit to Parents Home, Awards for Teachers for providing 100% results". Dr. H.S. Balakrishna said, among these practices only "Free Midday Meals and Power of One Rupee" can be considered as Institutional Best Practices and also said it may not require many best practices and to initiate any two unique best practices which relates to promotion of universal values. The proposal has been accepted.

e) Results:

Dr. H.S. Balakrishna, Mr. A.N. Prabhakar & Dr. P.V. Reddy appreciated the final semester results of B.Com & BBA Courses all through the last 6 years and suggested to work harder on achieving 'University Ranks' and the same has been accepted by the IQAC Team.

f) Add on Courses:

Principal has mentioned about the initiation of the add On Programmes like GST, Tally, Pay Roll, Excel & CA-Foundation for interested candidates. On this count, Dr. H.S. Balakrishna and Mr. A.N. Prabhakar suggested to make it compulsory for all the students to enrol for these programs since they have much better scope for commerce students in terms of job opportunities. Principal has accepted the suggestions made in this regard.

g) Governance, Leadership & Management:

Dr.H.S.Balakrishnahas pointed out the 'Quality Improvement Strategies' followed is hypothetical and there is no proper organisational hierarchy followed in the institution. He said Governance, Leadership and Management of the institution need to be strengthened.

h) HOD & Professor Post:

Dr.P.V.Reddy raised the point of HOD Post and Professor Post in the UG College. Dr. H.S. Balakrishna has clarified that there is no HOD designation and is not a statutory post, but it can be created for convenience and administrative purposes. About Professor Post, he clarified. Govt. of Karnataka has not given any provisions for Professor Post to faculty of Under Graduate colleges including Principal. The designations followed is Lecturer, Assistant Professor and Associate Professor at the highest level.

i) Equal Opportunity Cell & Anti-sexual Harassment Cell:

Dr. H.S. Balakrishna asked the principal to express the activities performed in Equal Opportunity and Anti-sexual Harassment Cell. Based on the presentation made by the Principal, Dr.H.S. Balakrishna said the Anti-sexual Harassment Cell has to be renamed as "Internal Compliants Committee", and it is mandatory that this committee should have one member from NGO and one lady police officer. It was also suggested to strengthen the activities of the Equal Opportunity Cell. The suggestions were accepted.


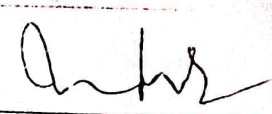
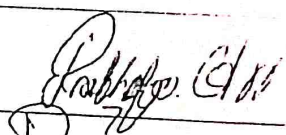
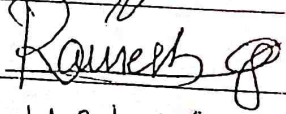
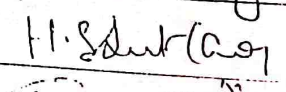
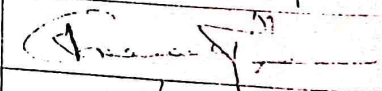
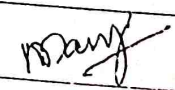
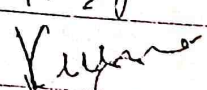
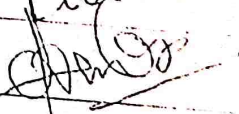
j) Proposed Plans:


The Principal suggested few proposed plans such as a) Faculty Exchange Programmes b) Students Exchange Programmes c) Representation on Social Issues d) Making mandatory for the staff to complete KSET/UGC NET e) Training Programmes on NAAC Process f) Best Teacher Award g) Best Student Award. About these proposals, Dr. H.S. Balakrishna reacted and said Faculty Exchange & Student Exchange Programmes are not easy and may not be feasible and instead better to focus on 2(f) & 12(B) schemes from human resource ministry to get financial benefits, increase the number of MOU's & Collaborations with other institutes or commercial establishments / organisations and to improve Digitalisation in Administrative activities. Dr.P.V.Reddy has remarked that not only the Results & Marks scored by the


students, it is also the well maintained quality system in the college is very much required at all times. It was accepted to enforce these proposed plans.

The chairperson in his concluding remarks said that we need to improve the quality in all the areas of institutional activities and asked the IQAC team to take necessary initiatives.

At the end of the meeting, the coordinator, IQAC extended his thanks to the chairperson and all the members for their active participation and fruitful deliberations in the meeting.

Sl. No.	Names	Designation	Signature
1.	Mr. Venkatesh Babu T.S	Chairperson	
2.	Dr. P. V. Reddy	Management Representative	
3.	Dr. H.S. Balakrishna	Advisor	
4.	Mr. A.N. Prabhakar	Corporate Representative	
5.	Mr. Ramesh C.G	Co-ordinator	
6.	Mr. Sanathkumar H.S	Member	
7.	Mr. Parveez Ulla	Member	
8.	Mrs. Manju B	Member	
9.	Mrs. Kusuma H.S	Member	
10.	Mr. Ambarish R	Member	


Mr. Ramesh C.G
IQAC Co-ordinator


Mr. Venkatesh Babu T.S
IQAC Chairman