

VIVEKANANDA DEGREE COLLEGE

Dr. Rajkumar Road, Rajajinagar II Stage, Bangalore - 560055

An Institute of Janatha Education Society
Affiliated to Bengaluru City University, Accredited NAAC

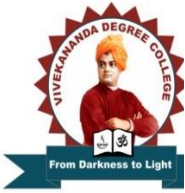


INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of IQAC Meeting

Meeting 01 – 10 November 2022

IQAC meeting for the academic year 2022-2023 was held on 10 November 2022 at 12 noon in IQAC Chamber. The following members attended the meeting.

Sl. No.	Designation and affiliation	Name of the Person
Chairperson		
01	Principal	Dr. Vasu
Coordinator of IQAC		
02	IQAC Coordinator	Pro. K M Thipperudraswamy
03	Deputy IQAC Coordinator	Dr. Lingarajaiah
Management Representatives		
04	GC Chairman, VDC	Smt. H R Aruna Kumari
Nominee from Industry		
05	Ex Corporator	Sri Manjunath
Teaching and Non teaching Faculty Members		
06	Member, HOD, Dept. of Commerce	Dr. K Shashikala
07	Member, HOD, Dept. of Physics	Prof. Venkatasubba Reddy
08	Member, HOD, Dept. of Political Science	Prof. Laxman B R
19	Member, HOD, Dept. of Chemistry	Prof. Keshava Reddy
10	Member, HOD, Dept. of Mathematics	Prof. Pushpa K R
11	Member, HOD, Dept. of Computer Science	Prof. K R Lakshminarayana
12	Member, HOD, Dept. of History	Prof Rajanna
13	Member, HOD, Dept. of English	Prof. Sushma D
14	Member, NCC Officer	Prof. Ravikumar M S
15	Member, Placement Officer	Prof. V Srinivas
16	Member, NSS Officer	Prof. Abhishek
17	Member, Assistant Professor	Prof. Y K Kavya
18	Member, Physical Education Director	Dr. M N Arun
19	Member, Librarian	Smt. B S Veena
20	Member, Suptd. Admin	Sri Murthy C
21	Member, Suptd. Accounts	Sri Byanna S
Nominee from Aluminai, Student		
22	Member, Aluminai	Dr. A Senthil Kumaran
23	Member, Aluminai	Sri Ashok
24	Member, Student Representative	Ms. Shilpa – V Sem B.Com
25	Member, Student Representative	Ms. Tejaswini K V – III Sem B.Sc.
26	Member, Student Representative	MS. Sinchana H U – III Sem B.A.



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AGENDA

1. Review of minutes of previous IQAC meeting compliances.
2. Documentation for NAAC
3. Preparation of Calendar of Events for the academic Year 2022-23.
4. Any other subject with the permission of Chairperson.

IQAC Coordinator Prof. Thipperudraswamy welcomed the members for the meeting followed by the review presentation on the agenda of the meeting for the academic year 2022-2023. The following discussions were held:

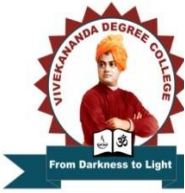
The agenda of the meeting were presented before the members with formal discussions with all IQAC Members. The following resolutions were made by the IQAC Members.

RESOLUTIONS

1. Review of minutes of previous IQAC meeting compliances.
Resolution:
The minutes of the last IQAC meeting were reviewed. All tasks have been mostly completed, and any pending work will be finished soon. Minutes of previous IQAC meeting were confirmed.
2. Documentation for NAAC.
Resolution:
It was decided to speed up the collection of documents needed for NAAC accreditation. Each department are informed to submit their data by the set deadlines. (Dead line : By the end of December)
3. Preparation of Calendar of Events for the academic year 2022-23.
Resolution:
The committee agreed to create a detailed calendar for the year 2022-23, including all academic and extracurricular activities. It will be finalized in the next meeting after gathering inputs from all the departments.
4. Any other subject:
 - a) Resolution:
All the IQAC Committee Members discussed regarding formation the various committee in view of NAAC Peer Team Visit.
 - b) Resolution:
Discussed prepared the Financial Budget for NAAC Peer Team Visit.

The meeting concluded with agreement on all resolutions. Timely completion of tasks, especially NAAC documentation and the academic calendar, was emphasized.

K. S. Narasimha
PRINCIPAL
VIVEKANANDA DEGREE COLLEGE
BENGALURU-55



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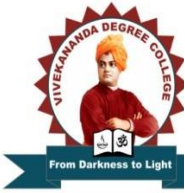


INTERNAL QUALITY ASSURANCE CELL (IQAC) Minutes of IQAC Meeting

Meeting 02 – 13 December 2022

IQAC meeting for the academic year 2022-2023 was held on 13 December 2022 at 12 noon in IQAC Chamber. The following members attended the meeting.

Sl. No.	Designation and affiliation	Name of the Person
Chairperson		
01	Principal	Dr. Vasu
Coordinator of IQAC		
02	IQAC Coordinator	Pro. K M Thipperudraswamy
03	Deputy IQAC Coordinator	Dr. Lingarajaiah
Management Representatives		
04	Joint Secretary, JES	Sri I Narayana Reddy
05	GC Chairman, VDC	Smt. H R Aruna Kumari
06	Chairman, Branding and Publicity Committee, JEE	Sri G V Anil
Nominee from Industry		
07	Ex Corporator	Sri Manjunath
Teaching and Non teaching Faculty Members		
08	Member, HOD, Dept. of Commerce	Dr. K Shashikala
09	Member, HOD, Dept. of Physics	Prof. Venkatasubba Reddy
10	Member, HOD, Dept. of Political Science	Prof. Laxman B R
11	Member, HOD, Dept. of Chemistry	Prof. Keshava Reddy
12	Member, HOD, Dept. of Mathematics	Prof. Pushpa K R
13	Member, HOD, Dept. of Computer Science	Prof. K R Lakshminarayana
14	Member, HOD, Dept. of History	Prof Rajanna
15	Member, HOD, Dept. of English	Prof. Sushma D
16	Member, NCC Officer	Prof. Ravikumar M S
17	Member, Placement Officer	Prof. V Srinivas
18	Member, NSS Officer	Prof. Abhishek
19	Member, Assistant Professor	Prof. Y K Kavya
20	Member, Physical Education Director	Dr. M N Arun
21	Member, Librarian	Smt. B S Veena
22	Member, Suptd. Admin	Sri Murthy C
23	Member, Suptd. Accounts	Sri Byanna S
Nominee from Aluminai, Student		
24	Member, Aluminai	Dr. A Senthil Kumaran
25	Member, Aluminai	Sri Ashok
26	Member, Student Representative	Ms. Shilpa – V Sem B.Com
27	Member, Student Representative	Ms. Tejaswini K V – III Sem B.Sc.
28	Member, Student Representative	MS. Sinchana H U – III Sem B.A.



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AGENDA

1. Review of minutes of previous IQAC meeting compliances.
2. Formation of various committees in view of NAAC Peer Team Visit.
3. Review of Documentation for NAAC Peer Team Visit.
4. Any other subject with the permission of Chairperson.

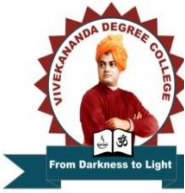
IQAC Coordinator Prof. Thipperudraswamy welcomed the members for the meeting followed by the review presentation on the agenda of the meeting for the academic year 2022-2023. The following discussions were held based on the agendas of the meeting:

RESOLUTIONS

1. Review of minutes of previous IQAC meeting compliances.
Resolution:
The minutes of the last IQAC meeting were reviewed. All tasks have been mostly completed, and any pending work will be finished soon. Minutes of previous IQAC meeting were confirmed.
2. Formation of various committees in view of NAAC Peer Team Visit.
Resolution:
It was decided to form different committees to manage tasks for the upcoming NAAC Peer Team Visit. Each committee will have a coordinator, and members will be chosen from all the departments to ensure everything runs smoothly.
3. Review of Documentation for NAAC Peer Team Visit.
Resolution:
The committee reviewed the NAAC documentation and found some areas needed improvement. It was decided that all documents will be updated and checked by each Criterion Conveners and the concerned HODs before the deadline to be ready for the Peer Team Visit.
4. Any other subject
Resolution:
With the Chairman's permission, the members discussed the arrangements for welcoming the NAAC Peer Team, with special focus on preparing students for the cultural performance in an organized manner.

The meeting concluded with agreement on all resolutions, emphasizing the timely completion of tasks, particularly NAAC documentation and preparations for the NAAC Peer Team Visit.

K. Srinivas
PRINCIPAL
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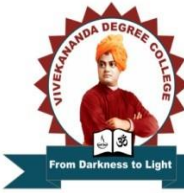


INTERNAL QUALITY ASSURANCE CELL Minutes of IQAC Meeting

Meeting 03 – 10 January 2023

IQAC meeting for the academic year 2022-2023 was held on 10 January 2022 at 12 noon in IQAC Chamber. The following members attended the meeting.

Sl. No.	Designation and affiliation	Name of the Person
Chairperson		
01	Principal	Dr. Lingarajaiah
Coordinator of IQAC		
02	IQAC Coordinator	Pro. K M Thipperudraswamy
03	Deputy IQAC Coordinator	-
Management Representatives		
04	GC Chairman, VDC	Smt. H R Aruna Kumari
Nominee from Industry		
05	Ex Corporator	Sri Manjunath
Teaching and Non teaching Faculty Members		
08	Member, HOD, Dept. of Physics	Prof. Purnima
09	Member, HOD, Dept. of Commerce	Dr. K Shashikala
10	Member, HOD, Dept. of Political Science	Prof. Mahendra
11	Member, HOD, Dept. of Chemistry	Prof. Mohammad Rafi
12	Member, HOD, Dept. of Mathematics	Prof. Pushpa K R
13	Member, HOD, Dept. of Computer Science	Prof. Shantha
14	Member, HOD, Dept. of History	Prof Rajanna
15	Member, HOD, Dept. of English	Prof. Sushma D
16	Member, NCC Officer	Prof. Ravikumar M S
17	Member, Placement Officer	Prof. V Srinivas
18	Member, NSS Officer	Prof. Abhishek
19	Member, Assistant Professor	Prof. Y K Kavya
20	Member, Physical Education Director	Dr. M N Arun
21	Member, Librarian	Smt. B S Veena
24	Member, Suptd. Admin	Sri Murthy C
25	Member, Suptd. Accounts	Smt. Lakshmi
Nominee from Aluminai, Student		
26	Member, Aluminai	Dr. A Senthil Kumaran
27	Member, Aluminai	Sri Ashok
28	Member, Student Representative	Ms. Shilpa – V Sem B.Com
29	Member, Student Representative	Ms. Tejaswini K V – III Sem B.Sc.
30	Member, Student Representative	MS. Sinchana H U – III Sem B.A.



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Agenda

1. Review of minutes of previous IQAC meeting compliances.
2. Review of NAAC Peer Team Visit.
3. Formation of New IQAC Committee and the IQAC Coordinator.
4. Any other subject with the permission of Chairperson.

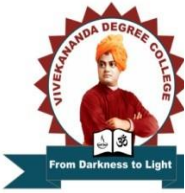
IQAC Coordinator Prof. Thipperudraswamy welcomed the members for the meeting followed by the review presentation on the agenda of the meeting for the academic year 2022-2023. The following discussions were held based on the agendas of the meeting:

RESOLUTIONS

1. Review of minutes of previous IQAC meeting compliances.
Resolution:
The minutes of the last IQAC meeting were reviewed. All tasks have been mostly completed, and any pending work will be finished soon. Minutes of previous IQAC meeting were confirmed.
2. Review of NAAC Peer Team Visit.
Resolution:
The committee discussed the NAAC Peer Team Visit in detail and congratulated the IQAC Coordinator and the members for securing an 'A' grade during the NAAC assessment. It was decided to analyze the feedback from the visit and make necessary improvements in the areas pointed out by the Peer Team to maintain and improve the institution's standards.
3. Formation of New IQAC Committee and the IQAC Coordinator.
Resolution:
It was resolved to reconstitute the IQAC committee with new members, considering the transfers and retirements of many senior faculty members, as per the institutional guidelines. A new IQAC Coordinator was appointed to oversee the upcoming initiatives and activities. Dr. K. Shashikala was appointed as the IQAC Coordinator, and Prof. Sushma D. was assigned the responsibilities of Deputy Coordinator.
4. Any other subject with the permission of Chairperson.
Resolution:
The newly appointed IQAC coordinator was asked to start the preparation for the submission of AQAR 2021-2022.

The meeting concluded with agreement on all resolutions. Timely completion of tasks, especially NAAC documentation and the academic calendar, was emphasized.

K. Shashikala
PRINCIPAL
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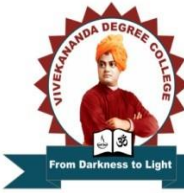


INTERNAL QUALITY ASSURANCE CELL Minutes of IQAC Meeting

Meeting 04 – 06 February 2023

IQAC meeting for the academic year 2022-2023 was held on 06 February 2023 at 12 noon in IQAC Chamber. The following members attended the meeting.

Sl. No.	Designation and affiliation	Name of the Person
Chairperson		
01	Principal	Dr. Lingarajiah
Coordinator of IQAC		
02	IQAC Coordinator	Dr. K Shashikala
03	Deputy IQAC Coordinator	Prof. Sushma D
Management Representatives		
04	GC Chairman, VDC	Smt. H R Aruna Kumari
Nominee from Industry		
05	Ex Corporator	Sri Manjunath
Teaching and Non teaching Faculty Members		
08	Member, HOD, Dept. of Physics	Prof. Purnima
	Member, HOD, Dept. of Commerce	Dr. Bhavani
09	Member, HOD, Dept. of Political Science	Prof. Mahendra
10	Member, HOD, Dept. of Chemistry	Prof. Mohammad Rafi
11	Member, HOD, Dept. of Mathematics	Prof. Pushpa K R
12	Member, HOD, Dept. of Computer Science	Prof. Shantha
13	Member, HOD, Dept. of History	Prof Rajanna
14	Member, NCC Officer	Prof. Ravikumar M S
15	Member, Placement Officer	Prof. V Srinivas
16	Member, NSS Officer	Prof. Abhishek
17	Member, Assistant Professor	Prof. Y K Kavya
18	Member, Physical Education Director	Dr. M N Arun
19	Member, Librarian	Smt. B S Veena
20	Member, Suptd. Admin	Sri Murthy C
21	Member, Suptd. Accounts	Smt. Lakshmi
Nominee from Aluminai, Student		
24	Member, Aluminai	Dr. A Senthil Kumaran
25	Member, Aluminai	Sri Ashok
26	Member, Student Representative	Ms. Shilpa – V Sem B.Com
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AGENDA

1. Review of minutes of previous IQAC meeting compliances.
2. Discussions for preparation of AQAR 2021-2022
3. Discussions for organising FDP for both Teaching and Non Teaching Staff
4. Any other subject with the permission of Chairperson.

IQAC Coordinator Dr. K Shashikala welcomed the members for the meeting followed by the review presentation on the agenda of the meeting for the academic year 2022-2023. The following discussions were held based on the agendas of the meeting:

RESOLUTIONS

1. Review of minutes of previous IQAC meeting compliances.
Resolution:
The minutes of the last IQAC meeting were reviewed. All tasks have been mostly completed, and any pending work will be finished soon. Minutes of previous IQAC meeting were confirmed.
2. Discussions for preparation of AQAR 2021-2022
Resolution:
The committee discussed the preparation of the AQAR for the year 2021-2022. It was resolved to form a subcommittee to gather data and compile the report, ensuring all departments contribute their required information by the set deadline.
3. Discussions for organising FDP for both Teaching and Non Teaching Staff
Resolution:
The committee discussed the importance of continuous professional development for both teaching and non-teaching staff. It was agreed to organize a Faculty Development Program (FDP) to enhance skills, knowledge, and overall effectiveness in their roles. A planning committee will be formed to outline the agenda, identify facilitators, and schedule the sessions.
4. Any other subject with the permission of Chairperson.
The committee resolved to prepare a calendar of events for the academic year 2023-2024 in advance, including key dates such as semester schedules, examinations, holidays, and faculty development programs. A subcommittee will gather input from departments to ensure all relevant events are included. The draft calendar will be reviewed and finalized in the next meeting for timely distribution to staff and students.

The meeting concluded with agreement on all resolutions. Timely completion of tasks, especially NAAC documentation and the academic calendar, was emphasized.

K. Shashikala
PRINCIPAL
VIVEKANANDA DEGREE COLLEGE
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