



Lord Sri Krishna International Educational Trust (R)  
**Sri Krishna Degree College**

Ph : 080 26796020  
080 26795644

#2P, ITI Layout Main Road, Kathriguppe, Banashankari 3rd Stage, Bengaluru - 560085

Affiliated to Bangalore City University  
ISO 9001 - 2008 Certified, NAAC accredited with 'A+' grade

No. SKDC : 01/23-4

Date : 04/08/2023

The First IQAC Meeting:

**PROCEEDINGS OF THE IQAC MEETING HELD ON 04/08/2023 AT 2:00 PM**

**Agenda:-**

- Formation of Committees for the Academic year 2023-24
- Regarding orientation For All the classes
- Best Practices to be adopted for the Academic Year
- Finalizing Composition of IQAC and to discuss the members.

Student representatives

Alumni Representatives

Other members of IQAC

- Calculate workload as per new syllabus prescribed by Bengaluru City University

The IQAC Director/coordinator welcomed the Chairman and all the members present. Following are the decisions taken after detailed deliberations on the agenda.

**Agenda 1:**

**Formation of Committees for the Academic year 2023-24**



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1. IQAC Chairman Informed all the Criterion in-charge to provide updated information about the committee's constitution for the year 2023-24 in 7 days.
2. Chairman informed that all criterions in Charges arrange to conduct below mentioned activities through respective committees.

- To continue Value added courses.
- To collect feedback on curriculum from all stakeholders, analyze and submit reports with recommendation through IQAC.
- To follow University guidelines for conducting internal examinations and university exams.
- To conduct a Student Satisfaction Survey on overall performance of the college, and to submit an analysis report in the next meeting so as to take necessary steps for quality improvement aspects in the institution.
- To Collect proposals from faculties to attend State, National, Inter- National and local level - Conferences, Workshops, Seminars, and Training Programs.
- Finance committee is Instructed to Allocate sufficient Budget for all activities including Infrastructure, Academic Support Activities, E-Governance, Library, Sports, Cultural, Faculty and Student Welfare schemes, Green Initiatives, Incubation Center and some of the special training programs as per the request of committee Chair-Persons and HOD'S.
- To conduct capability enhancement, Alumni and placement activities.

## AGENDA 2:



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## Regarding orientation For All the classes

IQAC chairperson instructed all Department HOD's to conduct orientation and Bridge course classes to First year students.

## AGENDA 3:

### Best Practices to be adopted for the Academic Year

It was decided to implement the below Best Practices and distinctiveness for the Current Academic Year

1. "Blood Bank Services"
2. "Value Added Programmes"
3. Distinctiveness " Village Adoption Programme"

**IQAC Chairman also stressed upon faculties on following points for quality improvement in the institution.**

- Faculties to involve in in evaluation and question paper setting work of university
- Faculties to publish more publications in UGC notified journals.
- Faculties to attend more Faculty development and Professional development Programs.

## **Agenda: 4**

### Finalizing Composition of IQAC and to discuss the members .

IQAC Composition was finalized as

1. Selected the student representatives as under



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Lakshmi Narayan	Student Council Member	Student Council Member
Sachin	Student Council Member	Student Council Member
Raksha	Student Council Member	Student Council Member

2. Alumni Representatives as under

Mr Harsha K V	Alumni Representative	Alumni Representative
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**Agenda: 5**

**Calculate workload as per new syllabus prescribed by Bengaluru City University**

Head of the Departments of UG and PG Department are instructed to submit the workload for the Academic year 2023-24.

Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
Mr.Kempegowda	Admin.Officer	Admin.Officer
Mrs Bharthi	Finance Officer	Finance Officer
Mrs Babita	Director- Ajit Glafa India Pvt Ltd	Industry Representative
Lakshmi Narayana	Student Council Member, BBA	Student Council Member
Sachin K	Student Council Member, Bcom	Student Council Member
Raksha	Student Council Member, BCA	Student Council Member
Mr Harsha K V	Alumni Representative	Alumni Representative
Ms Megha	Assistant Prof Department of Business Administration	Member & criteria-1 incharge
Dr Muninanjappa B M	HOD BCOM	Member & criteria-2 incharge
Mr Suresh	Senior faculty dept of commerce	Member & criteria-3 incharge
Mrs Sowmya T K	Senior faculty dept of commerce	Member & criteria-4 incharge



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Mrs Sowmya T K	Senior faculty dept of commerce	Member & criteria-4 incharge
Mrs Hamsaveni N	Senior faculty dept of commerce & mgmt.	Member & criteria-5 incharge
Ms Prabala	Senior faculty dept of commerce & mgmt	Member & criteria-6 incharge
MrsKavitha Venugopal	Senior faculty dept of commerce & mgmt	Member & criteria-7 incharge

Date: 04/08/2023

*Dr. N. Usha Kumari*  
IQAC Chairman  
SRI KRISHNA DEGREE COLLEGE  
# 2 (P), ITI Layout, BSK 3rd Stage,  
BANGALORE - 560 085. 4/8/23

*Deepa*  
IQAC Co-ordinator  
SRI KRISHNA DEGREE COLLEGE  
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No. SKDC : 02/23/24

Date : 06/12/2023

## PROCEEDINGS OF THE IQAC 2<sup>nd</sup> MEETING HELD ON 06/12/2023 AT 2:00 PM AT SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85

### AGENDA

1. Review on action taken on the proceedings of previous meeting
2. To discuss about Certificate skill Based Add on course for UG and PG Students
3. Review of Extension Activities
4. Approval from AICTE and Formation of IIC Cell

### Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
Mr.Kempegowda	Admin.Officer	Admin.Officer
Mrs Bharthi	Finance Officer	Finance Officer
Mrs Babita	Director- Ajit Glafa India Pvt Ltd	Industry Representative
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Mrs Sowmya T K	Senior faculty dept of commerce	Member & criteria-4 incharge
Mrs Hamsaveni N	Senior faculty dept of commerce & mgmt.	Member & criteria-5 incharge
Ms Prabala	Senior faculty dept of commerce & mgmt	Member & criteria-6 incharge
MrsKavitha Venugopal	Senior faculty dept of commerce & mgmt	Member & criteria-7 incharge



No. SKDC : .....

Date : .....

### **Agenda 1:**

#### **Review on action taken on the proceedings of previous meeting**

##### **Criterion 1-**

- Feedback was collected from all the stakeholders and analyzed.

##### **Criterion-2-**

- Mentor mentee Orders issued, slow and advanced learners identified.
- Informed the committee out of total 360 seats sanctioned 274 students admitted in the institution Academic year 2023-24.

##### **Criterion-3-**

- Under linkage & collaborative program 70 students completed Internship and 10 faculties co-ordinated, 48 students submitted Dissertation, 72 students completed Project work and 42 students participated in Industrial visits.
- MOU's signed with 5 agencies.

##### **Criterion-4-**

- Criterion in-charge brought to the notice of the committee during the year
- During the year Desktops, 100 Reference books were purchased.
- Purchased DELNET for Digital Library.

##### **Criterion-5**

- 3 Capability enhancement programs were conducted during the first quarter.
- It is planning to conduct 2 to 3 alumni meetings during the academic year and to conduct different programs from the alumni association.



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### Criterion-6

- For faculties attending National and International Conferences expenses are sanctioned by the institution for the year 2023-24

### Criterion-7

- Programs on gender equity conducted
- Programs conducted on eco-friendly campus

### AGENDA 2:

#### To discuss about Certificate skill Based Add on course for UG and PG Students

HOD's of Bcom, BBA , BCA and Mcom Department briefed about Add on courses introduced in their Departments.

### AGENDA 3:

#### Review of Extention Activities:

IQAC Chairman informed the members concerned to strictly adhere to the schedule planned under Collaborative, Linkages and MoUs. The Chairman thanked all the members regarding the activities conducted and informed them to maintain records of all these activities in the format required by NAAC. And to continue the activities under Social Outreach Maintenance of Adopted Government School and Maintenance Adopted Sri Kanteshwara Park to extent social outreach activities in Adopted Village at Anekal District Bannerhatta Village.

### AGENDA 4:



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No. SKDC : .....

Date : .....

## AGENDA 4:

### Approval from AICTE and Formation of IIC Cell

#### Discussion Points:

- An update was provided on the status of AICTE (All India Council for Technical Education) approval for new programs and initiatives.
- Documentation and compliance requirements were reviewed.
- The administrative team was commended for completing and submitting the application within the stipulated deadline.

#### Decisions Taken:

- It was unanimously decided to follow up with AICTE for expedited approval.
- A sub-committee was formed to address any queries raised by AICTE.
- Members were assigned tasks to ensure compliance with AICTE guidelines.

### Formation of IIC Cell

#### • Discussion Points:

- The importance of establishing an **Institution Innovation Council (IIC)** as per the guidelines of the Ministry of Education, Government of India.
- Benefits of the IIC Cell in fostering innovation, entrepreneurship, and a start-up culture within the institution.
- Identification of faculty and student representatives to be part of the IIC Cell.

#### • Decisions Taken:

- The IIC Cell will be formally constituted with representation from faculty, students, and industry experts.
- Dr Deepa was appointed as the IIC Coordinator.



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- o A timeline was established to conduct orientation and awareness programs about IIC activities.
- o It was agreed to prepare and submit an IIC action plan for the academic year.

Meeting concluded with vote of thanks by IQAC Director/coordinator

Date: 06/12/2023

*Dr. N. Veera Kumari*  
IQAC Chairman 04/08/2023  
SRI KRISHNA DEGREE COLLEGE  
#2 (P), ITI Layout, BSK 3rd Stage,  
BANGALORE - 560 085.  
IQAC Chairman

*Dr. T. 06/12/2023*  
IQAC Co-ordinator  
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No. SKDC : 03 | 2023-24

Date : 16 | 02 | 2024

**PROCEEDINGS OF THE IQAC 3rd MEETING HELD ON 16/02/2024 AT  
2:00 PM AT  
SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85**

1. Status of Preparation for submission of AQAR for the year 2022-23
2. Appreciation for Faculty and HODs for Academic Achievements
3. Steps Taken to Improve Admissions

**Members Present**

<b>NAME</b>	<b>DESIGNATION &amp; DEPT</b>	<b>Designation in IQAC</b>
Dr. Ushakumari N	Principal	IQAC Chairman
Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
Mr.Kempegowda	Admin.Officer	Admin.Officer
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No. SKDC : .....

Date : .....

### Agenda 1:

Status of Preparation for submission of AQAR for the year 2022-23  
A brief update was provided on the status of Annual Quality Assurance Report (AQAR) preparation for the academic year 2022-23.

### Agenda:2

Appreciation for Faculty and HODs for Academic Achievements

The members acknowledged and appreciated the consistent efforts of faculty and HODs in mentoring students and achieving academic excellence.

Specific commendations were given for the following:

1st Rank in BBA: Ruth R from the BBA Department.

5th Rank in University Exams: Mahesh R (BCA).

### Agenda:3

Steps Taken to Improve Admissions

#### Discussion Points:

- An analysis of the previous year's admission trends was presented.
- Strategies to enhance visibility and attract prospective students were discussed, including:
  - Strengthening digital marketing efforts (social media campaigns, webinars).
  - Organizing career guidance sessions in schools and colleges.
  - Offering early bird incentives or scholarships for high-performing students.
  - Conducting open house sessions for parents and students.

#### Decisions Taken:

- A dedicated team was formed to oversee admission campaigns and collaborate with marketing agencies.



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- A proposal to create promotional content highlighting student achievements, including ranks, placements, and alumni success stories, was approved.
- Departmental faculty members were encouraged to identify unique selling points (USPs) for their programs and communicate them effectively during outreach activities.

Date: 16/02/2024

*Sr. N. Ulha Kumari*  
IQAC Chairman 16/2/24  
SRI KRISHNA DEGREE COLLEGE  
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*D. T. 16/2/24*  
IQAC Co-ordinator  
SRI KRISHNA DEGREE COLLEGE  
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No. SKDC : 04 / 28.23.24

Date : 30 / 03 / 24

## PROCEEDINGS OF INTERNAL QUALITY ASSURANCE CELL

### PROCEEDINGS OF THE IQAC 4th MEETING HELD ON 30/03/2024 AT 2:00 PM AT SRI KRISHNA DEGREE COLLEGE ITI LAYOUT BANGALORE-85

#### Agenda:

1. To Focus on Improving Teaching learning skills of the faculties
2. To discuss about Annual Scholarship Award Ceremony 2024

#### Members Present

NAME	DESIGNATION & DEPT	Designation in IQAC
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Prof S.P Manohar	Management Representative	Academic Director
Mrs Deepa K	HOD, BBA	IQAC Coordinator
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**Agenda -1**

**To Focus on Improving Teaching learning skills of the faculties**

IQAC Chairman advised all committee members and criterion in charges about improving teaching learning enhancement activities. All the Criterion In-charges are agreed to conduct various Faculty Development Programs and Webinars involving HOD's.

**Agenda -2**

**To discuss about Annual Scholarship Award Ceremony 2024**

As per the Instruction of Management IQAC Director instructed Heads of Department to Identify the students for Scholarship Award Ceremony based on Merit, Merit cum Means, Girl Child (Single parent). The ceremony was scheduled in the month of July 2024.

Meeting concluded with vote of thanks by IQAC Director/ Coordinator.

30/03/2024

*Dr. N. Usha Kumari*  
IQAC Chairman 30/3/24  
SRI KRISHNA DEGREE COLLEGE  
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*[Signature]* 30/3/24  
IQAC Co-ordinator  
SRI KRISHNA DEGREE COLLEGE  
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